



# OACFP

ONTARIO ASSOCIATION OF CEMETERY  
AND FUNERAL PROFESSIONALS

## 2019 CEMETERY ADMINISTRATION TRAINING

Thursday, November 14, 2019 • Cambridge Hotel and Conference Centre

### AGENDA (subject to change)

	TOPIC	PRESENTED BY
8:00 – 8:45 AM	▶ Registration & Breakfast	
8:45 – 9:00	▶ Introductions and Program Objectives	<b>John Perrotta,</b> <i>Hamilton Municipal Cemeteries &amp; Cemetery Administration Committee Chair</i>
9:00 – 10:15	▶ Care & Maintenance and Pre-Paid Trust Compliance <ul style="list-style-type: none"><li>• Trusting Requirements</li><li>• Investment Compliance</li><li>• Who can receive prepaid funds?</li></ul>	<b>Gary Carmichael,</b> <i>Guaranteed Funeral Deposits (GFD)</i>
10:15 – 10:45	Break and Networking	
10:45 – 12:00	▶ Administrative Requirements <ul style="list-style-type: none"><li>• Price Lists, Contracts</li><li>• Minimum Public Register Requirements</li><li>• By-laws and By-law changes</li></ul>	<b>Corina Burnell,</b> <i>City of Cambridge Cemeteries, OACFP 2nd Vice-President</i>
12:00 – 1:00 PM	Lunch and Networking	
1:00 – 2:15	▶ Panel Discussion. Topics may include: <ul style="list-style-type: none"><li>• Legislation &amp; Regulations</li><li>• Legal Issues</li><li>• Insurance/Liability/Financials</li><li>• Administration Best Practices</li></ul>	<b>John Perrotta, Moderator</b> <b>Michael D’Mello,</b> <i>Bereavement Authority of Ontario</i> <b>John O’Brien,</b> <i>The Catholic Cemeteries of the Diocese of Hamilton</i> <b>Howard Mammon,</b> <i>Toronto Hebrew Memorial Parks</i> <b>Laura Eccles,</b> <i>Arbor Memorial</i>
2:15 – 2:45	Break	
2:45 – 4:00	▶ Monument and Memorial Administration Best Practices <ul style="list-style-type: none"><li>• Monument and Memorial By-Laws</li><li>• Care and Maintenance</li><li>• Standards of Practice</li><li>• Monument Dealer Rights</li><li>• Inscription Permissions</li></ul>	<b>John Perrotta,</b> <i>Hamilton Municipal Cemeteries &amp; Cemetery Administration Committee Chair</i> <b>Justin Des Roches,</b> <i>Wholesale Lettering and Carving &amp; Director, OACFP Board</i>
4:00 – 4:15	Conclusion, distribution of Attendance Certificates and Depart	

### PANEL DISCUSSION QUESTIONS

Please submit your Panel Discussions questions prior to the program ([info@oacfp.com](mailto:info@oacfp.com)) or bring any questions with you.