

**SHIRE OF MANJIMUP
AIRFIELD MANAGEMENT COMMITTEE**



Minutes of the Airfield Management Committee Meeting held 1 March 2023
at the Airfield Terminal Building commencing at 5:30pm.

1. DECLARATION OF OPENING

Chairperson Cr Cliff Winfield declared the meeting open at 5:28pm.

2. PRESENT

Cr Cliff Winfield – Council Representative
Catherine Mills – Manager Technical Services, Shire of Manjimup
Max Lefroy – Airfield Reporting Officer
Bruce Ward – Deputy Reporting Officer
Nathan Ramage – DBCA
Peter Casonato – Manjimup Aero Club
Barbara Hunter – St John Ambulance

APOLOGIES

Shane Hawily – Local Pilot Representative

ABSENT

Nil.

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 9 NOVEMBER 2022

*“That the Minutes of the meeting of the Airfield Management
Committee held on Wednesday 9 November 2022 be adopted as a true
record of proceedings.”*

Moved: Ward, B Seconded: Casonato, P CARRIED: 7/0

6. DECISIONS BY COUNCIL ON COMMITTEE RECOMMENDATIONS

**MOVED: Eiby, W SECONDED: Dawson Vidovich, S
28977**

That Council:

- 1. Receive the unconfirmed Minutes of the Airfield Management
Committee meeting held 9 November 2022, as shown in
Attachment: 9.16.2 (1).**

CARRIED: 11/0

7. MATTERS ARISING FROM PREVIOUS MINUTES

7.1 DBCA water supply proposal

Committee recommendations

1 - That the committee support the DBCA assessment that a water supply is required at the Manjimup Aerodrome.

2 – Request DBCA to investigate an alternative option by way of an on-site bore; and

3 – Request DBCA to seek formal quotes for the works.

Moved: Mills, C Seconded: Hunter, B

8. CORRESPONDENCE

8.1 Inwards

8.1.1 Campbell Aviation services – Airfield hanger lease transfer

8.1.2 OLS Survey

8.1.3 AMS – Line Marking Quote

8.2 Outwards

8.2.1 Amplitel – Telstra Tower lighting

8.2.2 OLS Survey

8.2.3 Manjimup Airport annual EATI electrical inspection

8.2.4 Renewal of apparatus licence

9. REPORTS

9.1 Financial

- As provided

9.2 Airfield Reporting Officer

Losing ground with budget

- Outstanding item on Technical inspections.
- Approximately \$100,000 worth of maintenance works required.
- No non-compliance raised by CASA.

9.3 Aero Club

- Operations are going well.

9.4 Local Pilots

Nil.

9.5 St John Ambulance

- Thankyou for heaters

9.6 DBCA

- 475 fires responded to by DBCA across WA.
- 305 in the SW land division.
- Manjimup water bombers activated to 24 of these fires.
- Facility stood up as air base twice, with dozens of bomber/air attack movements on each occurrence.
- Approximately 670 spotter aircraft takeoffs/landings.
- Dozens of incendiary, baiting and passenger flights.

10. NEW BUSINESS

10.1 Terms of Reference – add Sean Tysoe as Deputy Reporting Officer.

1. Committee appoint Sean Tysoe as Deputy Reporting Officer
2. Update the terms of reference to reflect the change

Moved: Lefroy, M

Seconded: Ward, B

10.2 Airfield Vandalism update.

10.3 Switch Board on Terminal Building

10.4 Chair advised committee of CEO resignation

10.5 Aeroclub chair to provide data to Shire on plane movement

10.6 ML and BW working on airport manual and combining wildlife management plan

10.7 Airport requires dedicated protocol on airside access vehicles proposed to add to current policy

11. NEXT MEETING

31 May 2023 at 5:30pm at the Airfield Terminal Building.

12. MEETING CLOSED

The meeting was closed by Chairperson, Cr Cliff Winfield at 6.03pm.