

## Report to Council

**Report Title:** Winter Interment Pilot Project In Walkerton Cemetery

**Prepared By:** Gregg Furtney, Director of Operations

**Department:** Operations

**Date:** October 12, 2021

**Report Number:** PW2021-21                      **File Number:** C11PW, S09

**Attachments:** Winter Internments Pilot Project – Draft Policy

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### Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number PW2021-21 - Winter Interment Pilot Project In Walkerton Cemetery, prepared by Gregg Furtney, Director of Operations, for information purposes and in doing so:

- 1.) Approves bringing forward an amending By-Law for the Operation of Cemeteries By-Law 2013-066 to allow for winter internments, and
- 2.) Approves the proposed Winter Internments Pilot Project Policy, as attached to be included in the amending By-Law.

### Report:

#### Background:

At the September 14, 2021, Brockton Council Meeting, Council was provided Report Number PW2021-16: Winter Internments in the Walkerton Cemetery. At that meeting, Council directed Municipal Staff to provide winter internment services at the Walkerton Cemetery as a one (1) year pilot project. This pilot project and the associated costs, successes, and challenges are to be reviewed with Council in 2022 to determine if the pilot project was successful enough to continue.

#### Analysis:

Staff have secured permission from the Bereavement Authority of Ontario (BAO) to conduct this pilot project without updating the current cemetery by-law (Bylaw 2013-066). Bylaw 2013-066 will need to be updated, after the 2021 / 2022 winter season, if winter interments are approved by Brockton Council to continue. In order for that official update to be made to Brockton Bylaw 2013-066, in 2022, there is a significant public consultation process and a larger Bereavement Authority of Ontario (BAO) process that staff will have to undertake.

Staff have attached a draft Winter Internments Pilot Project policy for Council's consideration. Winter internments will begin weekdays from November 1, 2021 until May 15, 2021, with some exceptions due to inclement weather and holidays. Snow removal and digging of the plots will be contracted out to a local contractor. The Cemetery Attendant, who is currently only on a seasonal contract, will be presented with an additional seasonal contract to review and accept. The Cemetery Attendant will work with Front Office staff, Funeral Home Staff, and the Snow Removal and Excavation Contractor to carry out the necessary duties to fulfill the Winter Internments.

### **Sustainability Checklist:**

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? N/A
- Do the recommendations contribute to achieving Cultural Vibrancy? N/A
- Do the recommendations contribute to achieving Economic Prosperity? N/A
- Do the recommendations contribute to Environmental Integrity? N/A
- Do the recommendations contribute to the Social Equity? N/A

### **Financial Impacts/Source of Funding:**

- Do the recommendations represent a sound financial investment from a sustainability perspective?  
N/A

Winter Internments are an unbudgeted expense for 2021. As a result there is the potential that the Cemetery Operating Budget expenses will be overbudget in 2021. The increased costs will be taken into consideration when planning for the 2022 Cemetery Operating Budget.

### **Reviewed By:**



**Trish Serratore, Chief Financial Officer**

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### **Respectfully Submitted by:**



**Gregg Furtney, Director of Operations**

### **Reviewed By:**



**Sonya Watson, Chief Administrative Officer**