

**BYLAW NO. 2008 – 556
BEING A BY-LAW OF THE
TOWN OF CORONATION
IN THE PROVINCE OF ALBERTA**

A Bylaw of the Town of Coronation respecting management and control of the Coronation Cemetery.

WHEREAS, the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, hereinafter referred to as the "M.G.A." provides for Council to pass bylaws, and

WHEREAS, the Town of Coronation hereinafter called the town, is the owner of the Cemetery situated on the N.E. ¼ -26-36-11-W4 in the Province of Alberta, more particularly described as follows:

All the portion of the North East quarter of Section twenty six (26), Township thirty six (36), Range eleven (11), west of the fourth Meridian, described as follows: commencing at the south east corner of the said quarter section, thence westerly along the south boundary of the said quarter section four hundred and forty (440) feet, thence northerly and parallel with the east boundary of the said east quarter section nine hundred and ninety (990) feet, thence easterly and parallel with the said south boundary to the said east boundary, thence southerly along the said east boundary to the point of commencement containing ten (10) acres, more or less, excepting all mines and minerals.

NOW THEREFORE, the Council of the Town of Coronation, duly assembled, enacts as follows:

SHORT TITLE

This bylaw may be cited as the "**Cemetery Bylaw**"

Part I: DEFINITIONS

1. "**Disinter**" means to take from the gravesite.
2. "**Coronation Cemetery Association**" means a committee made up of two Council members and five members at large, acting as an advisory group to the town relative to Cemetery operations and a list of executive members is to be kept on file at the Town office.
3. "**Town**" means the Town of Coronation.
4. "**Cemetery**" means the Coronation Cemetery.

Part II: Regulations

1. The Town shall keep all cemetery plot records regarding burial and disinter work at the cemetery and any other relevant statistical or operations information at the Town office.
2. The Town shall sell burial plots to the general public as per schedule A payable at the time of ordering or reserving the plot.
The Town reserves the right to limit the number of plots purchased and held in reserve by any person or any family to four (4) plots.
3. The holder of a reserve plot may cancel such reservation and be entitled to a full refund upon presentation of a purchase receipt.

4. The owner of a plot shall not resell or trade any plot without notifying and receiving written approval from the Town.
5. The Town will be responsible for grave opening and closing services, fees will be set as per schedule A.
6. The Town will be responsible for disinterment work, which means removal of a body from a gravesite. The fee for disinterment is set as per Schedule A. No disinterment's shall be performed or allowed until a valid permit is produced and presented to the town from the director of vital statistics approving such work.
7. Up to four (4) urns of cremation remains may be interred in any one grave site or within a occupied grave site, provided the remains are buried at least three feet below ground level and do not disturb other remains and shall be properly marked. The cremation remains marker shall be level with the ground.
8. No planting of trees or shrubs shall be permitted on any plot. Tree planting and landscaping at the cemetery shall be at the discretion of the Cemetery Association.
9. The Planting of flowers and perennial plants on plots is permitted provided the plants are cared for at the discretion of the Cemetery Association.
10. No Corner stones, fences, railings, grave covers or changes to the structures will be permitted on any plot. Plots with existing structures of this nature, which have deteriorated or become damaged and look unsightly, shall be removed at the discretion of the Cemetery Association. Reasonable efforts to reach family members associated with the plot, to inform them of the plot condition will be made and recorded prior to carrying out such work.
11. The Town shall be responsible for seeding and maintaining grass, weeds and other greenery at the cemetery.
12. **Monuments** shall be mounted on a concrete base extending on each side of the said monument a distance of not less than six (6) inches and this base shall be level with the ground and adjoining the ground at the head of the grave site. Monuments shall not exceed three (3) feet in height unless approved by the cemetery committee. Monuments shall not be erected without a member of the Town's staff or an executive member of the Cemetery Association being present to confirm the proper location and installation of the monument base. Concrete base installers shall contact the Town **48 hours** in advance of their plan to install a monument base at the cemetery to allow the Town to have ample time to find an individual to accompany the base installer to the cemetery. Only **one** monument per gravesite is permitted with the exception being that cremation remains markers described in #7 will be allowed on gravesites.
13. The Town shall be the authority with respect to moving monuments or headstones that have been improperly located and require adjustment **as per regulations under the Cemeteries Act.**
14. The Cemetery Association will be the authority that will designate which sections of the Cemetery are available for public plot purchase.
15. The Town will follow the Cemetery Burial Policy (Appendix A) which charges a designated "Grave Site Marking Team" with the responsibility of identifying where grave sites will be excavated.
16. Grave openings shall be performed at the discretion of the Town's Public Works staff. If for whatever reason a grave site cannot be dug the deceased people may be stored in

the underground vault located at the cemetery at no charge for a period of time that is considered necessary by the Town that will allow for proper grave site preparations.

17. Funeral Directors shall supply temporary identification of markers, which shall be placed on each gravesite at the time of burial. Permanent markers must be in place within two years of occupation.
18. The Town shall not be responsible for any damage, either wilful or accidental to any headstone, monument or structure located within the cemetery. The Town shall have the right to prohibit the entry of any person or persons who do not have related business at the cemetery or for inappropriate or improper conduct.
19. The Town shall receive public donations designated as cemetery donations and such funds shall be deposited in a Coronation Cemetery Donation fund account and such funds shall be used solely for cemetery improvements. This account will have two signing authorities from the Town and two from the Cemetery Association and require one from each party to sign in order to release funds from the account.

Part III

1. This bylaw is effective on the date of third and final reading.
2. Bylaw No.551 – 2008 is hereby repealed.
3. Schedule “A” and appendix “A” are a part of this bylaw.

First Reading given on the 16th Day of December 2008.

Second Reading given on the 16th Day of December 2008.

Third and final Reading given on 16th Day of December 2008.

Herb Rock
Mayor

David Connauton
Chief Administrative Officer

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SCHEDULE "A"

Cemetery Fees:

1. **Burial Plots:** \$150.00 plus GST.
b: Maintenance Fee (given to the Cemetery Committee) \$100.00 plus GST.
2. **Grave Openings & Closings:** Monday – Friday \$250.00 plus GST.
3. **Cremation remains Opening and closing:** Monday – Friday \$100.00 plus GST.
4. An additional \$100.00 plus GST will be charged if grave opening or closing services are required after regular Town Business hours or on weekends or holidays.
5. An additional charge of \$50.00 plus GST will be charged if the installation of a cement rough box is required.
6. **Monuments:** Refundable Deposit (Held for 2 Years) \$300.00
To be handled by the Cemetery Committee.

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**Appendix A
Coronation Cemetery Burial policy**

A "Grave Site Marking Team" will be charged with the responsibility of identifying where grave sites will be excavated. This team will be consulted with respect to all burials at the Coronation Cemetery.

The "Grave Site marking Team" will consist of the following members:

1. A member of the Town's Administrative staff (head of team).
2. A member of the Coronation Cemetery association.
3. The Public Works Supervisor or an alternate member of the Public Works staff.

When approached by representatives of the deceased party, the "Grave Site Marking Team" **shall** make arrangements to flag the corners of the grave site that is to be excavated. The dimension of such flag marking shall be 40" x 92' inches for casket burials unless the marking team deems that adjustments to this common size are warranted.

Disputes relative to the marking of grave sites that may arise from a representative of the deceased party or among members of the "Grave Site Marking Team" will be settled by the Coronation Cemetery Association Chair Person.

The Town's Public Works Staff will be responsible for digging grave sites that are flagged by the "Grave Site Marking Team". Should corner flags not be in place or if there are any questions that may arise relative to the location of the flags, the assigned Public Works Staff member shall contact the Head of the Grave Site Marking Team prior to proceeding with the excavation of the grave site.

Should the assigned Public Works Staff member encounter difficulties while attempting to excavate the grave site, again the grave site marking team shall be consulted to identify whether or not alternative grave site markings are required.