



AGENDA
GEORGIAN CLIFFS MEMORIAL PARK
CEMETERY ADVISORY COMMITTEE

Tuesday, July 15, 2025, 1:30 p.m.

Pointe au Baril Community Centre

70 S Shore Rd, Pointe au Baril, ON P0G 1K0

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA NOW THEREFORE BE IT RESOLVED that the July 15, 2025 Georgian Cliffs Memorial Park Cemetery Advisory Committee Agenda, be approved.	
3. DISCLOSURE OF PECUNIARY INTEREST	
4. MINUTES OF PREVIOUS MEETING NOW THEREFORE BE IT RESOLVED that the Minutes of the Georgian Cliffs Memorial Park Cemetery Advisory Committee held on January 28, 2025.	3
5. DEPUTATION	
6. OTHER BUSINESS	
6.1 Cemetery Maintenance Update	7
6.2 2025 Cemetery Inventory Update	
6.3 Online Cemetery Application	8
7. CLOSED SESSION NOW THEREFORE BE IT RESOLVED that the Committee move into a CLOSED MEETING at _____ a.m./p.m., pursuant to Section 239(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, to deal with	
8. OPEN MEETING NOW THEREFORE BE IT RESOLVED that the Committee move out of a CLOSED MEETING at _____ a.m./p.m.	

9. NEXT MEETING
10. ADJOURNMENT



MINUTES

Georgian Cliffs Memorial Park Cemetery Advisory Committee

**January 28, 2025, 10:00 a.m.
Via Zoom Meeting**

Members Present: Laurie Emery, Councillor Ward 1
Peter Frost, Councillor Ward 2
Earl Manners, Councillor Ward 3
Toby Cavers, Archipelago Resident
Muriel McKee, Archipelago Resident

Staff Present: Josh Badger, Director of Operational Services and Facilities
Alana Torresan, Deputy Clerk

1. APPROVAL OF AGENDA

2025-01

Moved by: Muriel McKee, Archipelago Resident

Seconded by: Toby Cavers, Archipelago Resident

NOW THEREFORE BE IT RESOLVED that the January 28, 2025 Georgian Cliffs Memorial Park Cemetery Advisory Committee Agenda, be approved.

Carried

2. DISCLOSURE OF PECUNIARY INTEREST

3. MINUTES OF PREVIOUS MEETING

2025-02

Moved by: Councillor Frost

Seconded by: Councillor Emery

NOW THEREFORE BE IT RESOLVED that the Minutes of the Georgian Cliffs Memorial Park Cemetery Advisory Committee held on October 9, 2024, be approved.

Carried

4. DEPUTATION

5. OTHER BUSINESS

5.1 Draft 2025 Budget

Alana Torresan, Deputy Clerk, presented an overview of the draft 2025 Cemetery Budget. It was clarified that the discrepancies in the 2024 budget were affected by a Public Works decision to have a third-party vendor complete the deck around the "In Loving Memory" monument, rather than Township staff as originally intended. This resulted in lower actual salary costs and higher materials expenses.

Ms. Torresan reported that the 2025 budget is similar to previous years, with the exception of the purchase and planting of cedar trees, which was scheduled for 2024 but not completed.

No concerns regarding the budget were raised.

2025-03

Moved by: Toby Cavers, Archipelago Resident

Seconded by: Muriel McKee, Archipelago Resident

NOW THEREFORE BE IT RESOLVED that the Georgian Cliffs Memorial Park Cemetery Advisory Committee hereby recommends the draft 2025 budget, as presented, to Council for their approval.

Carried

5.2 Georgian Cliffs Memorial Park Cemetery Advisory Committee Ward 2 Recruitment Update

Alana Torresan reported that no applications were received from Ward 2 residents to join the Georgian Cliffs Memorial Park Cemetery Advisory Committee.

Several Committee Members noted they were aware of a Ward 2 resident who had previously expressed interest in applying. Following discussion, the Committee agreed to reach out to the resident to confirm their continued interest.

