

THE RURAL MUNICIPALITY OF MORRIS

BY-LAW NO. 1443/93

BEING a By-law authorizing the destruction of certain records and documents of the Rural Municipality of Morris.

WHEREAS Section 99(1)(b) of The Municipal Act provides as follows:

"The council of a municipality, by by-law, may provide for the destruction by fire or shredding machine of the municipal documents and records of the nature and kind respectively described in Schedules 3, 4, 5 and 6, after the lapse of the period of time, and in accordance with the conditions respectively set out in those schedules.";

AND WHEREAS Schedules 3, 4, 5 and 6 of the Municipal Act each indicate the type of document and the length of time which they are to be kept;


AND WHEREAS Council deems it advisable to provide for the destruction of records which no longer need be retained according to this section of the Municipal Act;

THEREFORE BE IT RESOLVED that the Council of the Rural Municipality of Morris in open meeting duly assembled, enacts as follows:

1. That documents of the Municipality which are beyond the required retention period, as stipulated in Schedule 3, 4, 5 and 6 of the Municipal Act, need no longer be retained by the Municipality.
2. That the Secretary-Treasurer of the Rural Municipality of Morris be authorized to destroy and all records of the Rural Municipality of Morris which are noted in Schedule 3, 4, 5 and 6 of the Municipal Act and which have a lapsed retention period as indicated under the above mentioned Schedules.
3. That this by-law shall come into force and effect upon the passage of this by-law.

DONE AND PASSED in Council duly assembled on the 9th day of September, 1993.


Reeve


Secretary-Treasurer.