



## Committee of the Whole Report

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**Report Number:** CEM2023-001

**Meeting Date:** March 7, 2023

**Title:** **Kawartha Lakes Cemetery Board Annual Report  
and 2023 Work Plan**

**Author and Title:** Patricia Wykes Cemetery Administrator

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### Recommendation(s):

**That** Report CEM2023-001, Kawartha Lakes Cemetery Board Annual Report and 2023 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 8, 2022, Council adopted the following resolution:

7.31 CEM2022-001

### **Kawartha Lakes Cemetery Board Annual Report and 2022 Work Plan**

Patricia Wykes, Cemetery Administrator

Councillor Yeo, Council Representative

### **CW2022-078**

**Moved By** Councillor Yeo

**Seconded By** Councillor Elmslie

**That** Report CEM2022-001, **Kawartha Lakes Cemetery Board Annual Report and 2022 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. For the current term, there are no members of the public interested in serving on the board.

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 direction.

## **Rationale:**

In 2022 the Kawartha Lakes Cemetery Board recommended and accomplished the following:

- Established an alternative method of payment for Cemetery products and services. Options now include debit, credit card, cheque and bank draft.

- Researched columbarium costs and options, met with suppliers and requested capital funds to move forward with installation in 2023/2024.
- Educated Kawartha Lakes Cemetery Board Members about Active Municipal Cemeteries.
- Mud Lake bench installation.

2023 Work Plan includes:

- Identify and naturally screen locations for material storage at some active cemeteries and pilot containment options for material piles at one cemetery.
- Refurbish columbarium flowerbeds and develop a plan for maintenance.
- Ongoing tree maintenance to meet safety standards and preserve the decorum of the cemeteries.
- Investigate storage options for operational tools and equipment at Cemeteries where no structures exist.

Kawartha Lakes Cemetery Board held two meetings with quorum in 2022.

### **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, by promoting continuous improvement to Make It Better in all service areas and by increasing the efficiency and effectiveness of service delivery.

[Kawartha Lakes Strategic Plan 2020-2023](#)

**Financial/Operation Impacts:**

Costs associated with Work Plan recommendations are addressed by existing Cemetery and Parks budgets.

**Consultations:**

Manager of Parks, Recreation, and Culture

Supervisor Capital-Special Project, Cemeteries and Trails

**Attachments:**

N/A

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