Staff were directed to bring the application forward to the February Council Meeting for consideration, provided the resident submits it before the meeting date.

5.3 Remembrance Day and Indigenous Veterans Day Debrief

The Committee debriefed about the 2024 Remembrance Day ceremony and proposed several recommendations to enhance future events. It was suggested that a representative from the Britt Legion attend the Committee's Fall Meeting to present available wreath and ribbon options for purchase. Additionally, it was recommended that future advertisements for the ceremony include a note indicating that, in the event of inclement weather, the ceremony will be relocated to the Pointe au Baril Community Centre. The Committee also acknowledged the positive reception of flowers recognizing Joan Emery and Lynne Barron for their 20 years of participation in the ceremony.

The Committee discussed the cancellation of the Indigenous Veterans Day event and noted that, should community organizers choose to host the event in 2025, Township staff should provide support earlier in the fall to assist with planning.

The Committee recommended staff develop a pre-ceremony checklist to ensure smooth operations both prior to and during future events.

5.4 Cemetery Maintenance Update

5.4.1 Platform Construction

Josh Badger, Director of Operations and Facilities, reported that the deck surrounding the "In Loving Memory" monument was constructed this summer, with final touches planned for completion this Spring. Mr. Badger noted that the deck will enhance safety conditions around the monument and is expected to boost inscription sales.

5.4.2 Cedar Tree Planting

Josh Badger reported that the purchase and planting of cedar trees, originally scheduled for 2024, was not completed. Staff have planned to carry out this work in the Spring of 2025.

6. NEXT MEETING

The meeting was scheduled for July 15, 2025 at 1:30 p.m. at the Pointe au Baril Community Centre.

7. ADJOURNMENT

The meeting adjourned at 10:41 p.m.

Earl Manners, Chair

Maryann Martin, Clerk



Fw: Burial Booking with Managed Cemeteries

From Alana Torresan <atorresan@thearchipelago.ca>

Date Tue 7/8/2025 10:40 AM

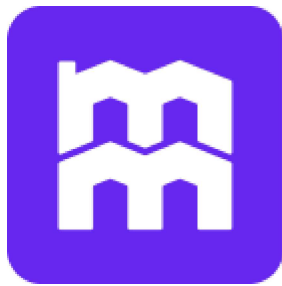
To Alana Torresan <atorresan@thearchipelago.ca>

From: TMM Cemeteries <info@tmm.works>

Sent: June 20, 2025 2:04 PM

To: Bert Liverance - Reeve <bliverance@thearchipelago.ca>

Subject: Burial Booking with Managed Cemeteries



The
Managed
Municipality

Burial Booking in Managed Cemeteries

Managing cemeteries without the right tools can be overwhelming and add to an already heavy administrative workload. TMM Cemeteries provides a suite of features designed to help you manage cemetery operations with ease. One key feature that we will be releasing later this year is our burial booking tool, which allows you to schedule burials by grave, notify the appropriate agents, and get a bird's-eye view of all ongoing burial activities across your cemeteries.

Booking

Staff can easily view available plots on a digital map, assign a burial to a specific grave, and capture all relevant details—such as date, time, and lot holder information. This ensures nothing is overlooked and that records are always up to date.

Notifying

The burial booking feature will also integrate with agent notifications, so key personnel are automatically informed when a burial is scheduled. This eliminates miscommunication and allows everyone involved to prepare in advance.

Overseeing

In addition to booking functionality, TMM Cemeteries will offer a bird's-eye view of all ongoing burial activities. Staff can quickly see what is happening across one or multiple sites.

Want to learn more?

We offer demo's with no strings attached. Have a look at our growing Cemetery Management Software and decide for yourself if it will improve your current practices.

[Schedule A Demo](#)



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The Managed Municipality 1894 Lasalle Blvd Sudbury, ON P3A 2A4 Canada

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