

# Minutes

## Motueka Aerodrome Advisory Group

**Date and Time:** Wednesday 25 September 2019, 2.30 pm  
**Venue:** Tasman District Council Service Centre, Hickmott Place, Motueka

**Present:** Cr Peter Canton – Tasman District Council (Chair)  
Barry Dowler – Community Board Member  
Mark Stagg – Argus Aviation  
Stuart Bean – Skydive Abel Tasman  
Kevin York – Independent Member  
Mark Lasenby – Independent Member

**In attendance:** Cr David Ogilvie - Tasman District Council  
Andrew Ellis – Commercial Portfolio Manager, Tasman District Council  
Jane Park – Administration Officer - Property Services, Tasman District Council  
Linda Atkins – Executive Support Officer, Tasman District Council, (Minute Taker)

Meeting opened at 2.30 pm

### 1. Welcome

The Chair welcomed everyone to the meeting.

He thanked Cr Paul Hawkes for acting as Chair at the last meeting and thanked everyone for their support, as he is not running for re-election to the Council at the end of his term.

### 2. Apologies

Jim Maguire – Recreational User Representative

Mark Johannsen – Property Services Manager, Tasman District Council

**Moved: Stuart Bean / Barry Dowler**

**That apologies be received from Mark Johannsen and Jim Maguire.**

**Carried**

### 3. Minutes of last meeting - 12 June 2019

**Moved: Kevin York / Mark Stagg**

**That the minutes from the 12 June 2019 meeting be accepted as a true and correct record.**

**Carried**

#### 4. Action items from the previous meeting

##### Development contributions

Andrew Ellis stated that there had been a lot of discussion about development contributions (DCs) since the last meeting. Several users had written to the Mayor to raise their concerns. The issue had also been raised at the Community Board and other meetings. At a recent meeting with the Mayor, he requested staff review their interpretation of the DC policy to achieve an outcome that would be more favourable to the users. Staff confirmed that water from the aerodrome does enter the Council system, hence a discount of up to 50% is only available if there is an engineer's report confirming that the hangar soak pits will handle a one in one hundred year storm event (P100). The cost of P100 capability is likely to fully offset the available discount and would not reduce the financial costs to the users.

Barry Dowler noted he had spoken to the Deputy Mayor and there was some support for new developments at the aerodrome to receive a discounted rent to help mitigate the cost of DCs.

Andrew Ellis asked for feedback from this Group so he can take a proposal to the Commercial Committee for a discount equivalent to 50% of the DC spread over three to five years. The following points were raised:

- DCs cost 10% of the total cost of the building which is expensive.
- The Group supported mitigating costs for new tenants.
- A member noted water does not come off the aerodrome to flood surrounding areas.
- There was support for the reduced overheads for users to enable further development of the aerodrome.
- Cr Peter Canton supports this and concluded there is unanimous support from the MAAG for providing discounted rent for new developments to mitigate DCs.
- Cr Ogilvie advised this will go to the Commercial Committee meeting.

**Action:** Andrew Ellis will draft a policy proposal for approval.

##### Runway markings

The Council has a quote from Downers at \$15k for the bandage so the Council will do this, then \$8k to remark the runway. This will last until it is resealed and that is in the long term plan (within ten years).

This process will be done at the weekend with the repair one weekend then the marking another weekend. Of the \$23k cost, NDRA will pay for some of the remarking.

A member suggested night repairs (after 7pm).

It will be done before the end of November and not on Labour weekend. Mark Johannsen can approve this. Locals can use the taxiway at this time.

##### Dump Station

Andrew Ellis has checked and the standard process was followed. For a number of reasons the works did not require notification so the outline plan waiver was approved.

## 5. Health and Safety update

### 5.1 Updated AIP

This has been done and circulated. The obstacles have been updated (buildings, parking).

### 5.2 Obstacle Limitation Surfaces Map – Proposed Parameters

The existing map shows obstacles using parameters from the Tasman Resource Management Plan (TRMP). This map used the AC circular for aircraft above 5700kg MCTOW. The group went through all the parameters and agreed to adopt the new proposed parameters, from the AC Circular for aircraft below 5700kg MCTOW as they are more appropriate for the aerodrome. This will eliminate many of the current obstacles.

- Stuart Bean recommends the MAAG supports the new parameters.
- Andrew Ellis recommends to change the TRMP in the next review.
- Noted there is an omnibus change to the TRMP which this may get into if Phil Doyle or Dennis Bush King are advised.
- Noted must meet CAA requirements.

