



## Staff Memo

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**To:** South Huron Council

**From:** Rebekah Msuya-Collison, Director of Legislative Services  
Alex Wolfe, Deputy Clerk

**Date:** August 30 2021

**Report:** CL#31-2021

**Subject:** Exeter Public Cemetery Master Plan

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### Recommendations:

That South Huron Committee of the Whole accept the staff memo from Alex Wolfe, Deputy Clerk and Rebekah Msuya-Collison, Director of Legislative Services titled "Exeter Public Cemetery Master Plan," for information.

### Purpose:

Information.

### Background and Analysis:

South Huron Council authorized the award of the Cemetery Master Plan to Hilton Landmarks (A Division of GSP Group) in 2020 through a competitive Request For Proposal process. Costs associated for the preparation of the Cemetery Master Plan were included in the 2021 approved budget.

The consultants have worked closely with staff this year to conduct their analysis of the Exeter Public Cemetery and to provide recommendations for the continued operation of the cemetery in a socially, fiscally, and operationally sustainable manner. Stakeholders and members of the public also took part of the study process by providing feedback on maintenance and operations of the Exeter Public Cemetery.

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The consultants have produced a final report that contains a detailed analysis of the municipality's cemetery operations, outlines the issues facing the cemetery and provides strategic direction for the cemetery operations for the next 25 years and beyond. The final report as provided to Council includes the findings and recommendations of this project in more detail.

The recommendations as outlined in the Exeter Cemetery Master Plan will be reviewed by Council to ensure they align to South Huron policies, by-laws and operating values. Staff are preparing a report on the recommendations for Council consideration that will include a rationale for prioritization, costing and strategies of the recommendations and to seek direction.

Cemeteries are repositories of local social and cultural history. They are where citizens can find out about the significant peoples and events that have shaped the community. It is therefore important for the municipality that cemeteries be managed effectively as they have multi-generational lifetimes.