



# Agenda

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## CEMETERY COMMITTEE

Corporation of the Township of The North Shore  
Tuesday August 19, 2025  
10 am

Township of the North Shore is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/87457181309?pwd=bejwPrwRgRpJh6EaZUA4vtxKlla949.1>

Meeting ID: 874 5718 1309

Passcode: 345750

*This meeting is being held in a Hybrid setting. Attendees may choose to attend via ZOOM or in person in the Municipal Office Council Chambers located at 1385 Highway 17, Algoma Mills.*

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. DISCLOSURES OF PECUNIARY INTEREST
4. APPROVAL OF PREVIOUS MINUTES
5. REPORTS OR MOTIONS FROM COMMITTEE MEMBERS
  - a- Discussion on making benches
  - b- Discuss planting and purchasing of perennials
  - c- Update on War Memorial and bench from Elliot lake Monuments
  - d- Discuss the letter from the BAO regarding the broken crosses in old section of the cemetery
6. NEXT MEETING
7. ADJOURNMENT

4



## Minutes

### CEMETERY COMMITTEE MEETING

Township of the North Shore

Wednesday, July 8, 2025

10:00am

Hybrid Meeting

#### CALL TO ORDER

Heather Pelky, Chair, called the meeting to order at 10:00am.

#### ATTENDANCE

Committee: Heather Pelky - Chair/Resident  
Susan Cicero - Secretary/Resident  
Richard Welburn - Councillor Ward 1  
Dan Lewis - Resident  
Joyce Johnson - Resident  
Veronica Charbonneau - Resident

GUEST: n/a

ABSENT: Joan Bartley - Resident

#### APPROVAL OF AGENDA

##### RESOLUTION #25-29

Moved by: Veronica Charbonneau

Seconded by: Richard Welburn

BE IT RESOLVED: That the Cemetery Committee approves the agenda for the Tuesday, July 8, 2025 meeting.

CARRIED

#### DISCLOSURES OF PECUNIARY INTEREST

Nil

#### APPROVAL OF PREVIOUS MINUTES

##### RESOLUTION #25-30

Moved by: Richard Welburn

Seconded by: Dan Lewis

BE IT RESOLVED: That the Cemetery Committee approve the previous Minutes from the June 4, 2025 meeting.

CARRIED

**REPORTS AND MOTIONS FROM COMMITTEE MEMBERS**

- a- Discuss Report on Wood for Benches

**RESOLUTION # 25-31**

Moved by: Veronica Charbonneau

Seconded by: Joyce Johnson

BE IT RESOLVED: That the Cemetery Committee receive the report regarding the wood for benches.

CARRIED

- b- Discuss Planting of Additional Flowers

**RESOLUTION # 25-32**

Moved by: Susan Cicero

Seconded by: Richard Welburn

BE IT RESOLVED: That the Cemetery Committee discuss the planting of perennials.

A committee member will discuss with Matt preparing the ground.

The remaining portion of the budget for flowers etc can be used for soil.

CARRIED

- c- Discuss Receiving Complaints Regarding the Cemetery

**RESOLUTION # 25-33**

Moved by: Richard Welburn

Seconded by: Veronica Charbonneau

BE IT RESOLVED: That the Cemetery Committee discuss receiving complaints regarding the Cemetery.

CARRIED

- d- Update on Wooden Crosses

**RESOLUTION # 25-34**

Moved by: Ricard Welburn

Seconded by: Susan Cicero

BE IT RESOLVED: That the Cemetery Committee receive an update on the wooden crosses.

CARRIED

**NEXT MEETING**

**RESOLUTION # 25-35**

Moved by: Richard Welburn

Seconded by: Dan Lewis

BE IT RESOLVED: That the Cemetery Committee schedules the next meeting for Tuesday, August 19 2025, at 10:00am, or at the call of the Chair.

CARRIED

**ADJOURNMENT**

**RESOLUTION #25-36**

Moved by: Joyce Johnson

Seconded by: Veronica Charbonneau

BE IT RESOLVED: That the Cemetery Committee adjourn the meeting at 10:21am.

CARRIED

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Chair, Heather Pelky

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Secretary, Susan Cicero

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August 10, 2025

August 19, 2025

## **Cemetery Committee Report**

**SUBJECT:** Discussion on making benches.

**RECOMMENDATION:** That the Cemetery Committee discuss the making of the benches.

Jeff Watts has agreed to make benches from the wood that has been cut. He will be attending the meeting to discuss the benches.

5b



August 10, 2025

August 19, 2025

## **Cemetery Committee Report**

**SUBJECT:** Discuss planting and purchasing perennials

**RECOMMENDATION:** That the Cemetery Committee discuss the planting and purchasing of perennials

There has been fill put in along the fence at the cemetery. Perennials and whatever is needed to purchase in order to plant.

Prepared/Submitted by: Heatheer Pelky, Chair

5c



August 10, 2025

August 19, 2025

## **Cemetery Committee Report**

**SUBJECT:** update on War Memorial and bench from Elliot Lake Monuments

**RECOMMENDATION:** That the Cemetery Committee be updated on the War Memorial and bench from Elliot Lake Monuments

I spoke to Rachel on this item and she said that she has reached out to Danny regarding a timeline for the bench and monument. Bench needs a base added and monument will be in by November

Prepared/Submitted by: Heather Pelky, Chair

5d



August 10, 2025

August 19, 2025

## **Cemetery Committee Report**

**SUBJECT:** Discuss the letter from the BAO regarding the broken crosses in old section of the cemetery

**RECOMMENDATION:** That the Cemetery Committee discuss the letter from the BAO regarding the broken crosses in old section of the cemetery

Letter from BAO

*"Good Afternoon Rachel,*

*Thank you for contacting the Bereavement Authority of Ontario. I am happy to provide clarification on the issues surrounding damaged monuments and markers, as well the responsibilities of a cemetery operator as it relates to honouring interment rights in the cemetery, which included the rights to place monuments on lots and plots.*

*Your message refers both to old, damaged crosses and permanent monuments. Note that markers and monuments are permanent structures, generally deemed to be the property of the Interment Rights Holder(s)/ (IRHs), and must not be moved without the express written consent of all IRHs, unless a monument or marker poses an imminent risk to public safety.*

*In that case, a monument that is dangerous or leaning and poses a risk to bodily safety could be laid flush with the earth, or moved into temporary storage until it can be releveled or repaired. Markers and monuments that have simply become unsightly due to age, wear and tear, dirt, etc., and pose no danger, **must not be moved**. Any efforts undertaken to restore or preserve monuments should only be done with the consent of the IRHs.*

*You may want to seek out professional services who specialize in cleaning and restoring monuments if such services are within your operating budget. Sometimes, local historical societies may wish to participate in these efforts or provide support for preservation activities.*

*On the other hand, temporary markers such as wooden crosses may be placed on lots by rights holders if this type of memorialization is permitted within your cemetery by-laws. Each cemetery operator may adopt their own rules as the legislation we enforce, the Funeral Burial and Cremation Services Act, (FBCSA 2002) is silent on this matter. Some by-laws will state a specific period after which temporary crosses will be removed by the operator (such as one year from the date of the interment.) If you take any action to remove temporary markers, be sure*



*that you are acting in a manner that is consistent with your most recent set of by-laws approved by the BAO. If your by-laws do not currently address removal and you had historically permitted it, you may only remove crosses that have become safety hazards.*

*I hope this is helpful! Please do not hesitate to contact me should you require anything further."*

You may wish to have this email printed to add to the next Cemetery meeting. If this is the case, please let me know.

Have a great day

**Rachel Jean Schneider, Municipal Clerk/Deputy Treasurer**  
Township of The North Shore  
705-849-2213, Ext 204  
[municipalclerk@townshipofthenorthshore.ca](mailto:municipalclerk@townshipofthenorthshore.ca)

Prepared/Submitted by: Heather Pelky, Chair