



Report to Municipal Council

Meeting Date: August 14, 2024	Report Date: July 25, 2024
Reason Before Council: Other	Priority: Normal
Department: General Government	Type of Meeting: Regular Meeting

Report Title: Columbarium Site Selection

Recommended Resolution:

That Council review proposed site locations for the placement of a new seventy-two (72) unit octagonal columbarium unit and provide direction to staff.

Options:

1. Preferred location on the “new” section of the cemetery close to the cemetery shed.
2. Secondary location along the fence line at the back of the cemetery at or near the location of the large metal cross.

Analysis & Background:

In the 2024 budget, the Clerk included amounts for the purchase of a new columbarium unit. The Clerk is proposing the purchase and installation of a seventy-two (72) unit octagon shaped structure as opposed to another forty-eight (48) unit rectangular structure like we currently have. There are currently seventeen (17) units remaining in the current structure (12 on the north side and 5 on the south side).

There are a number of items that have to be done in order to add another columbarium to our cemetery, which include:

1. Site selection;
2. Ground penetration scan;
3. Approval from the Bereavement Authority of Ontario (BAO) to increase the capacity of our cemetery;



4. Issue and award the tender for site preparation and installation of columbarium unit.

The location of the current columbarium unit was not the primary location selected for it, but during ground penetration of the primary location, an anomaly was noticed on the scan at a depth of approximately 5 ft. As such the location was changed to along the fence line.

There is room to expand that area along the back fence line, but it would involve the relocation of perhaps the cross or the flower bed. The Clerk is recommending that the new unit be installed on the newer section of the cemetery grounds, but near the shed (see diagram attached). This location is obviously subject to a clear ground penetration scan being received. A proposed drawing with measurements is attached. Council must also consider when choosing a location, a minimum buffer area surrounding the unit where no burials are permitted.

Attachments:

- Google map of St.-Charles Cemetery (with mark-up)
- Proposed columbarium drawing with measurements

Prepared By: Tammy Godden, Clerk