

**SHIRE OF MANJIMUP
AIRFIELD MANAGEMENT COMMITTEE**



Minutes of the Airfield Management Committee Meeting held Wednesday 24 November 2021, at the Airfield Terminal Building commencing at 5:30 pm.

1. Declaration of Opening

Michael Leers declared the meeting open at 5:25pm.

Michael Leers explained that a decision of Council was made at the 21 October 2021, meeting, that existing committee members would roll over for another 2 year term for the Airfield Management Committee. This means members do not need to re-nominate, and will hold their position on the committee until October 2023.

Michael Leers called for nominations for Chairperson.
Cr Cliff Winfield was nominated as Chairperson

COMMITTEE RECOMMENDATION:

That Cliff Winfield be elected as Chairperson of the Shire of Manjimup Airfield Management Committee.

MOVED: Lefroy, M

SECONDED: Ward, B

CARRIED: 7/0

2. Present

Cliff Winfield – Council Representative
Michael Leers – Director of Works, Shire of Manjimup (Proxy)
Max Lefroy – Airfield Reporting Officer
Bruce Ward – Manjimup Aero Club
Damon Lukins – Senior Technical Officer, Shire of Manjimup
Barbara Hunter – St John Ambulance Representative
Jeffrey Bennett – DBCA
Yvonne Ganfield – Administration Officer, Shire of Manjimup

Apologies

Jason Giadresco – A/Manager Technical Services, Shire of Manjimup

Absent

Shane Hawily – Local Pilot Representative

Guests

Sean Tysoe – Technical Officer, Shire of Manjimup
Simon Hunter – Local Pilot
Nathan Ramage – DBCA

3. Declaration of Interest

Nil

4. Public Attendance / Question Time

Simon Hunter requested feedback on regarding outstanding items for the Airfield

- Western hangar seal
- New run up bays
- Weather camera

Damon Lukins advised that the area in front of western hangar has been sprayed for weeds, and will be sealed in the near future. New run up bays will be done in the New Year, and the weather camera is up and running, and will go live next week.

5. Confirmation of Minutes of meeting held 15 September 2021

“That the Minutes of the Meeting of the Airfield Management Committee held on Wednesday 15 September 2021 be adopted as a true record of proceedings.”

Moved: Ward, B

Seconded: Lefroy, Max

CARRIED 7/0

6. DECISIONS BY COUNCIL ON COMMITTEE RECOMMENDATIONS

MOVED: Eiby, W SECONDED: Taylor, R 28574

That Council:

1. Receive the unconfirmed Minutes of the Airfield Management Committee Meeting, held 15 September 2021, as show in Attachment: 9.15.1(1);
2. Accept the resignation of Neil Bardot and thank him for his service to the committee;
3. Approve the nomination of Jeffrey Bennet as the Department of Biodiversity, Conservation and Attractions representative, with Alison Raper as the proxy; and
4. Adopt the amended Terms of Reference as shown in the Attachment: 9.15.1(2).

CARRIED: 10/0

7. MATTERS ARISING FROM PREVIOUS MINUTES

Officer Action

7.1.1 Weather Camera

Weather camera up and running, going live next week.

7.1.2 Western Hangar Reseal

Area has been sprayed to prepare for the reseal which will be done.

7.1.3 Abandoned Aircraft

One of the aircrafts has been gifted by owner to an Artist for an art exhibition, and will be removed. The owner of the two remaining abandoned aircrafts has been notified and a reply is required by 31 December as to the owner's intentions for the aircrafts.

8. Correspondence

8.1 CORRESPONDENCE

8.1 Inwards

- 8.1.1 Terms of Reference – Council Meeting 21 October, 2021

8.2 Outwards

- 8.2.1 Abandoned Aircraft – Mr R Rollond

9. Reports

9.1 Financial

Financial details presented to Committee. \$24,460.48 is remaining in the budget.

9.3 Airfield Reporting Officer

Max Lefroy expressed concerns about the following, noting some items are outstanding from Airport Safety Survey.

- Trees & drainage – to be resolved by Shire officers during summer.
- Urgent attention needed for hole on runway, taxi Charlie and Delta runway, and patch work for taxiway Bravo.
- Dangerous Goods Survey to be carried out next Thursday
- Wind socks – on order PO10705

Dunn Aviation Pty Ltd have been conversation with Max about a cover area for the water bombers at the Airfield, to protect the aircraft from storm and hail damage. A possible Development Application to the Shire will need to be submitted.

9.4 Aero Club

Bruce Ward advised that he would stepping down as the representative for the Manjimup Aero Club, and nominated Simon Hunter as the new member.

COMMITTEE RECOMMENDATION

The Committee accept Simon Hunter as the new appointed representative for the Manjimup Aero Club. The Terms of Reference to be updated.

MOVED: Hunter, B SECONDED: Lefroy, M

CARRIED 7/0

Bruce Ward would like to continue to be involved in the Committee, with Max Lefroy nominating Bruce for a new position as a 2nd Deputy Airport Reporting Officer.

COMMITTEE RECOMMENDATION

The Committee accept to change the Terms of Reference for two (2) Deputy Airport Reporting Officers, and accept the nomination of Bruce Ward.

MOVED: Lefroy, M SECONDED: Hunter, B

CARRIED: 7/0

9.5 DBCA

Jeff Bennett introduced himself and Nathan Ramage to the Committee. He explained that some changes have occurred in the DBCA office and that Nathan would be representing DBCA for the Airfield Management Committee and he would be the proxy.

COMMITTEE RECOMMENDATION

The Committee accept Nathan Ramage as the new appointed member as the DBCA representative and Jeff Bennett to be proxy. The Terms of Reference to be updated.

MOVED: Ward, B SECONDED: Leers, M

CARRIED 7/0

9.6 Local Pilots

Nil

9.7 St John Ambulance

Barbara Hunter advised that RFDS will have two (2) new helicopters for the South West Region, from January 2022. The helicopters will be landing in front of the terminal.

10. New Business

10.1 Airport Funding Report

Bruce Ward presented a report (attached) regarding upgrades needed for the Airport especially with the impending closing of Native Forest Logging which will increase the fire risk in the Shire of Manjimup, which will have an impact on the need and use of the Airport.

COMMITTEE RECOMMENDATION:

That the Airfield Management Committee request a meeting as soon as practical with the Shire President, Chief Executive Officer and Senior Executive Officers to discuss the upgrading of Airport facilities with the intention to submit an application for funding to the 'Timber Transition Group'.

Carried: 5/0

12. Next Meeting

After 16 December, 2021 and before the Christmas break.

13. Meeting Closed

The meeting was closed by Chairperson, Cr Cliff Winfield at 6.13pm.