

The Corporation of the City of Kawartha Lakes

Committee of the Whole Report

Report Number PRC2019-004

Date: March 19, 2019

Time: 2:00 p.m.

Place: Council Chambers

Ward Community Identifier:

Title: Kawartha Lakes Cemetery Board

Description: 2018 Annual Report and Proposed Work Plan for 2019

Author and Title: Cathy Sleep, Cemetery Administrator

Recommendation(s):

That Report **PRC2019-004, Kawartha Lakes Cemetery Board 2018 Annual Report and Proposed Workplan for 2019**, be received;

That the 2018 Annual Report of Kawartha Lakes Cemetery Board be received; and,

That the Kawartha Lakes Cemetery Board 2019 Work Plan be approved; and,

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

The Kawartha Lakes Cemetery Board has a membership of 6 (six) consisting of 5 members of the public and 1 Council representative. Each member appointed by Council for the term of Council to:

- Prepare an annual written report to Council including the Board's achievements from the previous year and presenting the current year's work plan
- To provide advice and guidance to Council through the Community Services Department on matters pertaining to policies, practices and programs related to municipal cemeteries.

Rationale:

This report supports the mandate of the Kawartha Lakes Cemetery Board by providing advice on cemetery services.

The workplan attached is for Special Projects. The Board also works with the City Cemetery Administrator to ensure regular maintenance of the City cemeteries and to ensure the City is operating within the Funeral, Burial and Cremation Services Act (FBCSA). They are governed by By-Laws and a Terms of Reference which identifies roles and responsibilities and are attached (Appendix B).

Other Alternatives Considered:

Cremation Lots have been available at Lake View and Pine Grove Cemeteries for many years. The Board determined that there is a market for cremation lots at other sites.

The goal for 2018 included the conversion of regular cemetery lots to cremation lots at Bexley, Burnt River, Coboconk, Dalrymple, Kinmount, Mud Lake, Sadowa, South Valentia and St. Thomas' Cemeteries.

Detailed Plans showing the newly converted lots at each site were filed with the Bereavement Authority of Ontario (BAO) on February 9, 2018. The lots became available for sale as of March 11, 2018.

Financial/Operation Impacts:

85 Regular Lots were converted to 168 Cremation Lots. The newly created lots will extend the life of cemeteries by increasing their capacities.

The revenue from the sale of 2 cremation lots exceeds that of 1 regular lot thereby increasing operating revenues and care and maintenance account deposits.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The recommendations within this Report contributes to the Council Adopted Strategic Plan. It can identify one of the Goals, namely:

- Goal 2 – An Exceptional Quality of Life

Link to Strategic Plan

<http://links/corpdocs/Corporate/2016%20Strategic%20Plan%20-%20City%20of%20Kawartha%20Lakes.pdf?Web=1>

Consultations:

Kawartha Lakes Cemetery Board
Bereavement Authority of Ontario

Attachments:

Appendix A – 2019 Kawartha Lakes Cemetery Board Proposed Work Plan



Committee Workplan
2019 Kawartha Lakes

Appendix B – Kawartha Lakes Cemetery By Law and Cemetery Board Terms of Reference



PRC2019-004
Appendix B.pdf

Department Head E-Mail: cshanks@kawarthalakes.ca

Department Head: Craig Shanks

Department File: