



## **AGENDA**

**Magnetawan Cemetery Board (MCB)**

**Tuesday November 22th, 2022**

**4:30 PM**

**Magnetawan Community Centre**

### **OPENING BUSINESS**

- 1.1 Call to Order by the Chair
- 1.2 Adoption of the Agenda
- 1.3 Disclosure of Pecuniary Interest
- 1.4 Adoption of Previous Minutes

### **DISCUSSION ITEMS**

- 2.1 Fees and Charges - Increase in Interment Fees
- 2.2 Chapman Cemetery Memorial Sanctuary - Tree carving
- 2.3 Spence Cemetery - nuisance trees and fence
- 2.4 Chapman Cemetery - monument relocation

### **INFORMATION ONLY (NOT FOR DISCUSSION PURPOSES)**

- 3.1 2022 Honorarium submission
- 3.2 2023 Board call outs

### **ITEMS FOR FUTURE MEETING**

- 4.1 Estate of the late Ethel Sawdon - trust funds

### **ADJOURNMENT**

- 5.1 Confirm the Proceedings of Committee and Adjourn



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

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

Garfield Robertson (Chair)  
Jack Crossman (Vice Chair)  
Doris Langford  
Keith Miller  
Councillor 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 2022-10 Miller – Smith*

*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 2022-11 Crossman – Miller*

*BE IT RESOLVED THAT the Magnetawan Cemetery Board approves and accepts the Cemetery Board Minutes from June 9<sup>th</sup>, 2022 as presented.  
Carried.*

**DISCUSSION ITEMS**

**2.1 Veteran Memorials - 100 Crosses Needed for Cemeteries – Legion**

Secretary informed Committee the Legion will notify when replacement crosses are installed.

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

Secretary informed Committee that a tree stump has been left within the Sanctuary and would be ideal for a carving.

*Direction was given to the Secretary to reach out to tree carvers for suitability, concept drawings and pricing.*

## **2.3 Cemetery Site Visit - Monument Discussions**

During the June 2022 meeting, Committee members were made aware that all cemeteries had monuments in need of repair.

*RESOLUTION 2022-12 Langford - Crossman*

*BE IT RESOLVED THAT the Cemetery Board agrees to request consultation from Monument Companies regarding current monuments in need of care and maintenance to address safety and restoration of existing monuments.*

*NOW THEREFORE the Cemetery Board directs the Cemetery Board Secretary to seek quotes from monument companies and bring back a report for discussion.*

*Carried*

## **ITEMS FOR FUTURE MEETING**

- a. Columbarium update: purchase date, size and foundation.
- b. Confirmation of any trust funds for Methodist Church

## **ADJOURNMENT**

### **4.1 Adjournment**

*RESOLUTION 2022-13 Langford - Miller*

*BE IT RESOLVED THAT the Magnetawan Cemetery Board adjourns this meeting at 5:10 pm to meet again at the call of the Chair.*

*Carried.*

**Approved by:**

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Secretary**



**Municipality of  
Magnetawan**

Magnetawan Cemetery Board (MCB)

**RESOLUTION No. 2022 -**

**November 22, 2022**

**Moved by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

**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,

**COPY**

<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)	\$300.00
Cremated Remains	\$150.00
Niche	
Staking fees	\$50.00

Carried \_\_\_\_\_ Defeated \_\_\_\_\_ Deferred \_\_\_\_\_ Chair, \_\_\_\_\_

## Erica Kellogg

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**From:** Seth Huggins <srhcarvings@gmail.com>  
**Sent:** October 7, 2022 8:03 AM  
**To:** Erica Kellogg  
**Subject:** Re: Tree Carving in Magnetawan Cemetery

Hello Erica,

It's hard to give an exact price without knowing a rough idea of what will be carved. The tree definitely looks like it has potential from the picture. I usually charge \$1200 a day for on-sites in your area, a tree that size would likely take me four to five days, but it won't cost any more than \$5000 all said and done .

Honestly there are a lot of different possibilities for what to carve. Is there anything you want the carving to represent? That might help me come up with an idea for you.

Thanks for getting in touch with me, I look forward to working with you on this project.

Seth Huggins.

On Thu, Oct 6, 2022 at 9:29 AM Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)> wrote:

Hi Seth,

Laura, Deputy Clerk, passed your contact onto to me. I wanted to reach out regarding one of the Magnetawan Cemeteries and a potential tree carving in our newly created Sanctuary.

I've attached a picture of the stump that was left by our arborist when clearing a walkway within the Sanctuary. The arborist thought it was a great opportunity to have a unique carving, thus he left it in place.

I am looking to explore options and costs for a carving, as this would be a 2023 budget item. Are you able to provide commentary as to whether you think the tree is a suitable candidate for a carving, estimate a cost for carving and perhaps make suggestions that would be suitable?

Looking forward to your response,

Erica

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Erica Kellogg | Acting Deputy Clerk – Planning & Development

Municipality of Magnetawan | PO Box 70 | 4304 Highway 520 | Magnetawan, ON POA 1P0

Phone 705-387-3947 ext. 1011 | Fax 705-387-4875 | [ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)

**The Municipal Election is October 24, 2022.**

**Check to see if you are on the voters' list or update your information by reaching out to us at the Municipal Office at (705) 387-3947**

--

Seth Huggins  
Carver

**Carving Policy:**

All custom carvings will be required to etransfer a minimum \$100 non-refundable deposit. Balance will be due upon completion of the work. Once a carving is in the customers possession no warranty or refunds will be given.

## Erica Kellogg

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**From:** Jake Rhodes <contactjrcarving@gmail.com>  
**Sent:** October 4, 2022 8:33 AM  
**To:** Erica Kellogg  
**Subject:** Re: A message from your JR Carving contact form.

Hi Erica,  
Thank you for the pictures. It looks to be a red or Austrian Pine, which both are great for carving.  
For a tree that size, to be carved, stained, and sealed, we would be looking at around \$3000 +tax. If that is in your price range, let me know, and I can come up with a few concept sketches for you.  
Thank you!  
Jake

On Tue, Oct 4, 2022 at 5:57 AM Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)> wrote:  
Hi Jake,

I don't know the kind of tree but here is a picture. We recently had a path carved out of a wooded area for a Sanctuary in our Cemetery. The arborist suggested we look at a carving for this stump that he left.

I'm open to suggestions of carvings, something not clearly religious like a cross. Maybe praying hands, a dove or something that will suite a cemetery.

Looking forward to your comments,  
Erica

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**From:** Jake Rhodes <[contactjrcarving@gmail.com](mailto:contactjrcarving@gmail.com)>  
**Sent:** October 3, 2022 9:35 PM  
**To:** Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)>  
**Subject:** Re: A message from your JR Carving contact form.

Hi Erica,

Thank you for your email! Please send a picture of the stump if you can. Do you know what kind of tree it is? And did you have any idea what you may like to have carved in it?

Thanks!  
Jake

On Mon, Oct 3, 2022 at 1:50 PM JR Carving <[notice@godaddy.com](mailto:notice@godaddy.com)> wrote:

# has received a new message.

**Name**

Erica Kellogg

**Email**

[planning@magnetawan.com](mailto:planning@magnetawan.com)

**Phone**

7053873947

**Tell us about your project.**

Hi Jake,

Familiar with your work in the Burk's Falls area. I have a 3.5 foot in diameter and about 7 feet tall 'stump' that is in the center of a Cemetery. Looking to explore options for a carving. I have a photo of said stump, if you respond to my email I can forward that off.

Thanks

Erica

Cemetery Board Secretary

Magnetawan.

**Device**

desktop

**Language**

en-CA

**Submitted from**

Homepage

**Reply to this email to respond.**

This message came from your website contact form, <http://northernrhodes.ca>.

Sent via Websites + Marketing



## Erica Kellogg

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**From:** Erica Kellogg  
**Sent:** October 25, 2022 8:07 AM  
**To:** Nathalie Gervais  
**Subject:** RE: tree carving

Thanks Steve for taking the time to do a site visit, this is great information.

When I have a chance to gather the Cemetery Board to discuss I will let you know how they would like to move forward.

Thanks again for your time and comments, great information,  
Erica

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Erica Kellogg | Acting Deputy Clerk – Planning & Development  
Municipality of Magnetawan | PO Box 70 | 4304 Highway 520 | Magnetawan, ON POA 1P0  
Phone 705-387-3947 ext. 1011 | Fax 705-387-4875 | [ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)

**The Municipal Election is October 24, 2022.**

**Check to see if you are on the voters' list or update your information by reaching out to us at the Municipal Office at (705) 387-3947**

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**From:** Nathalie Gervais <[ncscarvingltd@gmail.com](mailto:ncscarvingltd@gmail.com)>  
**Sent:** October 24, 2022 6:07 PM  
**To:** Erica Kellogg <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)>  
**Subject:** Re: tree carving

Hi Erica. Your directions were perfect. I had a look at the tree. Unfortunately the tree has alot of rot around the base of the tree. So i recommend to have the tree cut off at the base, and have a sculpture sit on the stump. Its more economical for the carver to carve , then install. It is more important for the sculpture to be detached from the tree. This way ( even though the tree is dead) it wont suck water up into the sculpture. It would last alot longer. Let me know what you think and if you have any questions, feel free to ask. Thanks again.  
Steve.

On Fri., Oct. 21, 2022, 8:20 a.m. Erica Kellogg, <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)> wrote:

Steve,

The Cemetery is on Nipissing Road just over the 124. I've tried to mark where we have cleared a new path within the wooded area to the right of the cemetery. That is the new location for a memorial sanctuary, inside that area is the stump left by the arborist. You can walk into the Cemetery through the main gate, head over to your right, towards the 124 and you will see the sign for the sanctuary.



Magnetawan Cemetery Board (MCB)

**RESOLUTION No. 2022 –**

**NOVEMBER 22, 2022**

**Moved by:**

**Seconded by:**

**COPY**

**WHEREAS** The Cemetery Board during the September 22<sup>nd</sup>, 2022 meeting directed the Cemetery Board Secretary to contact tree carvers 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 purchased and a suitable base for the carving to be installed as part of the Memorial Sanctuary;

Carried\_\_\_ Defeated\_\_\_\_\_ Deferred\_\_\_\_\_

\_\_\_\_\_  
Chair, Garfield Robertson

## Erica Kellogg

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**From:** Jim McDowell <jamcdowell@n>  
**Sent:** October 29, 2022 1:15 PM  
**To:** Erica Kellogg  
**Subject:** Re: Cemetery Plots Section C Row 34, plots 2 and 3  
**Attachments:** 20221029\_103911.jpg; 20221004\_120240.jpg; 20221004\_102219.jpg; 20221004\_102122.jpg; 20221004\_102113.jpg

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Good day, Erica

Some time has elapsed since our visit with you October 4 at the municipality office.

We believe that as we concluded our time with you, you were in fact acknowledging that the situation regarding **Vicki Lee Suzanne Hall Brennan's grave marker** is indeed an issue that you will raise with the Cemetery Board. We hope this is your recollection as well.

To be clear, we understand that Vicki was indeed interred in the correct plot (whether plot 2 or plot 3 of Section C Row 34, both of which Pat purchased), but that the Cemetery administration or Sanderson Monuments erred in either giving directions for or in the actual placement of the monument in Section C Row 34. On our last visit, we noticed that there is grass-related evidence of a burial in what we believe to be plot 2 or 3. Vicki's marker is about 20 feet from there.

The issue of paying any costs involved in the correction of the error also needs to be on the table.

Once this issue is resolved, Pat and I would like to install our own marker adjacent to hers, and we could arrange to have this done when the error is corrected.

I am attaching some photos we took, as well as a copy of the working diagram we have for the plots we own and those of Pat's and Vicki's nearby family members. Attachments 1 is our working diagram of the area we're discussing. 2 is a stake that seems misplaced but does not concern us, perhaps it will you. 3 shows Hall and Irwin graves that are shown in diagram 1 and are close to the Jane Irwin marker and Vicki's marker should be not far from them. 4 shows Jane Irwin's marker and also the Edmund and Edith Hall marker. 5 shows Pat standing beside Vicki's marker about 25 feet northwest of Jane's, which is inconsistent with our working diagram and the map you copied for us.

We want to thank you, Erica, for your transparency and helpfulness as we met. We felt the same with Steve Robinson, and will be appreciative that you and he will see this through to a speedy resolution. We may not have so many years to get this cared for!

Sincerely,

Patricia and James McDowell

# BLOCK C

	2	3 Vicki Bren.	4 ?
?	6 ?	7 ?	8 Jane Irwin

34 plot 2,3

# Block D

3 1/2

1 Ted Hall	2 Flo Ald	3 V. Ir	4 V. Ir.
5 ELMER IR.	6 MARY IR	7 Will IR	8 Len IR

44 plot 1







## Erica Kellogg

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**From:** David Woodall <dwoodall.sanderson@gmail.com>  
**Sent:** November 18, 2022 10:21 AM  
**To:** Erica Kellogg  
**Subject:** Fwd: Cemetery Plots Section C Row 34, plots 2 and 3

----- Forwarded message -----

**From:** Neil Sanderson <[nsanderson.sanderson@rogers.com](mailto:nsanderson.sanderson@rogers.com)>  
**Date:** Thu, Nov 17, 2022 at 9:40 AM  
**Subject:** Re: Cemetery Plots Section C Row 34, plots 2 and 3  
**To:** David Woodall <[dwoodall.sanderson@gmail.com](mailto:dwoodall.sanderson@gmail.com)>

Hi David

Cost to move the one pillow marker to a new location

\$125 + hst.

This is assuming that it is just a pillow marker on a 2" pad and there is no foundation.

Neil

**Neil Sanderson**

**Sanderson Monument Co. Ltd.**

33 Peter Street South

Box 2238, Orillia ON L3V 6S1

Phone 705-326-6131

Toll Free 1-800-461-0282

Cell 705-330-2931

Fax 705-326-5298

[SandersonMonument@rogers.com](mailto:SandersonMonument@rogers.com)

[www.SandersonMonument.ca](http://www.SandersonMonument.ca)

On Monday, November 7, 2022 at 01:12:39 p.m. EST, David Woodall <[dwoodall.sanderson@gmail.com](mailto:dwoodall.sanderson@gmail.com)> wrote:

Neil, I am forwarding this whole email stream to you in order to respond to Erica.

Thanks

----- Forwarded message -----

From: **Erica Kellogg** <[ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)>

Date: Fri, Nov 4, 2022 at 1:02 PM

Subject: FW: Cemetery Plots Section C Row 34, plots 2 and 3

To: [dwoodall.sanderson@gmail.com](mailto:dwoodall.sanderson@gmail.com) <[dwoodall.sanderson@gmail.com](mailto:dwoodall.sanderson@gmail.com)>

Cc: Steve Robinson <[parks@magnetawan.com](mailto:parks@magnetawan.com)>

Hi Dave,

You may recall, last time you were here to make arrangements for a monument to be staked, I mentioned a mis-placed marker.

The family has taken photos to which I supply. The last photo shows the sister of the deceased standing beside her pillow marker(?) that was placed on the wrong plot. We discussed the estimated cost to rectify the misplacement and you questioned if there was a foundation, which it looks like there is. So to fix this, we need to, in 2023, arrange for a new foundation on the right plot and the headstone to be re-laid.

I have a board meeting in two weeks and would like to include a resolution which will speak to the misplaced headstone and potential cost borne by the Board. Any idea on an estimated cost range for this type of work. Even a good range would be suffice.

