

ST ANDREW'S PRESBYTERIAN CEMETERY

BYLAW 94-002

BEING A BY-LAW to adopt specified rules and regulations for the management and use of St Andrew's Presbyterian Cemetery of Richmond, Ontario,

WHEREAS the St Andrew's Presbyterian Cemetery of Richmond, Ontario was established in the year of our Lord, one thousand eight hundred and forty-five (1845) consisting of Lot 11, Maitland Street West, and Lot 11, Fortune Street East in the Village of Richmond in the Township of Goulbourn,

AND WHEREAS the elected Board of Trustees deems it necessary to establish a By-Law to regulate and control the use of the Cemetery property in accordance with the Cemeteries Act,

BE IT THEREFORE enacted as a By-Law of the St Andrew's Presbyterian Cemetery of Richmond, Ontario, under the direction of the Cemetery Board, and which shall come into full force and effect on the date of passing.

READ A FIRST TIME

THIS 22 DAY OF November, 1993

Eileen A Brown  
Secretary-Treasurer

M. C. Storey  
Chairman

READ A SECOND AND THIRD TIME, SHORT AND PASSED

THIS 28 DAY OF APRIL, 1994

Conityla  
Secretary-Treasurer

M. C. Storey  
Chairman

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RULES AND REGULATIONS  
FOR THE MANAGEMENT AND USE OF THE CEMETERY

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1.00 PREFACE - GENERAL INFORMATION

- 1.01 St Andrew's Presbyterian Cemetery of Richmond, Ontario, is owned and operated by the St Andrew's Presbyterian Church of Richmond, Ontario, primarily for the use of members of the congregation.
- 1.02 The Cemetery is directed and managed by a Board of Trustees (called the Cemetery Board) duly elected on a regular basis by the members of the congregation at the Annual General Meeting of the St Andrew's Presbyterian Church of Richmond, Ontario, which meeting is normally held in January or February of each year.
- 1.03 The Cemetery Board has made every effort to keep your Cemetery neat, clean and attractive and is embarking on an up-dating of planning, surveys, safety and control which is in keeping with the Cemeteries Act.
- 1.04 The Cemetery Board respectfully requests your indulgence, your support and assistance in the continued maintenance and direction of your Cemetery.

2.00 DEFINITIONS:

- 2.01 Cemetery shall mean the existing cemetery owned and operated by the St Andrew's Presbyterian Church of Richmond, Ontario, located on Lot 11, Maitland Street West, and Lot 11, Fortune Street East in the Village of Richmond in the Township of Goulbourn.
- 2.02 Church shall mean the St Andrew's Presbyterian Church of Richmond, Ontario.
- 2.03 Congregation shall mean the congregation of the Church when meeting in an official congregational meeting, such as the Annual General Meeting held on or about January of each year.
- 2.04 Session shall mean the board of elders who govern operation of the Church.
- 2.05 Ministry shall mean the Ministry of Consumer and Commercial Relations of the Province of Ontario.

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- 2.06 Cemeteries Act shall mean the Cemeteries Act (Revised) 1992, being chapter 4 of the Revised Statutes of Ontario, including the approved regulations duly issued under authority of the Cemeteries Act.
- 2.07 Constitution shall mean the constitution of the St Andrew's Presbyterian Cemetery of Richmond, Ontario, duly approved and passed by the Congregation.
- 2.08 Trustee shall mean a person who is duly elected by the Congregation, or otherwise duly appointed, in accordance with the terms of this constitution for the governance of the operations of the Cemetery.
- 2.09 Cemetery Board shall mean the board of all Trustees who are duly elected by the Congregation, or otherwise duly appointed, for the governance of the operations of the Cemetery.
- 2.10 Annual Installation Meeting shall mean the annual meeting of the Cemetery Board for the installation of officers, as prescribed in the Constitution.
- 2.11 Chairman shall mean the Chairman of the Cemetery Board duly elected by the Cemetery Board at their Annual Installation Meeting in accordance with the terms of the Constitution.
- 2.12 Secretary-Treasurer shall mean a Trustee appointed by the Cemetery Board from among its members to administer the records and financial details of the Board.
- 2.13 Caretaker shall mean a person appointed by the Cemetery Board to maintain and care for the grounds, monuments and general property of the Cemetery.
- 2.14 Plan shall mean the official plan of the Cemetery grounds, maintained by the Secretary-Treasurer, showing the designated areas such as lots, plots, sections, walkways, the vehicle avenue, etc.
- 2.15 Section (or Row) shall mean a designated row of several lots as shown on the Plan and marked by a capital alphabetic letter, or pair of letters.

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- 2.16 Lot shall mean an area of land in the Cemetery on the Plan having a size by dimension of 4'0" by 11'0" and intended for the interment of human remains.
- 2.17 Plot shall mean a contiguous area of land consisting of one or more lots side by side and for which the Cemetery Board has issued a single outstanding Certificate of Interment Rights.
- 2.18 Interment Rights for a lot shall be the right of a person to require or direct the burial of human remains in that lot.
- 2.19 Rights Holder shall mean the holder of Interment Rights for a plot, normally documented by a Certificate of Interment Rights duly issued by the Cemetery Board.
- 2.20 Trust Funds shall mean that amount of monies from the sale price of a lot, or from the care and maintenance of markers, as set aside and deposited with a trust company for investment of which the interest proceeds will be used for Care and Maintenance of the Cemetery property and the monuments, as per the Cemeteries Act.
- 2.21 Trust Account shall be the account or accounts with The Public Trustee, Ministry of the Attorney General, 145 Queen Street, Toronto, Ontario, who administers the Trust Funds as directed by the Board of Trustees.
- 2.22 General Account shall mean the local bank account(s) established by the Cemetery Board in accordance with the Cemeteries Act to maintain the Cemetery property and monuments. This term includes all such chequing and savings accounts.
- 2.23 Foundation shall mean any concrete or loose material to be laid as a foundation upon which any monument may be erected.
- 2.24 Base shall mean a carved stone base of a monument, laid on a foundation and upon which the upper portion of the monument is to be erected.
- 2.25 Monument shall mean any memorial projecting above the ground level and shall generally but not always be meant to

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include its base.

- 2.26 Marker shall mean any flat inscribed piece of granite, marble or bronze set at ground level and marking a particular individual burial, whether it be a regular interment of human remains or that of a cremation.
- 2.27 Corner Posts shall mean the inscribed stones placed flush with the ground surface at each of the four corners of any lot or plot.
- 2.28 Columbarium shall mean any structure designed for the purpose of interring cremated human remains in sealed compartments.
- 2.29 Interment shall mean the burial of human remains. It shall include both regular interment and inurnment.
- 2.30 Regular Interment shall mean the burial of non-cremated human remains using traditional materials and procedures such as a rough box and casket.
- 2.31 Inurnment shall generally mean the burial of cremated human remains beneath the ground in an urn or acceptable alternate container.
- 3.00 SALE OR TRANSFER OF LOTS
- 3.01 All Interment Rights in lots may be purchased from the Cemetery Board at the prescribed tariff rates as outlined in Schedule 'C'. The standard contract, form 10.02 in Schedule 'A', shall be used. Interment rights may not be exercised until after payment is received by the Cemetery Board and a Certificate of Interment Rights, form 10.03, has been issued.
- 3.02 The Cemetery Board reserves the right to group contiguous lots into plots, and to issue a separate contract of sale for each such plot. A plot will normally be rectangular in shape. A plot will not normally exceed four lots in size.
- 3.03 No Rights Holder may sell the Interment Rights for consideration, as per the Cemeteries Act, except to the Cemetery Board under the terms described in this By-law.

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- 3.04 At the time of signing of a contract for Interment Rights, the Cemetery Board shall provide the Rights Holder with a signed original copy of the contract. Upon full payment, the Cemetery Board will provide the Rights Holder with a Certificate of Interment Rights and a copy of the Cemetery By-Laws.
- 3.05 The tariff of rates for lots, Care and Maintenance of lots, and Care and Maintenance of monuments and of markers are set out in Schedule 'C' attached hereto and approved by the Ministry.
- 3.06 If the Interments Rights in a lot are granted by Will or Bequest or otherwise transferred, the Cemetery Board reserves the right to require the production of a notarized copy of proof of that transfer of rights.
- 3.07 In accordance with the Cemeteries Act, the Cemetery is required to re-purchase, from a single Rights Holder, the Interment Rights for up to four plots within any twelve month period. Such re-purchase shall be at the same (re)purchase price as had been established at the time of purchase, unless the original selling price is unknown, in which case the re-purchase price shall be deemed to be as established in the Cemeteries Act.
- 4.00 INTERMENTS AND DISINTERMENTS:
- 4.01 All interments must be authorized in writing by the Rights Holder or the Rights Holder's successor. The normal method of notification is via submission of the "Notification of Intent to Inter" (Form 10.03 of Schedule 'A') with any required Lot Diagram attached (from Schedule 'B').
- 4.02 Notification of intent to inter must be given to the Secretary-Treasurer or another Trustee at least 24 hours in advance of the planned interment. Permission to proceed will be provided by the Cemetery Board to the Rights Holder within 12 hours of receipt of the Notification. The Cemetery Board reserves the right to refuse any request which deviates from the standard Lot Diagrams.
- 4.03 Any and all interment expenses must be borne by the Rights Holder or those requesting the interment.

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- 4.04 Not more than one regular interment shall be made in any one lot, except as noted in article 4.05 below. Placement of the interment shall be according to the Lot Diagrams contained in Schedule 'B'. Interment according to Lot Diagram 11.02 "Lot Diagram for Regular Interment of One Person" does not require the special permission of the Cemetery Board and submission of a Lot Diagram is not required with the "Notification of Intent to Inter". This is considered normal use of a lot.
- 4.05 The remains of an infant may be interred by regular interment in the monument area at the head of a single lot, in a casket or approved container not larger than 16" by 24". Such interment shall be only with permission of the Cemetery Board. Such permission shall normally be requested by inclusion of Lot Diagram 11.03 with the "Notification of Intent to Inter".
- 4.06 The remains of no more than two persons may be interred by inurnment in the monument area at the head of a single lot. Such inurnment shall be only with permission of the Cemetery Board. Such permission shall normally be requested by inclusion of Lot Diagram 11.04 with each "Notification of Intent to Inter" for the lot.
- 4.07 Not more than eight inurnments shall be made in any one lot. Such inurnment shall be only with permission of the Cemetery Board. Such permission shall normally be requested by inclusion of Lot Diagram 11.05 with the first "Notification of Intent to Inter" for the lot.
- 4.08 Any Notification of Intent to Inter must be accompanied by a death certificate and a burial permit issued by the Division Registrar indicating that the death has been registered. In the case of an inurnment, the Notification of Intent to Inter must also be accompanied by a Certificate of Cremation issued by the Crematorium.
- 4.09 No lot shall be opened for interment, or disinterment, by any person without direction from the Caretaker or a Trustee.
- 4.10 Any regular interment must be in a secure casket or interment vault to ensure safe and intact burial.



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- 4.11 The Cemetery Board, or any one Trustee, will not be held responsible or liable for any damage or tardiness not attributable to them which may be sustained in the process of interment or disinterment.
- 4.12 Persons requesting interment during the winter months must provide written justification to the Secretary-Treasurer, or another Trustee, which request may or may not be granted. The Cemetery Board reserves the right to refuse such requests.
- 4.13 Funerals will be permitted in the Cemetery between 0900 hours and 1700 hours.
- 4.14 The Cemetery Board reserves the right, at their own expense, to take action to correct any error that may be made in interments. Such corrective action may, for example, include changes to Lot Diagrams or lot descriptions, the transfer or conveyance of interment rights or the disinterment and reinterment of remains. The Cemetery Board shall obtain any necessary approvals of the regulatory authorities and/or the Rights Holder as appropriate.
- 4.15 Any inurnment shall be made to sufficient depth for an earth covering of no less than one foot and six inches.
- 4.16 There shall be no placements of cremated remains in any type of columbarium.
- 5.00 FOUNDATIONS, MONUMENTS, MARKERS & CORNER POSTS
- 5.01 No monument or marker of any kind shall be installed, modified or removed without the permission of the Cemetery Board, nor until the Care and Maintenance tariff has been received by the Board. Normally, this permission will be requested and provided via the submission to the Secretary-Treasurer, or another Trustee, of form 10.05 "Request for Permission to Install/Modify a Marker".
- 5.02 Every monument must have a base.
- 5.03 Any base may accomodate no more than one monument.
- 5.04 Any foundation must consist of crushed stone and shall

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extend a minimum of three feet in depth. It shall be no closer than three inches from any side of a lot, except as noted in article 5.06 below. There will be no foundations of concrete.

- 5.05 A foundation may be located on the boundary of two or more lots, subject to the permission of the Cemetery Board, providing that the monument installed will be the only monument on those lots. All affected lots must be part of a single plot and the interment rights must be under a single Certificate of Interment Rights. Such permission is normally requested and approved via the submission of form 10.05 "Request for Permission to Install/Modify a Marker" with attached Lot Diagrams for all affected lots showing the intended location of the monument.
- 5.06 Any base for a monument must be made of granite material and must extend three inches (3") on each side of the monument, with minimum height of six inches (6") and maximum height of one foot (1'0").
- 5.07 Any base for a monument on any single lot shall be no wider than three feet six inches (3'6"). Should the foundation cross a lot boundary with the intent to accommodate two or more lots the base must not be wider than five feet (5'0").
- 5.08 The maximum and minimum sizes of a monument (excluding the base) shall be as follows, unless a waiver is requested of and granted by the Cemetery Board in writing:

<u>Dimension</u>	<u>Single Lot</u>	<u>Multiple Lot</u>
Maximum Height:	4'0"	5'0"
Maximum Width:	3'0"	4'6"
Maximum Die (Thickness):	0'8"	0'8"
Minimum Die (Thickness):	0'6"	0'6"

- 5.09 If any monument or marker, or any inscription thereon is ~~deemed to be improper or offensive by the Cemetery Board,~~ <sup>not in keeping with the dignity and character of a cemetery</sup> the Board is authorized to require the alteration or the removal of the object(s) at the expense of the Rights Holder.
- 5.10 If any monument or marker of any kind is to be removed, or inscription made or cleaned, permission must be first

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obtained from the Cemetery Board. Normally this consent will be provided via the use of form 10.05 'Request for Permission to Install/Modify a Marker'.

- 5.11 Inscriptions on monuments shall be on one side only, that which faces the grave site to which it refers. A single family name only, may be on the opposite side to facilitate easier location and identification. No inscriptions shall be permitted on the sides of monuments.
- 5.12 Any Markers shall be flat, placed at ground level, not less than one hundred seventy two (172) square inches in size, and shall have a minimum thickness of four inches (4").

For example a marker may be 10" x 20" and may be used as follows:

Regular Interments: A first name or other brief inscription may be made (e.g. "Mother", "Father", "Mary", or "John") and the marker must be placed at the foot of the lot, one marker per lot maximum, as per the Lot Diagrams at Schedule B.

Inurnments: A brief inscription may be made to indicate individual burials in one lot and the marker must be placed immediately below the interment, away from the monument area location, as per the Lot Diagrams in Schedule B.

- 5.13 Corner Posts may only be placed at each of the four corners of a plot and shall be as follows:

Approximately six inches (6") square;  
Minimum depth in ground six inches (6");  
Composed of granite, marble or bronze;  
Placed at ground level; and  
Shall bear identical inscriptions.

- 5.14 Para deleted.

- 5.15 The placement of foundations, bases, monuments, markers or corner posts must be arranged with the Caretaker, or a Trustee, before any work takes place. The area(s) will be specifically marked out with wooden temporary markers by the Caretaker to indicate the exact location.

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- 5.16 Care and Maintenance tariffs on monuments, markers, etc. are mandatory, as per the Cemeteries Act. Rights Holders are directed to Schedule 'C' of this By-Law which indicates what tariffs apply to individual cases. These tariffs for Care and Maintenance of markers are in addition to the tariffs for Care and Maintenance of lots.
- 5.17 There shall be no pictures, photographs or like placements, installed on or affixed to monuments or markers. There shall be no containers of glass, plastic, metal, or similar material installed or affixed to monuments or markers. Such fixtures are prohibited.
- 5.18 The Cemetery Board and its representatives shall take reasonable precautions to protect and guard the property of Rights Holders, but shall not assume responsibility or liability for loss or damage, except it be due to proven negligence.
- 6.00 CARE OF LOTS, FLOWERS, SHRUBS & TREES
- 6.01 No trees shall be planted by any Rights Holder or any other person who may be representing a Rights Holder.
- 6.02 Planted perennial flowers and shrubs shall be permitted in the monument area but only with the permission of the Cemetery Board. Such permission is normally granted only on submission of an updated Lot Diagram detailing monuments, interments and planned plantings.
- 6.03 Where any trees, shrubs or any obstruction of any kind become detrimental to adjacent lots, monuments, drains, walkways or roadways, the obstruction may be removed or corrected by the Caretaker without hindrance.
- 6.04 Articles of glass or pottery, assorted wire frames, temporary crosses, potted or loose flowers, plants or other articles of decoration placed on lots by Rights Holders, relatives or friends may be removed for disposition by the Caretaker, ~~at his/her discretion~~. Normally, such decorations will be left on site while they remain presentable and do not offer an obstruction. Any permanent decorations must be approved by the Cemetery Board.
- 6.05 All borders, rails, fences, hedges, or cut stone edges

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designed to surround lots are prohibited.

7.00 DEALERS, CONTRACTORS AND WORKERS

- 7.01 Any monument dealer, contractor, equipment operator or worker must first obtain permission from the Caretaker, or a Trustee, to enter the Cemetery prior to commencement of any work. Such permission is normally obtained via completion of the forms provided for in this By-law and attached hereto at Schedule 'A', or alternate forms acceptable to the Cemetery Board. This permission must be requested of the Cemetery Board at least two (2) days in advance of the date planned for the work to be done.
- 7.02 All monument dealers, contractors or equipment operators or owners must have Workmen's Compensation for their workers and have ample liability insurance. Proof of same must be provided for upon request of the Cemetery Board.
- 7.03 The actions and behavior of personnel employed by contractors shall be subject to the control of the Cemetery Board.
- 7.04 In the event of a funeral at the Cemetery, all workers shall cease work and retire to an area distant from the funeral cortege for the duration of such proceeding.
- 7.05 All refuse, tools and surplus material (stone, wood or soil) remaining after the completion of work shall be removed by the person(s) responsible for the work, otherwise the Cemetery Board shall remove such material and clean the area at that person's expense.
- 7.06 All damage to monuments, markers, grounds or trees shall be repaired by the contractor at his own expense. In the case that such damage is not repaired to the satisfaction of the Cemetery Board, the Cemetery Board reserves the right to effect such repairs and charge them to the contractor.

8.00 DIRECTION TO VISITORS - FUNERAL CORTEGE

- 8.01 Rights Holders, friends and visitors are always welcome on the Cemetery grounds, which are to be viewed as a sanctuary for those who have gone before us.

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- 8.02 In order to maintain decorum and respect for our forebears, the Cemetery Board reserves the right to control, discipline and direct persons, groups or delegations who have entered upon the Cemetery grounds.
- 8.03 Children under the age of twelve (12) years are not permitted on the grounds unless accompanied by an adult who will be responsible to see that the grounds, the monuments and surroundings are not harmed and the Cemetery respected by them.
- 8.04 Vehicles for normal transportation only shall be permitted on the Cemetery grounds and a very moderate rate of speed will be adhered to. Vehicles will follow the designated avenue only.
- 8.05 Funeral corteges within the Cemetery grounds shall follow the designated avenue.

9.00 GENERAL CONDITIONS

- 9.01 Any person disturbing the quiet and good order of the Cemetery by noise, firearms, prohibited vehicles or other activity may be expelled from the grounds and all persons are reminded that there are penalties provided in The Cemeteries Act for any contravention of the By-Laws.
- 9.02 Dogs and any other pets or animals must be controlled on Cemetery property. Any such animals running at large will be reported to the proper authorities for removal and shall be subject to municipal penalties.
- 9.03 Any comments, recommendations, advice or complaints are to be directed to Trustees of the Cemetery Board only, for their consideration and their satisfactory disposition.
- 9.04 Lots located in the old sections of the Cemetery, that is the sections nearest Maitland Street, shall not be offered for sale. Any person who offers evidence of being a past Rights Holder for any lot in these sections, to the satisfaction of the Cemetery Board, may be offered opportunity to have equivalent rights for a similar lot in an active section of the Cemetery in exchange. Payment of care and maintenance tariffs may be required, ~~at the discretion of the Cemetery Board.~~ *according to the Cemeteries Act (Revised).*

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10.00 SCHEDULE 'A' - STANDARD FORMS

10.01 List of Preferred Forms:

- a. Form 10.02 - Contract for Sale of Interment Rights
- b. Form 10.03 - Certificate of Interment Rights
- c. Form 10.04 - Notification of Intent to Inter
- d. Form 10.05 - Request for Permission to Install/Modify a Marker

 Ontario	Ministry of Consumer and Commercial Relations Cemeteries Regulation	Ministère de la Consommation et du Commerce Réglementation des cimetières
<b>APPROVED</b> in accordance with the regulations under The Cemeteries Act.		<b>APPROUVE</b> conformément aux règlements afférents à la Loi sur les cimetières.
Date of Approval/ Date de l'approbation		November 21, 1994
File No. of Cemetery/ Numéro de fiche du cimetière		2919
By:		<i>[Signature]</i> Smith

