

**Chair's Procedure Notes
Scorpion Construction
Haul Agreement 2013-H-34
Appeal of Administrative Penalty Suspension**

Hearing Date: July 8, 2014

Hearing Time: 11:30 a.m.

1. Chair calls the Appeal hearing to Order,
2. Chair advises this is a formal appeal hearing and records are being kept of the hearing,
3. Chair states the following purposes of the Appeal Hearing:
 - a. "In accordance with Section 37(5) of the Traffic Bylaw 46-2006 Council is holding an Appeal Hearing of an "one week administrative suspension" of Haul Agreement 2013-H-34,"
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 from Scorpion Construction,
 - d. Scorpion Construction will respond to any questions from Council,
5. Chair will ask 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 is are unable to receive any further written or verbal information now that he Appeal Hearing is closed."