

**SHIRE OF MANJIMUP
AIRFIELD MANAGEMENT COMMITTEE**



Minutes of the Airfield Management Committee Meeting held 9 November 2022 at the Airfield Terminal Building commencing at 5:30pm.

1. DECLARATION OF OPENING

Chairperson Cr Cliff Winfield declared the meeting open at 5:26pm.

2. PRESENT

Cr Cliff Winfield – Council Representative
Michael Leers – Director Works & Services, Shire of Manjimup (Proxy)
Max Lefroy – Airfield Reporting Officer
Bruce Ward – Deputy Reporting Officer
Nathan Ramage – DBCA
Shane Clark – St John Ambulance (Proxy)
Peter Casonato – Manjimup Aero Club
Yvonne Ganfield – Administration Officer, Shire of Manjimup

APOLOGIES

Catherine Mills – Manager Technical Services
Barbara Hunter – St John Ambulance

ABSENT

Shane Hawily – Local Pilot Representative

GUESTS

Sean Tysoe – Technical Officer, Shire of Manjimup

3. DECLARATION OF INTEREST

Nil.

4. PUBLIC ATTENDANCE / QUESTION TIME

Nil.

5. CONFIRMATION OF MINUTES OF MEETING HELD 24 NOVEMBER 2021

“That the Minutes of the meeting of the Airfield Management Committee held on Wednesday 10 August 2022 be adopted as a true record of proceedings.”

Moved: Cr. Winfield C Seconded: Ward, B CARRIED: 7/0

6. DECISIONS BY COUNCIL ON COMMITTEE RECOMMENDATIONS

**MOVED: Taylor, R SECONDED: Eiby, W
28875**

That Council:

- 1. Receive the unconfirmed Minutes of the Airfield Management Committee meeting held 10 August 2022 as shown in Attachment: 9.16.3 (1);**
- 2. Adopt the reviewed Shire of Manjimup Aerodrome Manual Version 2.0 July 2022 as shown in Attachment: 9.16.3 (2);**
- 3. Appoint Peter Casonato as the Manjimup Aero Club Representative; and**
- 4. Amend the Terms of Reference for the Airfield Management Committee as per Attachment: 9.16.3 (3). CARRIED: 9/0**

7. MATTERS ARISING FROM PREVIOUS MINUTES

Nil.

8. CORRESPONDENCE

8.1 Inwards

- 8.1.1 Bendotti Exporters – Approval for tree removal
- 8.1.2 East Manjimup Primary School – Airfield Visit
- 8.1.3 DBCA – Airport Water Service
- 8.1.4 AMS – Line Marking Quote
- 8.1.5 AMS – Pavement Inspection Quote
- 8.1.6 Warren Electrical – Annual Electrical Testing Quote
- 8.1.7 CASA – Response to Guidance Query – Wildlife Hazard Management Plan

8.2 Outwards

- 8.2.1 Bendotti Exporters – Removal of Vegetation adjacent Manjimup Airfield
- 8.2.2 Twincreek Holdings PL – Aircraft Parked on Flight Path
- 8.2.3 CASA Wildlife Hazard Management Plan query
- 8.2.4 Various Owners – Obstacle Limitation Surface – Manjimup Airfield
- 8.2.5 East Manjimup Primary School – Confirmed 8 November visit

9. REPORTS

9.1 Financial

Financial details presented to Committee. 2022/23 Budget \$35,000 adopted. Balance \$27,100.

9.2 Airfield Reporting Officer

- Drainage problems – Starkies Road, Drop drain at three zero.
- Area exceeds 5% should be 2%.
- Run-up area – well done completed 9.11.2022.
- Monthly monitoring of electrical system – leakage in system.
- Helicopter surveying over the next month North Manjimup.
- MOS new position for Manjimup Airfield – Accountable Manager. Michael Leers responsible.
- Roller required to do all of runway to flatten stones.
- Tie down points – NOTAM to be in place – Not Rated.
- Cleaning of white cones required.

9.3 Aero Club

- Peter Casonato thanked the Committee for acceptance of nomination.
- Club has had an increase in flying training.

9.4 Local Pilots

Nil.

9.5 St John Ambulance

Heaters installed.

9.6 DBCA

- Water Supply at Manjimup Airfield – Feasibility Assessment briefly presented. Copy to be sent to all members and discussion for next meeting in February 2023. DBCA will fund Engineers Report.
- 3 Spotter Planes are now based at Manjimup, Water Bombers will be arriving in late December

10. NEW BUSINESS

Busy Bee on Sunday 6th November, great outcome and job well done.

11. NEXT MEETING

15 February 2023 at 5:30pm at the Airfield Terminal Building.

12. MEETING CLOSED

The meeting was closed by Chairperson, Cr Cliff Winfield at 6.11pm.