

Meeting Notes

Motueka Aerodrome – Operations Subcommittee

25 May 2016 – 1.30 pm, Motueka Aerodrome

Present: Gene Cooper, Jeremy Anderson, Giles, Stuart Bean and John Richards

Apologies: Trevor Leighton, Penny Mackay

Minutes from last meeting

The minutes of the last meeting were approved.

Moved John Richards/Stuart Bean - **CARRIED**

Exercise Barrel Roll – Jeremy reported that he had spoken to the Fire Service and Police who are keen to be involved. It was agreed that this event should be held in the first weekend of September. It was noted that the management plan states that this event is required to be held annually.

Actions:

- Ambulance staff to be contacted.
- Invitations to be sent to all users – Gene to action.
- Jeremy agreed to be Controller.

Tasman District Council Website

Noted that Jim Frater is still the contact person on the Council's website – Robyn to arrange for this to be changed to Gene Cooper.

Grass runway

- Gene noted that the update was sent to Fulton Hogan, Higgins and Concrete & Metals – Gene is engaging with Concrete & Metals, there is some concern about regrowth.
- The work will go ahead but if the grass doesn't take it will be redone in August.
- Suggested that they plough to six-eight inches, grade off and then rotary hoe and laser grade, roll back down. Rolling before rotary hoeing is recommended by John.
- Agreed that should go ahead now – Gene will instruct Concrete & Metals. He will recheck the budget forecast first and then email this group advising of timing.
- It was agreed that if the weather is not favourable, the work should not go ahead.
- Also need to make sure that the runway looks closed as out of town planes have landed on the runway when this work has been done before.

- Gene will talk to Nelmac about marking the affected area and also ask them to mark out places that shouldn't be mown.
- Gene will circulate the scope of works agreed with Nelmac. He asked for feedback from this group to ensure they are happy with spraying regime.

UAV

Issue with Auckland pilot operating within 4 kms of aerodrome. The issue is that he operates under his exposition, this is fine at his own aerodrome but we work differently. This is a one-off issue which hopefully won't happen again. Council will write to Rex Kenny at CAA to advise them of the process we require.

Hangar Doors

Gene noted that he has met with the creditor regarding the hangar doors. Gene suggested that if they can't pay debt, the Council may buy back the hangar. In the meantime, the creditor is still paying the lease commitments.

New hangar

This is going through the building consent process; there is a new requirement for a fire wall. The apron is included in the rental for the land.

It was agreed that once the new hangar is completed a process outlining what is required to apply for a new hangar should be developed. Gene to develop and share with the group.

Barry Fowler is looking at a new hangar; requiring 18 metres width but plan says 15 metres – no issues from this group. Fronts should be flush all the way along, width doesn't matter. Need to work out how much land, taxi way width will be the limiting factor. The three-metre gap between each hangar is a requirement of the building consent.

Chairperson

Moved John/Giles that Stuart be Chairman for next 12 months. **AGREED.**

Emergency Plan

The emergency plan is required to be updated two yearly.

New Storage Shed, Rural Fire Brigade

In response to a question, Gene noted that Cr Barry Dowler and Jim Frater had decided on the shed's location. This was discussed with the advisory board but then changed.

Concern was raised about future proofing of the boundary for footpath etc. Is the building set back enough? It was noted that the fence has been moved. Gene assumes the plan follows the outline plan but he agreed there was some concerns. If the engineers have got it wrong it will have to be moved. Gene will check out the final location before actual building starts.

Action List

Action	Who
Exercise Barrel Roll <ul style="list-style-type: none"> • Contact Ambulance, Fire Service and Police • Invitations to all users • Controller 	Jeremy Gene Jeremy
Update Tasman District Council website <ul style="list-style-type: none"> • Contact person for Motueka Aerodrome – now Gene Cooper 	Robyn
Grass Runway <ul style="list-style-type: none"> • Share scope of works with Operations Subcommittee, check budget forecast and advise group of timing of works • Discuss options to make runway look closed • Discuss with Nelmac option to mark out areas that shouldn't be mown • Circulate agreed work programme with this group • Provide any feedback about spraying regime 	Gene Gene Gene Gene All attendees
Write to CAA about our Landing Protocols	Gene
Develop process – applying for a new hangar	Gene
Update Emergency Plan	Gene
New Storage Shed, Rural Fire Brigade <ul style="list-style-type: none"> • Check out final location and confirm to this group 	Gene