



## Magnetawan Cemetery Board (MCB) Meeting Minutes, October 30<sup>th</sup>, 2024

The meeting of the MCB was held on Wednesday, October 30<sup>th</sup>, 2024, 4:30pm at the Magnetawan Community Centre with the following present:

Garfield Robertson (Chair)  
Doris Langford (Vice Chair)  
Bill Bishop  
MaryJane Campbell  
Jack Crossman  
Brad Lewis  
Keith Miller  
Erica Kellogg (Secretary)  
Regrets:  
Wayne Smith

### **OPENING BUSINESS**

**1.1 Call to Order** Meeting was called to order by the Chair at 4:30 pm.

**1.2 Adoption of the Agenda**

*RESOLUTION 2024-16 Campbell - Bishop*

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

**1.4 Adoption of Previous Minutes**

*RESOLUTION 2024-17 Langford - Lewis*

**BE IT RESOLVED THAT** the Magnetawan Cemetery Board approves and accepts the Cemetery Board Minutes from September 18<sup>th</sup>, 2024, as amended.  
*Carried.*

### **MOTIONS AND DISCUSSION ITEMS**

**2.1 Chapman Columbarium – Niche Engraving**

*RESOLUTION 2024-18 Crossman - Miller*

**WHEREAS** the Chapman Columbarium niches are available for purchase with a total of 32 individual niches;

**AND WHEREAS** the Magnetawan Cemetery Board deems it appropriate to provide parameters for the engraving of Columbarium niche doors to create uniformity and an aesthetically pleasing appearance;

**NOW THEREFORE BE IT RESOLVED** the Magnetawan Cemetery Board directs the Secretary to solicit from a minimum of three Monument Companies quotes for niche lettering and approves an exclusive contract be entered into with the lowest provider.

*Carried*

The Board has excluded photos and symbols from being included on niche doors and opted to have quotes to reflect the guidelines on inscriptions included in the October 30<sup>th</sup>, 2024 agenda package.

## **2.2 Legion Veteran Crosses Verbal Update – Request for Additional Crosses**

The Secretary had requested from the Dunchurch/Magnetawan Legion additional crosses for veterans who did not receive a replacement cross. The Legion will provide crosses when available and Board members will place these crosses.

Member Crossman informed the Board he has requested the Dunch/Magnetawan Legion install a monument for an unmarked veteran's grave. Member Crossman will direct the Legion to the Secretary to further these discussions.

## **2.3 Cemetery Historical Information Signs – Draft Signs Presented**

*RESOLUTION 2024-19 Bishop – Campbell*

***WHEREAS** the Magnetawan Cemetery Board receives and approves the DRAFT Cemetery Replacement signs substantially in the form presented;*

***NOW THEREFORE BE IT RESOLVED** the Magnetawan Cemetery Board directs the Secretary to move forward with the DRAFT Cemetery Replacement signs with installation set for 2025.*

*Carried.*

*Photos of Dufferin and Chapman Cemetery will be included at the time of production.*

## **2.4 2025 Budget Discussion – Projects for 2025**

*RESOLUTION 2024-20 Lewis - Langford*

***WHEREAS** the Magnetawan Cemetery Board wishes to express their appreciation to the Parks and Maintenance Staff for the Municipality of Magnetawan for their efforts towards maintaining the cemeteries within the Municipality;*

***AND WHEREAS** the Magnetawan Cemetery Board seeks to enhance the care and maintenance of the cemeteries through improvement projects;*

***NOW THEREFORE BE IT RESOLVED** the Magnetawan Cemetery Board respectfully requests the following items to be considered for inclusion in the 2025 budget;*

- The replacement of the portion of the Spence fence damaged by winter maintenance;*
- The completion of the Columbarium beautification project once drainage challenges are addressed;*
- Brushing of the Spence Cemetery addition.*

*Carried.*

## **ADJOURNMENT**

### **5.1 Adjournment**

*RESOLUTION 2024-21 Miller - Crossman*

***BE IT RESOLVED THAT** the Magnetawan Cemetery Board adjourns this meeting at 6:05 pm to meet again on April 23<sup>rd</sup>, 2025 at 4:30pm.*

*Carried.*

**Approved by:**

Chair, Garfield Robertson

Secretary, Erica Kellogg