



Funeral & Cemetery Services

Policy No.: 8.16.1

Date Adopted: 09-15-25

Strategic Goals and Priorities:

- Community Engagement

Purpose

The purpose of this policy is to acknowledge and honor those who have contributed to the building of our community.

Scope

The policy provides guidance in the management of Funeral & Cemetery Services as it pertains to residents who have lived within the District of Taylor and those who have served as elected official to the District of Taylor.

Responsibilities

Council

- To support the operation through the approval of policy that aligns with Council direction in the management of Funeral Services pertaining to residents and elected officials of the District.

Chief Administrative Officer (CAO)

- Oversight management to support and enable implementation and maintenance of the policy.

Senior Management Team

- To ensure all policies related criteria is consistently engaged in accordance with this and related policies and demonstrates best practices.

Staff

- It is the responsibility of staff engaging the criteria of this policy, are applied consistently, equitable and with transparency as it relates to Funeral Services.

Department Responsible: Corporate Services

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Policy

District contribution to Funeral Events

Council and staff strongly believe it is important to acknowledge and honor those who have contributed to the District of Taylor by aiding their families in the following manner:

Staff Authorized:

The resident for which the funeral is held,

- Must have been a resident, living within the municipal boundaries for a period of at least 5-years at any point in time,
- Any child (18 years and younger) residing in Taylor at the time of their passing – no minimum length of time.

Staff will base their authorization on information requested provided by family or by querying long time members of the community.

Council Authorized:

The resident for which the funeral is held,

- Must have been a resident, living within the municipal boundaries for a period of less than 5-years or, has made a significant or notable contribution to the community and supporting documentation must be submitted at time of request.
- Requests that do not meet the eligible criteria but, documentation can be provided to support Council consideration.

The timelines required for Council approvals, require that all fees must be paid in full at the time of booking. Council approvals of a contribution will only pertain to hall and kitchen rental fees and set-up/tear-down fees paid at the time of booking.

Contribution to funeral services:

- Forgiveness of fees for the Community Hall and kitchen rental fees, inclusive of set-up/tear-down fees for tables, chairs and podium for the day of the event,
- Coffee, tea and related condiments along with disposable plates, cups, napkins and utensils for 300 attendees will be kept in stock for use if requested,
- Provision of a 40-person meat and cheese tray,
- Forgiveness of a one-page obituary advertisement in the Taylor Times, and

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- Opportunity for a funeral service notice on the District Readerboard.

If a resident qualifies for a District contribution for funeral services but, does not hold the service with the District, a forgiveness of a one-page obituary advertisement in the Taylor Times is provided.

Internment Fee Forgiveness

To recognize and honour past elected officials of the District of Taylor, Council authorizes that any and all fees will be forgiven relating to the interment or inurnment of any past elected official for the District within the Peace Valley Cemetery.

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