

BYLAW NO. 2008-04
THE RURAL MUNICIPALITY OF KELLROSS NO. 247
LEROSS, SASKATCHEWAN

A BYLAW FOR THE DESTRUCTION OF DOCUMENTS

THE COUNCIL OF THE RURAL MUNICIPALITY OF KELLROSS NO. 247, 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 of the Municipality in accordance with the Schedule.
- 3. That the Administrator 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.

(Seal)

Reeve

Administrator

Section 116, The Municipalities Act

First Reading: _____

Second Reading: _____

Read a Third Time and adopted
This _____ day of _____, 20 ____.

Administrator

Records Retention and Disposal Guide for Rural and Urban Municipalities

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