**ST ANDREW'S PRESBYTERIAN CEMETERY BOARD**

P.O. Box 910,  
RICHMOND, ONTARIO  
K0A 2Z0

This indenture, made in duplicate, the \_\_\_\_\_ day of \_\_\_\_\_, 199\_\_

Between **St ANDREW'S PRESBYTERIAN CEMETERY BOARD**

hereinafter called the Grantor, of the first part,

and (name) \_\_\_\_\_

of (address) \_\_\_\_\_

hereinafter called the Purchaser, of the second part,

Witnesseth that, in accordance with the provisions of the Cemeteries Act (Revised) 1992, for the sum of \$\_\_\_\_\_ paid to the Grantor, detailed as follows:

Tariffed Rate Per Lot		\$ _____
Number of Lots	x	_____
Tariffed Amount	=	_____
Taxes	+	_____
Total Amount	=	\$ _____,

(With \_\_\_\_\_ of the Tariffed Amount to be held in trust for Care and Maintenance),

The Grantor doth hereby sell to the Purchaser the Interment Rights for \_\_\_\_\_ plot(s) consisting of \_\_\_\_\_ single lot(s), each four feet by eleven feet, in Row \_\_\_\_\_ Lot Number(s) \_\_\_\_\_.

The Purchaser hereby agrees to abide by the Bylaws of the Cemetery in the exercise of these Interments Rights.

Prior to the installation of any monuments or markers, the Purchaser hereby agrees to pay the amounts set forth in the Bylaws of the St Andrew's Presbyterian Cemetery for the Care and Maintenance of Markers.

The Purchaser understands that the Interment Rights hereby assigned cannot be resold, except to the Grantor in accordance with the Cemeteries Act (Revised) 1992. For the purposes of subsection 23(3) of the Act, the repurchase price of interment rights shall be the tariffed rate, as identified, less the amount paid by the Grantor into the Care and Maintenance Fund in respect of the rights to be repurchased, that is \$\_\_\_\_\_ per lot.



Note: Section 23, subsection (1) of the Cemeteries Act (Revised) 1992 states that "An interment rights holder may require, by written demand, the owner to repurchase the rights at any time before they are used." Subsection 23(2) states that "Every owner who receives a demand made under subsection (1) shall repurchase the interment rights within thirty days after receiving the demand." Subsection 23(3) states that "The repurchase price of interment rights shall be determined in the prescribed manner."

Any transfer of interment rights must be as per the Bylaws of the Cemetery.

The Interment Rights hereby assigned may be exercised on presentation to the Cemetery Board of,:



In the case of Regular Interment, notification of intent to inter, signed by the rights holder, a lot diagram if required, and a copy of the death certificate; and

In the case of an Inurnment, notification of intent to inter, signed by the rights holder, a lot diagram, a copy of the death certificate, and a certificate of cremation from the crematorium.

The Interment Rights hereby assigned to the Purchaser may not be exercised by the Purchaser until payment has been received from the Purchaser and a 'Certificate of Interment Rights' has been issued by the Grantor.

\_\_\_\_\_  
Secretary-Treasurer

\_\_\_\_\_  
Purchaser

 Ministry of Consumer and Commercial Relations Ontario Ministère des Relations Consommateurs et Commerciales Ontario	Ministry of Consumer and Commercial Relations Ontario	Ministère de la Consommation et du Commerce Régénération des Consommateurs
	<b>FILED</b> in accordance with the regulations under The Cemeteries Act.	<b>DEPOSE</b> conformément aux règlements émis en vertu de la Loi sur les cimetières
Date of Filing Date de dépôt	November 21, 1994	
File No. of Certificate Numéro de certificat	2919 	

**ST ANDREW'S PRESBYTERIAN CEMETERY BOARD**

P.O. Box 910,  
RICHMOND, ONTARIO  
K0A 2Z0

By this 'Certificate of Interment Rights', St Andrew's Presbyterian Cemetery Board recognizes the right of

\_\_\_\_\_

to exercise interment rights for \_\_\_\_\_ single lot(s), each four feet by eleven feet, in Section \_\_\_\_\_, lot number(s) \_\_\_\_\_, such rights having been purchased/transferred (delete one) on the \_\_\_\_\_ day of \_\_\_\_\_, 199\_\_.


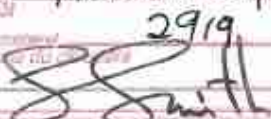
Amount paid by the rights holder: \$ \_\_\_\_\_

Amount held in trust for Care and Maintenance: \$ \_\_\_\_\_

Repurchase value: \$ \_\_\_\_\_

The interment rights recognized by this certificate may be transferred, within the limitations of the Cemeteries Act (Revised) 1992 and the Bylaws of the St Andrew's Presbyterian Cemetery. However, this certificate is non-transferable. Prior to or upon transfer of interment rights, this certificate must be presented to the Cemetery Board for cancellation, and a new certificate will be issued to the transferee as prescribed in the Bylaws of the Cemetery.

This certificate also recognizes the rights of the holder, named above, to install or modify markers within the restrictions prescribed in the Bylaws of the Cemetery, or to otherwise fully exercise the rights of a rights holder as outlined in the Bylaws of the Cemetery.

