



## **Magnetawan Cemetery Board (MCB) Meeting Minutes November 22, 2022**

The meeting of the MCB was held on Thursday November 22, 2022, 4:30 pm with the following present:

Garfield Robertson (Chair)  
Jack Crossman (Vice Chair)  
Doris Langford  
Keith Miller  
Wayne Smith  
Erica Kellogg (Secretary)

### **OPENING BUSINESS**

#### **1.1 Call to Order**

Meeting was called to order by the Chair at 4:30 pm.

#### **1.2 Adoption of Agenda**

*RESOLUTION 2022-14 Smith – Crossman*

*BE IT RESOLVED THAT the Magnetawan Cemetery Board adopts the agenda as presented.  
Carried.*

#### **1.3 Disclosure of Pecuniary Interest**

The Chair stated that should anyone have a disclosure of pecuniary interest that they could declare the nature thereof now or any time during the meeting.

None disclosed

#### **1.4 Adoption of previous minutes**

*RESOLUTION 2022-15 Landford – Crossman*

*BE IT RESOLVED THAT the Magnetawan Cemetery Board approves and accepts the Cemetery Board Minutes from September 22<sup>nd</sup>, 2022, as presented.  
Carried.*

### **DISCUSSION ITEMS**

#### **2.1 Fees and Charges - Increase in Interment Fees**

Correspondence from Mr. Miller regarding an increase in opening and closing for full burials was received. The Committee receives and accepts the fee increase is largely due to rising fuel costs.

*RESOLUTION 2022-16 Langford - Crossman*

*BE IT RESOLVED THAT the Cemetery Board receives and approves the increase in Fees and Charges Cemetery Operations, as presented and recommends the Municipality of Magnetawan increase fees and charges included in the table below, related to Cemetery administration as of January 1<sup>st</sup>, 2023,*

<b>Service</b>	<b>Municipality of Magnetawan Current</b>
<b>Monument Care &amp; Maintenance Plus HST and Staking Fee</b>	<b>Staking Fees Include</b>
Flat Marker (under 172sq. Inches)	at no cost
Flat Marker (over 172sq. Inches)	\$100.00
Pillow Marker	\$200.00
Upright Mon. 4x4 and under	\$200.00
Upright Mon. 4x4 and over	\$400.00
Staking fees	\$50.00
Disinterment	\$600.00
Lot Transfer Fee	\$50.00
<b>Interments Plus HST</b>	<b>Includes Staking Fees</b>
Vault	\$1,000.00
Adult	\$1,000.00
Sunday and Satatory Holidays	\$1,300.00
Children (10 years and under)	\$ 600.0
Cremated Remains	\$150.00
Niche	
Staking fees	\$50.00

Carried

**2.2 Tree carving - Chapman Cemetery Memorial Sanctuary Update**

Secretary informed Committee that the tree stump left within the Sanctuary has been found to have significant rot and would not make for a suitable carving. After discussions the Committee feels a cement carving would be a suitable alternative.

*RESOLUTION 2022-17 Miller - Langford*

*WHEREAS The Cemetery Board during the September 22<sup>nd</sup>, 2022 meeting directed the Cemetery Board Secretary to contact tree carves to explore options for a carving within the Memorial Sanctuary utilizing an existing stump;*

*WHEREAS Initial site visits have determined the stump is not suitable for a carving due to significant rot and would need to be removed;*

*NOW THEREFORE The Cemetery Board requests the Municipality of Magnetawan include in the 2023 Cemetery Budget \$3,000.00 - \$5,000.00 to have the existing stump removed, a carving/casting purchased and a suitable base for the carving/casting to be installed as part of the Memorial Sanctuary.*

*Carried*

### **2.3 Spence Cemetery - nuisance trees and fence**

The Secretary informed the Committee of four trees within Spence Cemetery that will need to be removed. One quote was received for services in the amount of \$6,215.00 for the removal of all four trees, this will be included in the 2023 Municipal Budget and additional quotes will be obtained. The Committee discussed the Spence Cemetery fence, the Secretary commented the fence will be a budget item for 2023. The Committee has additional questions for the Parks and Maintenance Manager regarding the fence and its current condition.

### **2.4 Chapman Cemetery - monument relocation**

*RESOLUTION 2022-18 Crossman – Langford*

*WHEREAS The Cemetery Board Secretary received correspondence indicating a monument was placed in error in the Chapman Cemetery (Section c, Row 34 Plot 2 V. Brennan);*

*BE IT RESOLVED THAT the Cemetery Board Secretary received a verbal quote from Sanderson Monument to remove and relocate the monument based on the 2015 Monument Installation request form of \$125.00 plus HST;*

*NOW THEREFORE The Cemetery Board directs the Cemetery Board Secretary to request the monument to be relocated at a suitable time in 2023 with all costs borne by the Municipality of Magnetawan through the Cemetery budget.*

*Carried*

## **ITEMS FOR FUTURE MEETING**

- a. Workplan for Spence Cemetery expansion
- b. Workplan for Chapman Memorial Sanctuary

## **ADJOURNMENT**

### **4.1 Adjournment**

*RESOLUTION 2022-19 Langford - Crossman*

*BE IT RESOLVED THAT the Magnetawan Cemetery Board adjourns this meeting at 5:30 pm to meet again at the call of the Chair.*

*Carried.*

**Approved by:**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary