

Report to Council

Report Title:	Cemetery By-law Update		
Prepared By:	Gregg Furtney, Director of Operations and Trish Serratore, Chief Financial Officer		
Department:	Operations		
Date:	June 21, 2022		
Report Number:	PW2022-13	File Number:	C11PW, S09
Attachments:	Draft Cemetery By-Law Bereavement Authority of Ontario Submission Procedures		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number PW2022-13 – Cemetery By-law Amendment, prepared by Gregg Furtney, Director of Operations and Trish Serratore, Chief Financial Officer, and in doing so approves staff moving forward with a Cemetery Bylaw Amendment as per the Bereavement Authority of Ontario’s “Submission Procedures For Approval Of Cemetery By-law Or Bylaw Amendments By The Registrar, Funeral, Burial and Cremation Services Act, 2002.”.

Report:

Background:

Council initially passed the Brockton Cemetery By-law 2013-006 “Operations of Cemeteries” in 2013. The proposed by-law amendment will contain a variety of updates and will clarify specific sections, including: definitions, capacity numbers, winter interments, date changes, etc.

In September 2021, Brockton Council approved the Winter Interment Pilot Project and on May 10, 2022, (Council Report # PW2022-12) Council approved adding Winter Interments to the Brockton Cemetery Operations and the By-law. The Bylaw Amendment will include Winter Internments.

Analysis:

In order to amend the Brockton Cemetery By-law 2013-006, there are a number of steps that need to be taken before the Bereavement Authority of Ontario (BAO) approves the amended by-law. These steps are outlined in the document, provided by the BAO, entitled “Submission Procedures for Approval of Cemetery By-law Or By-law Amendments By The Registrar, Funeral, Burial and Cremation Services Act, 2002.” After the review and approval of the amended cemetery by-law by the BAO, staff will bring the final version of the by-law, as amended, back to Brockton Council for approval.

Staff are required to post the notice of the by-law amendment at the cemetery location and have the draft by-law available for public viewing. Staff will also share it on the “Build Your Brockton” website for public commenting. All funeral homes and monument companies that have worked in the cemeteries in the last year, including Cameron’s Funeral Home and Skelton Memorials, will be notified directly of the public consultation period. They will all have the opportunity to review and provide comments and suggestions as part of this public consultation and staff will be available to consult. Organizations outside of this radius are also able to provide comments if they wish. This notice will be posted and available for commenting for a four-week period, beginning June 22nd, 2022.

Once comments are received, staff will review them and amend the draft by-law as deemed necessary. The plan is to provide Council with the amended by-law at their August Council meeting. Once Council approves the revised by-law, staff will send the necessary documents to the BAO for review and approval.

It should be noted that once the BAO approves the by-law, if Council wishes to make any changes it will result in restarting the process.

Staff have reviewed the current by-law for Brockton, as well as the by-laws from surrounding municipalities. Staff have also consulted the Cemetery Caretaker for his comments and concerns.

Regarding the capacity numbers for the Walkerton and Starkvale Cemetery plots, staff have brought the Brockton by-law in line with the majority of the surrounding municipalities and propose an increase from one (1) full body interment and two (2) cremations to one (1) full body interment and three (3) cremations or four (4) cremations with no full body interment, as placement allows. Capacity requirements for the cremation plots is to remain in place at one (1) cremation interment, due to the size of the plots being 2ft x 2ft.

Staff feel that an increase beyond these numbers poses an increased risk of accidentally disturbing a surrounding cremation interment within the plot.

Municipality	Full Plots – approx. 8ft x 4ft	Cremation Plots – sizes vary
Town of Hanover	One (1) Full Body Interment and Two (2) Cremation Interments or Eight (8) Cremation Interments	Four (4) Cremation Interments – Plot size 4ft x 4 ft
Municipality of Grey Highlands	One (1) Full Body Interment and Two (2) Cremation Interments or Four (4) Cremation Interments	N/A
Municipality of South Bruce	One (1) Full Body Interment and Four (4) Cremation Interments	N/A
Town of Saugeen Shores	One (1) Full Body Interment and One (1) Cremation Interment or Four (4) Cremation Interments	Two (2) Cremation Interments Plot size 3 ft 3 ft
Municipality of Kincardine	One (1) Full Body Interment and Four (4) Cremation Interments	N/A

Municipality	Full Plots – approx. 8ft x 4ft	Cremation Plots – sizes vary
City of Owen Sound	One (1) Full Body Interment and Three (3) Cremation Interments or Four (4) Cremation Interments	Four (4) Cremation Interments Plot size 4 ft x 3 ft
Municipality of Brockton – Current	One (1) Full Body Interment and Two (2) Cremation Interments	One (1) Cremation Interments Plot size 2 ft 2 ft
Municipality of Brockton – Proposed	One (1) Full Body Interment and Three (3) Cremation Interments or Four (4) Cremation Interments	One (1) Cremation Interments Plot size 2 ft 2 ft

Staff have added the Winter Interment information to the draft by-law as per Council’s direction.

A number of other additions have been made as housekeeping items to ensure the operation of the cemetery continues without issue.

Strategic Action Plan Checklist:

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

- Recommendations help move the Municipality closer to its Vision N/A
- Recommendations contribute to achieving Heritage, Culture, and Community N/A
- Recommendations contribute to achieving Quality of Life N/A
- Recommendations contribute to achieving Land Use Planning and the Natural Environment N/A
- Recommendations contribute to achieving Economic Development N/A
- Recommendations contribute to achieving Municipal Governance N/A

Financial Impacts/Source of Funding:

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

The only costs associated with this report are those to post and advertise the By-law for public comments. These costs can be covered within the 2022 Operating Budget.

Respectfully Submitted by:



Gregg Furtney, Director of Operations



Trish Serratore, Chief Financial Officer

Reviewed By:

A handwritten signature in black ink, appearing to read "Sonya W." with a long, sweeping flourish extending to the right.

Sonya Watson, Chief Administrative Officer