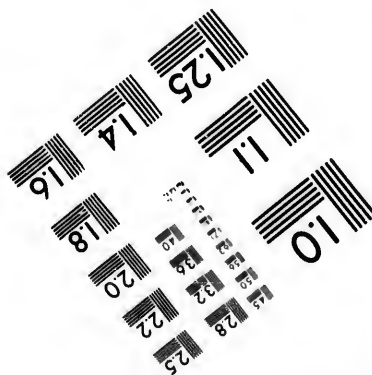
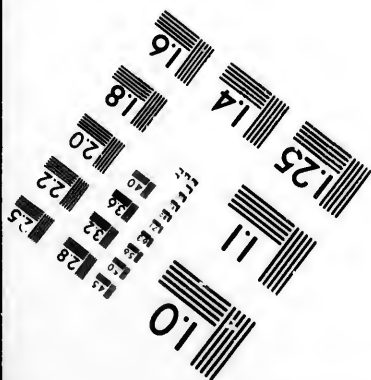
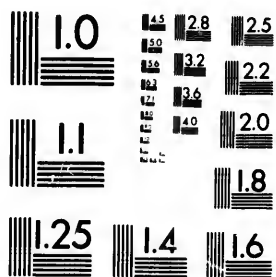


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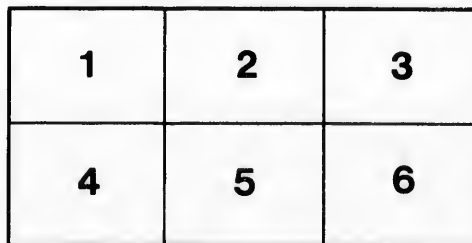
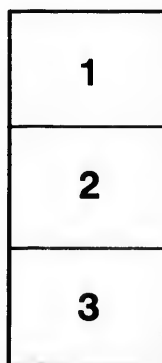
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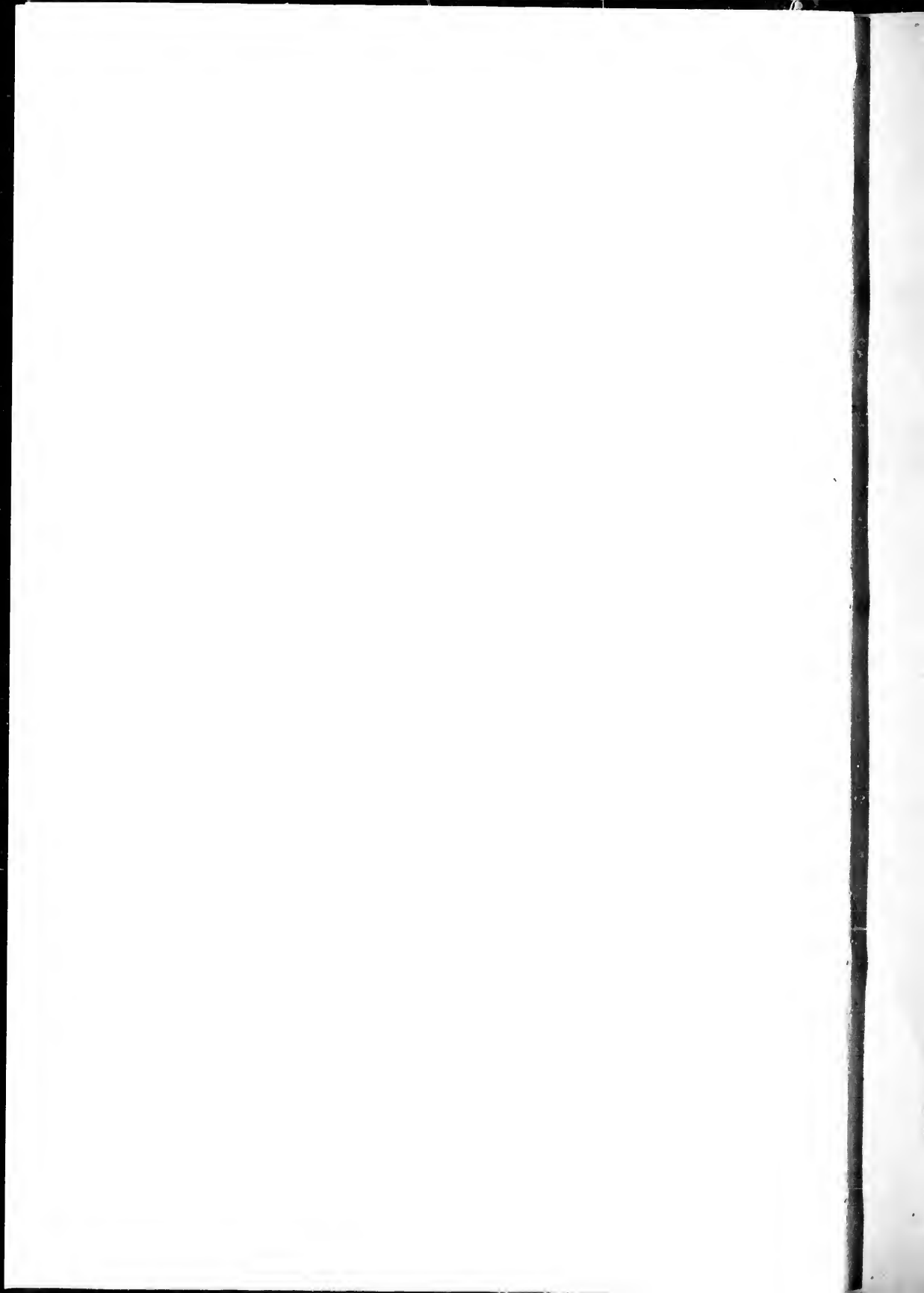
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BY-LAWS,
RULES AND REGULATIONS,
OF THE
Beechwood Cemetery Company,
OTTAWA.

