



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 March 2024, commencing at 5:30 pm.

Apologies to be directed to Nicole Chapman on 9771 7742.

Ben Rose
Chief Executive Officer

22 February 2024

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 DECEMBER 2023

Recommendation:

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

ATTACHMENT: 1 (previous minutes)

6. DECISIONS BY COUNCIL ON COMMITTEE RECOMMENDATIONS

MOVED: Eiby, W

SECONDED: De Campo, W

29426

That Council:

- 1. Receive the unconfirmed Minutes of the Airfield Management Committee Meeting held 13 December 2023, as shown in attachment: 9.15.1(1)**
- 2. Note the Committee's election of Councillor Cliff Winfield as the Chairperson; and**
- 3. Amend the Airfield Management Committee Terms of Reference as shown in attachment 9.15.1(2).**

CARRIED: 9/0

7. MATTERS ARISING FROM PREVIOUS MINUTES

- 7.1. DBCA water supply proposal
- 7.2. ATI – fixed wing planes using Taxiway Delta

8. CORRESPONDENCE

8.1. Inwards

- 8.1.1. Aerodrome manual review – CASA
- 8.1.2. Unable to quote Airport lights – Manjimup Pump and Electrical

8.2 Outwards

- 8.2.1 Airport lights quote request - Manjimup Pump and Electrical
- 8.2.2 Follow-up Airport lights quote request - Manjimup Pump and Electrical
- 8.2.3 Aerodrome Manual review – CASA
- 8.2.4 Airport lights quote request - AMS

9. REPORTS

- 9.1. **Financial – Michael Leers**
- 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

- 11. **NEXT MEETING**
12 June 2024

12. MEETING CLOSED

