

**Township of McMurrich/Monteith
Cemetery Board Meeting Minutes
February 27, 2019 at 2:00 p.m.
Township Office**

Present: Patrick O'Halloran, Debby Litster, David Saunders, Lynn Zemnicky,

Staff: Cheryl Marshall, Clerk/Treasurer

Regrets: Grant Murphy, Tina Scott-Burns

Guests: Ron Walton, Marjorie Hobbs, Darlene Pedwell

1. Call to Order and Convene at 2:07p.m.

2. Elections for Chair and Vice Chair positions:

Member Lynn Zemnicky nominated Debby Litster as Chairperson. Debby accepted the nomination. All members voted in favour.

Member Patrick O'Halloran nominated Lynn Zemnicky as Vice Chairperson. Lynn accepted the nomination. All members voted in favour.

3. Convene Meeting

4. Declarations of Pecuniary Interest: - None

5. Acceptance of Agenda

Resolution 2019-01

Moved by: L Zemnicky

Seconded by: D Saunders

Be It Resolved that the Cemetery Board amends the agenda to include the following item – reimbursement of item for cenotaph area. Carried

6. Adoption of Minutes

Resolution 2019-02

Moved by: P O'Halloran

Seconded by: L Zemnicky

Be It Resolved that the Cemetery Board Committee recommends to Council that the following members be appointed to the Cemetery Board for the current term of Council ending November, 2022 – Lynn Zemnicky, Debby Litster, Patrick O'Halloran, David Saunders, Grant Murphy, Tina Scott-Burns and Darlene Pedwell. Dan O'Halloran as Alternate Council member. Carried

Resolution 2019-03

Moved by: **Seconded by:**

Be It Resolved that the Cemetery Board adopt the minutes from the November 6th, 2018 meeting as presented. Carried

7. Delegations: None.

8. Old Business:

- a. **Cemetery Fees** - Committee members discussed the sizing of the plots, family plots, child plots, names required for plots. Staff was instructed to contact other cemetery operators and check pricing of the different plot sizes.
- b. **Cemetery Identification Project** – Member Debby Litster will be completing this project on a seasonal basis.
- c. **Bylaw Review** – Committee members discussed the previous suggested changes; allowing flower beds to be planted and removing the paragraph about removal of wreaths. Committee decided to table these changes until the next meeting.
- d. **User Fees By-Law 24-2017**

9. New Business:

- a. **Terms of Reference** – Committee discussed the proposed changes; add Remembrance Day event to duties of the board and state the Chair and Vice Chair are positions elected from the group of members and remove Deputy Clerk/Treasurer to “Recording Secretary”

Resolution 2019-04

Moved by: P O’Halloran **Seconded by:** D Saunders

Be It Resolved that the Cemetery Board Committee recommends to Council that they accept the Terms of Reference as presented. Carried

- b. **Financial Report** – The report is not complete but will be brought to the next meeting.

Resolution 2019-05

Moved by: P O’Halloran **Seconded by:** L Zemnicky

Be It Resolved that Committee accepts the request from Darlene Pedwell to join the Cemetery Board as a volunteer member and hereby appoints Ms. Darlene Pedwell to the Committee for the current term of Council. Carried

- c. **Reimbursement of Item** – Committee members discussed the need for the ceramic poppy feeder. It was suggested that it be planted at the Cenotaph area. Committee agreed that this item was not needed at this time.

Resolution 2019-06

Moved by: P O’Halloran **Seconded by:** D Saunders

Be It Resolved that the Cemetery Board Committee recommends that a thank you letter be forwarded to the Community Member that offered a ceramic bird feeder but the Board is not in need of this item. Carried

10. Board Member Comments

Committee members discussed holding meetings in the afternoon or in the evening. It was decided that meetings will be held in the evening to allow more members the ability to attend.

Committee members discussed planting flowers at the columbarium at St. Paul's Cemetery. The ground is very sandy and may be difficult getting growth. It was reported that Member Grant Murphy will plant some lupins,

Member Lynn Zemnick reported to Committee members that her family has been cutting the grass at Bear Lake Cemetery and would like to continue. The current resolution of Council is for her father to complete these duties.

Member Patrick O'Halloran reported that he has Flanders Poppies that he would like to plant at the cenotaph area. Member Zemnick asked whether any could be planted at Bear Lake Cemetery and Committee members discussed this and agreed.

Resolution 2019-07

Moved by: L Zemnick

Seconded by: D Saunders

Be It Resolved that the Cemetery Board Committee recommends to Council that Patrick O'Halloran be given permission to plant Flanders poppies at the Cenotaph area and Bear Lake Cemetery. Carried

Resolution 2019-08

Moved by: P O'Halloran

Seconded by: D Saunders

Be It Resolved that the Cemetery Board Committee supports the transfer of caretaking duties of the Bear Lake Cemetery to: Mike and Lynn Zemnick, Pat and Galina Zemnick and Marjorie Hobbs. Carried

11. Adjournment

Resolution 2019-09

Moved by: P O'Halloran

Seconded by: L Zemnick

Be It Resolved that the Cemetery Board Committee meeting now adjourns at 4:17pm to meet again April 25, 2019 at 7pm in the Municipal Council Chambers. Carried

Chairperson, Lynn Zemnick

Clerk/Treasurer, Cheryl Marshall