

MEMORANDUM



MEMO TO: Chief Executive Officer
FROM: Shire President
DATE: 11 May 2026
FILE NO: MTG8
SUBJECT: Calling a Special Council Meeting

Administration Centre

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Dear Acting CEO

This memorandum is notice, in accordance with the *Local Government Act 1995 5.4(a)(i)*, that I am calling a Special Council Meeting in the Council Chambers, 15 Fiennes Street, Toodyay as follows:

Date: 12 May 2026.

Time: 10.00 am

Venue: Council Chambers, Shire of Toodyay Administration Centre,
15 Fiennes Street, Toodyay WA 6566

For the purpose of considering the appointment of a temporary CEO and all matters related thereto.

Yours sincerely

(Sign)

MV McKewen

(Print Name)

MICHAEL V. MCKEOWN

Shire President – Shire of Toodyay