

BYLAW NO. 3/17

TOWN OF HANLEY

A BYLAW TO PROVIDE FOR THE DESTRUCTION OF DOCUMENTS

The Council of the Town of Hanley in the Province of Saskatchewan, enacts as follows:

1. That a Records Retention and Disposal Schedule (the Schedule) for the municipality attached hereto as “Exhibit A” and forming part of this bylaw, be adopted.
2. That the administrator of the Municipality is hereby authorized to destroy all applicable documents of the Municipality in accordance with the Schedule.
3. That the Administrator/Clerk contact the Saskatchewan Archives Board before the destruction of any records mentioned in section (2) above and ensure that any documents requested by the Board for preservation in the Archives be deposited with the Board.
4. That Bylaw No. 10/09 be hereby repealed.

SEAL

Mayor

Administrator

Section 116, *The Municipalities Act*