



STAFF REPORT

Title: Policy No. 220-AD-21 - Cemetery Grant Policy

Meeting Date: November 23, 2021

Executive Summary:

For 25 years, the City of Cold Lake has been providing a small grant to organizations which own and operate cemeteries within the jurisdiction of the City of Cold Lake. The grant has been provided annually in the amount of \$500 to support the maintenance of the cemetery grounds recognizing that it contributes to the overall esthetic of a healthy and well-kept community.

Administration has prepared Policy No. 220-AD-21 being the Cemetery Grant Policy which formalized and creates documentation to support the grant program, as it has been delivered since 1996.

Background:

It is fairly common for municipalities to provide financial support to organizations (e.g. religious institutions) that own and operate cemeteries within their jurisdiction. Administration reviewed policies from several municipalities as examples.

Since 1996, the City of Cold Lake has provided a \$500 grant to organizations that own and maintain a cemetery in the jurisdiction of the City. There are currently two (2) cemeteries in the City that receive this grant annually - St. John Evangelists and Assumption Parish. While this standard process has been in place for 25 years, there was no formal documentation establishing requirements for the grant program.

The *Cemeteries Act*, RSA 2000, c C-3 provides the legislative authority for cemetery ownership and administration within the province of Alberta. The legislation also provides guidelines that establish rules for cemetery ownership and maintenance standards.

It is Administration's recommendation that a very simple approach be utilized, where \$500 grant will be administrated annually to organizations that meet the guidelines of the policy. To ensure no unnecessary red tape is created, an application process will not be required. Given the small number of cemeteries in the City, it is Administration's advice that additional process is not necessary.

Cemetery Grant Policy No. 220-AD-21 is attached for Council's consideration.



Alternatives:

Council may wish to consider the following options:

1. Council may pass a resolution to pass Policy 220-AD-21 being the Cemetery Grant Policy, as presented.
2. Council may refer Policy 220-AD-21 being the Cemetery Grant Policy, to Council's Corporate Priorities Committee for further review and recommendation.

Recommended Action:

Administration recommends that Council approve Policy No. 220-AD-21, being the Cemetery Grant Policy, as presented.

Budget Implications (Yes or No):

No

Submitted by:

Kevin Nagoya, Chief Administrative Officer