REPEALED -BY-HW 242-90



REPEALED BY BY-LAW 242.90

THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number	197-90	
1100000		

To establish schedules of retention periods for documents, records and other papers of the municipality

WHEREAS section 116 of the <u>Municipal Act</u>, (R.S.O. 1980, chapter 302, as amended) provides that a municipality shall not destroy any of its receipts, vouchers, instruments, rolls or other documents, records and papers except in accordance with a by-law passed by the municipality and approved by the auditor of the municipality establishing schedules of retention periods during which the receipts, vouchers, instruments, rolls or other documents, records and papers must be kept by the municipality;

NOW THEREFORE the Council of The Corporation of the City of Brampton ENACTS as follows:

- The retention periods for the records of The Corporation of the City of Brampton, as outlined in Schedule A, attached hereto and forming part of this by-law, are hereby adopted and established.
- Any of the records set out in Schedule A may be destroyed after the retention period for each such record, as set out in Schedule A, has expired.
- The Clerk of the Corporation shall cause to be made and shall keep a record of all documents destroyed.
- 4. This by-law shall not take effect until the auditors of the Corporation have approved this by-law by endorsing their name at the end hereof.
- 5. By-laws 89-82, 258-82, 304-85, 15-86 and 122-86 are hereby repealed.

READ a FIRST, SECOND and THIRD TIME and PASSED in Open Council this 10th day of September, 1990.

PAUL BEISEL

ACTING MAYOR

LEONARD J. MIKULIC

CLERK

APPROVED
AS TO FORM
LAW DEPT.
BRAMPTON

MACGILLIVRAY & COMPANY CITY AUDITORS