



MEMORANDUM

MEMO TO: Chief Executive Officer

FROM: Shire President

DATE: 12/08/2024

FILE NO: MTG8

SUBJECT: Calling a Special Council Meeting

Administration Centre
 15 Fiennes Street
 PO Box 96
 TOODYAY WA 6566

T (08) 9574 9300
F (08) 9574 2158
E records@toodyay.wa.gov.au
W www.toodyay.wa.gov.au

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: 12/08/2024


Time: 5 AM PM

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:-

Endorsement of contract and associated documents in relation to the recruitment of CEO.

Yours sincerely

(Sign) 

(Print Name) Michelle DIVAL
Deputy Shire President – Shire of Toodyay