MEMORANDUM

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MEMO TO: Chief Executive Officer

FROM: Shire President

DATE: 04/09/2026

FILE NO: MTG8

SUBJECT: **Calling a Special Council Meeting**

Dear 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: 17 September 2026

Time: 4.30pm

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

For the purpose of considering all matters related to the following:-

1. ARIC Recommendation regarding 2025 Annual Compliance Audit Return (CAR); and
2. ARIC Standing Reports – monthly reporting to ARIC and ARIC Recommendation No 069/08/26

Yours sincerely

(Sign) MVMcK

(Print Name) MICHAEL V. McKEOWN

Shire President – Shire of Toodyay