

A meeting of the Mahone Bay Cemetery Commission was held on Monday, March 26, 2018 in Council Chambers at 3:00 p.m.

Present: Councillor John Bain (Chair)
Councillor Joe Feeney
Robert Morse
Marlin Risser
Derrick MacKenzie, Director of Operations
Maureen Hughes, Acting CAO

Regrets: Mayor David Devenne

Minutes

Minutes - Regular Meeting, September 18, 2017

A motion by Councillor Feeney, seconded by R. Morse, “**THAT the minutes from the September 18, 2017 regular meeting be approved as circulated.**” **Motion carried**

Business Arising from the Minutes

Toppled Monuments in Park Cemetery

A meeting in Park Cemetery will be scheduled with Councillor Bain, Mr. Morse and staff from Demone’s Monuments to identify the toppled monuments to be erected at the expense of the Town.

Signage

It was decided that the signage for the upper entrance of Park cemetery will be a two part sign. The top section will be similar to the sign at the road entrance off Kinburn Street and the bottom section will include the following points from the Cemetery By-law:

- No trees, shrubs, or other plants shall be planted in the cemetery.
- Flower arrangements may be placed only on the monument not on the ground.
- Dogs must be on a leash. Please clean up after your dogs.
- For interment and monument inquires, please contact the Town Hall at 902-624-8327.

New Business

Road Improvements

Mr. MacKenzie explained that the roads in Park Cemetery were not constructed with a proper base so larger 2” rock is currently being used to repair problematic spots. The commission has requested that Mr. MacKenzie prepare a cost per kilometer to bring the roads to a better standard and establish a multi-year plan with improvements beginning in 2018/19.

Removal of Storage Building

As the storage building in Park Cemetery is in good repair, it will not be removed at this time, but a lock will be placed on the door to deter trespassing.

Relocation of Gravel and Topsoil

Mr. MacKenzie will look at having staff relocate the gravel and topsoil piles to a less conspicuous location.

Review of Maintenance Contract

The Commission was advised that there hasn't been a formal maintenance contract for Park Cemetery in previous years and since there aren't any identifiable discrepancies, the maintenance of Park Cemetery will remain with the current contractor for 2018/19. A tender for spring clean-up and mowing will be issued in April for Bayview Cemetery.

Spring Clean-up

Mr. MacKenzie advises that maintenance of Park Cemetery has begun with the trimming of trees and clean up of winter debris. A Spring Clean-up will be scheduled for the first week of June.

Assessment of older Maple Trees

Staff have identified several old trees that need to be removed as staff time permits.

Mapping of Park Cemetery

Mapping of Park Cemetery has been deferred to the September 17, 2018 meeting.

Budget Items for 2018/19

It was moved by Councillor Feeney and seconded by Ms. Risser that **“the following budget items be forwarded to the Manager of Accounting for consideration in the 2018/19 budget:”**

Park Cemetery		Bayview Cemetery	
Monument Repairs	\$3,000	Upkeep/Improvements	\$2,500
Signage	\$1,000	Mowing/Maintenance	\$3,000
Road Improvements	\$5,000	Administration Fees	<u>\$ 900</u>
Trees & Tree Improvements	\$5,000		<u>\$6,400</u>
Mowing/Maintenance	\$7,000		
Administration Fees	<u>\$ 900</u>		
	<u>\$21,900</u>		

Motion Carried

With no further business, it was moved by Mr.Morse and seconded by Ms. Risser that the meeting be adjourned. The next meeting is scheduled for June 18, 2018 at 3:00pm

Councillor J. Bain, Chair

Crystal Berringer, Recording Secretary