

CHAPTER 3 - TOWN SEAL

Council: January 7, 1935

Minister: January 17, 1935

1. The common seal of the Town, made of metal having engraved thereon "Town of Middleton," Incorporated July 22nd, 1909, surrounding the figure of a Bee Hive, is and shall continue to be the Town Seal.
2. The seal shall be kept by the Clerk.
3. It shall be used when authorized by any Statute or by any by-law of the Town, or by direction or resolution of the Council.
4. It shall be affirmed to every agreement, contract, deed, lease or other document to which the Town is a part, and which, in order to bind, the Town requires to be authenticated by a seal.
5. The Mayor or Clerk shall affix the seal to every such agreement, contract, deed, lease or other document, which shall also be signed by the Mayor or Clerk.
6. The following form may be used when any document is to be so authenticated.

"In Witness Whereof the Mayor and Town Clerk of the Town of Middleton have hereunto subscribed their hands and affixed the seal of the said Town this day of A.D."

the person desiring it.

8. Any person requiring the Town Seal to be affixed to any certificate or document for the purpose of authentication or otherwise shall pay to the Town the following fees:

For any document to be used out of the Province	\$2.00
If to be used only within the Province	1.50
If to be used only within the Town	1.00

A Tax Certificate issued by the Town shall be considered separate from other documents requiring the Town Seal. Fees for Tax Certificates may be set by Council resolution in accordance with provisions of the Assessment Act. (Amended by Minister March 27, 1991)

CHAPTER 4 - TOWN COUNCIL

Council: January 7, 1935
Minister: January 17, 1935

Amended by Council May 20/86
Amended by Minister June 6/86

1. The Town Council shall consist of a Mayor and six Councillors.

2.1 The Town Council shall hold regular monthly meetings, and shall meet:

(a) On the first Monday of the month at 7:00 o'clock in the evening at the Town Hall, provided that if the day so fixed in any month is a statutory holiday, or for any other reason, then the meeting shall be held the following day at the same time of day and same place. Council may by resolution vary the hour and location from time to time;

(b) Whenever summoned to attend a special meeting.

2.2 The Town Council may hold regular semi-monthly meetings on the third Monday of each month at 7:00 o'clock in the evening at the Town Hall, provided that Council may by resolution vary the hour and location of the meetings and may suspend the semi-monthly meetings for periods of time.

3. The Mayor shall call Council together:

(a) when requested to do so by three members of Council as provided in the Town's Incorporation Act.

(b) whenever business requires such meeting to be held.

4. (a) If a quorum of the Council is not present for any regular meeting, the same shall be held on the following day (not being a statutory holiday) at the same time of day and at the same place.

(b) Should the regular meeting be cancelled for reasons other than the reasons detailed in Sections 2(a) and 4(a) of this Chapter, then the same shall be held on the following day and the same place (amended March 7, 1978).

5. In the absence or death of both the Mayor and presiding Councillor, a special meeting of the Council may be summoned at any time by the Clerk upon request in writing signed by any three Councillors.