INCORPORATED 1873.

Ottawa :
J. DURIE & SON.
1886.



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1886.

1886
(118)

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OFFICERS FOR 1886-7.

JOHN SWEETLAND, Esq., M.D. PRESIDENT.
H. N. BATE, Esq VICE-PRESIDENT.
C. T. BATE, Esq.. TREASURER.
JOHN DURIE, Esq.. SECRETARY.

DIRECTORS :

J. SWEETLAND, Esq., M.D.,		H. N. BATE, Esq.,
C. T. BATE, Esq.,		JOHN THORBURN, LL. D.,
JOHN DURIE, Esq.,		JOHN ROBERTS, Esq.,
T. C. KEEFER, Esq.		

COMMITTEE OF GROUNDS :

H. N. BATE, Esq., DR. THORBURN, DR. SWEETLAND.

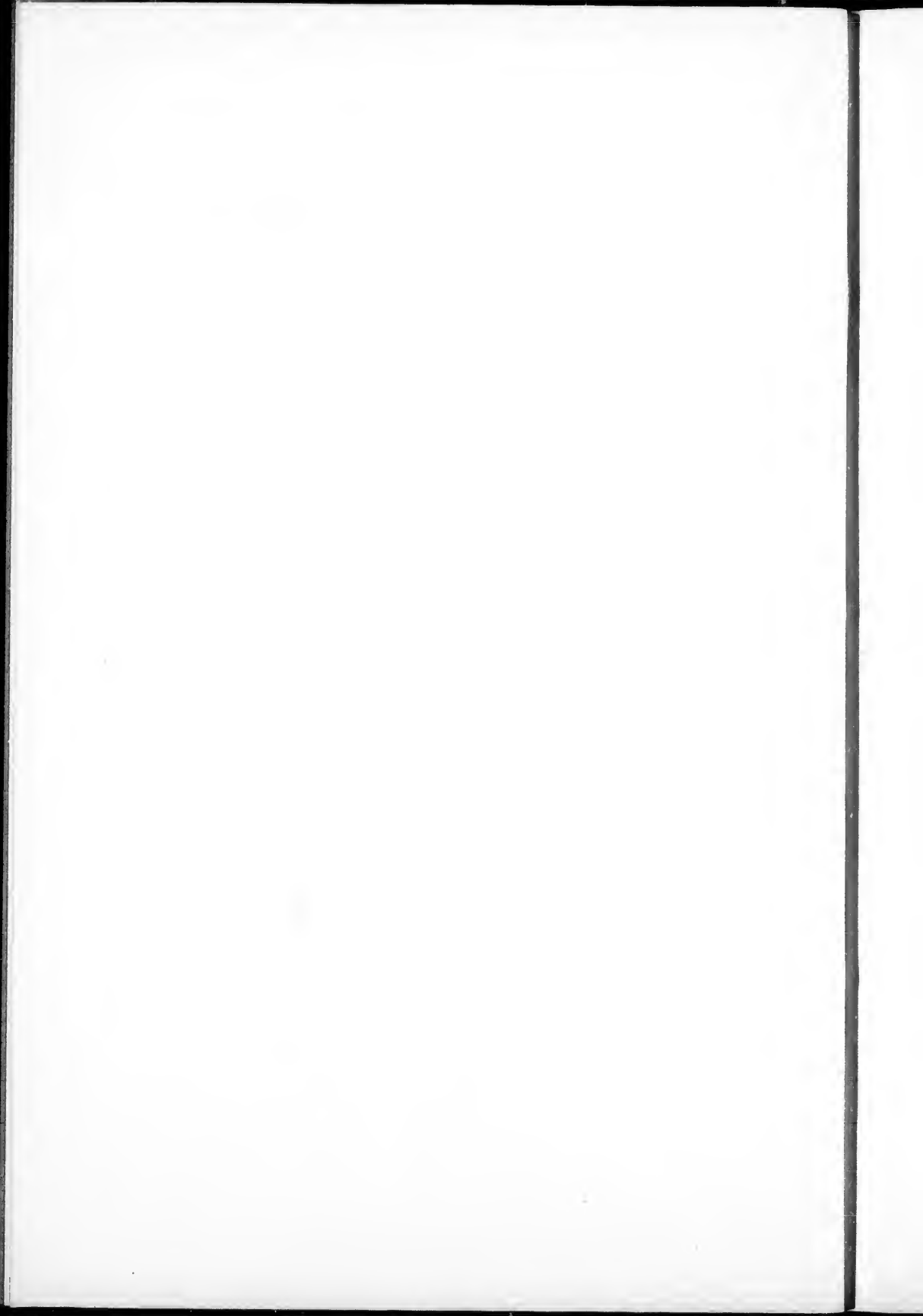
COMMITTEE OF FINANCE :

JOHN ROBERTS, Esq., T. C. KEEFER, Esq., C. T. BATE, Esq.

SUPERINTENDENT :

T. C. GORDON.

OFFICE : 33 SPARKS STREET, OTTAWA.



BY-LAWS.

I.

The Annual Meeting for the Election of Directors shall be held on the second Monday of April in each year ; but special meetings may be called by the President at the request, in writing, of five stockholders, of which, as well as of the annual meeting, six days notice shall be given, by advertisement, in at least two of the daily papers published in the City of Ottawa.

II.

In the case of failure to hold the Annual General Meeting on the day appointed by the By-Law, it shall be the duty of the President to appoint, as soon as practicable (*after such failure*), some other day on which the General Meeting shall take place, giving six days notice as above.

III.

