

1-11

**MINUTES OF A MEETING OF THE COUNCIL OF
THE RURAL MUNICIPALITY OF HILLSDALE NO. 440,**

held in the Municipal Office at 39 L.E. Gibbons Centre Street
in Neilburg, Saskatchewan on
Thursday, October 6, 2022, at 9:00 a.m. MST.

Call to Order

Deputy Reeve Trevor McCrea called the meeting to order at 9:10 a.m.

Members Present

Reeve: Glenn Goodfellow
Division 1 Councillor: Trevor McCrea
Division 2 Councillor: Jerry Petovello
Division 3 Councillor: Bernadette Poppleton
Division 4 Councillor: Vacant
Division 5 Councillor: Floyd Whitney
Division 6 Councillor: Chip Chibri
Chief Administrative Officer: Janet Hollingshead-Leslie
Chief Administrative Officer Trainee: Kathleen McGladdery
Public Works Coordinator: Karrie Blackbeard

Agenda

184/2022 BERNADETTE POPPLETON

That the agenda be approved with the following additions:

- Subdivision NE 33-44-25 W3M Pat & Cheryl Wiebe
- Baldwinton Grid
- Herle Road

Motion Carried.

Declaration of Interest

Councillor Whitney declared an interest in payment to
Devon Whitney.

Minutes

185/2022 JERRY PETOVELLO

That the minutes of the September 8, 2022 meeting be adopted as
circulated.

Motion Carried.

Councillor Chibri joined the meeting at 9:38 a.m.

Financial Activities

186/2022 FLOYD WHITNEY

That the Statement of Financial Activities and the Bank Reconciliation for
the month of September 2022 be approved as presented.

Motion Carried.

Councillor Whitney declared an interest and left the meeting at 9:49 a.m.

Payment No. 9055

187/2022 CHIP CHIBRI

That payment no. 9055 in the amount of \$1,500.00 to Devon Whitney be
approved for payment.

Motion Carried.

Councillor Whitney returned to the meeting at 9:52 a.m.

List of Accounts for Approval

188/2022 BERNADETTE POPPLETON

That the list of accounts be approved and authorized for payment and a list of cheques numbered 9021-9057 inclusive, payroll direct deposit 2617-2632 inclusive and online payments 202209, 20220902, 9658935-9658946, 9663683 totaling \$595, 219.76 be presented in Schedule 'B' to these minutes.

Motion Carried.

Karrie Blackbeard presented the public works report as disclosed in Schedule 'C' to these minutes.

Correspondence

SARM	Re: Rural Crime Watch
IECS Environmental Inc.	Re: Erosion Control
Keri Bratkowski	Re: Letter of Request
Multicultural Council of Saskatchewan	Re: Municipal Proclamation
Royal Canadian Legion Sask Command	Re: 2023 Advertising

Public Hearing – Development Permit No. 2022-05

189/2022 CHIP CHIBRI

That the Council meeting be suspended to open a Public Hearing for Development Permit No. 2022-05.

Motion Carried.

Zero people in attendance.

Resume Regular Meeting

190/2022 BERNADETTE POPPLETON

That the Public Hearing be closed and the council meeting resume at 10:54 a.m.

Motion Carried.

Development Permit No. 2022-05 Approval

191/2022 GLENN GOODFELLOW

That Development Permit No. 2022-05 for Randy & Robin Flicek be approved as a discretionary use under Table 6-1 A-Agriculture District Development Standards; Agricultural Uses; Section 1 Agriculturally Related Commercial and Industrial Uses.

Motion Carried.

Janitor Cleaning Hourly Rate

192/2022 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 increase the janitor cleaning hourly rate to \$25.00 effective November 1, 2022.

Motion Carried.

Royal Canadian Legion Saskatchewan Command Military Service Ad

193/2022 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 show support and appreciation by purchasing a 1/10 page advertisement in the Royal Canadian Legion Saskatchewan Command Military Service Recognition Book for 2023 to honor and recognize our Veterans at a cost of \$225.00 including tax.

Motion Carried


Initial here

STARS Donation

194/2022 CHIP CHIBRI

That the Council of the Rural Municipality of Hillsdale No. 440 donate \$10,000.00 to STARS.

Motion Carried.

Council broke for lunch at 12:03 p.m.

Council reconvened from lunch at 12:51 p.m.

Bylaw 9/2022 – First Reading

195/2022 JERRY PETOVELLO

That Bylaw 9/2022 being a bylaw to regulate the records retention and to authorize the disposal of records in the Rural Municipality of Hillsdale No. 440 be given a first reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

Bylaw 9/2022 – Second Reading

196/2022 BERNADETTE POPPLETON

That Bylaw 9/2022 being a bylaw to regulate the records retention and to authorize the disposal of records in the Rural Municipality of Hillsdale No. 440 be given a second reading.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

Bylaw 9/2022 – Third Reading Approval

197/2022 GLENN GOODFELLOW

That Bylaw 9/2022 being a bylaw to regulate the records retention and to authorize the disposal of records in the Rural Municipality of Hillsdale No. 440 be given three readings at this meeting.

Motion Carried.
Unanimously.

Bylaw 9/2022 – Third Reading

198/2022 FLOYD WHITNEY

That Bylaw 9/2022 being a bylaw to regulate the records retention and to authorize the disposal of records in the Rural Municipality of Hillsdale No. 440 be read a third time and adopted.

Motion Carried.

The Bylaw was read by the Chief Administrative Officer.

Application to Purchase Agricultural Lease Land

199/2022 FLOYD WHITNEY

That the Council of the Rural Municipality of Hillsdale No. 440 consent to the purchase of agricultural lease land by Jason and Leslie Flicek as follows:

- NE 30-43-24 W3M
- Section 31-43-24 W3M
- S1/2 32-43-24 W3M

Motion Carried.


initial here

Councillor Chibri left the meeting at 1:30 p.m.

Ground Disturbance/Crop Damage for 2022

200/2022 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 will compensate for crop damage and ground disturbance to lands affected by construction with the amount of acres provided by the Engineer for the project at the following rates:

<u>Crop Damages</u>	PEAS	CANOLA	WHEAT	OATS	FLAX
Average Price per bushel	\$ 15.00	\$ 20.00	\$ 12.20	\$ 5.00	\$ 24.50
Average Yield per acre	50	50	70	100	35
Payment per acre	<u>\$ 750.00</u>	<u>\$ 1000.00</u>	<u>\$ 854.00</u>	<u>\$ 500.00</u>	<u>\$ 857.50</u>

Ground Disturbance

	Cultivated Land	Pasture
100% payment in 1 st year	868.00	30.00
50% payment in 2 nd year	434.00	15.00
25% payment in 3 rd year	<u>217.00</u>	<u>7.50</u>
All payable in year of construction	<u>\$ 1,519.00</u>	<u>\$ 52.50</u>

Motion Carried.

Operator Competency

201/2022 GLENN GOODFELLOW

That the Council of the Rural Municipality of Hillsdale No. 440 deem Foreman Damell Zweifel competent to operate and to evaluate others on the operation of all municipal owned equipment.

Motion Carried.

Offer to Construct Twp 453.18

202/2022 JERRY PETOVELLO

That the Council of the Rural Municipality of Hillsdale No. 440 offer Shaun Herle \$5,000.00 to construct the final 136 feet of Twp 453.18 to RM standard from road end to surveyed road allowance with municipality supplying the culvert.

Motion Carried.

Subdivision Application-Wiebe

203/2022 BERNADETTE POPPLETON

That the Council of the Rural Municipality of Hillsdale No. 440 approve for Municipal purposes, the application identified as Community Planning file no. SUBD-000578-2022 to subdivide NE 33-44-25 W3M; and that we recommend approval by Community Planning under section 3.7.2.2 single Parcel Country Residential Development, Policy d(ii)(b).

