

RESOLUTION

BE IT RESOLVED by the Municipal Council for the Municipality of the County of Pictou that the following by-law be and the same is hereby enacted and that the Clerk be and is hereby instructed to forward same to the Minister of Municipal Affairs with a request for his approval thereof.

DESTRUCTION OF DOCUMENTS BY-LAW

1. The Council of the County of Pictou may by resolution, cause the destruction of any documents or records after they are no longer required provided that the Clerk submits to the Council his affidavit setting forth each of the documents or records to be destroyed and that he has personally examined each of the documents or records proposed to be destroyed and that there is nothing of value therein.
2. The affidavit of the Clerk setting out that he has personally examined each document or record and that there is nothing of value therein may be in the form as set out in Schedule "A" of this by-law.
3. Nothing in this by-law shall authorize the destruction of the following documents:
 - (a) deeds, mortgages or other documents or records relating to the title of real property;
 - (b) court records;
 - (c) records required to be kept by any statute;
 - (d) records less than five years old;
 - (e) minutes, by-laws or resolutions of the Council;
 - (f) plans and surveying records;
 - (g) receipts, paid or honoured cheques and invoices other than those with respect to construction or capital expenditures, hospital notices and receipts, and pay records less than seven years old;
 - (h) receipts, paid or honoured cheques and invoices with respect to construction less than ten years old;
 - (i) coupons, redeemed bonds and similar documents less than ten years after repayment of issue;
 - (j) books of account and ledgers less than ten years old;
 - (k) copies of receipts for taxes and taxes and assessment rolls less than twenty years old;
 - (i) the affidavit of the Clerk made pursuant to this by-law and the resolution of the said Council pursuant thereto.

DATED at Pictou, N. S. this 7th day of July, 1986

(Sgd.) Eldridge MacIntosh
Eileen MacKinnon

SCHEDULE "A"
AFFIDAVIT OF CLERK

IN THE MATTER OF THE DESTRUCTION OF DOCUMENTS AND RECORDS OF THE
MUNICIPALITY OF THE COUNTY OF PICTOU.

I, _____ of _____ in the
County of Pictou, Clerk of the Municipality of the County of Pictou, do make oath and say:

1. That I am Municipal Clerk of the Municipality of the County of Pictou.
2. That I have personally examined each of the documents or records listed immediately below pursuant to a by-law permitting the destruction of documents and records which are no longer required.
3. That the aforesaid list does not contain any document or record exempt from destruction pursuant to Section 3 of the by-law governing, the destruction of documents.
4. That to the best of my knowledge there is nothing of value contained therein.
5. That the said documents and records are no longer required by the said Municipal Council.

SWORN before me at Pictou, in
the County of Pictou and Province
of Nova Scotia this ____ day
of _____ A. D., 19 ____.

MUNICIPAL CLERK

COMMISSIONER OF THE SUPREME
COURT OF NOVA SCOTIA

MUNICIPALITY OF THE COUNTY OF PICTOU

Destruction of Documents By-Law

Passed at a meeting of the Municipal Council
of the Municipality of the County of Pictou on July 7, 1986

Recommended for approval with an amendment.

John R. Cameron
Counsel

This by-law which was adopted at a meeting of the Council of the Municipality of the County of Pictou held on July 7, 1986 approved, pursuant to Section 24 of the Municipal Affairs Act with the following amendment:

1. Clause (g) of Section 3 is struck out and the following clause is substituted therefore:

(g) receipts, paid or honored cheques and invoices less than seven years old, other than those with respect to construction or capital expenditures; hospital notices and receipts less than seven years old; and pay records less than seven years old;

Dated in Halifax, N. S., this 24th day of October, 1986.

David Nantes
Minister of Municipal Affairs

MUNICIPALITY OF THE COUNTY OF PICTOU

Destruction of Documents By-Law

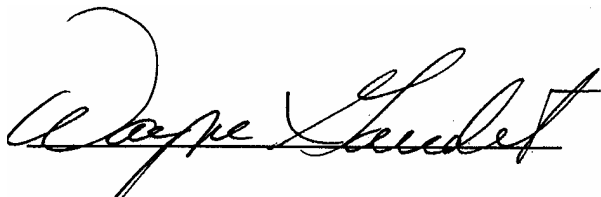
VARIATION OF MINISTERIAL APPROVAL

Recommended for approval:

Cathleen O'Grady
Departmental Solicitor

Pursuant to Section 29 of the *Municipal Affairs Act* I hereby vary the Ministerial approval given October 24, 1986 to the Destruction of Documents By-law, passed by the Municipality of the County of Pictou Municipal Council on July 7, 1986 so that the words "and taxes and assessment rolls" in clause 3(k) of the bylaw are not approved.

Dated at Halifax, Nova Scotia
June 4, 1998

A handwritten signature in black ink, appearing to read "Wayne Gaudet". The signature is written in a cursive style with a large initial 'W'.

Honourable Wayne Gaudet
Minister of Housing and Municipal Affairs