



STAFF REPORT

Title: Policy No. 207-AD-19 - Cemetery Management Policy Amendment

Meeting Date: November 23, 2021

Executive Summary:

Cemetery Management Policy No. 207-AD-19 was passed on June 25, 2019 providing the guidelines pertaining to cemetery fees, interment rights and memorial specifications.

Policy No. 207-AD-19, Cemetery Management Policy, currently offers a memorial bench option in addition to other memorial options at City cemeteries. This memorial option allows a resident to purchase a bench that is pre-determined by the City. The bench can be accompanied with a plaque memorializing a loved one. An increased demand from the public has allowed the administration to revisit this area of memorialization. As such, administration proposes amendments to policy 207-AD-19 in order to add more details and options for cemetery memorial benches.

Administration has prepared amendments to Policy No. 207-AD-19, for Council's consideration.

Background:

Cemetery Management Policy No. 207-AD-19 was passed on June 25, 2019 providing the guidelines pertaining to cemetery fees, interment rights and memorial specifications.

The proposed changes to the policy will provide more details, regulations and specifications on the Cemetery Memorial Bench section.

Section 4.5 of Cemetery Management Policy No. 207-AD-19 speaks to the donation and dedication of a memorial planting, memorial bench or other form of custom memorial feature at a City cemetery. Administration proposes two (2) changes:

1. Remove memorial benches from section 4.5;
2. Insert one new sections under Schedule "B" Memorial Regulations, such as;

2.14 Memorial Benches

A memorial taking the form of a bench placed inside a City cemetery with an attached plaque may be requested by application to the City, subject to the following:



- 2.14.1 the City shall have the sole discretion to make available specific style(s) and design(s) for benches and plaques considering the cemetery maintenance requirements, capital improvements, and general esthetic of the cemetery
- 2.14.2 applicants may request locations for the bench however the City shall have the sole discretion to approve the location and placement of the bench within the cemetery
- 2.14.3 applicants would be responsible to pay the full cost of the bench, plaque, inscription and installation as established by the City
- 2.14.4 benches may be installed by the City from May to September annually

Alternatives:

Council may consider the following options:

1. Council may pass a resolution to amend Policy No. 207-AD-19, Cemetery Management Policy as recommended.
2. Council may defeat a resolution to amend Policy No. 207-AD-19, Cemetery Management Policy as recommended.

Recommended Action:

Administration recommends that Council pass a resolution to amend Policy No. 207- AD-19, being the Cemetery Management Policy, as recommended.

Budget Implications (Yes or No):

No

Submitted by:

Kevin Nagoya, Chief Administrative Officer