

# Bylaw No. 2021-05

## Town of Nokomis

### A BYLAW TO ESTABLISH A CEMETERY COMMITTEE To Replace Bylaw #2000-03

WHEREAS it is deemed advantageous by the Council of the Town of Nokomis to appoint a Cemetery Committee to advise Council of projects to enhance and maintain the appearance of the Cemetery and for such a committee to undertake such projects and maintenance.

NOW THEREFORE, the Council of the Town of Nokomis enacts as follows:

1. There shall be appointed by Council a committee which shall be known as the Cemetery Committee.
2. The Committee shall consist of up to 10 members from the Community at large which would include 1 member from Town Council.
3. Town Council may, at any time, terminate the appointment of any or all members of the Committee, or terminate the Committee.
4. The Committee shall elect a Chairperson and appoint or select a Secretary, and a Treasurer of the Committee. Signing authority for the account will be any 2 of the 3 people: The Chairperson and/or Treasurer and/or The Town Council appointed member.
  - b) The Committee's fiscal year shall be the Calendar year. The Committee shall keep written records of its meetings, and shall upon request, supply Town Council with minutes of the meetings.
5. At year end, the treasurer shall prepare the financial records for audit by the Town's Auditor.
6. All volunteers working for the Committee shall be considered Agents of the Town, and as such shall be covered by the Town's general insurance when working on Council-approved projects.
7. Any equipment used in such projects shall also be covered by the Town's general insurance, as far as is allowed by the terms of the insurance contract.
8. The committee shall provide Town Council with an updated inventory of equipment prior to June 1<sup>st</sup> of each year for insurance purposes.
9. Duties of the Cemetery Committee shall be as follows:
  - a) The Committee shall be responsible to mow and trim all grass at the Nokomis Cemetery.
  - b) The Committee shall water trees, shrubs and flower beds.
  - c) The Committee shall be responsible for planting of flowers, general weed management, hedge trimming, and edging of flower beds.
  - d) The Committee shall be responsible for general cleanup of debris, unsightly floral designs, trimming dead branches from trees and cleaning out the hedges and bushes.
  - e) The Committee shall be responsible for the filling of sunken graves with clay or dirt and the straightening or lifting of sunken headstones.
  - f) The Committee shall be responsible for the sodding and/or seeding of graves two years after burial.
  - g) Watering of newly seeded or sodded graves and graves seeded or sodded in the past two years will be the Committees responsibility.
  - h) The Committee will maintain a Charitable Organization number from Revenue Canada and issue charitable donation receipts for donations made to the cemetery fund.
10. The Committee shall obtain Council approval before any project other than those listed in Section 9 is undertaken.
11. Donations to the Perpetual Care Fund shall be received by the Town.

12. The Town shall provide the Cemetery Committee with a Maintenance Grant if/when requested.

13. This bylaw shall come into force upon third and final reading.



Mortenson  
Deputy Mayor

Janya Zdunich  
Chief Administrative Officer

Certified a true and correct copy  
of Bylaw 2021-05 passed by  
resolution of Council on the 23  
day of June 2021.

Janya Zdunich  
Chief Administration Officer