Thanks

Erica

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Erica Kellogg |Acting Deputy Clerk – Planning & Development

Municipality of Magnetawan | PO Box 70 | 4304 Highway 520 | Magnetawan, ON POA 1P0

Phone 705-387-3947 ext. 1011 | Fax 705-387-4875 | [ekellogg@magnetawan.com](mailto:ekellogg@magnetawan.com)



**Municipality of  
Magnetawan**

Magnetawan Cemetery Board (MCB)

RESOLUTION No. 2022 -

November 22, 2022

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**COPY**

**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 \_\_\_\_\_ Defeated \_\_\_\_\_ Deferred \_\_\_\_\_

\_\_\_\_\_  
Chair, Garfield Robertson





## MAGNETAWAN CEMETERY BOARD

To:	Chair and Board Members
From:	Erica Kellogg, Secretary
Invoice:	MCB 2022-01
code	Cemetery Wages and Benefits 14-5010-1010

On the below noted dates, members as indicated, attended Magnetawan Cemetery Board meetings. As per Magnetawan Resolution #2021-317, Magnetawan Cemetery Board members receive an honorarium of \$50.00 per meeting attended.

### **March 10<sup>th</sup>, 2022**

#### **Members:**

Doris Langford  
Garfield Robertson  
Keith Miller  
Jack Crossman  
Wayne Smith

### **June 9<sup>th</sup>, 2022**

#### **Members:**

Doris Langford  
Garfield Robertson  
Keith Miller  
Jack Crossman  
Wayne Smith

### **September 22<sup>nd</sup>, 2022**

#### **Members:**

Doris Langford  
Garfield Robertson  
Keith Miller  
Jack Crossman  
Wayne Smith

### **November 22<sup>nd</sup>, 2022**

#### **Members:**

Doris Langford  
Garfield Robertson  
Keith Miller  
Jack Crossman  
Wayne Smith

Erica Kellogg,  
Magnetawan Cemetery Board Secretary

Corporation of the  
**Municipality**  
of  
**Magnetawan**

Tel: (705) 387-3947  
Fax: (705) 387-4875  
www.magnetawan.com

P.O. Box 70, Magnetawan, Ontario P0A 1P0

**RESOLUTION NO. 2021 - 245**      **SEPTEMBER 01, 2021**

Moved by: John Hetherington

Seconded by: [Signature]

**WHEREAS** the Council of the Municipality of Magnetawan has received an expression of interest from volunteers to sit on the Magnetawan Cemetery Board;

**AND WHEREAS** Council is appreciative of the volunteer's commitment to their Community and thanks them for coming forward;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan is pleased to appoint to the Magnetawan Cemetery Board until a successor is appointed:

- Garfield Robertson
- Doris Langford
- Keith Miller
- Jack Crossman

Carried  Defeated  Deferred

[Signature]  
Sam Dunnett, Mayor

Recorded Vote Called by: \_\_\_\_\_

Recorded Vote

Member of Council	Yea	Nay	Absent
Brunton, Tim			
Hetherington, John			
Kneller, Brad			
Smith, Wayne			
Mayor: Dunnett, Sam			



*Knowing our heritage  
we will build our future*

THE RIGHT REVEREND RONALD C. FERRIS  
B.A., M. Div., D.D., D.Min., S.T.D.  
BISHOP OF ALGOMA

MRS. JANE MESICH  
B. Comm., C. A.  
DIOCESAN TREASURER

THE VENERABLE SUSAN DE GRUCHY  
B.A., LL.B., M.DIV.

THE VENERABLE HARRY HUSKINS  
M.A., A.TH.  
EXECUTIVE ARCHDEACONS



The Anglican Church of Canada

DIOCESE OF ALGOMA  
P.O. Box 1168  
Sault Ste. Marie, Ontario  
P6A 5N7

Phone - (705) 256-5061  
Fax - (705) 946-1860

Email - [dioceseofalgoma@on.aibn.com](mailto:dioceseofalgoma@on.aibn.com)

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June 19, 2000

To Whom It May Concern:

The Dufferin Bridge Cemetery Trust was established February 14, 1984 by a bequest from the Estate of the late Ethel Sawdon, who died October 3, 1983, for the upkeep of the grave of Raymond Sawdon.

The Trust is reconciled every six months. At the end of December 1999, the Trust contained the following monies:

Capital Account	-	\$5,125.00
Income Account		\$6,325.00

A handwritten signature in blue ink that reads "Jane Mesich". The signature is fluid and cursive.

Jane Mesich  
Diocesan Treasurer