There shall be a stated meeting of the Board of Directors on the first Monday of every month, at the hour of *four of the clock* in the afternoon, at such place as the Board may direct ; but special meetings of the Directors may be called by the President, when he may deem it necessary, or in his absence by the Secretary, when requested to do so by any two members of the Board, of which at least two days' notice, in writing, shall be given to the Directors through the Post Office. At all such meetings four shall constitute a quorum.

IV.

The Board of Directors shall, at their first meeting after each annual election, elect from their own body a President, Vice-President, Secretary and Treasurer. These officers shall hold office for one year, or until their successors shall have been appointed ; and an Assistant Secretary may be employed as shall be determined from time to time by the Directors.

V.

The President shall preside at all meetings of the Board of Directors ; in his absence, the Vice-President, and in the absence of both, the Board shall fill the vacancy *pro tem*.

VI.

The Secretary shall keep the minutes of the Board and all books, records, and accounts of the Corporation. He shall have the custody of the seal of the Corporation and also of its vouchers, books of accounts, title deeds, papers and documents of every kind. He shall collect moneys and pay the same forthwith over to the Treasurer. He shall

give notice of the meetings of Directors, and cause notices to be published of all meetings of the Stockholders. He shall lay before the Stockholders at the Annual General Meeting a report, in writing, of the proceedings of the last year.

