



LANDS AND ESTATES DEPARTMENT

Land Use Planning Work Plan 2019/2020

MOHAWK COUNCIL OF KANEHSATAKE
681 St. Philomene,
Kanehsatake, Quebec
J0N 1E0

Work Plan – Cemetery Re-design and Possible Policy

I. Needs/Problems

In October 1997 the Kanehsatake Pine Hill Cemetery expansion project commenced. The following undertakings took place:

- Tree clearing, stump clearing, making of roadways, building of Gazebo and shed, grass planting, and mapping of the new area into a 700 plot cemetery. (Proposed Development of New Cemetery – Based on Plan BM-97-8380 – Appendix B)
 - Since 1997 Kanehsatake Community members began using the Cemetery, burying their loved ones, in plots chosen by the families.
 - The mapping of the area (map mentioned above) did not take into consideration the existing trees on the site and their root systems. This ultimately diminished the number of plots in the cemetery considerably. In fact, the number of plots created according to the surveyor was to be 700 plots. Due to the oversights of trees, root systems, and actual gravesites, the number of actual plots has dwindled to approximately 450 potential vacant plots.
 - Community members began using the cemetery in May 1995 (although the cemetery project was not yet ratified) As a result of the original mapping oversight of trees, and root systems community members were buried as per family's wishes, with all due respect, however in doing so, necessary plot management of future families was not considered. This practice ultimately resulted in graves not properly allotted and dug for the best use of space, coupled with the best navigation for necessary machinery for digging the forthcoming gravesites.
 - In the 15 years since the cemetery's inception, the need for more tree stump clearing and tree cutting has presented itself, due to wind storms tree disease and the general life cycle of the trees. Failure to do this without delay will continue to result in lost burial space, as well as the possibility of disturbing established gravesites if removal of stumps is deferred.
 - For the reason that the initial mapping did not consider the trees and root systems, the plots are vastly inaccurate. A complete re-mapping of the cemetery is essential in order to ascertain the actual number of plots, determine and take inventory of the existing gravesites, in order to reach a plot allotment process with suitable methodology. The end result of these steps will be to have an allotment process coupled with a cemetery policy which will be ratified by the community of Kanesatake which will be followed and respected by all community members.

II. Goals/Objectives

The goals and objectives of this initiative are to have our cemetery cleaned properly (stump removal, reorganize trees) in order to achieve more ground space. It is also our objective to have the cemetery have a field survey, projected parcelling plan, and staking and data base conception with the purchase of the data base software to be purchased by the Mohawk Council of Kanehsatake.

Following all of the steps above the Lands Manager of the Mohawk Council of Kanehsatake will input, allot, and manage the software with proper interaction with community members and Chief and Council. In the event of unforeseen circumstances that the Lands Manager cannot fulfill these duties, the Housing and Infrastructure Manager will execute this mandate.

- Following the exercise of inventory, re-mapping, and data system applications, the needs for an expansion will be certainly necessary for this project to be a sustainable one. This section will be submitted under separate proposal.
- Goal 1 – Cemetery Clean up
- Goal 2 – Re-mapping
- Goal 3 – Computerized Data Base
- Goal 4 – Expansion of Cemetery

OBJECTIVE ONE	ACTIONS/TACTICS	RESPONSIBILITY	TIME FRAME
Cemetery Clean up	-Clear Dying bushes / Trees / Stumps -Movement of shed	Amanda Simon Public works Third party company	May-June 2019 Two months to Complete

OBJECTIVE TWO	ACTIONS/TACTICS	RESPONSIBILITY	TIME FRAME
Survey interior/exterior of existing cemetery according to occupation	-Contact NRCan for plan of occupation -Contact Pascal for internal survey to me conducted -Survey land with GPR or other technology to locate unmarked graves -Re Map Cemetery and allot plots in accordance with new plan -Expanded cemetery if possible	Amanda Simon Surveyors NRCan	June 2019 One month to Complete

