

# Meeting Notes

## Motueka Aerodrome Operations & Safety Committee

**Date:** Wednesday 23 August 2017, 1.00pm

**Venue:** Motueka Aero Club Rooms

**Present:** Stuart Bean (Chair)  
Jeremy Anderson (Nelson Aviation College)  
Tony Nikkel (UAV operator)  
Chris Rika (Skydive Abel Tasman)  
Jim Maguire (recreational user representative)  
Ben Wallace (TNT Helicopters/Nelson Tasman Air)

**In attendance:** Jim Frater (Project Manager, Property Services)  
Terry-Louise Rosser (Tasman District Council)

Stuart opened the meeting at 1.03pm

1. **Apologies** John  
Richards  
John Gourdie  
Penny MacKay  
Mike Drummond

2. **Minutes of previous meeting – 24 May 2017**

Moved: Jeremy/Stuart

That the minutes of the last meeting held on 24 May be confirmed - carried

3. **Actions from previous meetings**

Stuart noted that he still hadn't contacted operators regarding radio calls but said he would do so by email and via the Aero Club newsletter.

Work on the Emergency plan has been completed.

4. **Safety issues**

No safety issues were raised.

## 5. Terms of reference

Jim Frater talked through the final version of the terms of reference for the Operations and Safety Committee. This was the first time they had been reviewed since the Committee was set up.

The main addition was the annual debrief from the Nelson Drag Racing Association.

Jim explained that the format was designed to fit with CAA requirements and that they would be a good reference tool for the new Property Services Manager who would eventually become the Aerodrome Operator.

## 6. Emergency Plan

The updated Emergency Plan for the aerodrome has been approved. Jim Frater explained that the main changes were the clarification to procedures for the removal of aircraft following an incident and the inclusion of emergency exercises. There was some discussion about how to decide what scenarios to test and how to run the exercises. Stuart proposed that the Committee discuss a strategy for holding the exercises at the next meeting.

Tony Nikkel offered his services in the event of an emergency to help capture the scene. He explained that he can use his drone to capture the scene in about 15 minutes and has assisted emergency services in this way previously. He commented that this would help to get the runway reopened more quickly. Stuart was keen to explore this as an option. Jim Frater thought that CAA would need to give their approval. It was agreed that Tony would write to the CAA with the support of the Committee to seek approval for the service.

## 7. 2018 Nelson and Marlborough airspace review

Jeremy commented that the College was putting a submission in for the airspace review. He was happy to include input from other operators. Following some discussion it was agreed that the submission would be made on behalf of all members of the Committee with individual operators signing the submission.

## 8. General business

- Jeremy commented that Kevin Braithwaite from Airways would be at the College on Friday 24 August to talk about the changes from radar monitoring to a satellite based system. He invited other members of the Committee to attend.
- Tony commented that the obstacle threshold survey had not been done yet and asked when the best time would be to do this. The survey is required to make sure Council is compliant with CAA regulations. Tony thought a good time might be during an event as there would already be marshals on site and he would just work behind the safety cordons in place. Jim Maguire informed the Committee that the Aero Club has a club day the last Sunday of every month. It was agreed that Tony and Jim would liaise with each other to agree a date for the survey.
- Tony commented that his approval to operate an unmanned aerial vehicle (UAV) within a

4km radius of the aerodrome had been in place for about 18 months and asked the Committee if they had any concerns with his operation. Stuart was not aware of any concerns being raised and Jeremy commented that Tony was good at communicating with other operators and that there were no issues.

- Tony would also like to discuss the need for him to issue NOTAMS under certain conditions at the next meeting. Jim Frater suggested it might be a good time to review the 4km rules.
- Jim had been advised by Glenn Thorn from Council that the grass runway needed to be rolled. Jeremy felt the ground was still too soft for this to happen. Jim Frater agreed to follow up with Glenn and let him know the ground was still soft. Jeremy felt something needed to be put in place to stop aircraft taxiing across grass and Jim Macquire felt damage to the runway could also be an issue when the drag racing started up again. No solution was suggested.
- Jeremy reminded everyone about the issues in the Moutere area and said the CAA had received several complaints about aircraft flying too low. While many of the complaints were unfounded Jeremy reminder everyone to 'fly neighbourly'.
- Stuart asked if anyone had heard from Mr Taylor who attended the last meeting. No one had which was taken as a good sign.

Action	Who
Stuart to contact operators regarding radio calls	Stuart Bean
Write to CAA to seek approval for use of drone at accident scenes at aerodrome	Tony Nikkel
Arrange date for obstacle threshold survey	Tony/Jim Maguire
Advise Council that ground conditions are too soft to roll the runway.	Jim Frater

9. Next meeting – 22 November 2017

The meeting closed 1.40pm