

The Corporation of the City of Kawartha Lakes

Council Report

Report Number CS2017-014

Date: June 27 2017

Time: 2:00 p.m.

Place: Council Chambers

Ward Community Identifier: Fenelon Falls (6)

Subject: Fenelon Falls Cemetery Financial Aid Request

Author Name and Title: Craig Shanks, Director of Community Services

Recommendation(s):

RESOLVED THAT Report CS2017-014, **Fenelon Falls Cemetery Financial Aid Request**, be received; and,

THAT Council approves a financial aid contribution to the Fenelon Falls Cemetery Board in the amount of \$20,000.00 for 2017 for the purpose of providing a \$10,000.00 operating grant and a one-time \$10,000.00 replenishment of their Perpetual Care and Maintenance Fund.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the Special Council Meeting of April 11, 2017 Council adopted the following resolution:

CR2017-303

THAT the presentation by Dianne Seniuk representing the Fenelon Falls Cemetery Board, regarding consideration for a new Operating Agreement, be received and referred to staff for a report back on the request.

This report addresses that direction.

Rationale:

The City of Kawartha Lakes owns the Fenelon Falls Cemetery and it is managed on behalf of the City by the Fenelon Falls Cemetery Board, a Committee of Council. This varies from the balance of the City's cemeteries which fall under the jurisdiction of the City of Kawartha Lakes Joint Cemetery Board. This management system for the Fenelon Falls Cemetery has been in existence since prior to amalgamation and was further confirmed as the management model of choice by the City through various Council resolutions and the adoption of a By-Law. This was done to allow the local community to remain engaged and somewhat independent from the City.

To date the Fenelon Falls Cemetery Board has done a good job of managing this City resource. They have managed the day-to-day operations in a revenue neutral model without ever receiving a financial contribution from the City. As well, they have mostly funded their own Capital needs requests.

However, cemetery operations are changing and less and less burials are occurring on an annual basis as well as inflation has caused operating costs to increase. As a result the Cemetery Board is facing a very real challenge and is now in need of a financial contribution from the City. A 2017 proposed budget from the Cemetery Board (Appendix A) has been included showing an operating fund shortfall for 2017 of \$10,000 with a contribution in the same amount from the City being required to balance their finances.

Staff recognize the expected decrease in revenue for the cemetery and the increase in operating costs, in fact our other City cemeteries are facing the same challenges. And as a City owned asset it is in our best interest to provide this operating fund so that it continues to get maintained at an appropriate and acceptable level. Staff also recognize the efforts of the Cemetery Board to keep costs down. In fact, if the City were to take on the management and operations of this cemetery directly our costs would be greater than the \$10,000 being requested. Therefore staff feel this is a worthwhile investment.

As a result of the decreased revenue and increased operating costs the Cemetery Board has had to focus all of its funds on management and operations. As a result they have fallen in arrears and had to draw on their Perpetual Care and Maintenance Fund. A one-time contribution, in the amount of \$10,000, to replenish their Perpetual Care and Maintenance Fund to bring the Board, and in essence the City, back in adherence with Provincial legislation is also being recommended.

Staff will continue to work with the Cemetery Board and has received assurance that this \$10,000 annual operating grant would allow them to remain sustainable and the \$10,000 one-time replenishment of the Perpetual Care and Maintenance Fund will allow them to remain in adherence with legislation.

Other Alternatives Considered:

No other alternatives have been considered for this report and action. Staff will however continue to work with the Fenelon Falls Cemetery Board and will review operations on an ongoing basis.

Financial/Operation Impacts:

The financial implications of this action have been identified. A one-time emergency contribution of \$20,000.00 will be granted to the Fenelon Falls Cemetery Board in 2017 to provide an Operating Grant and to allow for catch-up to their Perpetual Care and Maintenance Fund. This funding will come from the general budget fund of the Community Service Department and will not have an impact on the City's tax levy or general reserve accounts.

If approved, staff will include an increase to the annual operating budget of the Community Services Department of \$10,000 to provide an annual Operating Fund.

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

This report addresses Enablers 1-4 of the City's Strategic Plan.

- Enabler 1 – Responsible Fiscal Resource Management
- Enabler 2 – Effective Human Resource Management
- Enabler 3 – Municipal Service Excellence
- Enabler 4 – Efficient Infrastructure and Asset Management

Through this action the City is working in partnership with the local community in a financially responsible way while supporting our volunteers in managing our assets in the most effective way.

Link to Strategic Plan

<http://links/corpdocs/Corporate/2016%20Final%20Draft%20Strategic%20Plan%20-City%20of%20Kawartha%20Lakes.pdf>

Attachments:

Appendix A: Fenelon Falls Cemetery Board 2017 Proposed Budget



CS2017-014
Appendix A.pdf

Consultations:

Fenelon Falls Cemetery Board
Ward Councillor(s)
Parks, Recreation & Culture Division Staff
Corporate Services Department – Finance Division

Department Head E-Mail: cshanks@city.kawarthalakes.on.ca

Department Head: Craig Shanks, Director of Community Services

Department File: