



MINUTES

Regular Meeting of the Cemetery Advisory Committee
September 15, 2025, 6:00 p.m.
34 Ottawa Street, Morrisburg, ON

Present: Tom Smyth; Susan Peters; Jim Locke; Shirley Barkley; Marion Thompson; Crystal LeBrun; David Lapier
Absent: Arla Cassleman; Erin Stone; David Jansen

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

2. CONFIRMATION OF AGENDA

- Shirley motioned to add "Dump Access Request" to new business.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None

CARRIED

4. DELEGATIONS

- David Lapier - Cemetery Board Support

Mr. Lapier provided an update on cemetery operations in South Dundas, and expressed his willingness to assist with the Williamsburg Cemetery, specifically with recruiting a Chair and Treasurer for that board.

5. Terms of Reference Update

- Crystal provided a brief update, the terms of reference are still being finalized and will need to be approved by Council.

6. 2026 Budget Planning

- i. The committee provided several maintenance and repair suggestions for consideration:
clean the Hansville Cemetery sign

- ii. unearth fallen and older headstones and ensure the information is facing upwards
- iii. trim overgrown bushes, shrubs located near headstones
- iv. trim fence lines, especially Dundela; there are lots of Poison Parsnip around the south west corner
- v. trim trees along the Dundela fence and around some headstones
- vi. remove deteriorated headstone flower saddles and knick knacks
- vii. Tree At Dixon Corner's
- viii. Hanes (Triangle) Monument
- ix. Fence Lines
- x. Survey of property lines.

CARRIED

- a. Bereavement Authority of Ontario (BAO)
- b. Williamsburg Cemetery Board
- c. New Union Cemetery Board Query

7. CORRESPONDENCE

- a. Dump Access Recommendations
- b. Update on Interest for Cemeteries
- c. Spring Clean Up Planning

10. NEXT MEETING DATE

November 10, 2025 @ 6:00

12. ADJOURNMENT

THAT the Cemetery Advisory Committee now adjourn to meet again at the call of the Chair.

CHAIR

STAFF LIAISON