

Motueka Aerodrome Operations and Safety Meeting Minutes

Tasman District Council

Date and Time: Wednesday 13 March 2024 at 10am

Venue: Motueka Aero Club

Present: Stuart Bean (Chair)
Jackie Day (NAC), Brad Keay (NAC), Mark Stagg (Argus Aviation Ltd), James Meldrum (Inflite), Greg Wood

In Attendance: Stephen Batt (Senior Enterprise Officer), Kathy Ktori (Property Assets Officer and meeting scribe)

Apologies: Giles Witney, Mark Woodhouse, Nick Chin

That the apologies be received.

Moved: James Meldrum **Seconded:** Jackie Day

1. **That the minutes of the Motueka Aerodrome Operations and Safety meeting held on 11 October 2023, be confirmed as a true and correct record of the meeting.**

Moved: James Meldrum **Seconded:** Jackie Day

2. **Action items from the minutes of the previous meeting**

Action	Status	Assigned to:
Sealing parking verge outside Aeroclub and drainage issues.	In Progress	Stephen Batt
AIP for Motueka to be updated with Taxiways and protocols- Bring draft AIP to next meeting.	Ongoing – Mark Woodhouse will give Stephen Batt some suggestions. Work in progress.	Stephen Batt/Mark Woodhouse
MOU to be updated with current users and reflect any other necessary changes	Has been recirculated with separate back sign off sheet, waiting on some signatures.	Completed
Speak to Council planners regarding is it possible to have a noise plan boundary for the aerodrome.	Ongoing	Stephen Batt

- AIP for Motueka to be updated with taxiways and protocols – Stephen to bring draft AIP to next meeting. Mark Woodhouse to give Stephen some suggestions. Work in progress.
- MOU to be updated – completed and Stephen to reconcile.

3. **Motueka Aerodrome Managers' Report**

That the Motueka Aerodrome Operations and Safety Committee receives the Motueka Aerodrome Managers' report.

Discussions and questions included:

- Downer runway inspection report. Stephen to feed back once received.
- Simon Lockies compliance audit. Stephen to share with committee member.

- Construction of hangars. When a new hanger is built the surrounding land should be returned to its original state. Concern was raised that this was not the case recently. Stephen to follow up with recent tenant reground conditions post hanger construction.
- Discussion on recent noise complaints.

Moved: Mark Stagg

Seconded: Greg Wood

4. Noise Management – Inflight

Discussions and questions included:

- Inflight met with council representatives last week and will again this week.
- Aircraft needing to increase their power to become airborne.
- Suggestion to engage an expert aviation lawyer to deal with the noise complaints.

5. Runway Strength Test

Discussion and questions included:

- Why did we need to perform this test? Stephen responded that CAA contacted The Council with the published weight in the AIP being inaccurate. Due to complaints from members of the public we needed more accurate data. Due to up to date data in the report we are now in a stronger position to make informed decisions.

6. Health & Safety - NDRA Incident

Discussion and questions included:

- Vehicle accident at the recent drag races. Dirt, grass and divets replaced. Stephen mentioned that he had had a meeting with Jim Maguire who had no concerns. All internal processes worked well but there was suggestion on better communication to the operators when there is an incident such as this. Inflight also suggested they perform a walk around after the races.

7. Drag Racing Discussion

Discussion and questions included:

- Runway sweeping and debris left after this. Most of the debris usually in the grass verges. Debris has been found before the races also.
- Creation of group message to commercial operators when there has been an incident as email too slow. Stephen to talk to Jim about this.
- Discuss with Mark that Inflight are now not operating during drag race days therefore reducing the health & safety risk he was concerned about.
- Suggestion to install temporary closure markers / crosses at each end of the runway when drag races in action as well as in the event of an aircraft accident / incident causing the runway to be closed.

AC139-7 & AC91-15

5.8 Visual aids for denoting restricted use areas Closed runway or taxiway.

- 5.8.1 A marking or markers should be displayed on a runway or taxiway, or portion thereof, which is permanently closed to the use of all aircraft.
- 5.8.2 A marking or markers should be displayed on a temporarily closed runway, taxiway, or portion thereof.
- 5.8.3 When a runway, taxiway, or portion thereof is permanently closed, all normal runway and taxiways markings should be obliterated.
- 5.8.4 Lighting on a closed runway or taxiway or portion thereof should not be operated, except as required for maintenance purposes.

- 5.8.5 The marking or markers should be in the form of a white cross with the minimum dimensions as shown in Fig. 5-4.
 - 5.8.6 On a closed runway, or strip, a marking or markers should be placed at one third and two thirds the length of the closed runway.
 - 5.8.7 On a closed taxiway a marking or markers should be placed at each end of the taxiway or closed portion.
- Concern was raised by Inflight that they lose two days of business when there is a rain day event. Stephen discussed Drag races contractual arrangement for two rain days. Inflight have deemed it unsafe for them to operate on the parallel grass runway. Discussion on having temporary designation to the grass runway on race days.

8. General Business

Discussion and questions included:

- DEFIB – Stephen to check when it was serviced last. Tasman District Council has an officer to check defibrillation and make recommendations. What is the code to unlock it?
- Wildlife Management Plan. Owner of aircraft at another airport aiming for costs from the operator for damage to their aircraft by rabbit holes. Does Tasman District Council have a Wildlife Management Plan?
- Airport inspections completed though Tasman District Councils software.
- Recent event of 3 helicopters having their rotor blades moving while sky jumping in action. They refused to shut down when asked. Stephen suggested that there should be information in the AIP to say that when Parachute Landing Area (PLA) active helicopters need to shut down.
- local operator performing right hand circuits. Information on operator, once found, will be shared with CAA.
- Discussion on the CAA AC139-17 regarding Aerodrome User Groups. It was mentioned that we should be discussing the below items.

Amongst the items that discussed at a user group meeting are:

- Airport operational issues.
- Proposed amendments to aerodrome layout, or proposed works on aerodromes.
- Airspace issues.
- Review of any safety incidents or accidents.
- Review of published aerodrome data and operational procedures contained in the AIPNZ.
- Review and co-ordinate feedback on any airspace amendment proposals.
- Requirement for any traffic rules to accommodate an organisation with special needs, e.g. gliders, helicopter training, model aircraft etc.
- Any type of activity commencing on or off the aerodrome that may have an impact on aerodrome operations.
- An activity which previously had special procedures developed for it and is no longer operating.
- Issues raised by any member of the group.

	Action	Status	Assigned to:
1.	Stephen to feed back Downer runway report once received		Stephen Batt
2.	Simon Lockie's compliance audit to be shared with members		Stephen Batt
3.	Tenant reground conditions post hanger construction		Stephen Batt
4.	Discuss with Jim about setting up a group text message in case of future		Stephen Batt

	aerodrome incidents		
5.	Inflite not operating during drag races – discuss with Mark		Stephen Batt
6.	DEFIB – Check when last serviced		Stephen Batt
7.	Check if Tasman District Council has a wildlife management plan		Kathy Ktori

Confirmed