

Township of Southgate
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Staff Report CL2021-016

Title of Report: CL2021-016 – Maple Grove Cemetery By-law Draft Amendments
Department: Clerks
Branch: Legislative and Council Services
Council Date: July 7, 2021

Recommendation:

Be it resolved that Council receive Staff Report CL2021-016 for information; and
That Council approve the Maple Grove Cemetery By-law draft amendments and direct staff to forward to the Bereavement Authority of Ontario for consideration and approval.

Background:

Currently, the Township of Southgate has approved [By-law 103-2013](#) in place to maintain, manage, regulate and control the Maple Grove Cemetery located in Dundalk. By-law 103-2013 received approval from the Ministry of Consumer Services on October 11, 2013. No other amendments have been made to the By-law since.

At the October 18, 2017, Council meeting, Staff Report CL2017-048 was received to inform Council that the Township of Southgate would no longer recruit or require the Cemetery Board as it was not a mandated Board and that any decisions to be made outside of the authority of Public Works Manager and the Cemetery Secretary would be brought forward to Council for consideration.

Staff Comments:

Staff have reviewed the existing Maple Grove Cemetery By-law and are proposing several amendments which are included in this report as Attachment #1. Over the last few years staff have noticed a number of areas of the by-law that needed updated and have added sections that were previously missing and/or added clarity to other sections that were lacking.

Staff are seeking draft approval of the amendments before submitting the By-law to the Bereavement Authority of Ontario (BAO) for their approval.

The BAO is a government delegated authority administering provisions of the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) on behalf of the Ministry of Government and Consumer Services.

Following submission of the By-law to the BAO, as per their procedures, staff will perform the following:

- publish once in a local newspaper with general circulation;
- clearly post on a sign at the cemetery entrance for four weeks; and
- deliver to each supplier of markers who has delivered a marker to the cemetery in the last year.

Financial Implications:

There are no financial implications to the Township as a result of this report.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments:

That Council receive Staff Report CL2021-016 for information and that Council approve the Maple Grove Cemetery By-law draft amendments and direct staff to forward to the Bereavement Authority of Ontario for consideration and approval.

Respectfully Submitted,

Dept. Head: *Original Signed By*
Lindsey Green, Clerk

Dept. Head: *Original Signed By*
Jim Ellis, Public Works Manager

CAO Approval: *Original Signed By*
Dave Milliner, CAO

Attachment #1 – By-law 2021-XXX – Maple Grove Cemetery By-law – Draft Amendments