

# Township of SOUTH STORMONT CEMETERY MASTER PLAN



October, 2017

Corporate Services

Township of South Stormont

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## Acknowledgements

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- Pleasant Valley Cemetery: Sharon Duprau
- Sandtown Cemetery: John Gove and Myrna Hehir
- St. Andrews West Cemetery: Father Daniel Van Delst
- St. Lawrence Valley Cemetery: Bonnie Ross
- Dixon Cemetery: Shawn Zeran
- Waterdown Cemetery: Michael Warden and Harry and Susan Fetterly
- Stata and Willis United Cemeteries: D'Arcy Bush and Roger Shaver
- St. George's Anglican Church Cemetery: Bonita Elley
- Lost Villages Historical Society: Jim Brownell
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*Appreciation is extended to the above individuals who shared documentation that has been collected over the years. This documentation was used to formulate the historical background of each Cemetery. Additionally, content was obtained through the Ministry of Tourism, Culture and Sport webpage, SDG Historical Society and SDG Genealogical Society documentation available at the Cornwall Public Library. Information within this Cemetery Master Plan has been collected with accurate intentions, however has not been verified by a professional historian.*

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## 1.0 Executive Summary

This Cemetery Master Plan has been created to guide Cemetery maintenance and repair for South Stormont Cemeteries for years to come. This Master Plan will strive to address maintenance, repair and administrative support for the 10 Inactive Cemeteries, keeping careful consideration of the 8 Active Cemeteries in the Township. This Plan aims to provide clear direction for the Township as it intends to help support the volunteers that operate the Cemeteries in our area and to and restore the Cemeteries (stones) in need.

In 2016 and again in 2017, \$5,000 was set aside through the annual budget process, for the Cemetery Improvement Reserve Fund. It is anticipated that additional money will be allocated to this fund in future years. The Reserve Fund was created to address the growing concern of local Cemeteries, particularly for repair and refurbishment needs. The Township of South Stormont is faced with supporting Inactive Cemeteries, some of which are located on private property. The number of Cemeteries currently maintained by the Township is anticipated to increase, as other small volunteer led Cemeteries are no longer able to sustain themselves. As a consequence of the municipality's responsibility to preserve, with no offset revenue from Inactive Cemeteries, this Master Plan will create a sustainable strategy to accommodate Cemetery repair over time.

Interviews have been conducted with most of the Cemetery operators in preparation of this document. Information compiled has assisted in developing recommendations. Ultimately, the goal is to provide operational, administrative and fiscal support to local Cemetery groups, without unduly burdening the ratepayers of South Stormont. Cemeteries are an important municipal resource and serve a variety of community needs including keeping the history of our community alive and providing a place for the living to visit and memorialize their loved ones. Cemeteries are repositories of local, social and cultural history. They are where citizens can find out about the significant peoples and events that have shaped the community.

## 2.0 Definitions

For the purpose of the Cemetery Master Plan, the following terms shall have the corresponding meanings:

“Abandoned” refers to a Cemetery that has been deserted with no next of kin or volunteer available to take responsibilities over the land;

“Act” refers to the Funeral, Burial and Cremation Services Act, 2002, as amended;

“Active” refers to accepting new interments and/or scatterings;

“BAO” refers to the Bereavement Authority of Ontario, which is the governing board for Cemeteries and crematoriums;

“Care and Maintenance Fund / Account” refers to the trust fund / account established pursuant to Part VI, s. 53 of the Act, for future Cemetery costs;

“Cemetery” refers to a burial ground within the geographic boundaries of the Township of South Stormont;

“Inactive Cemetery” refers to not accepting new interments and/or scatterings;

“Interment Rights” refers to and includes the right to require or direct the interment of human remains in a lot;

“Marker” refers to any monument, tombstone, plaque, headstone, cornerstone, cremation marker or other structure or ornament intended for the deposit of human remains;

“Plot” refers to an area of land in a Cemetery containing, or set aside to contain, human remains;

“Reserve Fund” refers to a reserve fund established by Council for the sole purpose of marker refurbishment, Cemetery maintenance and other Cemetery costs that may arise within the geographic boundary of the Township of South Stormont.

“Scattering Rights” refers to and includes the right to scatter cremated remains on a lot.

## 3.0 Legislation and Township Responsibilities

### 3.1 Funeral, Burial and Cremation Services, 2002

Under the *Funeral, Burial and Cremation Services Act, 2002*, (FBCSA) a municipality has various responsibilities when it comes to Cemeteries. There are three classifications of Cemeteries: Active, Inactive and Abandoned. All South Stormont Cemeteries are either classified as Active or Inactive, meaning that they either accept new Interments or they do not. Cemeteries are often managed by an operator(s), church community or designated Cemetery board, but in cases where a designated individual or group cannot be found, the onus is then placed on the municipality within the geographic boundary. An individual or group could also turn a Cemetery over to the Township if they decided they could no longer maintain it and no other individual or group can be found to take over. A legal process is required in these cases where all records and ownership are transferred to municipality. If the Cemetery is still Active in nature, the municipality would either reclassify it as Inactive or continue to operate an Active Cemetery, selling Plots and arranging burials. If the Cemetery is classified as Inactive due to a lack of space or interest in burials, the municipality must keep the Cemetery in good order. The Abandoned classification requires legal processing specifically demonstrating that the Cemetery is deserted with no operator or volunteer board. In that case, the Township would be declared the new owner by the province and assume Cemetery responsibilities.

### 3.2 Financial Responsibilities of Operator and Township Support

Section 53.1 of the FBCSA requires that, "Every Cemetery operator who sells, assigns or transfers Interment Rights or Scattering Rights or who permits the Interment of human remains or the scattering of cremated remains in the Cemetery shall have a care and maintenance fund or if the regulations so permit, a care and maintenance account".

As a result of interviews conducted with South Stormont Cemetery Operators, it is concluded that there are eight (8) Inactive Cemeteries that do not have

funds for current or future maintenance or repair. The remainder of the Cemeteries have varying degrees of financial sustainability. Through the annual budget process, Council has earmarked funds for Cemetery improvement. This fund was named the Cemetery Improvement Reserve Fund and to date, \$10,000 has been allocated for this purpose.

### 3.3 By-Law Requirements

Cemeteries are required under authority of the BAO and the FBCSA to maintain and enforce a set of by-laws either self-produced or acquired and issued from the BAO. Cemetery by-laws must receive BAO approval before they are deemed official and must be made available to the public. These by-laws outline appropriate Marker size and height, the right to disallow or remove quantities of memorial wreaths or flowers considered to be excessive or that diminish the tidiness of the Cemetery, contracting maintenance employees and so on. These Cemetery by-laws, once approved by the BAO, must be published in a local newspaper with general circulation, posted clearly at the Cemetery entrance for four weeks and delivered to each supplier of Markers who have delivered a Marker to the Cemetery during the last year.

## 4.0 Our History

Within the Township of South Stormont's geographic boundary, there are eighteen (18) Cemeteries, including eight (8) Active and ten (10) Inactive. There are no Abandoned Cemeteries. The Township of South Stormont is made up of the former Township of Osnabruck and the former Cornwall Township. Both municipalities brought forward a rich history that can be better understood by researching our ancestral past. The story of our area also revolves around the St. Lawrence Seaway and Hydro Project of 1958. This project changed the landscape drastically creating the new towns of Long Sault and Ingleside and flooding and relocating twelve (12) Cemeteries. Keeping Cemeteries intact and maintained assists the community in creating continuous ties to the history of South Stormont.

### 4.1 Active

The eight (8) Active Cemeteries are situated throughout the area with locations that showcase our unique landscape, including one near the St. Lawrence River and another surrounded by vast farmland.

These Active Cemeteries include:

1. Hillcrest Cemetery
2. Memorial Hill Cemetery
3. North Valley United Church Cemetery
4. Notre-Dame Cemetery
5. Pleasant Valley Community Cemetery
6. Sandtown Cemetery
7. St. Andrew's West Cemetery (New)
8. St. Lawrence Valley Cemetery

## 4.1.1 Hillcrest Cemetery

### *HISTORICAL BACKGROUND*

Hillcrest Cemetery was established in 1914 after a long debate over having a community Cemetery south of the village of Newington. Residents prior to the 1900's had to choose between the North Lunenburg (Willis) Cemetery and one of the other nearby Cemeteries that were still a distance away from the village. James S. Martin became impatient and bought a piece of land as the designated Cemetery in order to bury his son who died of tuberculosis. Ernest Martin was the first to be buried in the Cemetery in 1914. After burying Ernest, James Martin decided to exhume his wife from the Finch Cemetery and



move her to the new Martin plot in Hillcrest. Other community members followed suit and exhumed loved ones to be closer to Newington. This is why stones can be found in the Cemetery that pre-date its opening. When Hillcrest Cemetery first opened, it was divided into plots which were large enough for eight graves. One could buy a full Plot, half-Plot (four graves) or a quarter Plot (two graves). In his will, James S. Martin stated that the Cemetery would belong to the community and be operated inter-denominationally by its members.

### *OVERVIEW OF CEMETERY*

Hillcrest Cemetery is located on County Road 12, just south of Newington. It is 2.94 acres or 11,900 square meters in size. The legal description is Lot 8, Concession 7, in the former Township of Osnabruck. There are approximately 1,830 grave sites. In 1960, the Cemetery Committee purchased more land to enlarge the site. More land was also purchased in 1990 but has yet to be surveyed. There is a large cenotaph in the front of the Cemetery dedicated to First World War Veterans. The cenotaph was purchased and erected with

public donations in 1922. The Cemetery continues to host an annual memorial service to honor those at rest within Hillcrest.

#### *GOVERNANCE*

The Cemetery is led by a committee of members with approved by-laws that regulate operations including sales, notice of Interment, fences and borders, cremation burials and perpetual care and maintenance.



#### *FINANCIAL CONDITION*

The Cemetery currently raises enough funds, primarily through donations, to cover the yearly maintenance expenses and has a Care and Maintenance Account, pursuant to provincial regulation.

#### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Cemetery Board manages the required paperwork for the BAO and other Cemetery related operations including regular maintenance and repair work.

