

TOWN OF LUMSDEN
MINUTES OF THE GROUP I MEETING HELD ON
NOVEMBER 4, 2015

The Group I Committee convened a meeting in the Council Chambers in Lumsden, on the afternoon of Wednesday, November 4th, 2015 at 1:05pm with Chairperson Jane Cogger presiding.

Present: Chairperson:	Jane Cogger
Mayor:	Bryan Matheson
Councilor:	Randy Bogdan, Wes Holobetz (arrived at 1:51 p.m.)
Chief Administrative Officer:	Darcie Cooper
Community Coordinator:	Chris Exner

The Committee met to discuss the Lumsden Cemetery. Issues for the Committee's consideration included bylaw amendments, policy consideration, columbarium and memorial walkway review.

CAO, Darcie Cooper provided the committee with a written report regarding various matters pertaining to the Cemetery. Darcie recognized the fact that the Cemetery lies under the Environmental Health and Welfare Portfolio, which is a Group II Committee. The Committee decided to proceed with the meeting and thanked Randy, Chair of the Group II Environmental Health and Welfare Committee for attending.

Sale of Plots - Old Part of Cemetery (Blocks A, B & C):

The committee discussed a policy regarding sale of plots in the old part of the cemetery where the ground penetrating radar was done in 2005. The ground penetrating radar showed "something" in the ground at various locations that affected about 35 plots. The evidence of the survey was not conclusive enough to tell us what is showing up in the radar, it could be a rock, an animal, not necessarily an unmarked human burial.

The Committee agrees with the recommendation from Public Works Foreman, Jeff Carey and recommends that plots be sold, specifying that burials in this area be for Cremations only. The cremation restriction will not apply to the plots that have already been sold.

Sale of Plots:

Matheson/Bogdan: "That we agree with the recommendation of Public Works Foreman, Jeff Carey and recommend council implement a policy to have systematic sales of plots in the new part of the cemetery for ease of maintenance and grave opening and closings, as follows:

- 1) Block D West to East
- 2) Block E West to East
- 3) Block F West to East
- 4) Block G West to East; and

That special provision be made to allow for sales of plots other than the manner outlined above, if there has already been a plot sold and another family member wishes to buy a plot close to them; and

That we restrict the sale of plots in Block A, B and C for cremation burials only."

CARRIED

Benches to be installed as headstones:

Jeff Carey indicated that he has no concerns with the installation of Benches as headstones, providing that they are on a concrete base for ease of maintenance. Benches installed in other areas and not on a concrete foundation are problematic for public works to maintain.

Cemetery Bylaw Review:

Darcie reviewed the draft consolidated Cemetery Bylaw with the Committee and the following points were discussed:

- Transfer Fee – this pertains to a plot that has been purchased and they wish to sell it back to the Town and is in place to cover administration costs. The latest bylaw amendment saw the transfer fee go to \$30.00. With some of the plots only selling for \$25.00 back in history, this would leave the purchaser in an "owing" position. The Committee discussed that since the plot would be available for re-sale and the Town would realize increased revenue from it, the Committee felt that there should be no transfer fee and recommended that this cost be removed from the bylaw.
- Section 5(f) indicated there "shall be no internments on Sundays, Statutory Holidays or Public Holidays" As there is a special rate set for weekend/holiday openings and closings, as well as people are interring more on the weekends, the Committee recommends

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elimination of this section.

- Allow public works with the discretion of allowing Urn excavations to be closed by family members if requested.
- Add some language to reference the ground penetrating radar done in 2005.
- Discussed construction of concrete foundations and recommended that public works look at local contractors that might be able to do the work. Failing that, incorporate the provision for the memorial companies to do the foundations.
- Add Schedule with the form for Section 8(c), pertaining to obtaining a permit to erect a monument or marker.
- Add a permit fee for the erection of a monument of \$35.00 to the Schedule of Cemetery Rates.

Memorial Walkway:

The Committee discussed a memorial walkway through the new section of the cemetery along the pathways. The committee recommended referring it to the "Cemetery Committee" for their review and feedback. Discussion revolved around making the community aware of the idea and perhaps obtaining donations, etc. for the project.

Columbarium:

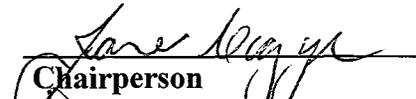
The Committee discussed the idea for the erection of a columbarium in the Cemetery. As they are quite costly, the Committee recommended that Council budget for an annual transfer to a Cemetery Reserve for the purpose of purchasing a Columbarium in three years' time; a 2018 purchase.

The Committee discussed putting the revenue from plot sales into a reserve to fund capital items, such as a Columbarium and a memorial walkway. Darcie indicated that the Committee should consider funding maintenance costs of the Cemetery through a portion of this revenue. There could be a portion of the revenue put into a capital fund and a portion into the maintenance of the cemetery ie) 75% to Capital Costs and 25% for maintenance expenses. Administration will provide a financial analysis for the Cemetery for their December meeting.

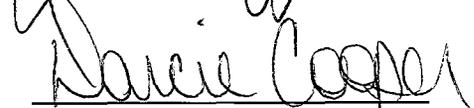
Adjournment:

Matheson/Holobetz: "That this meeting be adjourned at 2:29 p.m."

CARRIED



Chairperson



Chief Administrative Officer