

**TOWN OF GEORGINA
COOKE'S CEMETERY BOARD**

TERMS OF REFERENCE

1. PURPOSE

The Cooke's Cemetery Board is appointed by Council pursuant to the provisions of The Planning Act to deal with matters related to the operation of the cemetery.

2. MEMBERSHIP AND RESPONSIBILITY

The Board reserves full and complete control and management of the land, buildings, plantings, roads, utilities, books and records of the cemetery and complete authority to administer its by-laws, which have been adopted for the improvement and upkeep of the cemetery, to keep it a becoming and respectful place for the burial of the dead.

The Board has the power to enter into and upon and to visit and inspect the cemetery and its condition, to ensure that the cemetery is properly fenced, kept clear of weeds and otherwise cared for in a proper manner and in accordance with the Cemeteries Act and the regulations therein.

The Board shall consist of at least five (5) and not more than nine (9) appointees.

3. LENGTH OF TERM/VACANCIES

The Committee shall be appointed for the term of Council, but shall continue until such time as new Committee members are appointed by a new Council following an election. Members may be reappointed at the discretion of Council. Recognizing that vacancies may arise, Council will request submissions from the public and will appoint citizens to fill such vacancies.

4. REMUNERATION

\$40.00 per meeting, not to exceed ten (10) meetings per year.

5. FREQUENCY OF MEETINGS

At least once annually, and not to exceed ten (10) meetings per year.

In the event a member misses three (3) consecutive meetings, without a valid and acceptable reason, then the individual's appointment to the Committee will be rescinded.