

TOWN OF CRESTON
REGULAR COMMITTEE OF THE WHOLE MEETING MINUTES
January 29, 2015

Minutes of a Regular Committee of the Whole Meeting of Council held on Tuesday, January 29, 2015 at 3:30 p.m. in the Town of Creston Council Chambers, 238 - 10th Avenue, North.

PRESENT: Mayor Ron Toyota
Councillors Boehmer, Comer, Elford, Snopek, Unruh, Wilson

ALSO PRESENT: Lou Varela, Town Manager
Steffan Klassen, Director of Finance & Corporate Services
Ross Beddoes, Director of Municipal Services/Chief Building Official
Helene Miles, Local Government Intern
Bev Caldwell, Executive Assistant

GALLERY: Director Garry Jackman, RDCK, Area A
Catriona Hearn, Lees & Associates, via teleconference
Glenn Guthrie, G. F. Oliver Funeral Chapel Ltd.
Guy Roy, G. F. Oliver Funeral Chapel Ltd.

CALL TO ORDER: Mayor Toyota called the meeting to order at 3:30 p.m.

ADOPTION OF AGENDA Moved by Councillor Snopek, seconded by Councillor Wilson
THAT the agenda for the Committee of the Whole meeting of January 29, 2015, be adopted. CARRIED

COUNCIL COMMITTEE
► CEMETERIES
MASTER PLAN Ms. Catriona Hearn of Lees & Associates proceeded with a power point presentation, highlighting seven key components of the Cemeteries Master Plan that was developed by Lees & Associates in 2013, which included the following:

- Projections for meeting the future interment needs of the community;
- Financial analyses, including managing the Perpetual Care Fund (PCF);
- Review of Governance and organization;
- Site planning – operations and management;
- Site planning – capital projects;
- Marketing and Cultural Programming, and
- Recommendation and implementation.

Ms. Hearn was asked how much the PCF fund was short by. Ms. Hearn and the Director of Finance & Corporate Services responded that there can never be enough in the fund as future costs for maintenance are unknown. Presently there is less than \$140,000 in the fund and the Town can only access the interest on those funds, which is less than \$3,000 annually. Projections of expenses are falling far short of available funding.

With respect to a proposal to subdivide and sell off some of the Forest Lawn Cemetery lands that may be excess land, the Director of Municipal Services advised that the Town is looking at that option, but access is difficult to lands that would be subdivided off.

In response to a question on the possibility of families, hospitals, etc. donating towards the cemetery operation, Ms. Hearn stated that this is not a common occurrence. She recommended consideration be given to a non-interment option, such as a garden with a plaque to display names of donors, if a campaign is launched at some point to solicit donations.

To the question 'What happens to grave sites if the Town ceases to maintain them in years to come', Ms. Hearn stated that the Town is legally obligated to maintain the sites and there are penalties applied if that did not happen. The provincial government has intervened when private cemeteries, etc. are abandoned or are in disrepair. It is disrespectful to those buried if they are not maintained. Volunteer labour cannot be depended upon to be sustainable.

Director Jackman stated that he is concerned with sustainability and that the Regional District Directors are looking to subsidize Forest Lawn Cemetery, to some degree. He would like to see a benchmark or target to get the PCF fund set at a level that is more sustainable (ten years to reach a minimum level). He stated that he is not against looking at ways of generating additional revenue quickly, and having a sustainable PCF fund.

The Director of Finance & Corporate Services stated that there needs to be a balanced approach to the maintenance of Forest Lawn Cemetery. It needs to be attractive (green grass) to use, but not at a high cost. The major concern is the existing water supply to the cemetery is not sufficient. Ms. Hearn stated that some improvements need to be made at the cemetery, but green burials are growing in popularity, which provide little to no maintenance. Forest Lawn Cemetery is a good location to plant low water demanding greenery.

The Director of Finance & Corporate Services presented a draft Terms of Reference for a Town of Creston Cemetery Select Committee, for consideration. Mr. Guthrie of G. F. Oliver Funeral Chapel Ltd. stated that they are very interested in having a representative on the Select Committee.

► CEMETERY
SELECT COMM.
TERMS OF
REFERENCE

RECOMMENDATION NO. 1:

THAT Ltr #35 from the Director of Finance and Corporate Services, regarding a draft Terms of Reference for a Town of Creston Cemetery Select Committee, be received; THAT staff present the draft Terms of Reference for a Town of Creston Cemetery Select Committee, to the Regional District of Central Kootenay Directors for Areas A, B and C, G. F. Oliver Funeral Chapel Ltd. and the Creston & District Museum for input; AND FURTHER, THAT Ltr #35 from the Director of Finance and Corporate Services, regarding the Terms of Reference for a Cemetery Select Committee, be referred to a future Committee of the Whole meeting for consideration of the appointment of a Cemetery Select Committee and a Terms of Reference for same.

ADJOURN

The Meeting adjourned at 4:55 p.m.

AS TO THE MINUTES OF THIS COMMITTEE OF THE WHOLE MEETING:

Mayor Ron Toyota

Bev Caldwell, Executive Assistant