



## Agenda

---

### CEMETERY COMMITTEE

Corporation of the Township of The North Shore  
Thursday July 25, 2024  
10 A.M.

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

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

Join Zoom Meeting

<https://us02web.zoom.us/j/89961561417?pwd=mRKihb3qIAkOasay84rLvqTGyVAVIN.1>

Meeting ID: 899 6156 1417

Passcode: 188595

*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- War Memorial - questions
  - b- Cemetery By-law - discussion
  - c- Clean-up at Cemetery -discussion
  - d- Report from Dan Lewis on Cemetery Fence
  - e- Report from Dan Lewis on Wood for benches
  - f- Report from Dan Lewis on Planter boxes.
6. NEXT MEETING
7. ADJOURNMENT



# Minutes

## CEMETERY COMMITTEE MEETING

Township of the North Shore

Thursday June 6, 2024

10:00am.

Hybrid Meeting

### CALL TO ORDER

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

### ATTENDANCE

Committee: Richard Welburn -Councillor Ward 1

Heather Pelky-Chair/Resident

Dan Lewis-Resident

Joyce Johnson-Resident

Dan Lewis-Resident

Joan Bartley-Resident

Susan Cicero-Secretary/Resident

### ABSENT

Committee: Veronica Charbonneau-Resident

### APPROVAL OF AGENDA

#### Resolution #24-14

Moved by: Richard Welburn

Seconded by: Joan Bartley

BE IT RESOLVED: That the Cemetery Committee approves the agenda for the June 6, 2024 meeting.

CARRIED

### DISCLOSURES OF PECUNIARY INTEREST

Nil

### APPROVAL OF PREVIOUS MINUTES

#### Resolution #24-15

Moved by: Joyce Johnson

Seconded by: Joan Bartley

BE IT RESOLVED: That the Cemetery Committee approve the Minutes from May 2, 2024 meeting.

CARRIED

**REPORTS AND MOTIONS FROM COMMITTEE MEMBERS**

- a- Appoint a Secretary  
**RESOLUTION # 24-16**  
Moved by: Richard Welburn  
Seconded by: Joyce Johnson  
BE IT RESOLVED: That the Cemetery Committee appoint Susan Cicero as Secretary.  

**CARRIED**
  
- b- Receive results from Council regarding tree removal at the cemetery.  
**RESOLUTION # 24-17**  
Moved by: Susan Cicero  
Seconded by: Richard Welburn  
BE IT RESOLVED: That the Cemetery Committee receive the resolution from Council regarding the request for tree removal at the cemetery.  

**CARRIED**
  
- c- Receive results from Council regarding request for the Budget, Quarterly and Annual Reports.  
**RESOLUTION # 24-18**  
Moved by: Susan Cicero  
Seconded by: Richard Welburn  
BE IT RESOLVED: That the Cemetery Committee receive the resolution from Council regarding the the Budget, Quarterly and Annual Reports.  

**CARRIED**
  
- d- Receive results from Council regarding request for information on the Care of Plots and Volunteering.  
**RESOLUTION #24-19**  
Moved by: Joyce Johnson  
Seconded by: Richard Welburn  
BE IT RESOLVED: That the Cemetery Committee receive the resolution from Council regarding the care of plots and volunteering.  

**CARRIED**
  
- e- Receive results from Council regarding request to apply for funding for a Community War Memorial.  
**RESOLUTION # 24-20**  
Moved by: Joan Bartley  
Seconded by: Joyce Johnson  
BE IT RESOLVED: That the Cemetery Committee receive the resolution from Council regarding the Community War Memorial Funding.  

**CARRIED**
  
- f- Flower Planter Boxes & Topsoil - Discuss and establish the quantity of supplies required.  
**RESOLUTION # 24-21**  
Moved by: Richard Welburn  
Seconded by: Joan Bartley  
BE IT RESOLVED: That the Cemetery Committee discuss and establish the quantity of supplies required to purchase flower planters and adequate amount of topsoil to fill them. And that \$700, not to be exceeded, be allotted to purchase the above.  

**CARRIED**

- g- Cemetery By-laws - Review and compare Espanola Cemetery By-laws that expand limitations and/or provide better clarity.  
**RESOLUTION # 24-22**  
Moved by: Dan Lewis  
Seconded by: Richard Welburn  
BE IT RESOLVED: The cemetery committee review and compare Espanola cemetery by-laws that expand limitations and/or provide better clarity.  
And that the cemetery committee, at their next meeting, will look at sale and resale of plots.

CARRIED

- h- Chain Link Fencing - Discuss and establish quantity of materials required.  
**RESOLUTION # 24-23**  
Moved by: Joan Bartley  
Seconded by: Joyce Johnson  
BE IT RESOLVED: That the cemetery committee discuss the quantity of materials required to purchase chain link fencing and required hardware to replace the section that fronts onto Hwy #538.  
And the cost would be in the amount of \$800.  
And Dan Lewis volunteered to instal with volunteer help.

CARRIED

- i- Volunteer Workers - Discuss the need for Liability Forms so tasks can be undertaken.  
**RESOLUTION #24-24**  
Moved by: Susan Cicero  
Seconded by: Joan Bartley  
BE IT RESOLVED: that the cemetery committee discuss the need for Liability Forms. So tasks can be undertaken.  
And the committee reviewed the liability form provided and signed the forms.

CARRIED

- j- Tree Removal - Use of wood  
**RESOLUTION #24-25**  
Moved by: Joan Bartley  
Seconded by: Richard Welburn  
BE IT RESOLVED: that the cemetery committee appoint Dan Lewis to take on the project to see if someone will cut the wood for free or find out cost. Where can the wood be stored once cut. Find someone who would build benches and at what cost.

