



MINUTES
AIRPORT ADVISORY COMMITTEE MEETING
30 MAY 2024

The Chief Executive Officer recommends the endorsement of these minutes at the next Meeting of the Airport Advisory Committee.

Signed: 
(CEO)

Date 31 May 2024

These minutes were confirmed at the Airport Advisory Committee Meeting held

Signed:

(Presiding Member at the meeting at which minutes were confirmed)

Acknowledgement of Noongar People

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyen Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

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Please note that meetings may be recorded for minute taking purposes.

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AIRPORT ADVISORY COMMITTEE MEETING

30 MAY 2024

1. OFFICIAL OPENING

Being the inaugural meeting of the Airport Advisory Committee post the October 2023 Local Government elections, Torre Evans – Executive Manager Technical and Rural Services (EMTRS) will preside and open the meeting at 4.56 pm.

EMTRS to call for nominations for the position of Presiding Person to preside over the Airport Advisory Committee until October 2025. (NOTE – The Presiding Person must be a Council Member).

EMTRS conducted the election for the position of Presiding person.

Candidates were as follows:

- Shire President Mr Ballard Nominated by Cr Fisher

Mr Ballard accepted the nomination. There being no other nominations, Mr Ballard was elected and declared by the EMTRS as the Presiding Person of the Airport Advisory Committee until October 2025.

2. RECORD OF ATTENDANCE/APOLOGIES

Committee Members (Voting)

Mr L Ballard – Shire President (Presiding Person)

Cr M Fisher

Cr R McNab

Mr Doug Harrington – Narrogin Gliding Club

Ms Jess Forsythe – St John Ambulance

Staff (Non-voting)

Mr T Evans – Executive Manager Technical and Rural Services (EMTRS)

Ms S Gallagher – Executive Support Officer (Minutes)

Apologies

Mr Humphrey Leach – Narrogin Flying Club

Absent

Visitors

Mr Mitchell Davies - DBCA

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING OF THE AIRPORT ADVISORY COMMITTEE

OFFICER'S RECOMMENDATION

Moved: Cr M Fisher Seconded: Mr D Harrington

That the minutes of the Airport Advisory Committee Meeting held on 6 October 2022 be confirmed, as an accurate record of the proceedings.

CARRIED 5 / 0

For: President Ballard, Cr Fisher, Cr McNab, Mr Harrington, Ms Forsythe

Against: Nil

4. MATTERS FOR DISCUSSION

Nil

5. MATTERS WHICH REQUIRE DECISIONS

5.1 DCBA PROPOSED FIXED WING WATER BOMBER PARKING AREA - NARROGIN AIRFIELD

The administration has received a letter from the Department of Biodiversity, Conservation and Attractions (DBCA) see Attachment 1, regarding a proposal for a purpose-built hard stand to be constructed by DBCA at the Narrogin Aerodrome next to the existing water bomber apron and water storage tanks.

The proposal outlines the purpose of the request and advises that DBCA will seek grant funding towards the construction of a 50m x 50m asphalt hard stand as depicted in the attached letter.

See Attachment 2, the Development Plan from the 2013 Narrogin Airport Master Plan, for the Committee's reference.

The Committee is requested to discuss the request and make recommendation to Council on the proposal.

OFFICER'S AND COMMITTEE RECOMMENDATION

Moved: Cr Fisher Seconded: Ms Forsythe

The Airport Advisory Committee recommends to Council that:

The Department of Biodiversity, Conservation and Attractions (DBCA) proposal, to construct a 50m x 50m Fixed Wing Water Bomber Parking Area at the Narrogin Airport – as depicted in attachment 1, be supported by Council pending DBCA securing full funding to finance the project.

CARRIED 5 / 0

For: President Ballard, Cr Fisher, Cr McNab, Mr Harrington, Ms Forsythe

Against: Nil

The Narrogin Gliding Club, who are represented on the Committee and in attendance offered to build at their cost a 3m x 10m shade shelter for bomber refill staff and Gliding Club patrons. The Committee also supported this proposal and has recommended this to Council for resolution.

OFFICER'S AND COMMITTEE RECOMMENDATION

Moved: Mr D Harrington Seconded: Cr R McNab

That with respect to the proposal by the Narrogin Gliding Club to supply and install a shade structure, at their cost, approximately 3m wide by 10m in length for water bomber re-filler staff and Gliding Club patrons to sit, located next to the water storage tanks Council support the proposal on the following conditions:

1. The Narrogin Gliding Club consult with DBCA with regard to exact location so as not to impede with refilling operations; and
2. The Narrogin Gliding Club consult with the Shire prior to construction, as to the exact location of the shelter and dependent on the structure, a building permit may be required.

CARRIED 5 / 0

For: President Ballard, Cr Fisher, Cr McNab, Mr Harrington, Ms Forsythe

Against: Nil

6. GENERAL BUSINESS

Mr Harrington requested fill from the Shire, if any surplus is available, for use in the Western Gliding Club lease area, due to some water logging in this area. The Executive Manager Technical and Rural Services noted the request and would consider it, should future operational works allow for supply of surplus fill in the general area.

7. DATE & TIME OF NEXT MEETING

To be advised when required.

8. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 5.24 pm.