



CITY OF IQALUIT
Cemetery Advisory Committee Meeting #01
City Council Chamber
May 28, 2020 at 12:00 p.m.

AGENDA

ADOPTION OF AGENDA

1. **MINUTES**

None.

2. **DECLARATION OF INTEREST**

None.

3. **NEW BUSINESS**

- a) Committee Terms of Reference
Rod Mugford, Municipal Enforcement Chief
- b) Committee Composition – identify elder member
Joanasie Akumalik, Councillor
- c) Cemetery Site Report
City Staff Working Group
- d) By-law Review
Rod Mugford, Municipal Enforcement Chief
- e) Funeral Cost discussion
All Parties
- f) Identify Priorities and next steps
All Parties

5. **ADJOURNMENT**



Cemetery Committee

I. Committee Purpose:

The purpose of the Cemetery Committee is to identify priorities for the City of Iqaluit and the community as it pertains to the current Cemetery site located in Apex. Through engagement and Public consultations, key community and governmental stakeholders, the committee will strive to bring forward community and agency concerns as it pertains to the Cemetery site and Funeral Services to City administration and Council.

This Committee is to provide strategic direction and leadership on matters relating to the current Cemetery as well as future developments and improvements to the existing site. The Committee will act as a conduit for informally relaying information from the Committee to administration, Council and other local Stakeholders.

II. Objectives:

- a) To work in partnership with community members, government agencies, local parishes and Inuit Organizations;
- b) To establish and recognize priorities to improve on the existing Cemetery sit;
- c) To develop new initiatives through forward thinking and strategic planning;
- d) To consult with the residents of Iqaluit to determine the needs of the community as it relates to the Cemetery site;
- e) To review the current cemetery bylaw, and make recommendations for a draft proposal;
- f) To provide recommendations in order to establish cost effective Funeral Services;
- g) Other objectives as established by the committee.

III. Membership:

A. The Committee shall be composed of:

1. Up to seven members at large;
2. Ex-officio member: Mayor
3. One member of council;
4. Representation from the City of Iqaluit Administration

5. Representative(s) from Inuit Organizations; (QIA, NTI) and an appointed Elder.
6. Representatives from local church parishes.
7. Representatives from the Nunavut Government (CGS and Family Services)

IV. Meetings:

- A. Meetings of the Committee are to be held at the discretion of the committee chair, or more frequently if needed;
- B. Agenda items are to be forwarded to the Chairperson a minimum of one week prior to the meeting. Additional agenda items will be raised through the Chairperson at the meeting and voted on by the Committee. Agendas will be translated and circulated to Committee Members 48 hours in advance of the meeting along with the minutes from previous meetings and any documents required for discussion;
- C. A quorum will be comprised of no less than half (50%) Committee members;
- D. Meetings will be held in Council Chambers and simultaneous translation must be available;
- E. Meetings of the Committee are open to the public unless resolved by the Committee to be closed to the public for discussing a matter deemed to be confidential in terms of Council protocols. The public may observe and with permission of the Committee make representation on matters of concern;
- F. Delegations or public presentations must be arranged through the Chairperson and City Clerk in time for the agenda;
- G. The Committee Chairperson shall report its discussions to Council as required.

V. Chairperson:

- A. The Chairperson will be a member of Council appointed by Council. In the absence of the Chairperson, another member of Council will chair the meeting; Ex-officio member – Mayor;
- B. The Chairperson's role is to chair the meeting, coordinate and provide oversight of the Committee operations, report on progress and take recommendations to Council, and to guide the Committee through Council and administrative processes;
- C. The Chairperson is the media spokesperson for the Committee.

VI. Record of Meetings:

The Administration is responsible for the preparation of minutes of Committee meetings; meetings of committee shall be recorded, and minutes shall be approved at the next available committee meeting.

VII. Limitations:

The Committee does not have any power or authority to make any decisions, but rather the committee will provide recommendations to Council and only upon resolution of council shall recommendations move forward.

THE CORPORATION OF THE TOWN OF IQALUIT

BY-LAW 328

Being a By-law of the Town of Iqaluit to Establish and Operate a Cemetery.

Whereas pursuant to the Cities, Towns and Villages Act R.S.N.W.T., 1988, C.8 Section 103, a Council may, by by-law, provide for the establishment and operation of cemeteries; and regulate the disposal of the dead.

Now, Therefore Be It Resolved the Municipal Administrator of the Town of Iqaluit enacts as follows:

1. This By-law shall be known as the Cemetery By-law.
2. Definitions in this By-law:
 - a) "Body" means the remains of a human corpse and includes ashes.
 - b) "Burial Plot" means the parcel of land surveyed for interment purposes and designated as a municipal cemetery.
 - c) "Cemetery" means the area designated within the surveyed boundaries and under the control of the Town of Iqaluit.
 - d) "Cemetery Advisory Committee" means a committee established by the Council of the Town of Iqaluit for the purposes of carrying out the day-to-day management of a cemetery.
 - e) "Funeral Director" means the individual or company authorized by the Council to undertake making funeral arrangements for the interment of a deceased person.
 - h) "Town Manager" means the Senior Administrative Officer of the Town of Iqaluit or a person designated by the Town Manager to act with full authority under this By-law.
3. The Council of the Town of Iqaluit may appoint by resolution a Cemetery Advisory Committee of no fewer than three people; one representing the Elders of the Town of Iqaluit; one representing the Religious leaders and one member of Council who shall function as Chairperson.
4. Any lot, portion of a lot, or group of lots set aside under the General Plan for Iqaluit for cemetery purposes shall be deemed a cemetery for the purposes of this By-law.
5. The Town Manager or designate shall enforce the regulations.
6. Cemetery plots shall not be used for any other purpose than for the burial of human remains including ashes.
7. The Town Manager or designate shall maintain a cemetery register indicating particulars of the following:
 - a) distinct identification number to locate each interment site.
 - b) burials (stating the date of burial, name, age and gender of body buried).

8. a) No person shall bury remains in the cemetery without the authorization of the Town Manager or designate.
b) Upon receipt of the burial application and a burial permit for Vital Statistics, the Town Manager or a designate shall allocate a burial plot for each body in accordance with an approved system.
9. Not more than one body shall be buried in any plot except with the approval by the Town Manager or designate.
10. No person shall remove a body from a burial plot unless permission has first been obtained from the Town Manager or designate.
11. The opening and closing of the grave, and any required site restoration, shall be completed only by persons authorized by the Town Manager or designate.
12. It is the responsibility of the Funeral Director to ensure a white wooden cross bearing a name plate be used as a monument marking each burial plot following interment.
13. No person shall walk upon graves, remove any monument, decorative material or deface or damage any grave or monument.
14. No person shall play any games or sport within the cemetery; or wilfully disturb persons assembled to conduct a burial ceremony; or disturb the quiet of the cemetery.
15. No person shall discharge a firearm in the cemetery except at an authorized military style funeral.
16. No vehicle, ATV, snowmobile or bicycle shall drive within the cemetery except on a designated roadway.
17. The Town, its agents, or employees, shall not be responsible for any injury resulting to any person who enters the cemetery or any damage to any plot, memorial tablet, monument or other structure located within the cemetery unless such injury or damage is shown to be caused by the negligence of the Town, its agents, or employees.
18. The Town will enter into a Service Contract with the Funeral Director for each funeral setting out the fee to be paid for services rendered in interment of a deceased person.
19. The Town may invoice the estate of the deceased to recover the fee paid to the Funeral Director.
20. Any person found guilty of an offence under this by-law shall be subject to a fine of no more than \$1,000 or imprisonment for a term not exceeding one month in default of payment of a fine.

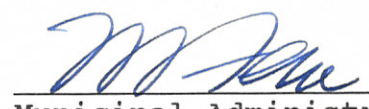
Read a First and Second time this 23rd day of September
1994 A.D.


Municipal Administrator

Approved by the Minister of Municipal and Community Affairs the
27th day of ~~27th~~ September, 1994.
PM


Minister of Municipal and
Community Affairs

This By-law Read a Third and Final time this 29th day of _____
September, 1994.


Municipal Administrator



Iqaluit Funeral and Burial Costs Report

Prepared for:	City of Iqaluit, Cemetery Advisory Committee
Prepared by:	Amy Elgersma, Chief Administrative Officer
Date:	May 28, 2020

1.0 Background

There is currently one business offering funeral services in Iqaluit. The services available include transportation of the casket, funeral coordination (including preparation of the body), administration, and arrangements to view the body, the provision of a casket, cross and name plaque. The total cost for a funeral is less compared to funerals in other jurisdictions. However, there are services that are not available to residents of Iqaluit, for example, embalming.

The City has received complaints that the costs for funerals are too high for low-income families. Many families have turned to fundraising activities to pay for funeral expenses by holding loonie-toonie sales, “gofundme” campaigns and unlicensed lotteries advertised on social media. In addition, there are concerns around quality of the service and value for money.

Until 2018, the funeral service provider was contracted by the City to provide cemetery maintenance services and to open and close the graves. The City paid the contractor \$1200 per burial for these site services. The funeral services provider charged customers an additional \$1200 for the burial for the opening and closing of each grave. However, since these services were taken back by the City, this fee has not been charged to customers. This change has reduced the overall cost of a burial by \$1200.

The City of Iqaluit maintains the cemetery site and conducts the opening and closing of the graves. Currently, the City does not charge for burial fees, plot purchase or upkeep fees. These services are currently subsidized directly by the City.

It should be noted that there are also on-going concerns about the cemetery site. Site issues are included in a separate report.

2.0 Iqaluit Funeral Costs

Sample funeral services offered are listed in the table below. These prices are derived from an invoice from November 2019.

Funeral Costs (Qikiqtani Funeral Services)		
Transportation of casket	\$1200	(Airline to the Hospital; Hospital to the Church and from the Church to the graveyard)
Funeral Coordination	\$600	For QFS providing their time during the funeral service and for assisting the family to see the loved one at the Hospital)
Administration	\$200	For Funeral Director's time
Viewing	\$200	Assisting the family to see their loved one
Casket	\$2000	
Cross	\$175	
Plaque (name plate)	\$40	
Sub-total	\$4415.00	
GST	\$220.15	
TOTAL	\$4635.15	

3.0 Cemetery Costs

The City of Iqaluit does not charge any fees for burial fees, plots purchase or for the upkeep/maintenance of the graves.

Burial Fees	\$0	\$1200 burial cost covered by City of Iqaluit
Plot purchase and upkeep fees	\$0	Covered by City of Iqaluit

4.0 Death Benefits and Fee Assistance Programs

While a number of programs and benefits exist to assist with the costs of a funeral, there is a significant gap in assistance available for low-income families and those who rely on social assistance in Nunavut. Death benefits are available to those who are working or who have been regularly employed. The Canadian Pension Plan (CPP) offers a death benefit that can be paid to the estate or directly to the funeral provider. Employers group benefit plans provide death benefits to dependents or to the estate of the deceased that can help with funeral costs.

All provinces and territories researched, with the exception of Nunavut, have programs in place to cover costs where the estate or responsible survivors are unable to pay for funeral services. The Government of Nunavut program is limited to only cover for deceased who are in the care of public guardianship and those on medical travel at the time of their death. The absence of a funeral and burial assistance program for low-income survivors, has caused financial hardship and stress for families who have experienced the loss of a loved one.

4.1 Federal Assistance Programs

The CPP death benefit in the amount of \$2500 paid to the estate. The deceased would have had to pay into CPP to be eligible for this benefit.

4.2 Employer Group Insurance Death Benefits

Group insurance death benefits vary by plan. Generally, if an employee passes, the estate or beneficiaries receive one to three times the annual salary. If a spouse of the employee passes, \$10,000 may be provided to the employee. If a dependant passes away (19 and under or 21 and under if attending school) \$5000 may be paid out to the employee. Many insurance programs do not cover death by suicide or require the employee to work for the organization for more than two years.

4.3 Provincial/Territorial Assistance Programs (excluding Nunavut)

Provinces and Territories have acts that govern funeral, burial and cremation services. No such act from the Government of Nunavut could be located.

Provinces and Territories have programs in place, governed by their acts, to cover the cost of burial or cremation where the estate or responsible survivors are unable to pay for funeral services. All of the Provinces researched to-date have assistance programs for low-income survivors, with the exception of Nunavut. The following programs provide assistance to responsible survivors who are unable to pay for funeral and burial services.

- The Ontario Government under the Ontario Works program
- The Government of Alberta under its Income Support program
- The Government of Manitoba under its Employment Income Assistance Program
- The Government of Newfoundland and Labrador under its Department of Advanced Education and Skills
- The Government of British Columbia under its Social Development and Poverty Reduction Department.
- The Government of Nova Scotia Department of Employment Support and Income Assistance

4.4 Government of Nunavut

The Government of Nunavut assistance for funeral and burials are limited to people who have died while:

- under the care of the Department of Family Services through a public guardianship order or under the Children and Family Services Act.
- on medical travel under the Department of Health (Medical Travel Policy).
- providing medical travel client escort or medical escort services under the Department of Health (Medical Travel Policy).

4.5 Victim Services

Provincial and Territorial Victim services programs covers the cost of the funeral and burial in cases where a homicide occurs (Manitoba, Alberta, BC site confirmed). However, Nunavut is missing from the Provincial/Territorial list on the RCMP victims' services site and no information on GN website could be located.

5.0 References

5.1 Provincial/Territorial Assistance Programs

Government of Nunavut Family Services

https://www.gov.nu.ca/sites/default/files/gn-dfs-dh-burial_coverage_fact_sheet-en_0.pdf

Ontario

https://www.mcsc.gov.on.ca/en/mcsc/programs/social/directives/ow/7_2_OW_Directives.aspx

Alberta

<http://www.humanservices.alberta.ca/AWOnline/IS/4862.html>

Manitoba

https://www.gov.mb.ca/fs/eia_manual/23.html

Newfoundland and Labrador

<https://www.gov.nl.ca/aesl/files/policymanual-pdf-is-spneeds-burials-funerals.pdf>

British Columbia

<https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/organizational-structure/ministries-organizations/social-development-poverty-reduction/funerals.pdf>

5.2 Assistance Programs for Victims of a Homicide

Victims Services:

<https://www.rcmp-grc.gc.ca/ccaps-spcca/vic-eng.htm>

Alberta

<https://www.alberta.ca/help-for-victims-of-crime.aspx>

Manitoba

<https://www.gov.mb.ca/justice/crown/victims/compensation.html>

British Columbia

<https://www2.gov.bc.ca/gov/content/justice/criminal-justice/bcs-criminal-justice-system/if-you-are-a-victim-of-a-crime/victim-of-crime/financial-assistance-benefits>

5.3 Other Resources

<http://www.assembly.ab.ca/lao/library/egovdocs/2005/als/152015.pdf>

<https://www.fsac.ca/death-benefits-and-financial-assistance>

<https://thebao.ca/> - Bereavement Authority of Ontario