

# *THE CITY OF VAUGHAN*

# *BY-LAW*

## **BY-LAW NUMBER 067-2025**

**A By-law to repeal the Records Retention By-law 046-2017.**

**WHEREAS** subsection 254(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended (the "Act"), provides that a municipality shall retain and preserve its records in a secure and accessible manner;

**AND WHEREAS** subsection 255(3) of the Act provides that a municipality may establish retention periods during which its records must be retained and preserved;

**AND WHEREAS** Council, at its meeting of November 19, 2024, authorized the City Clerk to establish, amend and approve the City's records retention periods from time to time, as legal and business needs arise or change over time;

**AND WHEREAS** the Enterprise Information Management (EIM) Policy No. 03.A.15 has been effective since November 21, 2022, and was amended on November 29, 2024 to include a Records Retention Schedule.

**NOW THEREFORE** the Council of The Corporation of the City of Vaughan ENACTS AS FOLLOWS:

1. That the Records Retention By-law 046-2017 be hereby repealed.

Voted in favour by City of Vaughan Council this 25<sup>th</sup> day of March, 2025.

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Steven Del Duca, Mayor

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Todd Coles, City Clerk

Authorized by Item No. 15 of Report No. 39 of the Committee of the Whole.  
Report adopted by Vaughan City Council on November 19, 2024.  
City Council voted in favour of this by-law on March 25, 2025.  
Approved by Mayoral Decision MDC 004-2025 dated March 25, 2025.  
**Effective Date of By-Law: March 25, 2025**