



**Minutes of the Cemetery Board  
meeting held on Thursday, October 10, 2024 at 4:00 p.m.  
at the Dunchuch Community Centre**

**Present:** Terry Brear  
Paula Macri, Secretary  
Muriel Stiles  
Ron Whitmell

**Regrets:** Randy Johnson  
Michael Musgrave  
Shelia Wesley  
Brian Woods, Councilor

---

**1. CALL TO ORDER**

Ron Whitmell called the meeting to order at 4:00 p.m.

**Indigenous Land Acknowledgement Statement**

*The Municipality of Whitestone recognizes all of Canada resides on traditional, unceded and/or treaty lands of the Indigenous People of Turtle Island.*

*We recognize our Municipality on The Robinson Huron Treaty territory is home to many past, present and future Indigenous families.*

*This acknowledgment of the land is a declaration of our commitment and collective responsibility to reconcile the past, and to honour and value the culture, history and relationships we have with one another.*

**2. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF - None**

**3. ADOPTION OF AGENDA**

2024-04CB Moved by Terry Brear  
Seconded by Muriel Stiles

**WHEREAS** the members of the Cemetery Board have been presented with the Agenda for this meeting;

**BE IT RESOLVED THAT** the Agenda for this meeting be adopted as presented and circulated.

**Carried**

#### 4. **ADOPTION OF MINUTES**

2024-05CB Moved by Muriel Stiles  
Seconded by Terry Brear

**WHEREAS** the Cemetery Board is in receipt of the minutes of the previous meeting;

**AND WHEREAS** there are no errors, omissions or amendments;

**BE IT RESOLVED THAT** the minutes of the meeting held May 2, 2024 be adopted as presented and the reading thereof dispensed with.

**Carried**

#### 5. **DISCUSSIONS**

##### 5.1 Review 2024 Cemetery Operations

- To date there have been 2 casket burials and 11 cremation burials at all 3 Cemeteries. Scheduled for the remainder of 2024 there are 1 casket and 2 cremations, with an additional 2 burials in the discussion stage.
- Grass required cutting six times in 2024.

##### 5.2 Review any observations or Cemetery status:

Public Works performed several repairs and service work at all three Cemeteries as listed below:

- Fairholme Cemetery
  - Straighten the front fence
  - Removed a tree by the shed
  - Brush cut along the north fence
  - Repair shed door latch
  - Spread soil and planted seed on the sunken graves
- Maple Island Cemetery
  - New shingles on roof of shed
  - Spread soil and planted seed on the sunken graves
  - Fell a dead tree on the west side
- Whitestone Cemetery
  - Top rail of fence was repaired
  - New shingles and roof repair on shed
  - Spread soil and planted seed on the sunken graves

#### 6. **UNFINISHED BUSINESS**

##### 6.1 Progress of data reconciliation & entry into Stone Orchard software database.

- ##### 6.1.1 Fairholme Cemetery – 80% completed. Site verification required. All 2024 interments, monuments and lot sales recorded in database.

- 6.1.2 Whitestone Cemetery – 99% complete. 2024 updates will be required. All 2024 interments, monuments and lot sales recorded in database.
- 6.1.3 Maple Island Cemetery – 50% complete on verification, Terry reported Mike Musgrave to update at the next meeting.

## 7. NEW BUSINESS

2024-07CB Moved by Terry Brear  
Seconded by Muriel Stiles

### 7.1 Review Provincial updates to Cemetery Fees for 2025

Recommend to Council updates to the Cemetery Fees for 2025

**THAT** the Cemetery Board hereby recommends to the Council of the Corporation of the Municipality of Whitestone that the Cemetery Fee structure be revised to align with Provincial updates, as outlined below:

DRAFT

## SCHEDULE F

### Proposed Cemetery Rates and Fees 2025

All fees are subject to HST unless noted otherwise

Plots	Specifics	Current	2025	2025 Quote inclusive of HST
Burial Plot	Residents (interment rights)	\$220.00	\$242.00	\$273.46
	Residents (perpetual care and maintenance)	\$350.00	\$385.00	\$435.05
	Non-residents (interment rights)	\$660.00	\$726.00	\$820.38
	Non-residents (perpetual care and maintenance)	\$550.00	\$605.00	\$683.65
Cremation Plot	Residents (interment rights)	\$110.00	\$121.00	\$136.73
	Residents (perpetual care and maintenance)	\$250.00	\$275.00	\$310.75
	Non-residents (interment rights)	\$400.00	\$440.00	\$497.20
	Non-residents (perpetual care and maintenance)	\$250.00	\$275.00	\$310.75
Scattering	Residents (interment rights)	\$50.00	\$55.00	\$62.15
	Residents (perpetual care and maintenance)	\$115.00	\$126.00	\$142.38
	Non-residents (interment rights)	\$75.00	\$82.00	\$92.66
	Non-residents (perpetual care and maintenance)	\$115.00	\$126.00	\$142.38
Transfer of Internment Rights	See <b>Note 1</b>	\$60.00	\$66.00	\$66.00
Flat marker under 172 sq in		N/C		N/C
Flat marker over 172 sq in		\$100.00		\$113.00
Upright monument/marker up to 4 X 4 ft		\$200.00		\$226.00
Staking fee - Lots or Markers		\$55.00	\$60.00	\$67.80
Opening/Closing Burial Lot		Fee as per Funeral Home and paid directly to the Funeral Home		
Opening/Closing Cremation Lot		\$120.00	\$132.00	\$149.16
Bereavement Authority of Ontario License Fee	All Interments: burial, cremation or scattering	\$30.00	\$30.00	\$33.90

**Note 1** - No HST paid on this fee

- 7.2 Finalize 2024 record keeping for Bereavement Authority of Ontario license report
- verbal update
  - records are current and will be used for annual Operating License Renewal

- 7.3 Set Cemetery Board Meeting date:
- Thursday, May 8, 2025 at 4:00 p.m.

8. **CORRESPONDENCE** - None

9. **ANNOUNCEMENTS OR OTHER NEW BUSINESS**

- 9.1 Spring Cemetery Tour – scheduled for April 25, 2024. Suggested that David Creasor, Public Works Manager, participate in the Spring Cemetery Tour.
- 9.2 Muriel Stiles spoke about the white crosses that the Legion placed on the Veteran’s Headstone at the various cemeteries.

10. **ADJOURNMENT**

2024-07CB Moved by Terry Brear  
Seconded by Muriel Stiles

**BE IT RESOLVED THAT** this Meeting be adjourned at 4:31 pm until the next regular meeting or at the call of the chair.

**Carried**

\_\_\_\_\_  
Ron Whitmell, Chair

\_\_\_\_\_  
Paula Macri, Secretary