## 4.1.2 Memorial Hill Cemetery

### *HISTORICAL BACKGROUND*

Based on early minutes of the Cemetery Committee, the land for the Memorial Hill Cemetery was donated by the Rupert family; their farm was North West of the Cemetery sometime in the 1930's.

On August 21, 1940, there was a meeting held by persons interested in the Cemetery on the hill for the purpose of appointing a committee to oversee and arrive at methods and processes to clean and maintain the Cemetery. At this time, the name was established as Memorial Hill Cemetery, and that a memorial service be held annually. The first being, June 2, 1942. Arnold Robb was appointed chairperson, JH Rupert as Secretary-Treasurer and H. Wereley, Ed Adams and David Moke as Directors. At the same meeting, a motion was passed that a \$2 assessment be charged to each plot holder. Memorial services were held until 1952.

On August 3, 1985, Ivan Tinkess called a meeting to order to consider a letter addressed to the Township of Osnabruck sent by Mr. Keeling, the Regional Inspector at the time. Mr. Keeling requested the Township encourage interested parties to form a new Cemetery committee and shortly thereafter, Ivan Tinkess became the committee's Chairperson and Gloria Waldroff the Secretary-Treasurer. It was moved that a trust fund in the amount of \$10,000 be set up with the yearly interest to be returned for working capital.

The new committee was concerned with the appearance of the Cemetery. A work committee was set up to do trimming along the fence lines and stones. This still happens today with a work bee scheduled each spring. All other seasonal maintenance is contracted out by the committee.



The committee concurred that the memorial services needed to be revived and on July 6, 1986, the first Memorial Hill Cemetery Board Memorial Service of this committee took place. These services still continue with the 31<sup>st</sup> annual service recently held on July 2, 2017. Moneys collected from these services and the interest from the trust fund account are used for Cemetery maintenance.



Committee meetings have been held annually since 1986 usually in late April or early May. Anyone wishing to attend is always welcome.

#### *OVERVIEW OF CEMETERY*

The Memorial Hill Cemetery is located on County Road 12 just north of Lunenburg. It is 0.98 of an acre or 4,000 square meters in size. The legal description is Lot 7, Concession 4, in the former Township of Osnabruck. The Cemetery has approximately 50 burials and the oldest Marker is dated 1894.

#### *GOVERNANCE*

The Cemetery is currently governed by a group of volunteers who maintain and care for it, including Allan Groves as Chairperson and Gloria Waldroff as Secretary-Treasurer. By-laws provide for but are limited to, the regulation of the sale of lots, monument and Marker erection, regulations surrounding inscriptions, perpetual care and maintenance fees and re-selling of Interment or Scattering Rights, etc.

### *FINANCIAL CONDITION*

The Cemetery currently raises enough funds, primarily through donations, to cover the yearly maintenance expenses and has a Care and Maintenance Account, pursuant to provincial regulation.

### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Cemetery Board manages the required paperwork for the BAO and other Cemetery related operations including regular maintenance and repair work.

## 4.1.3 North Valley United Church Cemetery

### *HISTORICAL BACKGROUND*

The North Valley United Church Cemetery was created in 1874 alongside its church of the same name. The church was originally a Honerite Church until 1920. After the Honerite Church closed its doors, it was taken over by a Methodist denomination. The Methodist Church operated for approximately 5 years, until the Presbyterian and Methodist denominations joined and became the United Church of Canada. The North Valley United Church was in existence from 1925 until its closure in 1969. The church was a focal point for the area until its closure, when the parish was combined with the Newington United Church. Despite the churches closure, the Cemetery has remained Active for almost 50 years. The Cemetery has the majority of its plots sold and is a communal Cemetery for those who wish to be buried close to their community and home.

### *OVERVIEW OF CEMETERY*

The North Valley United



Church Cemetery is located on the corner of North Valley Road and Hart Road, being Lot 23, Concession 6 in the former Township of Osnabruck. It is approximately 200 square meters or 0.49 of an acre in size. There are approximately 325 persons buried there. The oldest stone found in the Cemetery dates back to 1899.

#### *GOVERNANCE*

The Cemetery is currently operated by a group of volunteers who have inherited the job through their parents. The Cemetery is guided by prepared by-laws.

#### *FINANCIAL CONDITION*

The Cemetery currently raises enough funds, primarily through donations, to cover the yearly lawn maintenance expenses. Through the



sale of the North Valley United Church, modest financial security has been established for future maintenance.

#### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Cemetery Board manages the required paperwork for the BAO, in addition to other Cemetery related operations. The majority of the Cemetery lots have been sold to community members. The Cemetery Board is responsible for maintenance services, usually hiring a local neighbor to mow the grounds for the season. The current cost is \$1,100.

## 4.1.4 Notre-Dame Cemetery

### *HISTORICAL BACKGROUND*

The Notre-Dame Cemetery is one of the largest Cemeteries in the Township. It was created in 1961 by the Roman Catholic Diocese of Alexandria-Cornwall. After the Cemeteries of Nativité and St. Columbans of Cornwall Ontario, were full, the Diocese decided to create a new Cemetery that would be able to serve the community for years to come. Notre-Dame is one of many Cemeteries run by the Roman Catholic Diocese of Alexandria-Cornwall, however there are only two within the Township of South Stormont. This Cemetery, though Roman Catholic in nature, serves all denominations.



### *OVERVIEW OF CEMETERY*

The Notre-Dame Cemetery is located on South Branch Road, just west of Boundary Road. It is 226,300 square meters or 55.92 acres in size, making it the second largest Cemetery in the Township of South Stormont. Its legal description is Part Lot C, Part Lot B, Concession 4 in the former Township of Cornwall. The Notre-



Dame Cemetery is operated by the Roman Catholic Diocese of Alexandria-Cornwall and operates its own local crematorium. The Cemetery is operated

by the Catholic Diocese of Alexandria-Cornwall staff who maintain and care for the grounds.

#### *GOVERNANCE*

The Cemetery has a list of by-laws that include, but is not limited to, destruction of property, pets on grounds and burial and memorialization restrictions. There are provisions for cancellation or resale of Interment Rights, burial of cremated remains, care and planting and prohibited and permitted items, etc.

#### *FINANCIAL CONDITION*

The Notre-Dame Cemetery has a Care and Maintenance Fund which is maintained by the Alexandria-Cornwall Catholic Diocese. This fund is in good order as the Cemetery is still adding funds to the account on a regular basis.

#### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Cemetery's paperwork for the BAO is guided by the Alexandria-Cornwall Catholic Diocese and the staff of Notre-Dame, in association with the requirements set by the BAO. The Notre-Dame Cemetery pays for their lawn and maintenance costs, which consists of several hired ground keepers for the season.

### 4.1.5 Pleasant Valley Cemetery

#### *HISTORICAL BACKGROUND*

The Pleasant Valley Cemetery started out as a small country Cemetery serving the surrounding farming community. The oldest headstone in the Cemetery dates back to 1837.

St. Matthew's  
Presbyterian Church in



Woodlands, of the former Township of Osnabruck was built in 1795. Due to a growing congregation it was decided in 1857 to build a larger church. In December of 1857 the old church was dismantled and moved by sleighs to the new location at Pleasant Valley where the small Cemetery already existed. This church served the community for well over 70 years. In the mid 1920's it became difficult to keep the church open, so in 1931 the church and sheds were sold and moved. After World War II the responsibility for care of the Cemetery was given to the Women's Institute. This led to the creation of a Board of Trustees.

Over the years the Cemetery has expanded with donations of land from three neighbouring farmers. The Township also donated a plot of land that has yet to be developed.

The Cemetery holds an annual Memorial Service on Father's Day. Donations from this service go to paying for mowing and maintenance.

#### *OVERVIEW OF CEMETERY*

The Pleasant Valley Cemetery is approximately 36,300 square meters or 8.97 acres in size. It is located on Pleasant Valley Road, being Lot 26, Concessions 4 and 5 in the former Township of Osnabruck.

#### *GOVERNANCE*

The Cemetery is currently operated by a group of volunteers who have inherited Cemetery responsibility through their parents.

#### *FINANCIAL CONDITION*

The Cemetery continues to finance maintenance requirements independently.

#### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Pleasant Valley Cemetery Board manages the required paperwork for the BAO and the sale of plots. They currently hire their own maintenance services on a seasonal basis. The north side of the Cemetery has numerous old stones in need of restoration.

## 4.1.6 Sandtown Road Cemetery

### *HISTORICAL BACKGROUND*

The Sandtown Advent Christian Church Cemetery or the Sandtown Road Cemetery, as it is more commonly known, came into existence in approximately 1890. The Sandtown Advent Christian Church was built in the small Hamlet of Sandtown. It was built in approximately 1860 and was originally used as an Orange Lodge. However, it wasn't until 1890 when the Advent Christian community began worshipping in the church. The church was established on Lot 22, Concession 8 in the former Township of Osnabruck. This church, donated in 2000, can now be found at the Lost Villages Historical Museum. The church is one of few buildings from South Stormont Cemeteries still in existence today, however the original location has not been forgotten and can still be found by visiting the Sandtown Cemetery. The Cemetery is located down the road from the original location of the church, on Lot 20, Concession 8. Despite the church being closed, the Cemetery is well maintained and showcases the history of the area.

### *OVERVIEW OF CEMETERY*

The Sandtown Cemetery is located on Sandtown Road, northwest of Newington. It is 2,600 square meters or 0.64 of an acre in size. Its legal description is Lot 20, Concession 8, in the former Township of Osnabruck. There are approximately 159 persons buried in the Cemetery. The oldest Marker in the Cemetery is dated 1865.



### *GOVERNANCE*

The Cemetery is currently governed by a group of volunteers who maintain and care for it, including John Gove as Chairperson and Myrna Hehir as Secretary-Treasurer. By-laws provide for, but are not limited to, the regulation of the sale of lots, monument and Marker erection, regulations surrounding inscriptions, perpetual care and maintenance fees and the re-selling of Interment or Scattering Rights.

### *FINANCIAL CONDITION*

The Sandtown Cemetery has a Care and Maintenance Account and a regular account for maintenance purposes. A cremation niche was added to the Cemetery in 2015 and provides a new opportunity for funds.

### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Sandtown Cemetery Board currently handles hiring and the paying of maintenance services, as well as filing the required paperwork to the BAO. The Cemetery's maintenance and mowing costs currently are approximately \$1,200 a year. A new sign has been erected and is a positive addition to the community Cemetery.



