Municipality of
Magnetawan

Special Magnetawan Cemetery Board (MCB)
Meeting Minutes, August 5th, 2026

The meeting of the MCB was held on Wednesday, August 5th, 2026, 4:30 pm at the Magnetawan Community Centre with the following present:

Garfield Robertson (Chair)
Doris Langford (Vice Chair)
Jack Crossman
Keith Miller
MaryJane Campbell
Erica Kellogg (Secretary)

Regrets
Bill Bishop
Brad Lewis

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 2026-15 Campbell-Crossman
BE IT RESOLVED THAT the Magnetawan Cemetery Board adopts the agenda as presented.
Carried.

1.4 Adoption of Previous Minutes

RESOLUTION 2026-16 Crossman-Campbell
***BE IT RESOLVED THAT** the Magnetawan Cemetery Board approves and accepts the Cemetery Board Minutes from April 8th and July 6th, 2026, as presented.*
Carried.

MOTIONS AND DISCUSSION ITEMS

2.1 Resignation of Member Brad Lewis

RESOLUTION 2026-17 Miller-Langford
WHEREAS the Magnetawan Cemetery Board regretfully accepts the resignation of Brad Lewis as a member of the Magnetawan Cemetery Board and extends its sincere appreciation for his valuable contributions and dedicated service;
AND WHEREAS the Magnetawan Cemetery Board's Mandate provides that the Board shall consist of a minimum of six members, where possible, appointed by Council;
NOW THEREFORE BE IT RESOLVED THAT the Magnetawan Cemetery Board will not fill the vacancy created by Mr. Lewis's resignation and will continue to operate with its current membership until the commencement of the new term of Council, at which time Council may consider appointments to the Board.
Carried.

2.2 Cremation Interment Services - Memorandum of Understanding
The Board received with thanks the executed Memorandum of Understanding for Cremation Interment Services. The Secretary commented to the Committee that the contractor as of the date of this meeting completed a total of eight cremation interments with no issues.

2.3 Spence Cemetery Fence - Awarded RFP 2026-04 Mr. Fencee
The Secretary advised the Board of the awarded contractor for the replacement of the Spence Cemetery. Member Langford offered to join the Secretary onsite with the contractor for a preliminary site inspection.

2.4 2027 Budget Recommendations
The Board discussed future budget recommendations which included but were not limited to: sandblasting/painting wrought iron fences at Chapman and Spence, preliminary work on Spence Cemetery expansion. Adding fill to level out uneven areas of the Orange Valley Cemetery.

ADJOURNMENT
4.1 Adjournment
RESOLUTION 2026-18 Crossman-Miller
BE IT RESOLVED THAT the Magnetawan Cemetery Board adjourns this meeting at 5:18pm to meet again on October 7th, 2026, at 3:00pm.
Carried.

Approved by: Chair Garfield Robertson Secretary, Erica Kellogg