 Ontario Ministry of Consumer and Commercial Relations Corporations Regulation	Structure de la Communauté du néo- Brunswick Régistrement des entreprises
	Ministry of Consumer and Commercial Relations Corporations Regulation
<b>FILED</b> in accordance with the regulations under The Cemeteries Act.	<b>DÉPOSÉ</b> conformément aux règlements émis en vertu de la Loi sur les cimetières
Date of Filing Date de dépôt	November 21, 1994
File No. of Certificate Numéro de certificat	2919
By For	

\_\_\_\_\_  
Secretary-Treasurer

**ST ANDREW'S PRESBYTERIAN CEMETERY BOARD**

P.O. Box 910,  
RICHMOND, ONTARIO  
K0A 2Z0

RIGHTS HOLDER IDENTIFICATION:

Name \_\_\_\_\_  
Address \_\_\_\_\_ Postal Code \_\_\_\_\_  
Phone \_\_\_\_\_

The applicant, a legitimate holder of interment rights in the Cemetery, hereby notifies the Cemetery Board of the intent to make an interment in row \_\_\_\_\_, lot number \_\_\_\_\_ of the Cemetery, as outlined herein.

PERSON TO BE INTERRED:

Name: \_\_\_\_\_

The interment will be by:

- Regular Interment (no lot diagram required)
- Inurnment (provide lot diagram indicating location)
- Infant Interment in monument area (provide a lot diagram)

DOCUMENTATION:

- Death Certificate enclosed
- Registration enclosed
- Certificate of Cremation enclosed



SIGNATURE OF RIGHTS HOLDER:

Signature \_\_\_\_\_ Date \_\_\_\_\_

PERMISSION GRANTED BY CEMETERY BOARD:

Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

Form 10.05 - Request for Permission to Install/Modify a Marker

**ST ANDREW'S PRESBYTERIAN CEMETERY BOARD**

P.O. Box 910,  
RICHMOND, ONTARIO  
K0A 2Z0

**APPLICANT IDENTIFICATION:**

Name \_\_\_\_\_  
Address \_\_\_\_\_ Postal Code \_\_\_\_\_  
Phone \_\_\_\_\_

The applicant, a legitimate holder of interment rights in the Cemetery, hereby requests permission to install/modify (delete one) a marker on row \_\_\_\_\_, lot number(s) \_\_\_\_\_ of the Cemetery, as outlined herein.

Installation [ ]                      Modification [ ]

**DESCRIPTION OF MARKER:**

Corner Posts [ ]                      Inscription \_\_\_\_\_

Monument [ ]  
Person(s) commemorated \_\_\_\_\_  
Base dimensions (inches)    H \_\_\_\_\_ W \_\_\_\_\_ T \_\_\_\_\_  
Monument dimensions (inches) H \_\_\_\_\_ W \_\_\_\_\_ T \_\_\_\_\_  
Material composition \_\_\_\_\_  
Designs and special inscriptions (if any, attach sketch)

Flat Marker [ ]  
Marker dimensions (inches)    H \_\_\_\_\_ W \_\_\_\_\_ T \_\_\_\_\_

[If more than one monument, marker or set of corner posts are to be installed, attach extra descriptions on a separate page.]

**MARKER SUPPLIER:**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Contact \_\_\_\_\_

 Ministry of Consumer and Commercial Relations	Ministère de la Consommation et du Commerce	
	Réglementation des cimetières	
Postal Code _____ Phone _____	APPROUVE	
in accordance with the regulations under The Cemeteries Act.	conformément aux réglements afférents à la Loi sur les cimetières.	
Date of Approval Date de l'approbation	November 21, 1994	
File No. of Cemetery Numéro de fiche	2919	
Signature		

Form 10.05 - Request for Permission to Install/Modify a Marker  
(cont'd)

FOUNDATION SPECIFICATION:

The foundation for the monument (if any) will be installed in accordance with Cemetery bylaws. Attach a lot diagram. Foundation installation will be by [X] -

[ ] Marker Supplier      [ ] Contractor      [ ] Self

Contractor Name \_\_\_\_\_  
Address \_\_\_\_\_ Postal Code \_\_\_\_\_  
Contact \_\_\_\_\_ Phone \_\_\_\_\_

SIGNATURE OF APPLICANT:

Signature \_\_\_\_\_ Date \_\_\_\_\_

PERMISSION GRANTED BY CEMETERY BOARD:

Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

Care and Maintenance Deposit - Amount \$ \_\_\_\_\_ Rec'd [ ]