## 4.1.7 St. Andrews West Cemetery (New)

### *HISTORICAL BACKGROUND*

The St. Andrews West Cemetery was created by the Church to accommodate a growing community. This Cemetery was created in four sections. One of the four is the Old St. Andrews West Cemetery was designated as a heritage site and is described further under the Inactive section of this Master Plan. The other sections are located behind the Church and along Highway 138. The second part of the Cemetery was created in 1882, when it was first decided that a new Cemetery would be built along with the new church. The third expansion was created in the 1940's and the fourth and newest section was built in 2011.

### *OVERVIEW OF CEMETERY*

The St. Andrews West Cemetery is 20,000 square meters or approximately 5 acres in size. It is led by the Roman Catholic Diocese of Alexandria-Cornwall. The Cemetery is still very Active in nature despite one section being designated as a heritage site. There are approximately 6,000 persons buried within sections two, three and four of the new St. Andrews West Cemetery.

### *GOVERNANCE*

The Cemetery is currently led by the Roman Catholic Diocese of Alexandria-Cornwall. There are a group of volunteers and staff who help maintain and care for the Cemetery grounds.

### *FINANCIAL CONDITION*

The Diocese currently has a Care and Maintenance Fund which is lead and maintained by the Catholic Diocese of



Alexandria-Cornwall, in association with the requirements set by the BAO. This fund continues to grow as the Cemetery continues to sell plots.

*ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Catholic Diocese of Alexandria-Cornwall, as well as members of the St Andrews West Church, are currently responsible for the administrative needs of the St. Andrews West Cemetery. The required mowing and ground maintenance is provided for by the Care and Maintenance Fund, which is allocated by the governing bodies of the Catholic Diocese of the area. While parts of the Cemetery are older than other, the majority of stones are in good repair and those requiring attention are fixed on a yearly basis by a group of volunteers from within the Diocese.

#### 4.1.8 St. Lawrence Valley Cemetery

*HISTORICAL BACKGROUND*

The St. Lawrence Valley Cemetery was created in 1957 when the villages of Mille Roches, Moulinette, Dickinson’s Landing, Wales, Farran’s Point and Aultsville were inundated to accommodate the new and enlarged St. Lawrence River as part of the St. Lawrence Seaway and Hydro Project. There were approximately twelve Cemeteries moved during this project. While this project brought forth a variety of interesting circumstances including having to

relocate houses, another concern was the existing Cemeteries in these soon-to-be flooded villages. After deliberation took place about how to relocate the Cemeteries, the St. Lawrence Valley Cemetery was created in 1960 and quickly filled plots as numerous graves and headstones were moved before the flooding took place. Today, you can still see



these relocated stones across the Cemetery. However, not every gravesite was relocated and the pre-existing Cemeteries are settled at the bottom of the St. Lawrence with the necessary precautions in place to ensure that they are not further disturbed by the river. Within these Cemeteries lies the remains and gravestones of numerous residents of the Lost Villages from varying historical backgrounds, including soldiers from the War of 1812 and the Rebellion of 1937-1938. Not all gravestones from the Lost Villages were moved to St. Lawrence Valley Cemetery. Stones that were too fragile or that had significant damage were placed into a wall at the Upper Canada Village, called the Pioneer Wall. This wall is intended to honor those whose stones are placed within as well as those from the Lost Villages, while also preserving them from further damage.

#### *OVERVIEW OF CEMETERY*

This Active Cemetery is 129,499 square meters of developed land with plenty of room for expansion. There is 36 acres cleared and 40 acres of land to develop, making it the largest Cemetery in the Township of South Stormont. There is approximately 8142 Interments (as of 2016) within the Cemetery. The Cemetery is located between Ingleside and Long Sault, Lots 6 and 7, Concession 1 in the former Township of Osnabruck on County Road 2.

#### *GOVERNANCE*

The St. Lawrence Valley Cemetery is currently led by a group of volunteers who have established a Cemetery Board and have hired several staff to maintain, care for and sell Plots within the Cemetery.

#### *FINANCIAL CONDITION*

The St. Lawrence Valley Cemetery currently has a Care and Maintenance Fund which continues to grow with Plot sales, as prescribed by the FBCSA.

#### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The required reports are prepared by the staff hired by the St. Lawrence Valley Cemetery Board. The required maintenance and ground care is maintained by the staff hired by the St. Lawrence Valley Cemetery Board. Broken stones are fixed annually by hired services, on an as required basis.

## 4.2 Inactive Cemeteries

The remaining Cemeteries in the Township of South Stormont are classified as Inactive, meaning that they are no longer used for Interment purposes. These Cemeteries have been maintained and led mainly by volunteers or family members that have ancestors on site. However, a number of these Cemeteries are being cared for by neighboring churches who have taken ownership after the closing of the original Cemetery's church. While these Cemeteries are no longer responsible for new burials, they are still burdened with maintenance and repair costs. However, these 10 Inactive Cemeteries are a true part of our history. They represent our past but also encompass the journey that will lead us to our future here in South Stormont.

These Cemeteries are:

1. Cameron Cemetery
2. Dixon Cemetery (Baptist Church)
3. Hawn Cemetery
4. Lunenburg United Cemetery (Waterdown)
5. Union Cemetery
6. Northfield United Church Cemetery
7. Stata Cemetery
8. St Andrews West RC Cemetery (old)
9. St George's Anglican Church Cemetery
10. Willis United Church

### 4.2.1 Cameron Cemetery

#### *Historical Background*

The Cameron Cemetery, established in 1798, was a family Cemetery, thought to be founded by John "Clunes" Cameron and his wife Mary. They acquired farm land following the American Revolution, after they relocated from New York State to Ontario. John Cameron was a Lieutenant in the War of 1812 in the unit of the 1<sup>st</sup> Glengarry for the SD&G Highlanders, which is also marked on his headstone. Although registered as a family Cemetery, it would appear that the site was used by a number of local Presbyterian families through the late eighteenth and nineteenth centuries.

### *OVERVIEW OF CEMETERY*

The Cameron Cemetery is located between farm fields and property owned by Cornwall Gravel Company Ltd. and the McLeod Quarry. The Cemetery cannot be seen from the surrounding roads of South Branch and County Road 42. The legal description is Lot 6, Concession 4, in the former Township of Cornwall and according to land registry, is approximately a half an acre in size. Due to the location of the Cemetery, it is inaccessible to the general public; currently interested persons must make arrangements with Cornwall Gravel staff to visit the location.



### *GOVERNANCE*

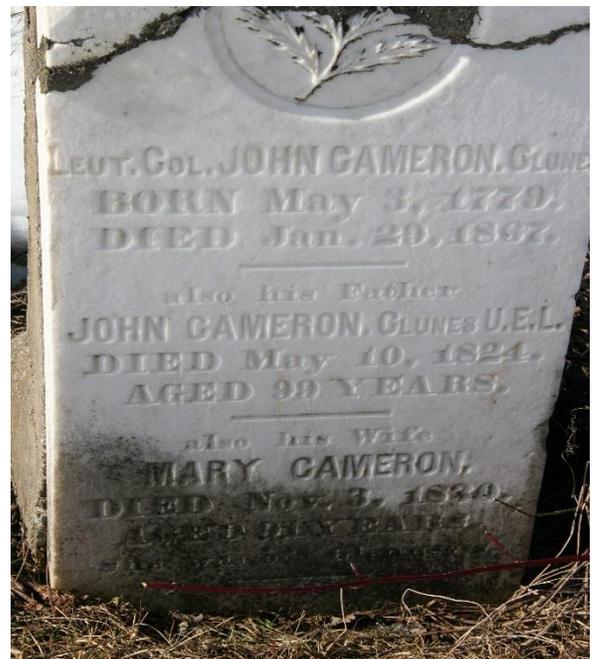
Because the Cameron Cemetery is an Inactive Cemetery, no by-laws or regulating documents are required.

### *FINANCIAL CONDITION*

The Cameron Cemetery has no financial support and to date, the Township has not invested in maintenance or repair.

### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Township of South Stormont completes required documentation in response to requests from the BAO. The Cemetery is currently located in the middle of private property, Cornwall Gravel. This makes the Cemetery difficult to



access. Unfortunately, the Cemetery is currently not maintained and is overgrown. Requests have been received for maintenance; inquiries regarding historical significance have been received and recorded by the Township.

#### 4.2.2 Dixon Cemetery (Baptist Church)

##### *HISTORICAL BACKGROUND*

The Dixon Cemetery is also known as the Baptist Church Cemetery. The Cemetery was established alongside its church, Emmanuel Baptist Church of Newington in 1892. The church was built long before it was sold to the Baptist Church community. The exact date the church was built is unknown, but it was used by the Methodist Episcopal Church community beside the Cemetery of the same name (on the 7<sup>th</sup> Concession) until their merge with the Methodists in 1886. Prior to the merge, the Methodist Episcopal Church later moved to a new location north of the United Church parsonage (location unknown). The newly abandoned church was purchased by Jim Martin in 1888, where it was moved again to be used as a wheelwright shop. It was sold again in 1892 to the Baptist Church of Newington for \$240. Almost 100 years later, in 1986, the church decided to amalgamate with its sister church, Bunker Hill Baptist Church of Osnabruck Centre which in turn took over responsibilities for the old Cemetery. The Bunker Hill (later referred to as the Emmanuel-Osnabruck) Baptist Church was organized in 1841 with its church built in 1953 in Osnabruck Centre; its doors closed in 2003. The church was open for 163 years. This Cemetery is referred to as Dixon Cemetery due to the large number of Dixon persons buried on the grounds and its location across from Dixon Road, Newington.



### *OVERVIEW OF CEMETERY*

The Dixon Cemetery is located on the corner of Wilburn Road and County Road 12, south of Newington. It is approximately 1,700 square meters or 0.4200 of an acre in size. The legal description is Lot 7, Concession 6 in the former Township of Osnabruck. There are approximately 55 burials identified in the Dixon Cemetery with the earliest Marker being 1876. The Dixon Cemetery sign also tells an interesting story about the Cemetery. The sign states "Dixson Cemetery," rather than the traditional "Dixon." The error was made by Cemetery officials. The erroneous spelling unintentionally pays homage to a long line of Dixon's who have had their name spelt in several variations throughout the years. These alternate spellings can even be traced to their headstones, where there are Dixon's with both spellings in the Cemetery.

