

## Memo

**To:** Garry Adams, Chief Executive Officer  
**From:** Shire President, Cr S Carstairs  
**Date:** 4 February 2026  
**Subject:** Calling a Special Council Meeting

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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 as follows:

Date: Tuesday, 10 February 2026

Time: 5.30pm

Venue: Council Chambers - Shire Administration, 1 Steere Street, Bridgetown

The purpose of the Special Council Meeting is to:

- Consider the award of Tender RFT04-25/26 - Stanifer Street Reconstruction;  
and
- Consider a confidential legal matter.

Yours sincerely

Cr Stephen Carsairs  
**President**  
**Shire of Bridgetown-Greenbushes**