ST ANDREW'S PRESBYTERIAN CEMETERY

BYLAW 94-002

11.00 SCHEDULE 'B' - LOT DIAGRAMS

11.01 List of Lot Diagrams:

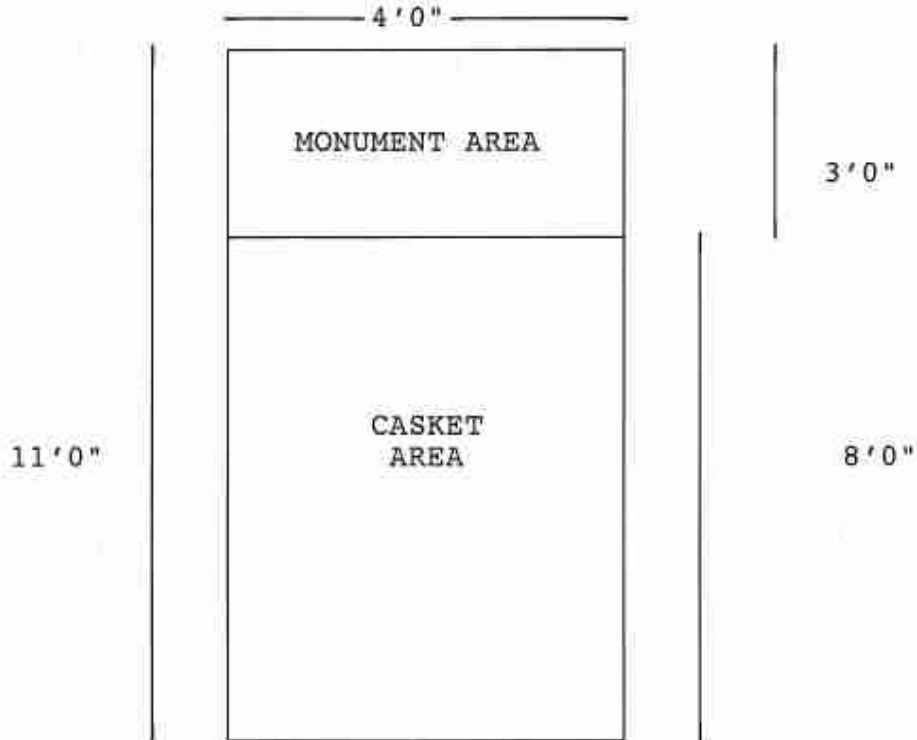
- a. Lot Diagram for Regular Interment of One Person (Normal Use) - Diagram 11.02
- b. Lot Diagram for Regular Interment of One Adult (with One Infant) - Diagram 11.03
- c. Lot Diagram for Regular Interment of One (with Inurnment of Two) - Diagram 11.04
- d. Lot Diagram for Inurnment of Eight - Diagram 11.05

ST ANDREW'S PRESBYTERIAN CEMETERY

BYLAW 94-002

11.02 Lot Diagram for Regular Interment of One Person (Normal Use):

Section: \_\_\_\_\_ Lot: \_\_\_\_\_

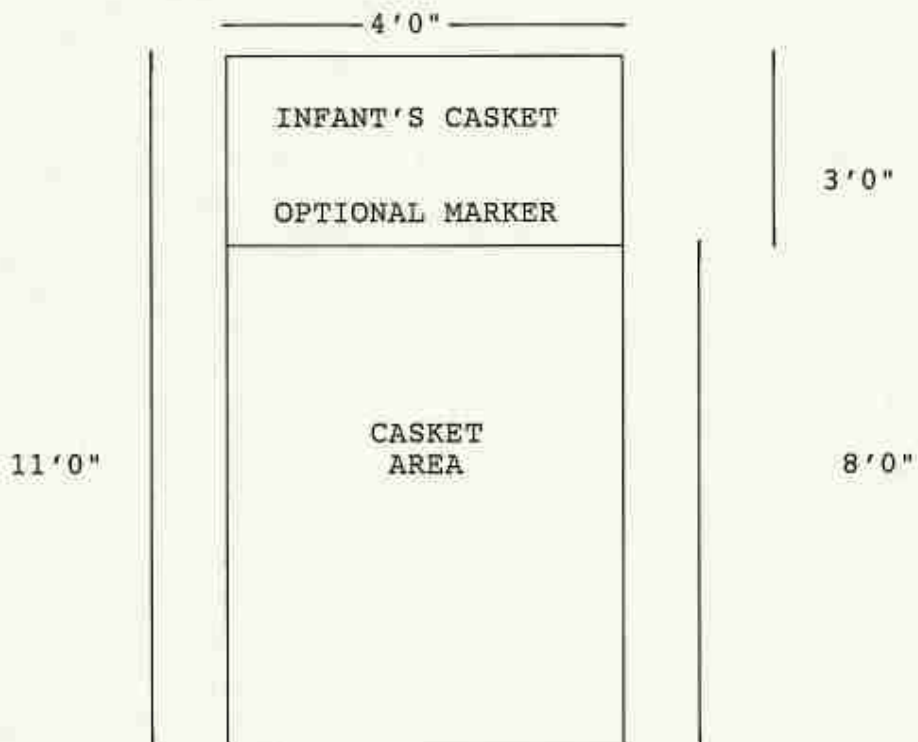


ST ANDREW'S PRESBYTERIAN CEMETERY

BYLAW 94-002

11.03 Lot Diagram for Regular Interment of One Adult (with One Infant):

Section: \_\_\_\_\_ Lot: \_\_\_\_\_



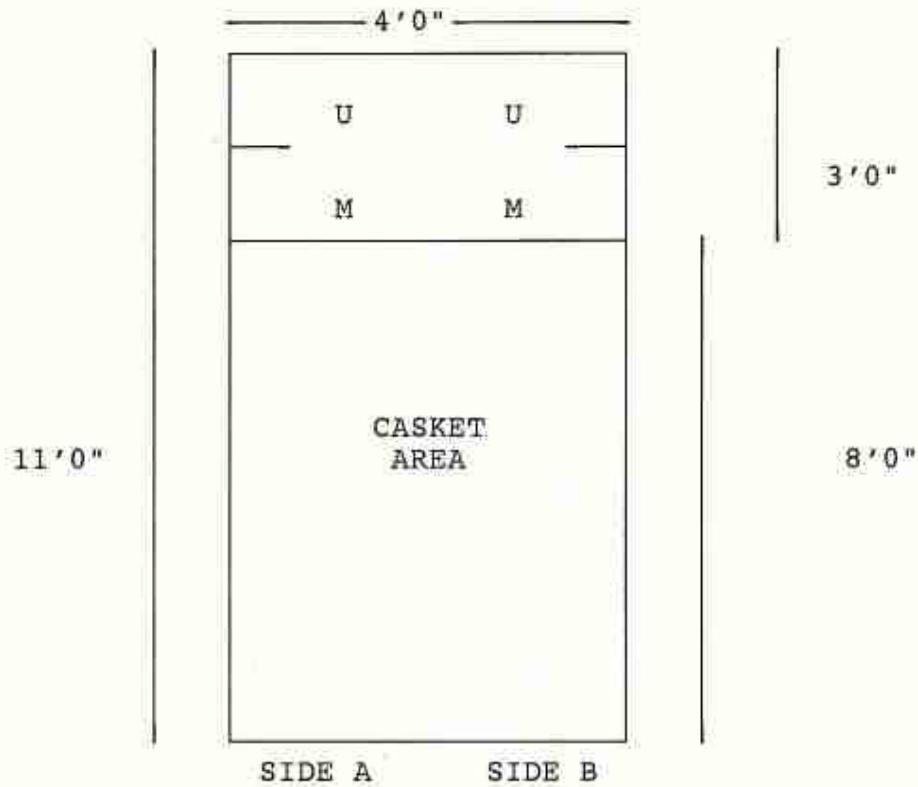


ST ANDREW'S PRESBYTERIAN CEMETERY

BYLAW 94-002

11.04 Lot Diagram for Regular Interment of One (with Inurnment of Two):

Section: \_\_\_\_\_ Lot: \_\_\_\_\_



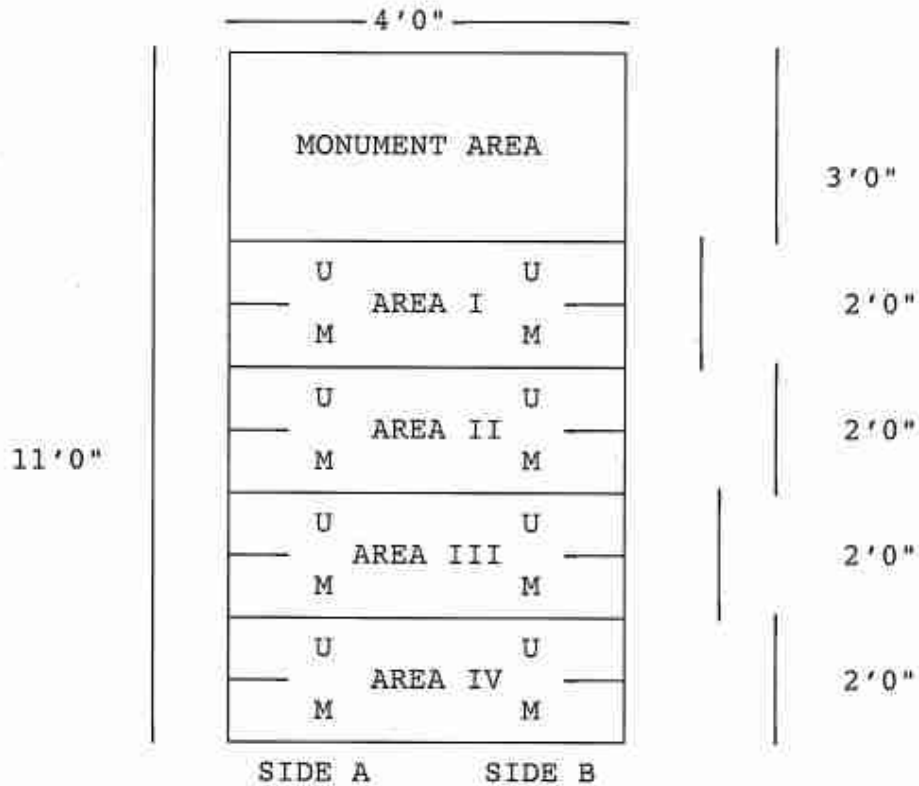
U=Location of Urn; M = Location of Marker (10"x16")

ST ANDREW'S PRESBYTERIAN CEMETERY

BYLAW 94-002

11.05 Lot Diagram for Inurnment of Eight:

Section: \_\_\_\_\_ Lot: \_\_\_\_\_



U=Location of Urn; M = Location of Marker (10"x16")

ST. ANDREW'S PRESBYTERIAN CEMETERY  
RICHMOND, ONTARIO

BYLAW 94-002

12.00 SCHEDULE 'C' – TARIFF OF RATES

<u>Item Description</u>	<u>Interment Rights</u>	<u>Care and Maintenance</u>	<u>Total</u>
12.01 Tariff of rates (as of July 1, 2012)			
1 Lot (1.22m/4 ft x 3.38m/11 ft)	\$250	\$250	\$500
1 Large Upright Marker or Monument (more than 1.22 m/4 ft or less in height and 1.22 m/4 ft in length, including the base)		\$200	
1 Upright Marker or Monument (1.22 m/4 ft or less in height and 1.22m/4 ft or less in length, including the base)		\$100	
Flat Marker (1,116 cm <sup>2</sup> /173 in <sup>2</sup> or larger)		\$50	
Small Flat Marker (less than 1,116 cm <sup>2</sup> /173 in <sup>2</sup> )		\$0	
<b>Current Opening and Closing Fees*</b>			
Regular Casket Burial	Excavator	\$450	
	Caretaker	\$200	
	Total	\$650	
Inurnment	Excavator	\$250	
	Caretaker	\$200	
	Total	\$450	

\*Subject to change