### *GOVERNANCE*

Because the Dixon Cemetery is an Inactive Cemetery, no by-laws or regulating documents are required.

### *FINANCIAL CONDITION*

The Dixon Cemetery Committee estimates that there are enough funds for several years of maintenance costs due to the sale of the Osnabruck Centre Baptist Church in 2004.

### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Township of South Stormont completes required documentation in response to requests from the BAO. The main expense for the Cemetery is derived from maintaining the lawn and Cemetery grounds. Currently approximately \$400 a season is paid for lawn care services. While the Cemetery is also in need of stone reparation, they have yet to consider spending their limited funds for this purpose. A sign was purchased several years ago which is still in good standing today. There are approximately 4 or 5 broken stones currently leaning against the side of the Cemetery. These stones are quite old and their original location on the grounds is unknown. When meeting with the Cemetery representative, it was suggested that it may be worthwhile to place these stones in a straight line within the Cemetery once they are restored in order to assist with future mowing.

## 4.2.3 Hawn Cemetery

### *HISTORICAL BACKGROUND*

The Hawn Cemetery is also known as the Cooper Road Cemetery. The history of the Hawn Cemetery is not as clear as some other Cemeteries, however the farmland was once owned by Conrad Hawn. This lineage can be traced throughout South Stormont, with Hawn descendants buried in Hillcrest Cemetery, Memorial Hill Cemetery and Willis United Cemetery, to name a few. Conrad Hawn (1802-1888) married Anna Paulina Empey (1796-1878). The final resting place of Conrad and Anna is unknown, however several of their children are buried within the Hawn Cemetery.



Although it is believed that Conrad and Anna Hawn may have been the first to be buried at this site, there are no records or monuments to confirm this. They had 13 children together. Conrad Hawn was a farmer, as confirmed by the 1852 Census. One of their children, Solomon Hawn (1828-1899), married Mary Poapst (1830-1896) and together they had 8 children. Solomon and his wife are among those buried within the Hawn Cemetery. Of their children, 5 are also buried within the grounds. Solomon was a local carpenter, as indicated on the 1852 Census. His sister, Margaret Hawn (1830-1915) was also among one of the 13 children to be buried in the family plot. Her husband, Charles McGill (1829-1916), and 3 of their children are also buried at the Hawn Cemetery. The third and final child of Conrad Hawn, Altha Hawn (1842-1877), her husband, James Stillwell (1834-1915), her son and his wife, and her daughter are all buried within the Hawn Cemetery. Altha Stillwell, daughter of Altha Hawn, was born in 1877, the same year her mother died, which may have been a result of childbirth. The Hawn's, the Stillwell's and the McGill's, are the three sets of names that can be found buried in the Hawn Cemetery. Following some investigation through their family tree, these three last names are not random burials, but a long lineage of Hawn decedents. The Hawn family extends further than this brief genealogy, as Conrad Hawn's 13 children and their legacies are scattered across the surrounding areas. The

Hawn Cemetery dates back to at least 1877 which is reflected by the date of its eldest Marker.

#### *OVERVIEW OF CEMETERY*

The Hawn Cemetery is located on Cooper Road. It is approximately 0.145 of an acre or 600 square meters in size. The legal description is Lot 9, Concession 6 in the former Township of Osnabruck. There are approximately 20 persons buried within, however given the age of the Cemetery, there may be burials that were not marked. The oldest Marker in the Cemetery dates back to 1877.

#### *GOVERNANCE*

Because the Hawn Cemetery is an Inactive Cemetery, no by-laws or regulating documents are required.

#### *FINANCIAL CONDITION*

The Hawn Cemetery has no financial support. In 2017, the Hawn Cemetery was added as a Township maintenance responsibility; grass mowing is currently provided.



#### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Township of South Stormont completes required documentation in response to requests from the BAO. There are a number of stones in need of repair at this location.

## 4.2.4 Lunenburg United Cemetery (Waterdown)

### *HISTORICAL BACKGROUND*

The Lunenburg United Cemetery, also referred to as Waterdown, was built along its associated church in 1876. The church, St. Mark's United Church of Lunenburg was built down the road in the village while the Cemetery was established at the top of the hill on donated farmland. The corner lot was donated to the church by the Fetterly family, who have been established in this area for over 150 years. The church was active until 1962 when its congregation was combined with the United Church of Long Sault.



### *OVERVIEW OF CEMETERY*

The Waterdown Cemetery is located on County Road 18, just east of Lunenburg. It is 4,200 square meters or 1.038 acres in size. Its legal description is Lot 4, Concession 4 in the former Township of Osnabruck. The Cemetery is located at the top of the hill between Lunenburg and Harrison's Corners. The Raisin River also outlines the perimeter of the Cemetery. The earliest tombstone burial is 1846.



### *GOVERNANCE*

Because the Waterdown Cemetery is an Inactive Cemetery, no by-laws or regulating documents are required.

### *FINANCIAL CONDITION*

The Waterdown Cemetery has no financial support and has been relying on financial assistance from the Township for its maintenance.

### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Township of South Stormont completes required documentation in response to requests from the BAO.

The Waterdown Cemetery is currently receiving \$1,030 per season from the Township for maintenance needs. There are a number of stones in need of repair.

## 4.2.5 Union Cemetery

### *HISTORICAL BACKGROUND*

The Methodist Episcopal Church and Cemetery were built on the 7<sup>th</sup> Concession, south of Newington (date unknown). The church was later moved to the north of the United Church parsonage in



1879. These churches shared a minister with several other locations in the area including Berwick and the Lost Village of Mille Roches. The Methodist and Methodist Episcopal congregations later joined together, the same year the church was moved and the Methodists built a new church in Newington (the white church).



A large bell was installed in the steeple which was used to summon help for a fire or during a funeral procession. The original church of the Methodist Episcopal Union Cemetery was later used as a wheelwright shop until it was sold in 1892 to the Baptist Church community of Newington.

The new church of the Methodist community was eventually demolished in 1961, 36 years after the United Church was formed by the joining of the Methodist and Presbyterian churches. This Cemetery highlights the unique story of many religious communities in the area and how some of them have intertwining histories. The Methodist Episcopal Union Cemetery, better known as the Union Cemetery, still highlights the church's original location on Raymond Road.

#### *OVERVIEW OF CEMETERY*

The Union Cemetery is located on Raymond Road, southwest of Newington. It is approximately 3,000 square meters or 0.74 of an acre in size. Its legal description is Part Lot 9, Concession 7 in the former Township of Osnabrock. There are approximately 227 persons buried there. The earliest dated Marker is 1859.

#### *GOVERNANCE*

Because the Union Cemetery is an Inactive Cemetery, no by-laws or regulating documents are required.

#### *FINANCIAL CONDITION*

The Union Cemetery has minimal financial support. The Township has not contributed to maintenance costs to date due to the on-going contribution of Faye Beckstead who has been maintaining the Cemetery in recent years.

#### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Township of South Stormont completes required documentation in response to requests from the BAO. The Union Cemetery has a number of stones in need of repair.

## 4.2.5 Northfield United Church Cemetery

### *HISTORICAL BACKGROUND*

The Northfield United Church Cemetery, better known as the Northfield Cemetery, is located in Northfield, which is just south of Avonmore. This Cemetery was established across from its associated church. The Northfield United Church was built in 1871 with its corresponding Cemetery established across the road. The Northfield United Church closed down in 1958, which is anticipated to be the closing date of the Cemetery as well. However, the church itself served as a community hall until 2004 when it was demolished. This community center was a focal point of the area and was home to many community events during its 46 years of existence. A commemorative sign exists outside of the Cemetery detailing the community hall and remembering its existence. A park now stands in the same area as the old community hall and church grounds to remember what once stood in its place.



### *OVERVIEW OF CEMETERY*

There are nine headstones within the Cemetery, primarily of the Thompson and Wereley families. This Cemetery has also been referred to as the Thompson Burial Grounds, most likely due to the number of Thompson's buried there. The Cemetery is 1,000 square meters or 0.24 of an acre, located on Northfield Road, Lot 35, Concession 9, former Township of Osnabruck. There are approximately 22 persons buried there. The oldest Marker is dated 1872, however, given the age of the Cemetery, it is possible that there may be unmarked graves.



## *GOVERNANCE*

Because the Northfield Cemetery is an Inactive Cemetery, no by-laws or regulating documents are required.

## *FINANCIAL CONDITION*

The Northfield Cemetery has no outside financial support. The Northfield Cemetery is currently receiving \$250.00 per season from the Township for maintenance needs.

## *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Township of South Stormont completes required documentation in response to requests from the BAO. The Northfield Cemetery has a number of stones in need of repair.

### 4.2.6 Stata Cemetery

#### *HISTORICAL BACKGROUND*

A number of Stata ancestors can be found in this area. Stata Road was named after this family's heritage in the area. This small roadside Cemetery is surrounded by the Stata family farm. The Stata Road Cemetery is the final resting place of ancestors of the Stata family and many others as well, including Shaver and Wyatt decedents.



#### *OVERVIEW OF CEMETERY*

The Stata Cemetery is located on Stata Road, between Lunenburg and Newington. It is approximately 598 square meters or 0.148 of an acre in size. Its legal description is Lot 6, Concession 5, in the former Township of Osnabruck. The Cemetery has approximately 24 burials within the grounds,

however given the age of the Cemetery there may be some unmarked graves. The oldest known burial, as indicated on a Marker, dates back to 1829. However, the next oldest Marker is not dated until 1839, which suggests that the Cemetery was a family space, only open to family members.

#### *GOVERNANCE*

Because the Stata Cemetery is an Inactive Cemetery, no by-laws or regulating documents are required.

#### *FINANCIAL CONDITION*

The Stata Cemetery has no financial support. In 2017, the Stata Cemetery maintenance was added as a Township maintenance responsibility; grass mowing is currently provided.

#### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Township of South Stormont completes required documentation in response to requests from the BAO. The Cemetery also has a number of broken stones that are in need of restoration. There are stones currently leaning against the grown up fence line the Cemetery. These stones are quite old and their original location on the grounds is unknown. It is suggested that these stones be placed in a straight line within the Cemetery once they are restored in order to assist with future mowing.

#### 4.2.7 St Andrews West Cemetery (Old)

##### *HISTORICAL BACKGROUND*

The Cemetery in St. Andrews West, along with its church, is one of the oldest in Ontario. It is the resting place for notable individuals such as John Sandfield MacDonald, the first Premier of Ontario, and Simon Fraser, the famous explorer. A replica of the first church, built presumably along with the cemetery circa 1785, can be seen in the original location at the corner of County Road 18 and Highway 138. The second church was



built circa 1801 across the street from the old church and is currently used as the Parish Hall. The third church was built circa 1860 and continues to be used today. Parish burial records date back as early as 1808. The Old St. Andrews Cemetery, along with the stone wall which surrounds the Cemetery, was designated a heritage site. This Inactive Cemetery is a focal point in the village of St. Andrews West and showcases how the community has grown around these churches.

#### *OVERVIEW OF CEMETERY*

The St. Andrews West Cemetery is located on the corner of County Road 18 and Highway 138 across from the new St. Andrews West Church and beside the old St. Andrews West Church. The exact number of burials is unknown, as not all burials were recorded or marked.

#### *GOVERNANCE*

The Catholic Diocese of Alexandria-Cornwall continues to oversee the governance of the old St. Andrews West Cemetery.

#### *FINANCIAL CONDITION*

Support for the St. Andrews West Cemetery is lead and maintained by the Catholic Diocese of Alexandria-Cornwall.

#### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Catholic Diocese of Alexandria-Cornwall, as well as members of the St. Andrews West Church, are currently responsible for the administrative needs of the St. Andrews West Cemetery. The required mowing and ground maintenance is coordinated by the Catholic Diocese of the area.

### 4.2.7 St. George's Anglican Church Cemetery

#### *HISTORICAL BACKGROUND*

The first recorded Interment in the St. George's Anglican Church Cemetery, also known as St. George's Cemetery, was in 1851. The original



St. George's Anglican Church was constructed to the south of the site in 1894 on land deeded to the church on April 29, 1958 by John Gallinger. During the time of the Seaway Project, St. George's was part of St Paul's in Aultsville. When St. Paul's was closed, the decision was to close St. George's and move the congregation to the newly constructed St. Peter's Anglican Church in the new village of Ingleside. The St. George's Cemetery was under the mandate of St. Peter's until it too was closed in 1989. St George's Cemetery became part of the Christ Church in Long Sault and remains so today. In 2009 it was decided that a complete restoration was needed and members of the church community began to raise the necessary funds. Today the Cemetery has been completely restored by the congregation, volunteers and various local businesses.

#### *OVERVIEW OF CEMETERY*

The Cemetery is located on County Road 18 in Gallingertown. It covers approximately 2,152 square meters or 0.53 acres in size. There are 48 standing Markers and 17 Markers in whole or in part which were re-installed lying flat in a raised area. Its legal description is Lot 35, Concession 4 in the former Township of Osnabruck.



#### *GOVERNANCE*

Because the St. George's Cemetery is an Inactive Cemetery, no by-laws or regulating documents are required. Nonetheless, coordination between the families and the church community continues.

#### *FINANCIAL CONDITION*

The St. George's Cemetery has minimal financial support. However, there has been positive fundraising activity with family members and the community in recent years.

### *ADMINISTRATIVE AND MAINTENANCE RESPONSIBILITIES AND NEEDS*

The Township of South Stormont completes required documentation in response to requests from the BAO. They had several stones that were vandalized and/or broken, however were repaired in 2009. Several stones were found within the neighboring field and farmland in parts or in pieces against the fence on the grounds. The total cost of repairs totaled approximately \$12,000, which was raised by descendants of the deceased and the church community. The broken stones, too delicate to fix, were placed in a raised gravel area to showcase them and keep them from further harm. They also purchased a new sign for the Cemetery in 2010.

#### 4.2.8 Willis United Church/ North Lunenburg Cemetery

##### *HISTORICAL BACKGROUND*

The Willis United Church Cemetery, also known as the North Lunenburg United Cemetery and better known as the Willis Cemetery, was established across the road of its associated church. The church was originally Lutheran in 1831-1852 and then sold to the Presbyterian denomination in 1852 until 1925 when it



became United, as the Presbyterians merged with the Methodists. The Willis United Church closed its door in 1959 and merged with the St. Marks United Church of Long Sault (now known as the St. Andrews/St. Marks United Church). The church was demolished in 1959. However, the Cemetery still showcases the original church location in the middle of North Lunenburg.

##### *OVERVIEW OF CEMETERY*

The Willis Cemetery is located on the corner of County Road 12 and North Lunenburg Road east. It is approximately 4,200 square meters or 1.038 of an acre in size. The legal description is Lot 6, Concession 5 in the Township of Osnabruck. There are approximately 260 grave sites within the Cemetery. The earliest known burial is dated 1831. Several stones were moved from their original location, the neighboring farm, into the Cemetery. These burials indicate that there is the possibility that others were buried, with or without Markers, in the surrounding area.

*GOVERNANCE*

Because the Willis Cemetery is an Inactive Cemetery, no by-laws or regulating documents are required.

*FINANCIAL CONDITION*

The Willis Cemetery has minimal financial support and a small account of approximately, \$1,100. On occasion donations are made and deposited into this account.

*ADMINISTRATIVE AND  
MAINTENANCE  
RESPONSIBILITIES AND NEEDS*

The Township of South Stormont completes required documentation in response to requests from the BAO. The Willis Cemetery is currently receiving \$1,030.00 per season from the Township for maintenance needs. This fee is being paid to Roger Shaver and he coordinates the maintenance. The Cemetery also has numerous broken stones that are in need of restoration.



## 5.0 Cemetery Improvement Reserve Fund

In 2016, Council appropriated \$5,000 and created the Cemetery Improvement Reserve Fund for the future maintenance and refurbishment of South Stormont Cemeteries. In 2017, another \$5,000 was allocated for this purpose. The funds are intended for Cemetery operators to access for tasks such as restoring Markers, drainage upgrades, fencing and signage. The fund, to be governed by a policy cited as the Cemetery Improvement Grant, is not intended for regular maintenance activities which includes grass mowing and trimming. The Cemetery Improvement Grant – Standard Operating Procedure, which includes criteria for assistance, requirements for applying, reporting and the associated application form, is attached hereto as Appendix B to the Township of South Stormont Cemetery Master Plan.

## 6.0 Recommendations

### 6.1 Recommendations for Active and Inactive Cemeteries

Based on research, interviews and consultation with stakeholders, recommendations for each Cemetery are described below and have been categorized based on the following:

- a. Immediate: within a twelve month period
- b. Short Term: 1 to 3 years
- c. Mid Term: 3 to 5 years
- d. Long Term: 5 years and beyond

The Director of Corporate Services/Clerk will undertake a full and complete annual review of the following proposed timelines and update accordingly with a report provided to Council at a regular meeting.

<b>Active Cemetery Recommendations</b>		
<b>Cemetery Name</b>	<b>Description</b>	<b>Category</b>
<b>Hillcrest Cemetery</b>	- Forward copy of Master Plan and application for Cemetery Improvement Grant	Immediate
	- Offer support for compilation of records, etc. for archiving purposes	Mid Term
<b>Memorial Hill Cemetery</b>	- Forward copy of Master Plan and application for Cemetery Improvement Grant	Immediate
	- Offer support for compilation of records, etc. for archiving purposes	Mid Term
<b>North Valley United Church</b>	- Forward copy of Master Plan and application for Cemetery Improvement Grant	Immediate
	- Offer support in establishing/updating by-law(s) if required	Mid Term
	- Offer support for compilation of records, etc. for archiving purposes	Long Term
<b>Notre-Dame Cemetery</b>	- Forward copy of Master Plan and application for Cemetery Improvement Grant	Immediate
	- Coordinate with compilation of records (the Township may benefit from this partner)	Mid Term
<b>Pleasant Valley Cemetery</b>	- Forward copy of Master Plan and application for Cemetery Improvement Grant	Immediate
	- Offer support in establishing/updating by-law(s) if required	Mid Term
	- Offer support for compilation of records, etc. for archiving purposes	Long Term
<b>Sandtown Cemetery</b>	- Forward copy of Master Plan and application for Cemetery Improvement Grant	Immediate
	- Offer support in establishing/updating by-law(s) if required	Mid Term
	- Offer support for compilation of records, etc. for archiving purposes	Long Term

<b>Cemetery Name</b>	<b>Description</b>	<b>Category</b>
<b>St. Andrew's West Cemetery</b>	- Forward copy of Master Plan and application for Cemetery Improvement Grant	Immediate
	- Coordinate with compilation of records (the Township may benefit from this partner)	Mid Term
<b>St. Lawrence Valley Cemetery</b>	- Forward copy of Master Plan and application for Cemetery Improvement Grant	Immediate
	- Coordinate with compilation of records (the Township may benefit from this partner)	Mid Term
<b>Inactive Cemetery Recommendations</b>		
<b>Cemetery Name</b>	<b>Description</b>	<b>Category</b>
<b>Cameron Cemetery</b>	Option 1 (this is the preferred option):	Short – Mid Term
	<ul style="list-style-type: none"> <li>- Obtain a right-of-way through private property to gain access from County Road 42;</li> <li>- Transfer property to the Township (this may require a survey) and the cooperation of the existing property owner</li> <li>- Add the maintenance of the Cemetery to the Township's grass mowing contract</li> <li>- Communicate with interested parties for fundraising and maintenance support including compilation of records</li> <li>- Submit an application for access to Cemetery Improvement Grant funds</li> </ul>	
	Option 2:	
	<ul style="list-style-type: none"> <li>- Re-locate Cemetery to alternate location; the BAO has been contacted to verify this is a possibility. The process is complicated and must be coordinated with the Medical Officer of Health and legal services.</li> </ul>	
<b>Dixon Cemetery</b>	- Forward copy of Master Plan and application for Cemetery Improvement Grant	Immediate
	- Offer support for compilation of records, etc. for archiving purposes	Mid Term