VII.

It shall be the duty of the Treasurer to lay before the Board of Directors, at their monthly meeting, an account of the state of the Company's funds, and to submit for the inspection of the members of the Company, at the Annual General Meeting, an account or statement, in writing, duly audited, of the pecuniary affairs of the Company, showing the receipts and expenditure during his term of office. The funds of the Company shall be kept and regularly deposited by the Treasurer in some one or more of the incorporated Banks in the City of Ottawa, as may be designated by the Board of Directors, and shall be withdrawn therefrom only by cheque signed by the Treasurer, or in his absence by the President countersigned by the Secretary, and no moneys shall be withdrawn for the payment of any accounts against the Company until such accounts have been first approved by the Finance Committee or by the Board of Directors. The Treasurer shall give bonds for the faithful discharge of his duty in the sum of \$5,000.

VIII.

The Directors at the first meeting after their election annually, or as soon after as may be, shall choose and appoint from amongst themselves, a Committee of Finance, composed of three Directors, whose duty it shall be to examine and approve for payment and report to the Directors upon all accounts, estimates, plans, schemes, ways and means of a pecuniary nature, and generally superintend the financial concerns of the Company; also a Committee of Grounds to be likewise composed of three Directors, whose duty it shall be to superintend and direct the enclosing, planning, laying out, planting and ornamenting of the grounds, roads, lots and walks, and the erection of all buildings, and generally to manage all that relates to the laying out and ornamenting and keeping in order of the Cemetery and approaches thereto, and its grounds, fences and buildings, according to the plans previously approved of by the Board of Directors, and further to direct and control the Superintendent in the performance of his duty.

IX.

It shall be competent for the Directors to engage and appoint, from time to time, as occasion may require, an architect or person conversant with landscape gardening and laying out of grounds, and to determine the salary or allowance for his services to which he shall be entitled, and to engage and appoint a Superintendent and such gardeners, clerks and other officers and servants as may be found requisite to the proper management of the Cemetery and the affairs of the Company, and to determine their yearly rate of salary or the allowance and remuneration for their services to be paid them respectively.

X.

No debts shall be contracted in anticipation of future receipts, except for originally laying out, enclosing and embellishing the grounds and avenues, for which a debt or debts may be contracted not exceeding fifteen thousand dollars on the whole, to be paid out of the future receipts ; and no lots shall be sold by the Corporation on credit ; but the Board of Directors shall have power to appropriate lots for the interment of such meritorious persons as they may see proper.

XI.

In case the number of elected Directors shall at any time by death or resignation be less than seven, or should a member be absent from three consecutive monthly meetings, without accounting for such absence to the satisfaction of the Board, his name shall be removed from the Directorate, and the vacancies thus caused shall, in such cases, be filled up at the following monthly meeting by the vote of the Directors for the time being.

XII.

For the purpose of convenient selection and description, the Board of Directors shall cause a diagram to be made of the lots to be disposed of for interment, designating such lots by consecutive numbers, which diagram shall be recorded in the books of the Corporation.

XIII.

All resolutions offered for adoption shall be reduced to writing ; and the yeas and nays shall be recorded on the demand of any member.

XIV.

The corporation seal shall have thereon a monument with base and broken shaft surmounted by the motto "*Non mortuus sed datus somno*," and with the words, "The Beechwood Cemetery Company, incorporated 1873," inscribed around the margin thereof.

XV.

No share or shares in the Capital Stock of the Company shall be transferable without the consent of the Board of Directors ; and before any transfer of such share or shares can be recorded in the books of the Company all arrears due on the calls made must be paid up.

XVI.

At the Annual Meeting of the Stockholders one or more Auditors shall be appointed, whose duty it shall be to examine and audit all accounts and vouchers of the Company for the current year.

XVII.

No alteration, amendment, or addition to these By-Laws shall be made, except at a General Meeting of the Stockholders called by advertisement, specifying the proposed alteration, amendment, or addition.

RULES AND REGULATIONS.

FIRST.—All lots shall be held subject to the By-Laws of the Company, and to such Rules and Regulations as may from time to time be adopted by the Board of Directors.

