

# RANGIORA AIRFIELD ADVISORY GROUP

## Minutes

Date: Wednesday 31<sup>st</sup> May 2023  
Time: 5.30pm  
Venue: Canterbury Aero Clubrooms: Rangiora Airfield

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### AGENDA

1. Apologies: John D

*Please note there will be new representation from CRAC as the officers have changed recently, Iain McPhail [ian@dcmroofing.co.nz](mailto:ian@dcmroofing.co.nz)*

2. Receipt of Minutes of meeting 29 March 2023 - Buzz and Paul
3. Matters arising from the previous minutes – cost for road works – versus compact and seal or other. Get feedback on what is the best way to sort out the road. No foundation to the road network, so its about binding it. **Grant to investigate cost.**

Road speed – this needs to be considered and reviewed, is instances of speeding. Owen the new airfield manager will look to work with RAAG on how we might address this.

4. Maintenance – No further reports
5. Health & Safety – gates remain an issue, Cr Williams noted he wants these to be looked at in regards to mainpower involvement. **Grant to come back to Paul on this.**

Monthly incidents was low this time around. Parked plane on taxi way – this is on operational ground side, so needs follow up as this should be seen as an on-ground incident as planes had to divert around on taxi way.

6. Noise Complaints – none this month.
7. General – Chris re remuneration with Steve. Grant to make sure this is being actioned with Chris. Joan noted she had also reminded others of the need to make this happen.

- Outcome of Council meeting – Please note that Council recommendations below were passed at the 2<sup>nd</sup> May 2023 Council meeting.

*THAT the Council:*

(a) *Receives Report No. 230420056169.*

(b) *Supports the proposed concept plan/master plan that included input from Daniel Smith Industries (DSI). Noted that DSI would use this as the basis for a Plan Change to the Council.*

- (c) *Notes this concept plan/master plan had been discussed and prepared with the Rangiora Airfield Advisory Group.*
- (d) *Approves the Chief Executive and General Manager Community and Recreation to create a cost share agreement with Daniel Smith Industries in relation to implementation of the plan change process associated with the airfield development. The cost share agreement would be brought back to the Council for approval.*
- (e) *Notes this cost share agreement would only be given effect to, should the Council adopt a plan change through the planning process.*
- (f) *Approves staff progressing with certification of the airfield as a qualifying aerodrome under Civil Aviation Authority (CAA) Rule Part 139. Noting that there would be a cost to this of approximately \$55,000 which was currently identified in the draft Annual Plan.*
- (g) *Approves staff to work with the Rangiora Airfield Advisory Group to propose governance changes as outlined in option two of the aeronautical study. That the changes proposed be brought to the Council for ratification.*
- (h) *Notes that the Civil Aviation Authority had begun their own feedback process on the aeronautical study with users of the airfield.*
- (i) *Notes that the Civil Aviation Authority engagement process was unlikely to see a change in recommendation to become a certified aerodrome.*
- (j) *Notes staff had applied for \$150,000 in the draft Annual Plan to assist with certification requirements. It was expected that this would cover the compliance required within the aeronautical study including fencing improvements, taxi way improvements, \*AWIB and \*\*management system.*
- \* *AWIB Service means an automatic broadcast of aerodrome and weather information provided specifically for the facilitation of aviation.*
- \*\* *A management system is a system for the management of safety at aerodromes including the organisational structure, responsibilities, procedures, processes, and provisions for the implementation of aerodrome safety policies by an aerodrome operator, which provides for the control of safety at, and the safe use of, the aerodrome.*

#### **CARRIED**

- Lease – further feedback from Steve, letters will be going out to those with lease updates due.
- Gates updated earlier.
- Security cameras – installed. Have already had one incident sent through to police for review in regards to damage from cars on grass area opposite way to go.
- Was several disturbances over the month in regards to suspicious people entering the airfield. There was also a theft of building materials at the new hangar next to the black hangar. This has been reported to police and staff have met onsite with police officer who is doing drive throughs at the airfield.



- Councillors and RACB hosted at airfield – Steve and Bruce. Ask for name of attendees for Oxford working men's club (travel section) who are wanting to attend a tour on the 28<sup>th</sup> June. Grant to check on what this group is wanting to achieve and look at how they fit into the Oxford working men's club.