

The annual levy from the Township remains at \$6,500.

The Board discussed the request for a gazebo at the cemetery. Legislation does not permit the use of cemetery funds for decorative features. The cost of the materials would be roughly \$2,500 and labour would have to be donated. Following discussion the Board agreed that staff should start a special fund to collect donations for the construction of the Gazebo, and that the labour be donated by community members. Advertisements will be produced to encourage people to donate to the Gazebo fund. This may be combined with a Centennial celebration if we can determine the year the cemetery was opened.

Moved by: L. Richardson

Seconded by: G. Murdoch

That the 2014 budget be approved as presented, including the purchase of Cemetery Management Software; and

That staff be authorized to set up a special fund to collection community donations for the construction of a gazebo, with labour to be donated.

Carried as amended

### 3. 2013 Financial Statements

Moved by: G. Murdoch

Seconded by: L. Richardson

Be it resolved that the St. Joseph Township Cemetery Board approves the 2013 draft Audited Financial Statements as presented.

Carried

### 4. Treatment of Perpetual Interest Earned

There are few options for how to use the interest earned on revenue, and given the small amount, the Board opted to roll this amount over into the investments. Interest earned on perpetual funds can be transferred to the operating account to be used only toward care and maintenance of the Cemetery. Since the Board is trying to increase the amount of the perpetual reserve, and thus the yearly interest earned, interest should be left with investments to accrue additional funds in 2014.

Moved by: L. Richardson

Seconded by: G. Murdoch

Be it resolved that the St. Joseph Cemetery Board approves the 2013 interest earned on investments to remain in the perpetual fund to further build the balance.

Carried

### 5. Operators/Internments

The Board recommended that the two qualified contractors be contacted to determine if they both want to be available for grave openings, and that a letter be sent to the funeral directors to advise them of this information, and to make arrangements with the

contractors directly. Payment of the contractors should be arranged through the funeral directors or the family, to be made before or during the interment and not be the responsibility of the Township.

Moved by: L. Richardson

Seconded by: G. Murdoch

Be it resolved that the Township of St. Joseph Cemetery Board approves the use of eligible Cemetery contractors; and that the local Funeral Homes be contacted to advise them of this decision.

Carried

6. Maintenance Contract Posting

Moved by: L. Richardson

Seconded by: G. Murdoch

Be it resolved that the current maintenance contract be extended for one year; and That an advertisement for the Cemetery Maintenance position be posted in the Island Clippings and North Shore Sentinel in the spring of 2015 for a four year term.

Carried as amended

7. Other Business

Any other business brought forth by Board members.

8. Adjournment: 12:15

Next meeting: at the call of the Chair

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Chair Joe Cardinal

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Secretary Carol Trainor

**Township of St. Joseph  
FINAL 2014 Cemetery Budget**

<u>Description</u>	<u>2013 Budget</u>	<u>2013 Actual</u>	<u>2013 Variance</u>	<u>2014 Budget</u>	<u>Comments</u>
<b>Revenue:</b>					
Sale of Plots (Care & Mtce. Portion)	1,000.00	2,950.00	1,950.00	1,250.00	
Interest Income	500.00	135.60	- 364.40	500.00	Sold investment, took a loss in 2013
Misc. (Donation)	-	-	-	-	
	1,500.00	3,085.60	1,585.60	1,750.00	
Municipal Grant	4,365.00	4,365.00	-	6,500.00	Difference = Paid back 2012 Surplus from extra levy rec'd
<b>TOTAL REVENUE</b>	<b>5,865.00</b>	<b>7,450.60</b>	<b>1,585.60</b>	<b>8,250.00</b>	
<b>Expenses:</b>					
Advertising	500.00	-	500.00	500.00	Caretaker position advertising, contract extended for 2013
Wages & Benefits	4,500.00	4,435.00	65.00	4,000.00	Short Season (\$1080 by end of May in 2013 - not open until June 15 2014)
Maintenance & Materials	3,135.00	1,726.39	1,408.61	2,000.00	2013 License Fee, Mtce/Supplies/Cheques/G Hawdon Signage, tree repairs not completed in 2013
Training	350.00	-	350.00	300.00	Not completed in 2013
Audit	350.00	334.20	15.80	340.00	
Misc. (Bank Charges, etc)	50.00	7.50	42.50	1,110.00	Cheques were purchased in 2013, \$1100 added for Asyst Fees (tracking & bookkeeping)
<b>TOTAL OPERATING EXPENSES</b>	<b>8,885.00</b>	<b>6,503.09</b>	<b>2,381.91</b>	<b>8,250.00</b>	
<b>TOTAL REVENUE OVER EXPENSES</b>	<b>- 3,020.00</b>	<b>947.51</b>		<b>-</b>	2013 budget included a surplus repayment to township from 2012, no actual loss

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\*\*\*The auditor uses fewer accounts to record Cemetery expenses than the Board, Although the total amounts are the same, some individual account balances may differ.\*\*

**THE TOWNSHIP OF ST. JOSEPH**  
**CONSENT AGENDA**

**WEDNESDAY, May 21, 2014**

- |      |  |                     |
|------|--|---------------------|
| 1-2  | a. St. Joseph Island Museum Board<br>Re: Draft minutes of the meeting held on April 28, 2014   | Receive             |
| 3    | b. Advertising opportunity from the Voyageur Snowmobile Club<br>Re: Request to purchase ad space   | Agree               |
| 4-6  | c. Letter from the Central Algoma Freshwater Coalition and Algoma Public Health<br>Re: Invitation to a "Protect your Investment" workshop                      |                     |
| 7    | d. Letter from Phil Miller, Military Historian<br>Re: request to investigate Cenotaph history  | Approve             |
| 8-10 | e. East Algoma Community Futures Development Corporation<br>Re: Board Meeting Summary of April 22, 2014<br>Re: Invitation to the EACFDC Annual General Meeting | Receive<br>R.S.V.P. |
| 11   | f. Sault Area Hospital Foundation Board<br>Re: Donor Appreciation Come and Go and Technology Tour  | R.S.V.P.            |
| 12   | g. Letter from the Ministry of Citizenship and Immigration<br>Re: Ontario Medal for Good Citizenship   | Receive             |
| 13   | h. Proclamation: June is Recreation Month  | Proclaim            |

Recommendation: Be it resolved that items a through h listed on the Consent Agenda dated May 21, 2014 be received.