

Takaka Aerodrome User Group

Tasman District Council

Date and Time: 29 November 2022 at 3 pm

Venue: Takaka Aerodrome Aero Club

Present: Ian Orange (Chair)
Richard Molloy, Mit Brereton, Murray Bensemman, Shane Fleming

In attendance: Stephen Batt (Enterprise Portfolio Officer).

Apologies: Cr Chris Hill, Nick Chin (Property and Enterprise Manager), (Christina Ewing Enterprise Portfolio Officer), Luke Jacobs.

Meeting opened at 3 pm

1. Welcome

The Chair welcomed everyone to the meeting.

2. Apologies

That apologies be received from those noted above.

Moved: Mit Brereton **Seconded:** Ian Orange

Carried

3. Minutes of last meeting – 9 September 2022

The 9 September 2022 minutes were confirmed by the Chairperson and Chief Executive under Standing Order 27.4, therefore there are no minutes for confirmation.

4. Action items from the previous meeting

The action items were updated, and the following items discussed:

Action	Status	Assigned to:
Straighten out the fences when the weather is drier	Ongoing	Luke Jacobson

Liaise with Jim Frater re emergency exercise scenario	Ongoing	Stephen Batt
Update AIP	Ongoing	Stephen Batt

5. General Business discussed

Gyrocopter accident at Motueka discussed and learnings from that.

Tabled report on Hood Aerodrome Accident report discussed and implication to Takaka and any areas available for improvement were discussed.

Redevelopment plans for the Aerodrome were discussed. Decided that Golden Bay Air to finalise hangar/terminal redevelopment and this will set parameter for taxiway return to southern end of the sealed runway.

6. Runway Works

The issues with the runway were discussed. Users have continued concerns around the quality of work completed under the contract. Stephen Batt raised that some of the work was beyond the scope of the contract and it has not been well managed between the differing groups involved. The FXG work to be let to Solly's will include a User Group member as part of the supervision of the contract.

Northern End works – Stephen to chase up Sandsealing under the Fulton Hogans contract with the Project Manager.

Meeting closed at 4.00 pm

Next meeting: – To be confirmed (March 2023)

Action Log – 2 June 2022

Action	Assigned to:
Straighten out the fences when the weather is drier. Tasman District Council to provide instruction and payment of materials to facilitate tidying of fencing.	Luke Jacobson
An emergency scenario will be replaced with an Emergency Meeting that walks through airfield and access, including FENZ and Ambulance onsite.	Stephen Batt

<p>Takaka Aerodrome Management Plan, Safety Plan updated with latest contacts. Ian Orange added as a Duty Person and note that Ian has the authority to issue NOTAMs in the advent of Council Staff not being available. All users to confirm locations of onsite emergency equipment (AEP – Appendix 7) as to be true and accurate <u>to be completed by the 9th of December.</u></p>	<p>User Group and Council Staff</p>
<p>Small section of fencing from airfield gate back to Aero Clubrooms to be replaced with timber rails fence. TDC to pay for materials, to be supplied through ITM, and committee to provide labour.</p>	<p>User Group and Council Staff</p>
<p>AIP plate to be updated to include rotor area, being to the West of Mit's hangar.</p>	<p>Stephen Batt</p>
<p>Grounds maintenance contractor to be monitored and see how effective spraying was. Decided that wherever possible local contractors provide a better outcome as it allows for reactive responses over just planned maintenance. Mike Page, Delta and Nelmac proposed as potential local options for spraying.</p>	<p>Stephen Batt</p>
<p>Ezisweep to be engaged to sweep sealed runway.</p>	<p>Stephen Batt</p>
<p>Users inputted development plans for apron/taxiway to be scanned and circulated.</p>	<p>Stephen Batt</p>
<p>Northern end of runway and sand sealing to be chased up with Fulton Hogan. Additional FXG work to Solly's with Ian Orange to assist with committee representation to ensure works are fit for purpose.</p>	<p>Stephen and Ian</p>