

THE CORPORATION OF THE TOWNSHIP OF HILTON

A G E N D A

Special Meeting

March 15, 2023 – 7:00 p.m.

Council Chamber - Hilton Township Municipal Building

This Special Meeting has been called to determine the requirements to be put into place regarding future operations of the Grace United Cemetery to ensure it is in compliance with the Bereavement Authority of Ontario (BAO).

To Attend: Bill Pollock

1. Motion to accept Agenda as presented.
2. Bill Pollock to review current process with new purchasers of cemetery lots, as well as when burials are to take place.
3. Response from Auditor re HST requirements/Bank Account format/Separate Audited Statements
4. Appoint “Cemetery Caretaker” to act as contact for Cemetery Lot viewing for purchase/burial.
5. Samples of documents required:
 - a) Contract with purchasers
 - b) Rights Certificates
 - c) By-law requiring BAO approval
6. By-law decisions to be made:
 - a) Resident/Non-Resident (?) price list
 - b) Transfer of Ownership options
 - c) Transfer of Ownership when some lots within plot have been used
 - d) Scattering Rights
 - e) Contractor requirements according to BAO
 - f) Burial of Urns – who is permitted to do this?
 - g) HST
 - h) Confirm “Grace United Cemetery” name for signage/advertising/legal purposes
7. Update on Cemetery software re Digitizing Project/correct map to be used
8. Confirmatory Bylaw
9. Adjourn