**Action:** Andrew Ellis to contact P Doyle or D Bush-King regarding the TRMP and recalibrate the OLS map.

## 6. Aerodrome operations update

### 6.1 Aircraft movements dashboard – August 2019

Andrew Ellis updated the meeting noting we now have data for the whole year. Most people pay an annual fee rather than a fee per landing and the AIMM cost for the transcription service is expensive (\$18kpa). He proposed changing to AIMM lite which costs less at \$6kpa. This can track radio calls so we can pull data, do spot transcription audits to check if all are paying. A small percentage still do not pay the fee but this has dramatically reduced. The Group all approved this change.

### 6.2 Development area 3 – hangar houses

Andrew Ellis explained there have been several enquiries about building new hangar houses in the northern part of development area three. The proposal is for aircraft hangars below and residential accommodation above, and appears to be in line with the aerodrome development plan. A future development plan was also circulated that showed how access could be left to allow more development in the future. Andrew asked for feedback from the Group regarding the proposed hangar houses and the layout. There was lengthy discussion and points were raised both for and against the idea, including some key issues:

- The airport is not a suitable location for a full time main residence and there are potential social and safety issues.
- The proposed layout expands into area required for aircraft that is an operational area
- The aerodrome should include rules that limit the percentage of space for residential use, so that hangars are not used as main residences.
- Small owner occupier apartments in hangars were supported by some.
- There is no main entrance to Motueka aerodrome, and the proposed space could be retained for this in the future.

- The development plan states hangars and residential occupation, but there are differing interpretations of residential (room, hotel, house, apartment etc.).
- It was noted Queen Victoria Street is marked to become the town bypass in the 2010 plan. The original intention of the development plan was for student accommodation for NAC.
- Not a good plan to fill in airport space as we cannot buy another airport.
- Andrew Ellis noted that residential occupation is provided for in the development plan and the aerodrome would miss out on generating revenue from new hangars with these facilities.
- The long term affects would be detrimental to the aerodrome.
- Tenants would have to install their own power and sewerage.
- The overall outcome was that this idea is not supported by this Group at this time.
- A recommendation will be made by the Commercial Committee, which this Group advises.

**Action:** Andrew Ellis will check the ten year plan about services and talk to NZTA about restrictions.

## 7. Financial update

Andrew Ellis explained the new report format. It now shows actual versus budget and an EBITDA line has been inserted, along with other presentational improvements. Depreciation and revaluations are included but moved to show a better representation of the aerodromes financial performance. The aerodrome is doing well for the year to date, as income is above budget and costs are in line with budget. The budget was done 18 months ago, and last year was a good year, so the budget does not reflect the recently improved performance. Higher lease income is driving the higher income. The internal activity balance is \$109k and this can be used for maintenance/repairs, rather than using loans. He noted the ten year Long Term Plan includes plans to reseal the runway.

**Moved: Mark Lasenby / Stuart Bean**

**That the August 2019 finance report be accepted.**

**Carried**

## 8. General Business

- Stuart Bean reported the Motueka Aerodrome Operations and Safety Group meeting was well attended and is functioning well. He noted there had been an aircraft incident recently but stressed it was not an emergency, however a procedure is needed.
- The new locks on all of the gates are working well.
- The dump station is finished except for landscaping. The planting will be done in autumn 2020.
- Discussed the cost of \$2k for the landscaping which is covered by Community Board funds, (\$1200 mulch and \$800 for plants).
- Signs have been ordered and this area is not open to the public yet.
- Mark Stagg noted Argus is fully connected to waste and power now.

- Stuart Bean had call from Phil Peters who wanted to know who the community representatives on MAAG are.

The Chair thanked everyone for their support to him, the airport and community.

Meeting closed at 4.15 pm

Next meeting 20 November 2019

Confirmed

**Action Log – 25 September 2019**

Action	Assigned to:
<p><b>Review process to build a new hangar</b>            To look at this over time.            No update today (12 June) - some challenges noted to hangar developments.</p>	<p>Andrew Ellis            In Process</p>
<p><b>Discuss moving power poles</b>            Subject to potential review or OLS map – see H&amp;S update.</p>	<p>Andrew Ellis            WIP</p>
<p><b>Runway markings</b>            To be repaired and painted over two weekends, before the end of November 2019.</p>	<p>Jane Park            WIP</p>
<p><b>Development Contributions</b>            To draft a policy proposal for approval.</p>	<p>Andrew Ellis</p>
<p><b>Obstacle Limitation Surfaces Map</b>            To contact P Doyle and D Bush-King re TRMP and recalibrate the OLS map.</p>	<p>Andrew Ellis</p>
<p><b>Development Area 3 – hangar houses</b>            To check ten year plan re services and talk to NZTA re restrictions.</p>	<p>Andrew Ellis</p>