

THE CORPORATION OF THE MUNICIPALITY OF WEST GREY

BY-LAW NUMBER 86 - 2008

BEING, a By-law to formally approve and authorize the execution of an agreement for the provision of caretaker contract services to the Durham Cemetery Board for the maintenance of the Durham Cemetery;

WHEREAS, the Durham Cemetery Board requires caretaker contract services for the Durham Cemetery;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST GREY ENACTS AS FOLLOWS:

1. That the agreement for the contract position of caretaker for the Durham Cemetery, is attached hereto as Schedule "A", and forms part of this by-law.
2. That By-law Number 12-2006 and By-law Number 111-2006 are hereby rescinded.
3. That this By-law shall come into full force and effect on the 1st day of January, 2009.

Read a first and second time, this _____ day of _____, 2008.

Read a third time and finally passed, this 15th day of December, 2008.

Kevin Eccles, Mayor

Christine Robinson, CAO/Clerk

SCHEDULE "A" TO BY-LAW NUMBER 86 – 2008

**CONTRACT POSITION
CARETAKER FOR DURHAM CEMETERY**

1. This position handles approximately 40 burials per year. The caretaker must be on call at all times for burials and arrange for suitable substitute when absence is necessary.
2. Duties will include:
 - (a) Preparation of gravesites for burial including contact with contractor to arrange for the excavation of grave site and all hand work related to the opening and closing of a grave, i.e. squaring of corners, leveling the bottom, shoring up sides of grave if necessary, filling grave, replacing sod and seeding;
 - (b) Attending and assisting with concrete vault installation, if necessary;
 - (c) Attending interment , while remaining out of sight, and obtaining burial permit before burial;
 - (d) Installation of cornerstones;
 - (e) Submitting burial permit to office staff with location of grave. Ensuring that all documents necessary for the updating of burial records by staff is submitted in a timely fashion so as not to compromise the system.
 - (f) The Caretaker should be familiar with the record keeping system maintained at the West Grey Municipal Office so as to be aware of information available regarding plot locations, owners, etc.
3. The Caretaker may be called upon from time to time to show location of plots to potential purchaser's or funeral director's.
4. The Caretaker will also be responsible for the general maintenance of the Cemetery necessary to preserve the neat and orderly appearance, i.e. repairing sunken graves, grass cutting and trimming, raking of leaves, etc.
5. Responsible for the opening of the Chapel for winter storage, as requested by Funeral Director's, and snow removal to permit entry.
6. The Caretaker will report to the Cemetery Board any circumstances which may require the Board's attention.

I acknowledge that this is a contract position and that I will be covered by Worker's Compensation by the Municipality of West Grey in the performance of my duties. Term of contract January 1, 2009 to December 31, 2009, and will be renewed annually unless either party provides a minimum of one month notification that they wish to terminate this agreement..

By signing this document I agree to provide my services to the Durham Cemetery Board based on the following fee schedule:

Contract price per regular burial \$100 flat fee

Hourly rate for general maintenance \$16 per hour

Contract price per cremated burial \$50 flat fee if occurring Monday to Friday and Saturday if scheduled within three weeks from the date of death.

Contract price per cremated burial \$150 flat fee if scheduled for Saturday burial three weeks after the date of death.

Massey Ferguson 2 wheel drive with loader, hydraulic bucket \$15 per hour

Trailer with hydraulic lift \$10 per hour .

Dated this _____ day of _____, _____.

Ralph Darroch

Bill Neff, Chair,
Durham Cemetery Board