Motion Carried.

Delegations


- Sgt. Matt Robinson


Adjourn

204/2022 FLOYD WHITNEY

That this meeting adjourns at 2:11 p.m.

Motion Carried.


Reeve


Chief Administrative Officer

REGULAR MEETING AGENDA

Thursday, October 6, 2022

CALL TO ORDER

MEMBERS PRESENT

APPROVAL OF AGENDA

DECLARATION OF INTEREST

MINUTES

September 8, 2022 Meeting

STATEMENTS OF PREVIOUS MONTH

Changes in Financial Position
Bank Reconciliation

ACCOUNTS

PUBLIC WORKS REPORT

CORRESPONDENCE

SARM	Re: Rural Crime Watch
<u>IECS Environmental Inc.</u>	Re: <u>Erosion Control</u>
Keri Bratkowski	Re: Letter of Request
Multicultural Council of Saskatchewan	Re: Municipal Proclamation
Royal Canadian Legion Sask Command	Re: 2023 Advertising

OTHER BUSINESS

- 1] Bylaw 9/2022-Records Retention/Disposal
- 2] Public Hearing-Discretionary Use 10:45 a.m.
- 3] STARS Donation
- 4] Crop Damages Compensation
- 5] Human Resource Interviews
- 6] November Meeting Date
- 7] Operator Competency
- 8] Application to Purchase Agricultural Lease Land
- 9]
- 10]

IN CAMERA

DELEGATIONS

- 1] Sgt. Matt Robinson 10:00 a.m.
- 2]

ADJOURNMENT

Schedule 'B' Accounts

DD#2617-DD#2626	24,802.91
DD#2627-DD#2632	3,271.13
9021 Keri Bratkowski	250.00
9022 Howard Erb's Trucking Ltd.	8,156.40
9023 Municipal Employees Pension Plan	6,888.88
9024 Receiver General for Canada	12,209.87
9025 Receiver General for Canada	94.93
9026 Baldwinton Community Hall	1,095.00
9027 beePlus Workplace Solutions	226.88
9028 Karrie Blackbeard	40.79
9029 Carlton Land & Cattle Co. Ltd.	445.96
9030 Elaine Etson	1,351.50
9031 John Deere Financial Inc.	611.74
9032 Lloydminster Co-operative Ltd.	777.77
9033 Lloydminster Nut & Bolt	4.17
9034 Garner Melchior	150.00
9035 Midway Distributors Ltd.	229.28
9036 Munisoft	2,239.68
9037 Myron Smarter Business Gifts	354.24
9038 Justin O'Beime	200.00
9039 OK Tire (Marsden)	234.88
9040 Rack Petroleum Ltd.	11,962.29
9041 Vercomm Wireless	735.00
9042 Village of Neilburg	266.50
9043 WYWRA	2,106.66
9044 Xerox Canada Ltd.	207.13
9045 Brandt Tractor Saskatoon Branch	1,165.66
9046 Information Services Corporation	34.50
9047 K&D Primetime Drilling	403,160.51
9048 Robert Dale Knoll	1,654.00
9049 Lilydale Creek Enterprises Ltd.	2,997.00
9050 Lloydminster Co-operative Ltd.	5,906.81
9051 Meridian Surveys Ltd.	2,985.15
9052 M.R. Website Development	81.97
9053 Neilburg Preschool Cooperative	400.00
9054 Shred-it international ULC	265.03
9055 Devon Whitney	1,500.00
9056 Ministry of Finance-Land's Branch	12,020.81
9057 SARM	10,000.00
202209 Minister of Finance	9,876.57
20220902 Minister of Finance	1,660.49
9658935 Collabria	392.40
9658936 SMHI	7357.04
9658937 Sask Energy	43.58
9658938 Sask Energy	43.58
9658939 Sask Power	59.77
9658940 Sask Power	70.14
9658941 Sask Power	378.28
9658942 Sask Power	213.31
9658943 Sask Power	41.59
9658944 Sask Power	41.43
9658945 Sask Tel	72.10
9658946 Sask Tel	294.37
9663683 SMHI	53,590.08