Cemetery Name	Description	Category
<b>Dixon Cemetery (continued)</b>	<ul style="list-style-type: none"> <li>- When request is made by community and funds are depleted, transfer property to Township</li> <li>- Add the maintenance to the Township's annual grass mowing contract</li> </ul>	Long Term
<b>Hawn Cemetery</b>	<ul style="list-style-type: none"> <li>- Investigate transfer of property to Township as the Township currently maintains the site</li> <li>- Submit an application for access to Cemetery Improvement Grant funds</li> <li>- Compile existing and collect remaining Cemetery records for archival purposes</li> </ul>	Short Term  Short – Mid Term Long Term
<b>Waterdown Cemetery</b>	<ul style="list-style-type: none"> <li>- Forward copy of Master Plan and application for Cemetery Improvement Grant</li> <li>- Investigate transfer of property to Township as the Township currently maintains the site</li> <li>- Submit an application for access to Cemetery Improvement Grant funds</li> <li>- Compile existing and collect remaining Cemetery records for archival purposes</li> </ul>	Immediate  Short Term  Short – Mid Term Long Term
<b>Union Cemetery</b>	<ul style="list-style-type: none"> <li>- Offer support to current volunteer who is maintaining the site (no compensation is provided)</li> <li>- When request is made by community, transfer property to Township</li> <li>- Add the maintenance to the Township's annual grass mowing contract</li> <li>- Submit an application for access to Cemetery Improvement Grant funds</li> <li>- Compile existing and collect remaining Cemetery records for archival purposes</li> </ul>	Immediate  Short Term  Mid Term  Mid Term Long Term
<b>Northfield Cemetery</b>	<ul style="list-style-type: none"> <li>- When request is made by community, transfer property to Township</li> </ul>	Short Term

<b>Cemetery Name</b>	<b>Description</b>	<b>Category</b>
<b>Northfield Cemetery (continued)</b>	<ul style="list-style-type: none"> <li>- Add the maintenance to the Township's annual grass mowing contract</li> <li>- Submit an application for access to Cemetery Improvement Grant funds</li> <li>- Compile existing and collect remaining Cemetery records for archival purposes</li> </ul>	<p>Mid Term</p> <p>Mid Term</p> <p>Long Term</p>
<b>Stata Cemetery</b>	<ul style="list-style-type: none"> <li>- Investigate transfer of property to Township as the Township currently maintains the site</li> <li>- Submit an application for access to Cemetery Improvement Grant funds</li> <li>- Compile existing and collect remaining Cemetery records for archival purposes</li> </ul>	<p>Short Term</p> <p>Short – Mid Term</p> <p>Long Term</p>
<b>St. Andrews West Cemetery (Old)</b>	<ul style="list-style-type: none"> <li>- Forward copy of Master Plan and application for Cemetery Improvement Grant</li> <li>- Coordinate with compilation of records (the Township may benefit from this partner)</li> </ul>	<p>Immediate</p> <p>Long Term</p>
<b>St. George's Cemetery</b>	<ul style="list-style-type: none"> <li>- Forward copy of Master Plan and application for Cemetery Improvement Grant</li> <li>- Offer support for compilation of records, etc. for archiving purposes</li> </ul>	<p>Immediate</p> <p>Long Term</p>
<b>Willis United Church Cemetery</b>	<ul style="list-style-type: none"> <li>- Forward copy of Master Plan and application for Cemetery Improvement Grant</li> <li>- Investigate transfer of property and funds to Township as the Township currently maintains the site</li> <li>- Submit an application for access to Cemetery Improvement Grant funds</li> <li>- Compile existing and collect remaining Cemetery records for archival purposes</li> </ul>	<p>Immediate</p> <p>Short Term</p> <p>Short – Mid Term</p> <p>Long Term</p>

**NOTES:**

It is important to note that in order to transfer property to the Township of South Stormont, a review is required by the Township's solicitor to ensure the property is transferrable in its current state. For example, a survey may be required. Appropriate annual budget dollars for professional services will establish the rate of these transfers.

In the interim, it will be prudent for the Township of South Stormont to confirm agreements with the existing property owner(s) to continue to maintain Township Cemeteries ensuring appropriate authority and insurance requirements are met.

## 6.2 Operational Recommendations

The objective of the South Stormont Cemetery Master Plan is to support local Cemeteries and to ensure the Township is prepared for the responsibility of the Cemeteries in the future. This may include maintenance, repair, administrative duties and archival recording and storage.

The following recommendations relate to Active and Inactive Cemeteries and are general and community oriented in nature.

<b>Operational Recommendations</b>		
	<b>Description</b>	<b>Category</b>
1.	<p>Create an administrative Cemetery Working Group that will meet annually to consider similar topics, such as:</p> <ul style="list-style-type: none"> <li>- Overview of completion of BAO documents</li> <li>- Cemetery maintenance practices and contractors</li> <li>- Operation of columbarium niches</li> <li>- Organizing Memorial Service(s)</li> <li>- Contacting family members and recruiting volunteer assistance</li> </ul> <p>Township staff will provide report(s) to Council, as required.</p>	Short Term
2.	<p>Follow up with contacts made to United Church of Canada and Anglican Church of Canada with regards to financial support for Inactive Cemeteries.</p>	Immediate
3.	<p>Establish sample by-law(s) and regulating documents. This will assist the smaller Active Cemeteries that do not have by-laws or whose by-laws require updating.</p>	Short Term
4.	<p>Invest in staff training for future Cemetery repair projects. To effectively use the Cemetery Improvement Grant staff will be required to determine best practices with regards to Marker repair, etc.</p>	Mid Term
5.	<p>Engage the Community</p> <ul style="list-style-type: none"> <li>- Host a South Stormont Historical Event in conjunction with the Cornwall Township Historical Society and the Lost Villages Historical Society</li> <li>- Create Interest in our Cemeteries and engage residents with stories of “founding families” through social media and Township advertising</li> </ul>	Short Term
6.	<p>Commence with a Veterans of 1812 Project (Administrative Student Support)</p> <p>The war of 1812 unfortunately does not have accurate service records available to help commemorate those who served. While some service records, pension reports and land registries are available online through the Archives Canada, many who served may not be easily researched. The website, entitled 1812veterans.ca, is filling this gap by honouring those who served with a plaque and the recognition they deserve. This project would be a good way to incorporate Remembrance Day, our community and our Cemeteries. Soldiers in this area who served simply need to be registered and verified by this website to receive their plaque. As a community, we could acknowledge a number of soldiers and invite other community members to conduct research of their own and share their heritage connection to the war of 1812 or others.</p>	Mid Term
7.	<p>Continue to collect, record and archive Cemetery records (Administrative Student Support)</p>	Long Term

## 7.0 Financial Impact

### 7.1 2017 Cemetery Grass Mowing Annual Costs

<b>Maintenance</b>	<b>Cost</b>
Hawn Cemetery	\$360
Northfield Cemetery	\$250
Stata Cemetery	\$400
Waterdown Cemetery	\$1,400
Willis United Cemetery	\$1,030
<b>TOTAL</b>	<b>\$3,440</b>

### 7.2 Potential Added Costs as a Result of Implemented Recommendations

- Annual budget contribution to Cemetery Improvement Grant (\$5,000 per annum)
- Added grass mowing for Cameron and Union Cemeteries (\$2,000)
- Legal research to determine transferability of property; if surveys are required, additional monies are required
- Staff Cemetery related training
- Possible survey to determine right-of-way for Cameron Cemetery access
- Engage the Community Event
- Administrative Summer Student(s)

## APPENDIX A - History of the Cemeteries of the Lost Villages

Along with the 18 Active and Inactive Cemeteries, the Township of South Stormont also has a unique history with 18 other Cemeteries namely, the Lost Villages of Mille Roches, Moulinette, Dickinson's Landing, Wales, Farran's Point and Aultsville, which were flooded as part of the St. Lawrence Seaway and Hydro Project of 1954 to 1958. The purpose was to inundate the villages in order to widen the St. Lawrence River and allow large ships to pass through with ease between Toronto and Montreal. During this project, numerous Cemeteries and families were given the option whether to leave those buried on the land and only relocate their gravestones or relocate the entire gravesite to the new Cemetery of St. Lawrence Valley Cemetery, which is located between the two new towns of Ingleside and Long Sault. In either case the gravestones were moved to the new location. In cases where families chose to leave the remains undisturbed or if they were unable to be relocated, a layer of several feet of heavy stone was laid over the graveyards to prevent erosion from the river currents post-flooding that would unearth any of the unmoved remains. Out of the 18 Cemeteries from the Lost Villages, approximately 15 were moved to the new location overlooking the water. The remains in these Cemeteries showcased a rich history of our area which including several battles. The unveiling of the new St Lawrence River in 1957 showcased the beginning of the new towns of Ingleside and Long Sault while also saying farewell to the past villages and communities that were established there.

The towns inundated by the St. Lawrence Seaway and Hydro Project are a part of the unique history of the Township of South Stormont. Thanks to the assistance of the Lost Villages Historical Society, we have been able to provide the history and profile of the 12 Cemeteries that were in the former Townships of Osnabruck and Cornwall. However, these 12 Cemeteries were not the only ones affected, 6 Cemeteries from the Williamsburg and Matilda Townships were also among those involved. Many of the Cemeteries from the old villages and hamlets, did not keep in depth records of burials. Fortunately, before the inundation, many stones were transcribed and compiled in a record book before being relocated. This book also notes that previous methods of grave marking, including wooden slabs and roughly shaped stones, were often

crudely scratched and hard to decipher. However, these Markers and Cemeteries assist in telling the story of our community, which has ancestors that fought in numerous wars including the American War of Independence, the War of 1812-1814 and the Rebellion of 1837-1838. These Cemeteries were established within the late 18<sup>th</sup> and early 19<sup>th</sup> centuries, many by the United Empire Loyalists. The 12 Cemeteries from the former Townships of Osnabruck and Cornwall are:

Osnabruck:

- Old United Church Cemetery, Aultsville
- New United Church Cemetery, Aultsville
- St. Paul's Anglican Cemetery, Aultsville
- Woodlands West Presbyterian Cemetery, Woodlands
- Woodlands East Cemetery, Woodlands
- St. David's Anglican Cemetery, Wales
- St. Mark's United Cemetery, Wales
- Our Lady of Grace Roman Catholic Cemetery, Dickinson's Landing

Cornwall:

- Christ Church Anglican Cemetery, Moulinette
- Moulinette United Church Cemetery, Moulinette
- United Church Cemetery, Mille Roches
- Trinity Anglican Cemetery, Cornwall

The following biographies were provided by the book: "Data on Existing Cemeteries in the United Counties of Dundas and Stormount Affected by the St. Lawrence Power Project", by James A. Smart, O.B.E for the Hydro-Electric Power Commission of Ontario. April 1956.

