

**Chair's Procedure Notes**

**T & T Sand & Gravel/214321 Enterprises Ltd**

**Haul Agreement 2011-H-30**

**Appeal of Administrative Penalty Suspension**

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**Hearing Date; September 11, 2012**

**Hearing Time: 10:00 am**

1. Chair call the appeal Hearing to Order
2. Chari advises this is a formal appeal hearing an records are being kept of the hearing
3. Chair states following purposes of the Appeal hearing
  - a. *"In accordance with Section 37(5) of the Traffic Bylaw 46-2006 Council is holding an appeal Healing of a one day administration suspension of Haul Agreement 2011-H0-30"*
4. Chair outlines the Appeal Hearing Procedures as follows:
  - a. Council will first hear an overview and summary from Administration
  - b. Administration will respond to any questions from Council
  - c. Council will then hear form T & T Sand & Gravel/214321 Enterprises Ltd
  - d. T & T Sand & Gravel/214321 Enterprises Ltd will respond to any questions from Council
5. Chair asks Council if they are satisfied with the amount of information they have received before closing the appeal hearing
6. Chair closes the Appeal Hearing and states
  - a. *"Council wishes to advise that it is unable to receive any further written or verbal information now that the Appeal Hearing is closed."*