CARRIED

- k- War Memorial - Information required  
**RESOLUTION #24-26**  
Moved by: Richard Welburn  
Seconded by: Dan Lewis  
BE IT RESOLVED: the cemetery committee provided the information required to apply for funding for funding for the Community War Memorial.  
This item will be deferred to our next meeting.

CARRIED

CEMETERY COMMITTEE Meeting

June 6, 2024

Page 4 of 4

**NEXT MEETING**

**RESOLUTION # 24-27**

Moved by: Susan Cicero

Seconded by: Joyce Johnson

BE IT RESOLVED: The next Cemetery Committee meeting be held on July 25, 2024 at 10:00am at the Township office.

CARRIED

**ADJOURNMENT**

**RESOLUTION #24-28**

Moved by: Joyce Johnson

Seconded by: Dan Lewis

BE IT RESOLVED: That the Cemetery Committee adjourn the meeting at 11:45 am.

CARRIED

-----  
Chair, Heather Pelky

\_\_\_\_\_  
Secretary, Susan Cicero



July 18,2024

July 25, 2024

## **Cemetery Committee Report**

**SUBJECT:** Community War Memorial Fund Questions

**RECOMMENDATION:** That the Cemetery Committee provide the information required by the staff in order to apply for the War Memorial Funding

## Commerative Partnership Program Application

1. Memorial name:
2. What is the intended start date of your project?
3. What is the intended end date of your project?
4. Indicate the type of project:
5. Who owns the memorial?
6. Upload your supporting document that confirms ownership.
7. How will your organization support the ongoing maintenance once the memorial has been built/restore?
8. Describe the location of the monument (e.g., in park, on a street corner)
9. Is the monument located on Crown land?

10. Who does this memorial commemorate? (Select all that apply)
  
  
  
  
  
  
  
  
  
  
11. Does this memorial commemorate specific conflicts, wars and/or peace support efforts? If so, explain.
  
  
  
  
  
  
  
  
  
  
12. Which languages will be used on the memorial?
  
  
  
  
  
  
  
  
  
  
13. Provide the text that is on the memorial or will be on the memorial. Indicate if the text is not finalized.
  
  
  
  
  
  
  
  
  
  
14. How will this project recognize all those who served in Canada's efforts during war, military conflict and peace?
  
  
  
  
  
  
  
  
  
  
15. What are the planned outcomes of the project? What does this project hope to accomplish?



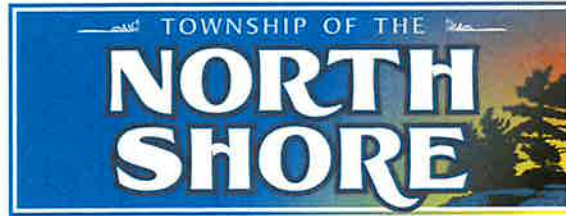
16. How will you determine that you successfully achieved your planned outcome(s)?

17. Have you registered your memorial in the Canadian Military memorials Database?

NO

ANTICIPATED REVENUES

Planned Expenditures



July 12, 2024

July 25, 2024

## **Cemetery Committee Report**

**SUBJECT:** Cemetery By-law

**RECOMMENDATION:** That the Committee do not review sections of the By-law and compare to Espanola's Cemetery By-law.

The last Cemetery By-law was updated on Mar 14, 2023. The By-law was sent to the BAO a year before. It needed updating and the BAO did the update and changed what needed to be changed to fit the size of our cemetery.  
Council does the By-laws this is not a job for Committees.

Prepared/Submitted by: Heather Pelky, Chair



July 18, 2024

July 25, 2024

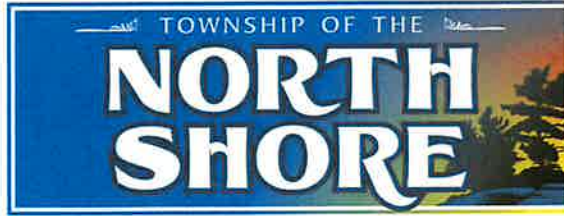
## **Cemetery Committee Report**

**SUBJECT:** Cleanup at Cemetery

**RECOMMENDATION:** Discuss cleanup at Cemetery

Meet to do cleanup of existing flower beds

Prepared/Submitted by: Heather Pelky, Chair



July 15, 2024

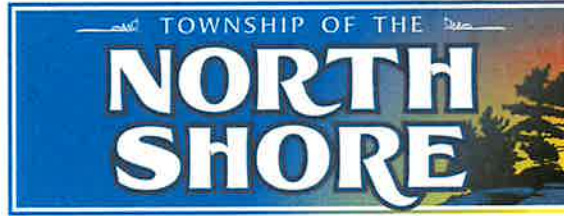
July 25, 2024

## **Cemetery Committee Report**

**SUBJECT:** Cemetery Fencing

**RECOMMENDATION:** That the Cemetery Committee receive the report from Dan Lewis regarding the Cemetery fencing

1. Fencing
2. Painting
3. Volunteers



July 15, 2024

July 25, 2024

## **Cemetery Committee Report**

**SUBJECT:** Report on wood for benches.

**RECOMMENDATION:** That the Cemetery Committee receive the report from Dan Lewis on progress for cutting wood for benches.

People to cut wood

Prepared/Submitted by: heather Pelky, Chair for Dan Lewis, Member



July 15, 2024

July 25, 2024

## **Cemetery Committee Report**

**SUBJECT:** Report on planter boxes

**RECOMMENDATION:** That the Cemetery Committee receive the report from Dan Lewis on the planter boxes.

Planters  
Concrete Planters

Prepared/Submitted by: Heather Pelky ,Chair for Dan Lewis, Member