

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

Date: Wednesday, September 23, 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
Bryan Baxter
Marie Stephenson

Committee Member(s) Absent: Greg Brown, Jack Hull, Suzy Gonerman

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

Call to Order

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

Declaration of Pecuniary Interest

No declaration was made by any one member of Council at this time. Chairperson Mayor Veen requested committee members to make the appropriate declaration if necessary throughout the business of the meeting.

Adoption of Committee Minutes

Motion #1 – Stephenson/Wagner: That the minutes of the previous meeting of April 21, 2015 be adopted as read. Carried.

Business Arising from Previous Minutes

Flag Pole Donation from Oil Springs Legion

At this time, Mayor Veen gave an update pertaining to the subject matter. The Cemetery Committee received a letter from the Legion indicating that they wanted to donate a flag pole and flag to the Oil Springs Cemetery Board to be installed at the Cemetery.

This past summer, Mayor Veen and Village resident Mr. Paul Gonerman donated their time and resources to install the flag pole on the new side of the cemetery.

Cemetery Pillars

Mayor Veen gave an update pertaining to the subject matter. The Cemetery Committee received notification from a Village resident, Mr. Al Charlton, that he and Mayor Veen would donate their time and resources to purchase and install the two (2) new pillars at the cemetery on the old side at the main entrance. The pillars were in need of repair and were in a state of falling apart. The pillars were repaired. The gates would be put back on the pillars once a wheel was purchased to take the tension off the gate/pillars. The wheel is to be paid by the Cemetery. All other costs associated with the pillars were donated by Mayor Veen and Mr. Al Charlton.

Tree Removal

Ms. Turk gave an update to the board regarding the subject matter. As last stated in April, there were three (3) trees to be removed from the cemetery; an elm tree on the old side and two (2) spruce trees on the new side. To date, all trees have been removed. Mayor Veen donated his time and resources to remove the elm, and Wyoming Tree Service removed the two(2) spruce trees.

Decoration Day

Councillor Wagner gave the board an update pertaining to the subject matter. The event was well attended with the new location taking place closer to the tree on the old side of the cemetery. Pastor Justin Yacks performed the service, and Mr. Gord Perry lead the singing for the said event.

Committee member Ms. Stephenson, requested that the program for 2016 be revamped as the program used to date has been used for a few years. A copy of a sample of a program from another Decoration Day was handed to the Secretary for review.

Mayor Veen indicated that there was one (1) complaint received during Decoration Day regarding the appearance of the cemetery.

Headstone Repair Fund

Discussions took place regarding creating such a fund to repair headstones in the cemetery. Ms. Stephenson informed the board that herself and Mrs. Suzy Gonerman are currently working with Ms. Carol Graham to hold a Cemetery Walk for 2016. This will be a winter project where stories will be gathered and will provide a tour for those interested in participating in the walk. Funds raised will go towards the Headstone Repair Fund.

Cemetery Name Listing

Mrs. Stephenson gave an update regarding the subject matter. As discussed at the last cemetery meeting in April, Mrs. Gonerman was working on a listing of persons who are buried at the cemetery to date. This list was to be displayed at the counter at the municipal office for the public to view. The list as created by Mrs. Gonerman is in great detail. Mrs. Stephenson indicated there were adjustments that needed to be done to the binder as there was no room

for changes/additions/deletions. Mrs. Stephenson and Mrs. Gonerman are to work together to have the list created for viewing at the next cemetery meeting.

At 7:15 p.m., Mr. Bryan Baxter made his entrance into the committee meeting.

Discussions took place regarding the signage of how best to display the names of the plot owners vs the names of the people buried in the cemetery. It was discussed with the committee that it would be best suited to display the names of the plot owners to save room and constant changes to the board as time goes by. This signage would be displayed at the cemetery main gates beside the signage of the layout of the cemetery (map).

Burial Permit/Fee

Ms. Turk gave the committee an update pertaining to the proceedings for the operating license of the cemetery. In order the cemetery to be not out of pocket at the time of renewing the license for the cemetery, the committee passed the following motion:

Motion #2 – Baxter/Wagner: That the burial permit/fee be added to the opening/closing fees for collection and that the schedule of fees be brought to Council for passing in a by-law format. Carried.

Cemetery Plot and Associated Fees

Discussions took place regarding the price of the plots and associated fees currently listed for the cemetery. The following motions were passed pertaining to the schedule of fees as listed in Bylaw-621 of 2013:

Motion #3 – Baxter/Wagner: *That the burial plot fees per grave be raised to \$750 for resident effective January 1, 2016 and \$1,000 for non-resident effective immediately. The prices be advertised on the Village website, social media, and local newspaper. The schedule of fees be brought to Council for passing in a by-law format.* Carried.

Motion #4 – Stephenson/Strangway: *That the price of cornerstones be increased to \$180 to reflect the cost of the stones and labour to install effective immediately. The schedule of fees be brought to Council for passing in a by-law format.* Carried.

Discussions took place regarding a plot owner using cornerstones that he purchased from another municipality to be installed on his plot in the Village of Oil Springs Cemetery.

Motion #5 – Strangway/Baxter: *That if Mr. White wants to use his own cornerstones to install on his plot at the cemetery that the Village install them at a charge of \$92.00.* Carried.

Opening/Closing Costs

Mrs. Stephenson brought forth a concern from a family member that has family that was recently buried at the cemetery. Their concern was the price of opening/closing a burial for cremation remains. Mrs. Stephenson asked the committee if a plot owner could dig their own grave for cremation remains under the supervision of public works or a cemetery board member. The board deferred this answer and directed staff to investigate what other

cemeteries do, that are municipally owned. The board did express concerns that the hole may not be dug properly or not located within the correct plot.

New Business

Accounts

The Secretary gave an update of all the accounts with the Cemetery Board, as well as GICs, as of September 23, 2015

General - \$8,496.32

Fence Restoration Fund - \$6,039.60

Care & Maintenance - \$152.93

GICs - \$86,214.40 as of June 30, 2015

Adjournment

Motion #6 - *Wagner/Strangway: That the meeting be adjourned at 8:15 p.m. Carried.*

Chair

Clerk