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Schedule 'C' Public Works Report

September was lovely, little rain, and good harvest weather

2022 Road Construction – 'Floyd's Road'

- Final Inspection happened on September 20.
- Road is in excellent condition

Equipment

- SANY Grader Equipment from Headwater Equipment Sales & Rentals
- Preventative Maintenance for new grader
- Operator Competency

Road Signage

- 10,000 lbs banned road 442.14 &.15 (East of Ron Smith's to Freemont Road)

Bridge Inspection

- Over all the bridge is in good condition.
- There is some debris around one pier our crew is going to remove when they do some tree trimming around the area
- 3 SPAN girders and 2 ABUTMENT Caps require repair to poor concrete
 - o I have emailed to receive a quote for budgeting in 2023

Twp Rd 453.18

- Checked old file and no records why it was only constructed to the slough
- Darnell met with contractor and received an estimate of \$20,000 to complete the job. It would require an agreement with the land owner to pay half of cost, as to develop through slough and make it usable for his equipment

Bob and Dustin are off for harvest, Bob has completed harvest at his farm and has returned

Brushing List for Fall

- Waseca Grid just past Robinson Yard Site
- Waseca Grid just past Twp Rd 454, fence/willows causing drifts
- East of Ron Smith's, Cody Smith is fine with brush going into his pasture. Smith's will re-build fence (Twp Rd 442.15) CAT needed.
 - o Pile trees more than 40ft back in pasture, so they will not affect road
- 4 miles north where we fixed soft spots 3232.03 - .06 (south of McCrea's)
- 3231.01 corner of Sue Kraft & Garth O'Donnell
- 3233.11 North of Kim Bertoia, slough area
- 3242.02 corner by Chris Husch
- Jake's road at Baldwinton
- (inquiry from Majic Environmental or/and renting equipment)

Snow Plow Agreements were mailed out

Snow Fence for winter 2022-23

- Half mile west of Carruthers

ASIST AGM

- Sept 29, 2012, we need to get back to training, change in bylaws for executive members
- Next meeting is in person in Cold Lake November 14

Emergency Plan

- Working though to complete the Emergency Plan.
- SPSA has new templates to use
- SEPA Conference November 7-10 in Saskatoon

BYLAW 9/2022

A BYLAW TO REGULATE THE RETENTION AND TO AUTHORIZE THE DISPOSAL OF RECORDS OF THE RURAL MUNICIPALITY OF HILLSDALE NO. 440

The Council of the Rural Municipality of Hillsdale No. 440, in the Province of Saskatchewan enacts as follows:-

1. That a Records Retention and Disposal Schedule for the Rural Municipality of Hillsdale No. 440, attached hereto as Schedule "A" and forming part of this bylaw, be adopted.
2. That the Chief Administrative Officer of the Rural Municipality of Hillsdale No. 440 is hereby authorized to destroy all applicable documents of the Municipality in accordance with the Schedule.
3. That the Chief Administrative Officer has 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. Bylaw 10/2016 is hereby repealed.



Glen Goodfellow
Reeve

Janet Abbinghead Leslie
Chief Executive Officer

Schedule "A"
Bylaw No. 9/2022

1. ACCOUNTING AND FINANCE

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
1.1 Accounts Payable (includes billing payments, overdue accounts, invoices, receipts, payment vouchers, receipt duplicates, related correspondence, etc.)	7 years	Dispose
1.2 Accounts Receivable (includes receipt records, write offs, invoices, vouchers, related correspondence, etc.)	7 years	Dispose
1.3 Annual Financial Statements	PERMANENT as per legislation	PERMANENT as per legislation
1.4 Audits and Compliance Reviews (auditor recommendations, reports, etc.)	7 years	Dispose
1.5 Bank Accounts (includes records related to termination and establishment of bank accounts, deposit slips, cancelled cheques, passbooks, bank statements, reconciliations, deposit books, cheques stubs/duplicates, etc.)	7 years	Dispose
1.6 Budget (as part of the minutes)	PERMANENT	PERMANENT
1.7 Budget Related Reports	7 years	Dispose
1.8 Cash Payments and Receipts (includes cash payment books, print-outs, cash reports and summaries, register tapes, etc.)	7 years	Dispose
1.9 Debentures/Loans (includes registers, coupons, etc.)	7 years after final payment	Dispose
1.10 Federal/Provincial Remittance	7 years	Dispose
1.11 Grants (includes applications and supporting documentation)	7 years after completion of project, activity, task, etc. or rejection of application	Contact the Archives Dispose <u>only</u> upon the Archives recommendations
1.12 Investment Records	7 years after maturity of financial instruments	Dispose
1.13 Ledgers/Journals (includes general ledgers, subsidiary ledgers, ledger cards, reports, journals, etc.)	7 years	Dispose
1.14 Local Improvement Roll	7 years after completion of project	Dispose
1.15 Monthly Financial Statements	7 years	Dispose
1.16 Requisitions/Purchase Orders	7 years	Dispose
1.17 Tax Roll/Assessment Roll (hard copy of year-end print out)	PERMANENT as per Legislation	PERMANENT as per Legislation
1.18 Utility Documents (includes water and sewer cards and ledgers, utilities tax roll, etc.)	7 years	Dispose

2. ADMINISTRATION

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
2.1 Agreements/Contracts and Supporting Documentation (pertaining to land, buildings, properties, structures, etc. owned by the municipality including construction agreements/contracts, etc.)	10 years after disposition of building, property or structure	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
2.2 Agreements/Contracts and Supporting Documentation (not related to land, buildings, properties, etc.)	7 years after termination of agreement/contract	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
2.3 Appeals (under the Planning and Development Act, 1983)	7 years after final decision rendered	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
2.4 Celebrations and Events	3 years after concluded	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
2.5 Cemetery Records	PERMANENT as per Legislation	PERMANENT as per Legislation
2.6 Change of Ownership Documents	7 years	Dispose
2.7 First Nations Consultations	PERMANENT	PERMANENT
2.8 Inquiries (under Local Authority Freedom of Information and Protection of Privacy Act)	7 years	Dispose
2.9 Insurance Policies – Liability (may be required if there is a liability claim in the future)	PERMANENT	PERMANENT
2.10 Insurance Policies – Property (includes insurance claims)	7 years after termination/cancellation of policy	Dispose
2.11 Photographs	When obsolete contact the Archives	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
2.12 Public Notice Documentation	2 years after event for which notice was given	Dispose
2.13 Records Disposal Documentation	PERMANENT	PERMANENT
2.14 Tax Assessment Appeals	7 years after final decision rendered	Dispose
2.15 Tax Assessment Records (assessor's valuation records, reassessment sheets, etc.)	3 years after superseded by new assessment or obsolete	Dispose
2.16 Tax Certificates	7 years	Dispose
2.17 Tax and Assessment Undelivered Notices (Where a notice is undelivered or returned due to an unknown address the notice shall be retained.) (Section 216 & 268 <i>The Municipalities Act</i>)	7 years	Dispose

2.18 Tax Enforcement Records (includes tax lien withdrawals, etc.)	7 years after tax title property sold or property disposed of in any other manner	Dispose
2.19 Other Enforcement Records (includes pest control records)	7 years after settlement	Dispose
2.20 Water Analysis and Reports (may be required if there is a liability claim in the future)	25 years	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
2.21 Hail Roll	7 years	Dispose

3. ELECTION

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
3.1 Ballots	3 months (142 Local Government Elections Act, 2015-LGEA)	Dispose
3.2 Disclosure of Holdings (includes public disclosure statements)	Term of Office (4 years)	Dispose
3.3 Declaration of Agent/Friend	3 months	Dispose
3.4 Declaration of Polls	3 months (142 LGEA)	Dispose
3.5 Deputy Returning Officer Statement of Results	PERMANENT	PERMANENT
3.6 Nominations and Receipts	Term of Office (69(6) LGEA)	Dispose
3.7 Oaths of Office	Term of Office	Dispose
3.8 Returning Officer's Summary of Results	PERMANENT	PERMANENT
3.9 Poll Books	3 months (142 LGEA)	Dispose
3.10 Voters' Lists	Contact the Archives	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
3.11 Voters' Registration Forms	3 months (142 LGEA)	Dispose
3.12 Ballot Box Contents (includes ballots, registration forms, etc.)	3 months (142 LGEA)	Dispose

4. EMPLOYEE – EMPLOYER

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
4.1 Employee Records (includes time cards, pay records, etc.)	10 years after termination of employment	Dispose
4.2 Income Tax (T4s, TD1s, etc.)	7 years	Dispose

5. **LEGAL**

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
5.1 Minister's Orders	PERMANENT	PERMANENT
5.2 Claims (includes notices of claim, statement of claim, etc.)	10 years after settlement	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
5.3 Petitions	7 years	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
5.4 Writs	10 years after expiration or completion	Dispose

6. **LICENCES AND PERMITS**

6.1 **Licenses and Permits Issued by Municipalities**

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
6.1.1 Buildings Permits (includes supporting documentation)	After rejection of permit or life of building/ structure plus 10 years	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
6.1.2 Development Permits (includes supporting documentation)	25 years after superseded	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
6.1.3 Development Permits – Denied	10 years	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
6.1.4 Development Permits – Register	PERMANENT	PERMANENT
6.1.5 Other Permits (not related to land, buildings, structures, development projects)	3 years after expiration/ termination or rejection of permit	Dispose
6.1.6 Licenses (includes supporting documentation)	7 years after expiration/ termination or rejection of permit	Dispose

6.2 **Licenses and Permits Issued to Municipalities**

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
6.2.1 Licenses and Permits (related to land, buildings, structures, properties)	Upon rejection of permit/ license or life time of structure, building, property plus 10 years	Contact the Archives Dispose <u>only</u> upon the Archives recommendation

6.2.2 Licenses and Permits (not related to land, buildings, structures and development projects)	7 years after expiration/termination or rejection of license or permit	Dispose
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7. MAPS, PLANS AND SURVEYS

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
7.1 Architect's Drawings (buildings, park sites, structures, etc.)	Life time of facility/structure plus 10 years	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
7.2 Municipal Maps and Plans	Original or one selected copy to be retained permanently.	PERMANENT or contact the Archives Dispose <u>only</u> upon the Archives recommendation
7.3 Road Surveys	7 years	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
7.4 Land Surveys Certificates/Surveyor's Reports	7 years	Dispose

8. MINUTES AND BYLAWS

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
8.1 Council Minutes (includes original bylaws, active and repealed)	PERMANENT	PERMANENT
8.2 Repealed Bylaws (includes certified copies that may be retained in Repealed Bylaw Registers)	7 years	Dispose
8.3 Bylaw Registers (active and repealed)	PERMANENT	PERMANENT

9. REPORTS AND STATISTICS

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
9.1 Reports of Boards and Committees (not forming part of council minutes)	7 years	Contact the Archives Dispose <u>only</u> upon the Archives recommendation
9.2 Vital Statistics	7 years	Dispose

10. ROADS AND STREETS

RECORDS	RETENTION PERIOD	DISPOSAL RECOMMENDATION
10.1 Road Maintenance Records (includes reports) (may be required if there is a liability claim in the future)	25 years	Contact the Archives Dispose <u>only</u> upon the Archives recommendation.