SECOND.—Lots shall not be used for any purpose other than as places of burial for the dead, and shall not be sub-divided, re-sold or transferred by the proprietors thereof to any other person or persons, without the consent of the Board of Directors first had in writing.

THIRD.—It shall be the duty of proprietors to erect, and keep in repair, permanent land marks of the boundaries of their respective lots.

FOURTH.—The grading of all lots must be done under the direction and to the satisfaction of the Superintendent.

FIFTH.—No hedges nor fences either of wood or iron, nor posts and chains, coping or curbing of brick or stone, will be permitted within the Cemetery.

SIXTH.—No wood structure shall be allowed whatever, either in the form of vaults, monuments, head or foot grave tablets, indicators, inscription boards, or enclosures, neither shall any lot be enclosed by posts (of any kind) with chains only.

SEVENTH.—The proprietor of a lot may erect any proper stone or monument thereon, but no head or foot stone shall exceed 18 inches in height.

EIGHTH.—Tombs or vaults may be erected, but in all cases, plans and specifications must first be submitted to and approved by the Board of Directors, and no alteration in such plans, &c., shall be made without their consent and approval.

NINTH.—Foundations for monuments must be built of solid masonry, with good mortar (cement if required) and be not less than six feet in depth, and of sufficient size for the superstructure, and all such foundations, as well as those for enclosures, must be done under the supervision or to the satisfaction of the Superintendent.

TENTH.—In the erection of Monuments, Vaults, Tombs, or other structures, a place will be designated by the Superintendent for the deposit of the stone, brick or other material, which shall not remain longer on the ground than is actually necessary for their construction; and after their completion all debris shall be promptly removed from the grounds at the expense of the proprietor.

ELEVENTH.—Masons, stone cutters and others are required to lay planks on the paths, lots and lawns over which heavy materials are to be moved, in order to protect them from injury.

TWELFTH.—If any monument, tomb, railing or structure whatsoever, or any inscription be deemed by a majority of the Board for the time being, offensive or improper, the Directors shall have the right, and it shall be their duty to cause the removal of the said offensive or improper object or objects. Provided, however, that if such structure or inscription shall have been made with the consent of the Board of Directors for the time being, the same shall not be removed except with the consent of the owner thereof.

THIRTEENTH.—Trees, shrubs and plants may be cultivated, but no tree shall be cut or removed without the consent of the Superintendent.

FOURTEENTH.—Before removing any tree exceeding two inches in diameter from any lot, the Superintendent shall notify the Committee of grounds.

FIFTEENTH.—It shall be the duty of the Directors, from time to time, to lay out or alter such avenues or walks, and make such rules and regulations for the government of the grounds as they may deem requisite and proper to promote the general objects of the Company.

SIXTEENTH.—The Company will undertake to plant and keep lots in order when requested to do so, under the direction of the Superintendent, for the season or otherwise, at rates to be agreed upon, and all graves in lots shall be left (when sodded or otherwise) level with the surface grade of the lot.

SEVENTEENTH.—The proprietors of lots, and members of their families, shall be allowed access to the grounds at all reasonable hours, complying with the rules and regulations which are, or may hereafter be, adopted for the observance of visitors, &c.

EIGHTEENTH.—Heavy loads will not be allowed to enter the Cemetery when the Driveways are in a condition (through rain or otherwise) to be easily injured.

NINETEENTH.—No Picnic party or persons with fire-arms will be admitted to the grounds.

TWENTIETH.—Dogs will not be admitted and are liable to be shot if found trespassing.

TWENTY-FIRST.—All persons are prohibited from plucking any flowers, either wild or cultivated, breaking or injuring any trees, plants or shrubs, or in any way injuring any monument, vault, railing or other structure.

TWENTY-SECOND.—No vehicle or horse shall, upon any pretence whatsoever, be driven upon or over a burial lot or upon any path not intended for horse travel.

TWENTY-THIRD.—The speed of horses driven in the Cemetery is restricted to a walk or, at most, a gentle trot.

TWENTY-FOURTH.—Horses must not be left unfastened, nor must they be fastened to any tree, shrub or railing.

TWENTY-FIFTH.—Visitors are reminded that the Cemetery is sacredly devoted to the interment of the dead, and that a strict observ-

ance of the decorum which should characterize such a place will be required on the part of all.

