

The Corporation of the Village of Oil Springs Cemetery Committee Meeting Minutes

Date: Tuesday, April 21, 2015
Time: 7:00 p.m.
Location: Village of Oil Springs Council Chambers
4591 Oil Springs Line, Oil Springs, ON

Committee Members Present: Mayor Ian Veen, Chair
Councillor Matt Strangway
Councillor Larry Wagner
Suzy Gonerman
Greg Brown – Enniskillen Representative
Bryan Baxter
Marie Stephenson

Committee Member(s) Absent: Jack Hull

Staff Member(s) Present: Jennifer Turk, Clerk-Treasurer

Call to Order

Mayor Veen opened the meeting at 7:00 p.m.

Welcome

At this time, Mayor Veen welcomed Mr. Greg Brown, who is the newly appointed representative for Township of Enniskillen.

Adoption of Committee Minutes

Motion #1 - Wagner/Gonerman: That the minutes of the previous meeting of November 19, 2014 be adopted as read. Carried.

Business Arising from Previous Minutes

Cemetery Gates

The committee was updated that the gates were opened April 15, 2015.

Request for Memorial Tree

An email was sent to Ms. Parsons indicating that tree/bushes were not permitted to be planted at the cemetery, however a tree could be purchased at the Memorial Garden in memory of a loved one as discussed at the last cemetery meeting in November.

Donation of Flag Installation

As discussed at the last meeting, The Oil Springs Legion is donating a flag and flag pole to be installed at the entrance of the cemetery. The flag pole is to be ordered beginning of May to be installed prior to Decoration Day Sunday, June 21, 2015. Mayor Veen is donating is excavation equipment and time for the installation.

Cemetery Pillars

The pillars at the cemetery are to be repaired in May by Mr. Al Charlton and Mayor Veen once the weather improves. The cemetery gates will be removed until the pillars harden.

New Business

Accounts

The Secretary gave an update of all the accounts with the Cemetery Board, as well as GICs, as of March 31, 2015

General - \$9,265.17

Fence Restoration Fund - \$5,593.14

Care & Maintenance - \$2,151.95

GICs - \$84,070.07 as of December 31, 2014

Top Soil

A load of top soil has been ordered and will be delivered to the cemetery for Mr. Dick Adams to repair the plots where soil is low and needs to be replaced.

Tree Removal

There has not been a quote submitted to date, however there are at least 3 trees that need to be taken down, a dead elm on the new side and 2 spruce trees on the old side.

Grass Cutting

Two (2) tenders had been received to date for grass maintenance at the Oil Springs Cemetery.

Name	Price
Scott McDonald Landscapes	\$4,000 plus HST
Jacob Loewen	\$4,760 plus HST

The committee decided to stay status quo with the grass maintenance contract the cemetery had in 2014 as the contractor did a reputable job.

Motion #2 – Wagner/Strangway: That the quote submitted by Mr. Jacob Loewen in the amount of \$4,760 plus HST for grass maintenance at the cemetery be approved. Carried.

Decoration Day

Discussions took place regarding the said event of where it was taking place in the cemetery. Mayor Veen announced he would be available to help this year. Staff is to proceed as normal with sending out the program and letter of request for donation to the individuals that have loved ones in the cemetery. Decoration is set to take place on Sunday, June 21, 2015 at 2:30 p.m.

Headstone Repair Fund

Discussions took place at length regarding repair work that is needed to some of the headstones on the old side of the cemetery. Committee member Ms. Gonerman received approval at the last cemetery meeting to receive quotes on repairing the headstones that need it. A quote was presented to the committee totaling \$8,866.68. At this time the committee does not have the funds to repair any of the headstones. Staff was directed to contact the Village's insurance company to see what liability a municipality has owning a cemetery with dilapidating headstones. Once an answer is received, Staff is asked to email the response to the committee. Currently as stated in the act, the care and maintenance funds are not to be used for the operation of the cemetery including repair work to headstones.

It was discussed that a possible fundraising fund be created to gather funds for the repair work needed on the headstones that was outlined in the quote. At this time, fundraising for this fund was tabled as no volunteers are available to proceed with this large project.

Fence Restoration Fund

Discussions took place regarding spending the money in the fund to add the wrought iron fencing to the new side of the cemetery. Due to the costs of installation and maintenance, this discussion as tabled.

Signage and Maps of Cemetery

Committee member Ms. Gonerman gave an update of the signs that she has currently been working on. Due to the size of the project and the costs involved with the signs as names change and plots are sold, the project was tabled.

Burial Permits

Discussions took place regarding the increase in the cost of a burial permit. Current price is \$11. The Secretary gave a recommendation of increasing the cost to \$15 per burial permit. This was due to the increase from the ministry in order to renew the operating license yearly. The ministry increased their cost to \$12 per burial in July 2014. The proposed increase would offset the expense for the license fee.

Motion #3 – Wagner/Gonerman: That the cost of each burial permit be increased to \$15 effective immediately from \$11 and staff be directed to inform the local funeral homes that the Village of Oil Springs currently deals with. Carried.

Adjournment

Motion #4 - *Wagner/Baxter: That the meeting be adjourned at 7:50 p.m. Carried.*

Chair

Clerk