OBJECTIVE THREE	ACTIONS/TACTICS	RESPONSIBILITY	TIME FRAME
Inventory existing graves / assign serial number to all located graves Expand	-Go through old documentations to create charts to add into software -Walk Cemetery with Roy/ Public Works to help identify graves and placement, Assign numbers to all existing visible graves -identify location to expand and do so if possible	Amanda Simon Paige O'Brien Roy Rennie Public Works	May-July 2019 Two months to complete

OBJECTIVE FOUR	ACTIONS/TACTICS	RESPONSIBILITY	TIME FRAME
Place Data in software	-Place new lots and existing graves in system -Have reserved plots recorded	Amanda Simon Paige O'Brien	August-September 2019 One Month to complete

III. Procedures/Scope of Work

It is the intention of the MCK to have the Cemetery cleaned as a first priority. This will be done through the hiring a third party company who will have the mandate of removing the existing tree stumps and the cutting of the trees.

The recruitment of a certified surveyor will be necessary to re-map the cemetery in its entirety. I have contacted a company who can then use these findings to create the data base for inventory and proper plot allotment.

Following careful selection of our needs and criteria, coupled with best price considerations the financial section of this proposal reflects the surveyor with the best price.

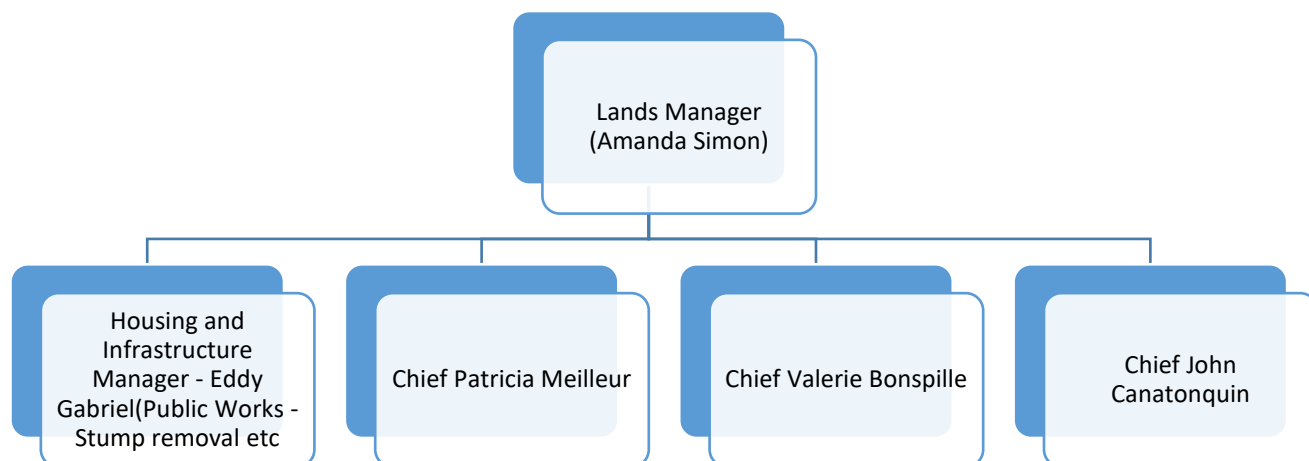
Timetable

The expected timetable for the project is as follows, and has been broken into phases.

	Description of Work	Start and End Dates
Phase One	Removal of Stumps Relocation of shed, and trees and shrubs	May 1 st , 2019- One Month to complete if weather permits
Phase Two	Field Survey (initial) Preliminary Plan Staking (upon approval of preliminary plan) Data base conception	3 days to complete Two weeks to complete 3 days to complete One Month to complete
Phase Three	Software purchase, inventory update etc.	Two Months to complete

IV. Key Personnel

Below is a list of the key personnel needed for the completion of this project.



V. Cemetery Policy

The progress of this project will require beginning a Cemetery Policy

Your attention to this report and request is appreciated.

Best Regards
Amanda Simon
Certified Lands and Estates Manager