



## Committee of the Whole Report

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**Report Number:** CEM2021-001  
**Meeting Date:** March 9, 2021  
**Title:** Kawartha Lakes Cemetery Board Annual Report and 2021 Work Plan  
**Author and Title:** Patricia Wykes, Cemetery Administrator

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### Recommendation(s):

**That** Report CEM2021-001, Kawartha Lakes Cemetery Board Annual Report and 2021 Work Plan, be received; 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:**

At the Council Meeting of March 10, 2020, Council adopted the following resolution:

**CW2020-048**

6.1.2 CEM2020-002

**Kawartha Lakes Cemetery Board Annual Report and 2020 Work Plan**

Cathy Sleep, Cemetery Administrator  
Council Representative - Councillor Yeo

**CW2020-048**

**Moved By** Councillor Yeo

**Seconded By** Councillor Dunn

**That** Report CEM2020-002, **Kawartha Lakes Cemetery Board Annual Report and 2020 Work Plan**, be received; and

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

**Carried**

The Kawartha Lakes Cemetery Board was established on December 11, 2018 to replace the former Joint Cemetery Board to advise on City of Kawartha Lakes cemetery services such as Decoration Days, the sale of cemetery services and the provision of cemetery maintenance.

The Terms of Reference (2018) for the Kawartha Lakes Cemetery Board stipulate that one annual report be written to Council by the end of Q1 each calendar year reporting the Board's achievements from the previous year and presenting their upcoming work plan for the current year.

This report addresses that annual requirement.

## **Rationale:**

In 2020 the Kawartha Lakes Cemetery Board recommended and accomplished the following:

- Develop a Standard Operating Procedure for regular Cemetery Maintenance

Other 2020 recommendations included:

- Creation of a work/storage area to provide a screened on-site location for material storage at one active cemetery per year
- Install bench pad and benches at Mud Lake and Dalrymple Cemeteries (one bench at each site)

Due to COVID19 restrictions, priorities were redirected towards critical and essential services which disrupted the work flow in 2020. The recommendations that were not accomplished will serve as the work plan for 2021. The Kawartha Lakes Cemetery Board meetings will resume when it is safe to do so and at that time, further recommendations for 2021 may be discussed.

The destruction to the Kinmount Cemetery caused by the tornado in August 2020 channelled efforts toward clean up and restoration of this site. To date, all downed trees have been removed, new trees are planted, fences repaired and a contract has been awarded to repair damaged monuments and foundations. The monument and foundation restoration will begin first thing in the spring of 2021.

## **Other Alternatives Considered:**

No other alternatives are recommended.

## **Alignment to Strategic Priorities**

The recommendations within this Report contribute to the Council Adopted Strategic Plan. They identify with:

- Goal 2 – An Exceptional Quality of Life - by increasing the beautification efforts in the municipal cemeteries
- Goal 4 – Good Government – by ensuring municipal assets are well maintained and well managed and by promoting continuous improvement to Make It Better in all service areas

**Financial/Operation Impacts:**

Costs associated with Work Plan recommendations are addressed by existing Cemetery and Parks budgets. Cemetery Administration office has moved from 9 Grandy Rd in Coboconk to join other PRC administration at 50 Wolfe Street in Lindsay.

**Consultations:**

Manager of Parks, Recreation, and Culture

Supervisor of Parks and Open Spaces

**Attachments:**

N/A

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**Department Head:** Craig Shanks, Director of Community Services