



## **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

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#### **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.

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Earl Manners, Chair

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Maryann Martin, Clerk