



NOTICE OF MEETING

Notice is given that a meeting of the Airfield Management Committee will be held in the Terminal Building at the Manjimup Airfield on Wednesday 13 December 2023, commencing at 5:30 pm.

Apologies to be sent to Catherine Mills on 9771 7745.

Ben Rose
Chief Executive Officer

30 November 2023

FUNCTIONS OF COMMITTEE

1. *To manage and maintain Manjimup Airfield and associated facilities in accordance with Council's policy and the guidelines laid down by Air Services Australia and the Civil Aviation Safety Authority;*
2. *Carry out voluntary and contributory maintenance activities within the annual allocated operating budget;*
3. *To advise Council on matters relating to Airfield policy; and*
4. *To advise Council on the future development of the airfield (at the existing or alternative locations).*

Important Matters for the Attention of Meeting Attendees:

- To ensure the proceedings are accurately recorded, this meeting may be electronically recorded in accordance with clause 6.16 of the Shire of Manjimup's Standing Orders Local Law 2013; and
- Any recommendations in this meeting are unable to be acted upon until such time as the recommendations are endorsed by Council, with the exception of recommendations that are of an administrative nature.

AGENDA

1. OPENING OF MEETING

The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands on which we live, work, and gather and we pay our respects to their Elders past, present and in the future.

2. ATTENDANCE/APOLOGIES

3. DECLARATION OF INTEREST

4. PUBLIC QUESTION TIME

5. CONFIRMATION OF MINUTES OF MEETING HELD ON 13 SEPTEMBER 2023

Recommendation:

"That the Minutes of the meeting of the Airfield Management Committee held on Wednesday 13 September 2023 be adopted as a true record of proceedings."

ATTACHMENT: 1 (previous minutes)

6. DECISIONS BY COUNCIL ON COMMITTEE RECOMMENDATIONS

MOVED: Winfield, C SECONDED: Eiby, W

29362

That Council:

- 1. Receive the unconfirmed Minutes of the Airfield Management Committee Meeting held 13 September 2023, as shown in attachment: attachment: 9.15.2(1)**
- 2. Approve the nomination of Jeffrey Bennett as The Department of Biodiversity Conservation and Attractions representative;**
- 3. Approve the nomination of Alison Raper as the Department of Biodiversity Conservation and Attractions proxy representative;**
- 4. Adopt the amended Terms of Reference as shown in Appendix: 9.15.2(A); and**
- 5. Approve the transfer of \$20,000 from the Airfield Construction and Maintenance Reserve to the 2023/24 Airfield Maintenance operational budget for the required line marking.**

Description	Current Budget	Amended Budget	Variation
Transfer from Airfield Construction and Maintenance Reserve	(\$70,784)	(\$90,784)	(\$20,000)
Airfield Maintenance	\$20,647	\$40,647	\$20,000
Net Rate Funds			\$0

CARRIED: 9/0

COUNCIL RESOLUTION:

MOVED: Ventris, M

SECONDED: Eiby, W

29284

That Council:

1. Pursuant to Section 5.10 of the *Local Government Act 1995* make the following appointments to the Airfield Management Committee for the biennial period 24 October 2023 to 18 October 2025; and

Cr Cliff Winfield	Councillor
Cr Wendy Eiby	Councillor (Proxy)
Catherine Mills	Manager Technical Services
Michael Leers	Director Works and Services (Proxy)
Max Lefroy	Airport Reporting Officer
Sean Tysoe	Deputy Reporting Officer
Bruce Ward	Deputy Reporting Officer
Gavin Ladhams	Deputy Airport Reporting Officer (Proxy)
Peter Casonato	Representative Manjimup Aero Club
Nathan Ramage	Representative DBCA
Jeffery Bennet	Representative DBCA (Proxy)
Shane Hawily	Representative Local Pilot
Barbara Hunter	Representative St John Ambulance
Shane Clark	Representative St John Ambulance (Proxy)

2. Confirm the Terms of Reference for the Airfield Management Committee as provided in Attachment: 9.15.1(1).

CARRIED: 9/0

7. MATTERS ARISING FROM PREVIOUS MINUTES

- 7.1. DBCA water supply proposal
- 7.2. ATI – fixed wing planes using Taxiway Delta
- 7.3. ATI – Taxiway for firebombers to access fuel facility

8. CORRESPONDENCE

- 8.1. Inwards
 - 8.1.1. Round 10 of the remote airstrip upgrade funding
 - 8.1.2. Fire Retardant delivery - DBCA
 - 8.1.3. Airport lights repair quote – Warren Electrical Service
 - 8.1.4. Airport weed spraying
 - 8.1.5. Laser Trail - DPIRD

8.2 Outwards

8.2.1 Fire Retardant delivery - DBCA

8.2.2 Laser Trail - DPIRD

9. REPORTS

9.1. Financial – Catherine Mills

9.2. Airfield Reporting Officer – Max Lefroy

9.3. Deputy Airfield Reporting Officer (Wildlife Report) - Bruce Ward

9.4. Aero Club – Peter Casonato

9.5. Local Pilot – Shane Hawily

9.6. St John Ambulance – Barbara Hunter

9.7. DBCA – Jeffrey Bennett

10. NEW BUSINESS

Proposed meeting dates

11. NEXT MEETING

12. MEETING CLOSED