**OSNABRUCK**

**Old United Church Cemetery, Aultsville**

The above Cemetery, located close to the Village of Aultsville, on the east half of Lot 34, Concession 1, Osnabruck Township, has been inactive during the past twelve years and only seven burials have taken place in the last thirty-five years. Burials which have taken place were in old family plots of long standing. There is not much on the ground to indicate the date of its establishment. The earliest date on a monument is 1849, but old residents claim it to be one of the early burying grounds in the district, probably back

the 1830s. In all probability numerous early burials took place in the last century but were never marked or the Markers have since disappeared. No proper records are available but from the recent tabulation undertaken from existing legible monuments, there are at least 87 graves commemorated by 50 monuments. Various denominations are represented in the burials which have taken place in the past but it would seem that the majority were of the Methodist persuasion, hence it is now being designated as under United Church authority. The area comprises of approximately 0.5 of an acre. This Cemetery was relocated to the St Lawrence Valley Cemetery.

### **New United Church Cemetery, Aultsville**

This Cemetery is one of the larger active Cemeteries on the St. Lawrence River affected by the St. Lawrence Project. It was established early in the 19th century and used by various Protestant denominations but mainly considered Methodist. From its use as a burial ground in the 1830's, the greater number of burials have taken place since the beginning of the present century. This Cemetery is located on the south part of the east half of Lot 34, Concession 1, former Township of Osnabruck, County Road No. 11, a short distance north of County Road No. 2 and the village of Aultsville. The area of approximately 1.35 acres is laid out in a regular plot system. The Cemetery was relocated to the St. Lawrence Valley Cemetery. There are 229 monuments commemorating 427 burials.

### **St. Paul's Anglican Cemetery, Aultsville**

This Cemetery is located at the rear of St. Paul's Anglican Church on the north side of County Road No. in the village of Aultsville. The area of the Cemetery property is approximately 1.62 acres of the east half of Lot 32, Concession 1, former Township of Osnabruck. The present St. Paul's church building was erected in 1887. Cemetery records do not indicate the date the Cemetery was legally established, but it would appear that it antedates the building of the present church by about 25 years. The earliest burial indicated on existing stones is 1864. There have been 182 burials, marked by 90 monuments but of the total burials only 42 took place up to 1900. This site, together with that of the church property, is at the 235 contour and consequently was completely inundated with the raising of the St. Lawrence River water level. The Cemetery was relocated to St. Lawrence Valley Cemetery with the permission of the Anglican Church.

### **Woodlands West Presbyterian Cemetery, Woodlands**

The Woodlands West Cemetery came into use about the middle of the last century, the earliest recorded date appearing on a headstone is 1848. It would seem that at that time the old Cemetery of Woodlands East was nearing its capacity, necessitating additional burial grounds for the Woodlands district. At the present time, the Cemetery is in two sections, the western section being part of the south part of the east half of Lot 21, Concession 1 with the larger area, while considered Presbyterian, is not connected with a church and persons of other Protestant denominations secure plots in it. The Stubbs family were responsible for the organization of this section, and their intention was that plots could be secured by persons of other Protestant denominations. The Board of Trustees of the western section are independent of church authority. The eastern section, being a part of the south part of the west half of Lot 20, Concession 1, was an area set out contiguous to the western section by an agreement dated 7<sup>th</sup> of February, 1931, between Leon John Eamoe, owner of the property, a resident of the United States, and the Trustees of St. John's Presbyterian Church, Farran's Point. The agreement specifies that the church trustees subdivide the land into suitable plots for burial and dispose of them at a reasonable price and pay Leon John Eamoe, his heirs, executors and assigns half of the proceeds from each and every sale. The remaining half was to be used for the improvement and maintenance of St. John's Church, Farran's Point. The total area of Woodlands West Cemetery is approximately 2.5 acres, 2 acres in the west section and 0.5 acres in the east section. The total of 626 graves are commemorated by 251 monuments, with 520 graves and 206 monuments in the west section and 106 graves and 45 monuments in the eastern section. Many of the plot owners have contributed to the perpetual care in the western section, but in the eastern section it is mainly through private arrangements. However, the Cemetery, for the most part has been well maintained. This Cemetery was relocated to St. Lawrence Valley Cemetery.

### **Woodlands East Cemetery, Woodlands**

Historical information of the Woodlands East Cemetery is meagre but from what information is available it is recognized that this burial ground came into use in the final decades of the 18<sup>th</sup> century. It is however certain that it was in use when the first church was opened on the 9<sup>th</sup> of August, 1795, built conjointly by the Lutherans and Presbyterians near the Cemetery site. In

addition to Lutheran and Presbyterian services, the Church of England also had the privilege of holding services in this early established church. The Woodlands East Cemetery therefore became the burial place for members of the Presbyterian and Anglican faiths and no doubt in the early days members of the Lutheran Evangelical faith also buried their dead in this Cemetery.

The congregation of St Matthew's Presbyterian and the Anglican Church both maintain the area. The whole area is taken up by family plots but very few burials have taken place in recent years. This Cemetery is the resting place of many original settlers of the St. Lawrence Valley. The earliest legible date on a headstone is 1808, John Brownell, born 1764. A few headstones which have deteriorated to the extent that the inscriptions are not decipherable no doubt antedate the above burial. On the other hand, there are in all probability graves of the earliest days where the Marker or headstone has, through the ravages of time, completely disappeared. Almost every family name of the original records of settlement is represented. The area of this Cemetery is approximately 1.25 acres in the south part of Centre Commons and the south part of the east half of Lot 19, Concession 1, of the former Township of Osnabruck. There are 359 monuments commemorating 600 burials, plus an unknown number of graves not marked and the location is not known. This Cemetery has been relocated to the St. Lawrence Valley Cemetery.

### **St. David's Anglican Cemetery, Wales**

From records and information available on monuments, it would appear that this burial ground was in use about the middle of the 19<sup>th</sup> century. The first recorded burial is August 31, 1894; the earliest marked grave is 1849. There may have been other burials during this early period which were not marked or recorded. There are 317 known graves marked by 126 monuments and 58 wooden crosses. This Cemetery is located on a narrow strip of land between the old Wales Road and Hoople Creek in part of the east half of Lot 8, Concession 1, former Township of Osnabruck. The area used for burial purposes is 0.75 acre, with about the same acreage in a steep bank to the edge of Hoople Creek, which land supports to a mature growth of white pine, giving the Cemetery a very attractive appearance. This Cemetery was relocated to St. Lawrence Valley Cemetery.

### **St. Mark's United Cemetery, Wales**

This Cemetery is located on part of the east half of Lot 8, Concession 1, former Township of Osnabruck, was originally established in 1920; the date of the deed from James Martin to St. Mark's Presbyterian Church. The original trustees were J. D. Colquhoun and Allan Grant. It was to be known as the Eaton Memorial Cemetery, but it appears that this title has not been used. The area in use at the present time, fenced, and carefully maintained is 0.33 acre, although the ground owned for Cemetery purposes is approximately 2 acres in extent. In 1925, the congregation of St. Mark's joined the union of churches, which became the United Church of Canada. The first recorded burial was in 1923, although there appears to have been two previous burials in 1921- Emma Love McAndrews and Arthur C. Markell. There is a total of 15 monuments representing 35 graves. This Cemetery was relocated to the St. Lawrence Valley Cemetery.

### **Our Lady of Grace Roman Catholic Cemetery, Dickinson's Landing**

During the period of construction of the canals, 1834-1842, to overcome the Long Sault rapids and of enlargement from 1876 to 1904, there was an influx of labour brought into the district for work on the canal. This prompted the necessity for the establishment of church missions in the area. St. Columban's Roman Catholic Church in Cornwall, during this period, built a small chapel and provided for a burying ground on a parcel of land which was part of the Ryan farm, Lot 5, Concession 1, former Township of Osnabruck. The chapel and Cemetery were in use from 1834 to 1863. In 1863, Our Lady of Grace Church, located in Dickinson's Landing, Lot 7, Concession 1, was completed, with a new burial ground on the same property, and both church and Cemetery have been in continuous use since then.

It would appear that many of the remains and headstones were removed from the original Cemetery during further construction in widening the Cornwall Canal from 1876 to 1904. No doubt many of these graves never had durable Markers and cannot now be definitely located or identified. The original Cemetery on Lot 5 opposite Lock 21, Cornwall Canal, is completely cleared of headstones or other types of Markers and this burial ground can be considered as deserted. In fact, the area has for years been used as farmland. That part of the church property in use for the Cemetery is approximately 0.76 acre. The tabulation of graves and monuments indicates 55 monuments and 155 graves, including a number of known graves without Markers. No

doubt there have been many other burials unmarked and not recorded by the church authorities, so the total burials in this Cemetery may be many more than commemorated by the present headstones. This Cemetery was relocated to the St. Lawrence Valley Cemetery.

## **CORNWALL**

### **Christ Church Anglican Cemetery, Moulinette**

Christ Church Anglican Cemetery came into use about edifice in the St. Lawrence River about 1824 and is located within the site of Christ Church, the oldest St. Lawrence Project. The church was built in 1836 on property donated by Mr. Adam Dixson who died and was buried in the adjoining Cemetery in 1837. The late Mr. Dixson was largely responsible for the building of the church and the laying out of the Cemetery. The church fronts on the river, south of County Road No. 2. Originally it faced on the old King's Highway, since obliterated. The whole church and Cemetery area, on part of the south part of Lot 32, Township of Cornwall Township, has been well maintained, largely under perpetual care donations.

There are 322 graves and 161 monuments within the area including the Cemetery and is approximately 2.5 acres, all subject to flood. A point of special interest in connection with this property is the old church associated with the Cemetery. As mentioned above, the church was constructed in 1836 and with minor improvements, the main body of the building, exclusive of the chancel, is the original construction and is patterned on the type of architecture for rural and small village churches of colonial days. Furthermore, it is the oldest church building and cannot be preserved by moving it to a new site to be continued as a regular rural parish church, or located within the proposed Historic Centre in Crysler's Farm memorial park of the Ontario-St. Lawrence Development Commission for periodical use for special religious services. This Cemetery was relocated to the St. Lawrence Valley Cemetery.

### **Moulinette United Church Cemetery, Moulinette**

This Cemetery is one of the oldest burial grounds on the St. Lawrence front. There is every indication that it was laid out originally in an orderly plan but information of its very early history is not available. However it is apparent that burials took place in the latter two decades of the 18<sup>th</sup> century. The earliest legible date on a monument is 1799 but there are a number of very old weathered stones which possibly are of earlier burials. Use of any

Cemetery on the St. Lawrence front, if established by the first settlers, would not come into frequent use in the 1780's and 1790's except on the decease of the older generations, grandparents and elderly persons accompanying their descendants to the new country. The burials with dates of the first half of the 19<sup>th</sup> century are those of the pioneers responsible for the early development of the St. Lawrence Valley. The Moulinette United Church Cemetery, originally a Wesleyan Cemetery, is associated with and administered by a board of trustees of St. Andrews United Church. The present church building was constructed in 1871. This Cemetery is located on the east half of Lot 31, Concession 1, Township of Cornwall, and in the Village of Moulinette. The area is approximately 1.1 acres. There are 239 monuments commemorating 411 graves. This Cemetery was relocated to the St. Lawrence Valley Cemetery.

### **United Church Cemetery, Mille Roches**

There is no authentic record as to when this roadside Cemetery was established. At one time, on the same site there was a frame building of the Methodist Church. This was removed to the site of the present United Church in the village of Mille Roches and serves as a church hall for that church. This Cemetery is located on the south part of the east half of Lot 26, Concession 1, former Township of Cornwall. An area of about 0.5 acre is in use, but the parcel of land on which the Cemetery is located has an additional area of about 1.5 acres. The site is immediately north of County Road No. 2 at the east end of Mille Roches Village. There are 47 monuments representing 97 known burials. The earliest dates on monuments are 1879, 1883 and 1889. This Cemetery was relocated to the St. Lawrence Valley Cemetery.

### **Trinity Anglican Cemetery, Cornwall**

The Trinity Church Cemetery Board and church authorities have agreed to the rehabilitation of their Cemetery in the Anglican section of the proposed Union Cemetery north of Wales. Trinity Church is also known as the Whitney Memorial Church. The present stone church was constructed in 1902 at the expense of the late E.C. Whitney as a memorial to his mother and father, replacing the earlier rebuilt frame church. His brother, Hon. Sir James Pliny Whitney, Premier of Ontario, 1905-1914, died in 1915 and is buried in this Cemetery. His grave is marked by an imposing monument erected by the Ontario Government. Also, still in good preservation, is a stone, 1800, marking the grave of the Hon. John Munro, a member of the first legislative government of Upper Canada, and who was a Captain I of the King's Royal

regiment of New York in the War of Independence. There are other old stones marking burials in the late 18<sup>th</sup> century.

### **THE PIONEER WALL MEMORIAL**

Despite the numerous graves that were moved to the new Cemeteries of Maple Grove and St. Lawrence Valley Cemeteries, several graves were untouched and left in their original spot with the necessary precautions to avoid any resurfacing. The stones of the undisturbed graves were moved to a new location which would protect and preserve them from the effects of the inundation. It was decided that these stones would be placed in a commemorative wall near another monument commemorating the battle at Crysler's Farm and War of 1812. This wall, the Pioneer Wall, is now located beside Upper Canada Village, east of Morrisburg. The Pioneer Wall has mounted tombstones into the wall which ensures that these old stones are preserved from harm. This set-up also allows visitors to mourn and view the stones, as they are all eye-level and off the ground. Surrounding the walls are trees and gardens that add to the serenity of the area. There is a plaque located on a rock beside the garden that acknowledges the Pioneers of our area who helped establish this land.



	<b>TOWNSHIP OF SOUTH STORMONT</b>	<b>Appendix B to Cemetery Master Plan</b>
	<b>Section: Corporate Services</b>	
	<b>Subject: Cemetery Improvement Grant – Standard Operating Procedure</b>	<b>Date of Origin: October 25, 2017</b>

**CORPORATE STATEMENT**

To provide a fair and consistent procedure for the distribution of funds specifically for improvements to Cemeteries located within the Township of South Stormont.

**BACKGROUND**

The Township acknowledges that there are eighteen Active and Inactive Cemeteries in the Township that require on-going care and maintenance. Typically these Cemeteries are maintained by local residents or not-for-profit organizations.

**DEFINITIONS**

- “Active” means accepting new interments and/or scatterings
- “Cemetery” means land that has been set aside for the interment of human remains and/or a mausoleum or columbarium intended for the interment of human remains.
- “Township” means the Township of South Stormont
- “Inactive” means not accepting new interments and/or scatterings
- “MFIPPA” means the Municipal Freedom of Information and Protection of Privacy Act, RSO 1990, c.M. 56.

**FUNDING SOURCES**

The Township may budget annually to assist local organizations to assist with improvements to Cemeteries located within its geographic area. Donations and payments as a result of a Care and Maintenance Account shall be transferred to the Cemetery Improvement Reserve.

These funds, known as The Cemetery Improvement Grant funding allocation will be financed through general revenue or such other sources as may be determined by Council.

**CRITERIA FOR CEMETERY IMPROVEMENT GRANTS/ASSISTANCE**

Applicants seeking funding must complete an Application for a Cemetery Improvement Grant, attached hereto as Schedule “A”.

The Township may submit, or budget accordingly, an application for funding to improve Cemeteries within their care and control and at the discretion of Council.

Applications will be received for improvements and/or repair to a Cemetery, including but not limited to, stone refurbishment, landscaping repair and fence repair. Funds are not available for regular maintenance costs. Should this be the case, alternate

arrangements may be considered. Cemetery operators are encouraged to contact the Corporate Services Department for additional information.

Applications can be made up to a maximum of \$5,000 per Cemetery per year.

Applications for a Cemetery Improvement Grant must include:

- Cemetery name and legal location/civic address;
- Total budget for the program or project;
- Program and objectives;
- A minimum of two cost estimates;
- 2 prior years financial statements;
- Funding received from the Township in previous years.

Applications are to be submitted to the Corporate Services Department by October 31 of each year in advance of the following year's budget for consideration.

Applicants are encouraged to indicate if they anticipate asking for funding for the same project in subsequent years.

The Director of Corporate Services/Clerk, Director of Parks and Recreation and CAO will review applications and based on available funding, number of applications received, demonstrated need and existing funds, a recommendation will be prepared for Council's consideration and approval.

### **REPORTING**

Grant recipients are expected to meet the following responsibilities to receive the anticipated funds:

1. An authorized representative of the Cemetery must sign the application and accept responsibility for funds received; and
2. Complete an Acknowledgement of Compliance as per Schedule "B" and attach applicable photos and invoices as a final report before December 31 of the year in which the funding was received.

### **RECOGNITION REQUIREMENTS**

All grant recipients must publicly recognize the contributions of the Township of South Stormont for their project.

**Schedule "A"**

**TOWNSHIP OF SOUTH STORMONT**

**Cemetery Improvement Grant Application**

Please ensure that you provide full, complete and clear answers to the questions on this form. Failure to provide the required information may result in your organization being ineligible. Missing or unclear information may result in the application being delayed or rejected.

Use a combination of this form and support sheets as appropriate. Please label your attachments according to the section it relates to.

**Part A- Community Agency/ Organization Information**

Name of Community Organization:

Contact Person

Telephone No:

Email:

Mailing Address

Website (if applicable)

**Part B- Care and Maintenance Fund Analysis**

As part of the required screening process, the Township of South Stormont would like to know what funds are available to the associated Cemetery and if there is a Care and Maintenance Fund established. This information will not be shared to any third-party and used only to ensure that the grant money is used for Cemeteries in need of funding.

\$ \_\_\_\_\_

**Part C- Grant Request**

**Purpose of Grant**

Please explain what this grant would be used for and how this grant would benefit the Cemetery.

**Amount of Grant Request:**

\$ \_\_\_\_\_

Has this Cemetery received any money from the Township in previous years?

Yes

No

If yes, please indicate how much was received by the Organization:

\$ \_\_\_\_\_

Part D- Signature of Authorized Official(s)

Signed on behalf of authorized officials acting for the Cemetery

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

NOTE: The release of all funds is contingent upon the Township of South Stormont receiving a copy of your financial statements for the previous year. If your financial statements do not clearly identify a need for the funding request, applications will be denied. If adequate financial statements cannot be supplied or a Care and Maintenance Fund or Account does not exist, please indicate so in the section above.

Submit the completed application and supporting documentation by mail or email to:

Township of South Stormont  
Attention: Director of Corporate Services/Clerk  
2 Mille Roches Rd  
Long Sault, ON  
K0C 1P0

Email : [info@southstormont.ca](mailto:info@southstormont.ca)

**Schedule "B"**

**TOWNSHIP OF SOUTH STORMONT**

**Acknowledgment of Compliance**

Return completed form to:  
Township of South Stormont  
Attention: Director of Corporate Services/Clerk  
2 Mille Roches Road  
Long Sault, ON K0C 1P0

Cemetery Improvement Grant

Acknowledgment of Compliance

Name of Organization:

Project

Amount of Grant:

I certify that the following information is true and correct:

- The entire grant was used for the purpose stated in Schedule "A" of the original conditional grant agreement without material alternation.
- The grant was expended and the work was completed by December 31 of the current year.
- The Organization did not use any portion of the grant to pay for any item not associated with the project.
- The Organization did not use any portion of the grant to pay for work done or materials obtained before the original conditional grant agreement was approved by the Township.
- The grant was \$5,000 or less. Attached is a short report that outlines the various benefits realized by the project for the Community.

Signature of Authorized Official(s)

Signed on behalf of authorized officials acting for the Cemetery

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date