

# **COOKE'S CEMETERY BOARD MEETING**

**Pefferlaw Lions Hall**

**THURSDAY, NOVEMBER 1, 2018**

## **1. WELCOME:**

Larry Proctor, Chairperson, called the meeting to order at 6:30 p.m.

## **2. PRESENT:**

Jane Clyde, Sandra James, Gail Moore, Larry Proctor, Greg Forrest and Councillor David Harding

## **3. APPROVAL OF THE AGENDA:**

**Moved by Greg Forrest, Seconded by Sandra James** that the Agenda be approved as distributed. AIF

## **3. MINUTES OF THE MEETING – October 5, 2018**

Under Other Business, Section A, on Page 3, Greg noted that the Ontario Association of Funeral Homes should read **“Ontario Association of Cemetery and Funeral Professionals”** . With this correction, it was **Moved by Greg Forrest, Seconded by Larry Proctor** that the minutes of this meeting be approved. AIF

## **4. TREASURER'S REPORT:**

Jane reported as follows:

Balance as of September 28, 2018	\$ 18,008.14
Add Deposit	\$ 817.00
Total	\$ 18,825.14
Less Cheque To Off the Wall Landscaping	\$ 734.50
Less Cheque To North Sheds	\$ 3,482.66
Total – Balance as of November 1, 2018	\$ 14,607.98

**Moved by Jane Clyde, Seconded by Sandra James** that the Treasurer's Report be accepted as presented. AIF

Jane and Greg will meet to complete the year-end financial statements in preparation for the Audit by The Town of Georgina.

## **5. BUSINESS:**

### **(A) Installation of Work Shed -**

North Sheds arrived at the Cemetery at 9:00 this morning, November 1, 2018, to install the new shed which the Board has purchased to replace the previous one that was damaged by the high winds in the spring of 2018. The installation went smoothly and the base which had been done by Chris Shier exceeded expectations. Larry was in attendance to ensure that the building was erected in accordance with the contract. Thank you Larry for arranging all of this.

### **(B) Maintenance Items for the Spring -**

Gail advised that the letter to Lawrence Artin at The Town with regard to the maintenance and work to be done at the cemetery in the spring has not yet been written. It will be done soon. The items of concern were listed in the minutes of the meeting held on October 5, 2018.

### **(C) Application for Board Positions in the New Term -**

David said that the Town of Georgina would be sending a letter to members of the current Boards to advise when applications will be received to fill the Board positions for the next four-year municipal term.

## **6. COUNCILLOR DAVID HARDING'S REPORT:**

### **(A) Terms of Reference –**

David advised that the new proposed Terms of Reference for the Cemetery Boards has not yet been presented to Council.

### **(B) Cemetery Maintenance –**

David met with Town Staff at the Cemetery a couple of weeks ago to review the work that must be done – tree removal, pruning and trimming of trees, removal the weeds at the south end of the cemetery along and in from the

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fence line, reconnecting the water tap, etc.. Larry advised that Town staff were at the cemetery today trimming the low branches on some of the trees. David also stated that the grass cutting will be contracted out by The Town for 2019 and the grass will be cut on an as needed basis. The contract will cover both Cooke's Cemetery and Keswick Cemetery.

Councillor Harding also remarked that the Level 4 Exploratory Dig at the firehall has not yet been done. The pedestrian bridge at the south end will be replaced when the firehall is completed.

### **7. OTHER BUSINESS:**

#### **(A) Ontario Association of Cemetery and Funeral Professionals –**

Larry expressed interest in attending the workshop for administrative workers in Barrie on November 15, 2018. Greg gave him the information and Larry will call and register for the training workshop tomorrow.

**Moved by Gail Moore, Seconded by Jane Clyde** that the Cemetery Board pay the cost of registration for Larry to attend. AIF

#### **(B) Christmas Dinner –**

The Board members decided to have a Christmas Dinner – spouses invited – at Cedarpoint Restaurant on Wednesday, December 12 at 6:30 p.m. Jane will make the arrangements and the cost is the responsibility of those attending.

#### **(C) Columbarium –**

As part of the plans for the future, it is proposed that the Board have a discussion on the feasibility of installing a columbarium in Cooke's Cemetery. This item will be put on the Agenda for the next meeting. Some people prefer this method of interment because it leaves a smaller footprint on the planet and others just do not want to have their ashes placed in the ground.

**8. NEXT MEETING:**

Meeting with Keswick Cemetery on Thursday, November 29, 2018 at 5:00 p.m. in the Council Chambers of the Civic Centre to discuss the pamphlet which is being prepared by the Communications Department at the Town.

The next Board Meeting is scheduled for Thursday, March 7, 2019 at 7:30 p.m. in the Lions Hall.

**9. ADJOURNMENT:**

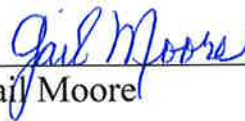
**Moved by Greg Forrest, Seconded by Councillor David Harding** that this meeting be adjourned at 7:40 p.m.

**Respectfully submitted,**



Larry Proctor

Chair



Gail Moore

Secretary