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Date: May 27, 2019
To: Mayor and Council
Author: Jennifer Astrologo, Director of Corporate Services/Clerk
RE: Cemetery Bulk Purchase Policy
Report No.: CS-2019-10

AIM

To provide Council with a draft policy for consideration with respect to the bulk purchase of cemetery lots.

BACKGROUND

At the March 11, 2019, Council Meeting, Council was presented with a request from the Old Colony Mennonite Church (the "Church") to purchase 40 full burial graves at a reduced price of \$24,000 (\$600.00 per lot), plus applicable tax. At that meeting, Council passed the following motion:

That Council directs Administration to prepare a policy regarding the bulk sale of cemetery lots.

DISCUSSION

The bulk purchase of cemetery lots is not commonplace and Town records indicate that since amalgamation, the Church is the only entity that has ever brought forward a request of this nature. As discussed in the "Graceland Cemetery – Bulk Purchase Request" Report, which was presented to Council on March 11, 2019, the Church made 2 previous requests, in 1994 and 2016 respectively.

Members of the Corporate Services Department reached out to a number of municipalities across the province, including our sister municipalities in Essex County, and conducted on-line research to determine whether any other municipality has considered this issue or has a policy in place to address it. No other municipality offers a bulk purchase discount for cemetery lots, nor do they have formal policies in place to deal with this type of request. However, a municipality in Alberta has language in their by-law requiring that bulk

purchases must be done by rows and that the next available row must be purchased, leaving no opportunity for the individual/group to select the lot locations.

The draft policy prepared for Council's consideration is attached as Appendix A. Below are the key features of the policy:

- A written request for a bulk lot purchase must be received from the purchaser
- The threshold number of lots that must be purchased to be recognized as a "bulk purchase" is 40 lots and those lots must be adjacent to each other
- Pre-tax discount of 10%
- Lots must be purchased in one transaction and paid in full
- The Town will consider specific lot requests from a purchaser, however it retains the discretion to refuse the lot requests and offer alternate lots for purchase

LINK TO STRATEGIC PLAN

There is no direct link to the Strategic Plan.

FINANCIAL CONSIDERATIONS

Currently, lots cost \$750.00 in the cemeteries in which the Town could consider a bulk purchase. Therefore, on a 40 lot purchase, the purchaser would receive a \$3000.00 discount (\$75.00 per lot).

CONSULTATIONS

Senior Management Team
Ontario Municipalities

RECOMMENDATION

That Council adopt the Cemetery Bulk Purchase Policy.

Jennifer Astrologo

Jennifer Astrologo, B.H.K. (hons), LL.B
Director of Corporate Services/Clerk

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer