



OPERATIONAL SERVICES

TO: Council
DATE: July 26, 2022
FILE: N/A
SUBJECT: Cemetery Management Bylaw C-8267-2022

DIVISION: All
APPLICATION: N/A

EXECUTIVE SUMMARY:

The existing Cemetery Bylaw C-6947-2010 was reviewed and Administration determined that a comprehensive review and re-write were needed to update the bylaw with current cemetery best practices and terminology, as well as provide more clarity to sections where procedures have changed.

BACKGROUND:

Cemeteries has had a bylaw in place since the 1970's. Cemetery Bylaw C-6749-2010 was approved by Council on June 29, 2010, which rescinded the previous Bylaw C-4531-95.

In early 2022, Administration determined the need for a comprehensive review of the Cemetery Bylaw to bring clarity to certain sections of the bylaw that have seen procedural changes over the last 12 years, as well as to bring in current cemetery best practices, common language and terminology used across the industry. Administration retained the assistance and expertise of the cemetery consulting firm, Lees & Associates to assist with the update as well as consulted various Rocky View County departments for comments and review.

It was determined it would be best to re-write the bylaw entirely. Some of the changes include updates to wording and definitions to bring clarity as well as using them consistently throughout the bylaw and the removal of sections like "Green Interments" which is a service we do not currently offer at any of our cemetery locations. The bylaw removes many administrative tasks and responsibilities that are better suited for procedures rather than a bylaw.

The proposed Cemetery Bylaw includes all of the relevant sections noted in Cemetery Perpetual Care Fund Policy C-217. As this information is now captured in the proposed updated bylaw, Administration recommends that Cemetery Perpetual Policy C-217 be rescinded.

The updates to the bylaw are consistent with the requirements in the *Cemeteries Act R.S.A. 2000, c. C-3 and the General Regulation, Alberta Regulation 249/1998*, and also align with recommendations from the Cemetery Master Plan (2009) and Cemetery Feasibility Study (2021) both of which have been approved by Council.

ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

BUDGET IMPLICATIONS:

There are no budget implications at this time.

Administration Resources

Angela Pare, Lead Cemetery Administration & Sales



OPTIONS:

- Option #1: Motion 1: THAT Bylaw C-8267-2022 be given first reading.
 Motion 2: THAT Bylaw C-8267-2022 be given second reading.
 Motion 3: THAT Bylaw C-8267-2022 be considered for third reading.
 Motion 4: THAT Bylaw C-8267-2022 be given third and final reading.
 Motion 5: THAT Cemetery Perpetual Care Fund Policy C-217 be rescinded.

Option #2: THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

“Byron Riemann”

“Dorian Wandzura”

Executive Director
Operations

Chief Administrative Officer

AP/bg

ATTACHMENTS:

- ATTACHMENT ‘A’ - Proposed Bylaw C-8267-2022
ATTACHMENT ‘B’ - Bylaw C-6947-2010
ATTACHMENT ‘C’ - Policy C-217