TWENTY-SIXTH.—No fees whatsoever, or reward for funeral service or attention, other than those provided by the By-Laws or the Rules and Regulations of the Company, shall be paid at the Cemetery, and it is herewith provided that any servant or officer of the Company soliciting or accepting the same is therefor liable to discharge.

INTERMENTS.

TWENTY-SEVENTH.—When an Interment is to be made timely notice thereof must be given at the office of the Company, and a permit obtained therefor, specifying,

- 1 The name of the deceased.
- 2 The size of the coffin.
- 3 In whose lot to be interred, and at what time.

NOTE.—It is also desirable that the following information be furnished for the purpose of Enregistration, viz :—

- 1 Place of nativity.
- 2 Late residence.
- 3 Date of birth.
- 4 Date of decease.
- 5 Disease or cause of death.
- 6 Names of parents.
- 7 Name of Undertaker.

TWENTY-EIGHTH.—All interments in lots and single grave ranges shall be restricted to the members of the family and relatives of the proprietor thereof, unless special permission to the contrary be obtained in writing from the President and Secretary or, in their absence, from any two members of the Board of Directors.

TWENTY-NINTH.—Not more than two interments shall be made in the same grave, whether in family lots, public lots, or single lots, and the latest interment shall be at least three feet below the surface of the ground.

THIRTIETH.—No grave nor tomb shall be opened for interment or removal by any person not in the employ of the Company.

THIRTY-FIRST.—No bodies shall be placed in any private tomb or vault, except in single compartments and closed hermetically with brick or stone and cement.

THIRTY-SECOND.—The Directors may prohibit or restrict the use of the receiving tomb during the summer season, and all bodies deposited therein must be promptly removed on the request of the Directors, through their Superintendent. If not removed, they may, by order of the Directors, be interred in the Cemetery grounds, at the expense of those who are liable therefor.

THIRTY-THIRD.—Workmen must suspend their labors, if in the immediate vicinity of an interment, until the conclusion of all religious services.

TARIFF OF CHARGES, FEES, &c.

LAND TARIFF.

Lots are sold at different rates, viz:—20, 25, 30 and 35 cents per superficial foot, according to location, &c.

Select Lots are reserved for Special Assessment.

For Single Graves the uniform price will be \$5 00.

NOTE.—Should any person, who has purchased a Single Grave, wish at any time thereafter to purchase a Lot, the price paid for such Single Grave will be deducted from the price of the Lot, and a charge of \$3.00 will be made to cover the expense of removal, except in the case of a person under 12 years of age, in which case the charge will be \$2.00.

GENERAL FEES.

For granting and recording the transfer of a Lot in whole or part thereof	75 cts.
“ the making and recording of a transfer of Stock from one party to another	50 cts.

INTERMENT FEES.

All interments will be subject to the following charges, which must be paid to the Secretary, on obtaining a permit, viz:

For opening and closing a Grave under 4 feet in length	\$2 00
“ Ditto ditto over 4 feet in length	3 00
“ opening and closing any private Tomb or Vault, for the purpose of interment	2 00
“ Certificate of Burial	50 cts.

RECEIVING TOMB.

The charges for use of Receiving Tomb, which must be paid to the Secretary on obtaining a permit, are as follows, viz:—

For receiving the body of an adult	\$ 1 50
“ use of Tomb for ditto ditto first month	1 00
For each subsequent month	75
For receiving a body of a person under 12 years of age	1 00

For use of Tomb for the body of a person under 12 years of age, first month	75 cts.
For each subsequent month	50 cts.

NOTE 1.—When a body is deposited in the Receiving Tomb and from thence removed to another cemetery or burying ground, double the above amount will be charged, together with a vault delivery fee of

	1 00
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For removing a body from the Receiving Tomb to a grave in any part of the Cemetery.....	1 00
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For opening and closing a grave the usual charge.
(See Interment Tariff, page 11.)

NOTE 2.—The price of a single grave (\$5.00) must be paid for at the same time, which will however be deducted from the price of a family lot if one be purchased before the interment is made.

NOTE 3.—In case blasting is required in digging a grave, this will be done at the expense of the lot holder.



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