Minute No. 581
Report - Standing Policy Committee on Property and Development - June 26, 2007

Item No. 17 **Review of the Cemetery By-law No. 1996/78**
File PC

COUNCIL DECISION:

Council concurred in the recommendation of the Standing Policy Committee on Property and Development and adopted the following:

1. That the new Cemetery By-law No. 130/2007 as outlined in Appendix A to the report from the Acting Director of Planning, Property and Development dated June 4, 2007, be enacted.

2. That the Cemetery Fees and Charges Schedule as outlined in Appendix C to the report from the Acting Director of Planning, Property and Development dated June 4, 2007, be approved.

3. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

Report - Standing Policy Committee on Property and Development - June 26, 2007

DECISION MAKING HISTORY:

Moved by Councillor Swandel,
That the recommendation of the Standing Policy Committee on Property and Development be adopted by consent.

Carried

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On July 11, 2007, the Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Property and Development and submitted the matter to Council.

STANDING COMMITTEE RECOMMENDATION:

On June 26, 2007, the Standing Policy Committee on Property and Development concurred in the administrative recommendation and submitted the matter to the Executive Policy Committee and Council.

RE: REVIEW OF CEMETERY BY-LAW 1996/78.

FOR SUBMISSION TO: **The Standing Policy Committee on Property & Development**

ORIGINAL REPORT SIGNED BY: **Director of Planning, Property and Development**

REPORT DATE: **June 4, 2007**

RECOMMENDATION:

1. That Council enact the new Cemetery By-law.
2. That Council approve the Cemetery Fees and Charges Schedule.
3. That the Proper Officers of the City be authorized to do all things necessary to effect the intent of the foregoing.

Report Summary

Key Issues:

A full review of the Cemetery By-law 1996/78, Rules and Regulations and the Fees and Charges Schedule are required to modernize the service and ensure:

- Reduction of red tape.
- The incorporation of Legislation having effect on cemetery operations and practices.
- The By-law and Rules and Regulations reflect present day operational best practice of cemeteries.
- Clarity and ease of understanding of the Cemetery By-law and Rules and Regulations for members of the public.

Implications of the Recommendation(s):

General Implications

( ) None

() For the organization overall and/or for other departments

(X) For the community and/or organizations external to the City

() Involves a multi-year contract

Comment(s):

- The new Cemetery By-law and Rules and Regulations provide for the reduction of red tape and the modernization of the service.
- The new Cemetery Rules and Regulations incorporate Manitoba Workplace Health and Safety Regulations that affect cemetery operations.

Policy Implications

() No

(X) Yes

Comment(s):

- The new By-law provides for the Rules and Regulations to be separated in order to reduce red tape and provide for greater clarity and ease of understanding and to simplify the process for completing revisions to the Rules and Regulations.

Regulatory Implications

() None

(X) Eliminates or reduces regulatory impact

(X) Proposes regulatory impact

Comment(s):

- New fees and charges have been introduced for services not associated with routine interment or grounds maintenance operations.
- New cemetery rules and regulations will restrict or alter contractors work methods, or the behaviour of contractors and clients in cemetery grounds.
- Revision of the pre-purchasing arrangements to reduce red tape.

Environmental Implications

(X) No

() Yes

Comment(s):

Human Resources Implications

(X) No

( ) Yes

Comment(s):

Financial Implications

(X) Within approved current and/or capital budget

() Current and/or capital budget adjustment required

Comment(s):

- Paragraph12 (1) of new Cemetery By-law amends the provision for investment in the Perpetual Maintenance Reserve Fund, by the requirement for cremation interment properties to be subject to a percentage of revenue investment.

Report

REASON FOR THE REPORT:

Council is required to approve the new Cemetery By-law and the Cemetery Fees and Charges Schedule.

HISTORY:

The Cemetery By-law was last reviewed in 1978 and only minor amendments have been completed over the thirty years of its existence. The Cemetery By-law 1996/78 does not reflect changes that have taken place in legislation affecting cemetery operations, or present day best practice of cemetery operations.

The Cemetery Fees and Charges Schedule (Appendix C) is required to be approved by Council. The revised schedule includes new service options and products to increase client choice and create additional revenue sources for the Cemeteries Branch.

DISCUSSION:

The Cemetery By-law 1996/78 is thirty years old. It requires modernization to eliminate red tape, improve the efficiency of the service and ensure the service is addressing modern day best practice of cemetery operations.

The new Cemetery By-law (Appendix A) and separated Rules and Regulations (Appendix B) have been developed after consideration and review of:

- how other cemeteries are providing services,
- current best practice in providing cemetery operations,
- changes in the Workplace Health & Safety Regulations that affect cemetery operations,
- cemetery legislation from other provinces that can be anticipated to be introduced into Manitoba in the near future,

The Cemetery By-law 1996/78 contains the cemetery rules and regulations for all three City cemeteries and requires Council approval to effect changes. The new Cemetery By-law separates the Rules and Regulations from the By-law and designates the Director of the Planning, Property and Development Department to effect changes.

This policy change will enable the Director and Administrator to review cemetery operations when required to:

- maintain best practice in cemetery operations,
- eliminate the red tape of obtaining Council approval before instigating changes in operations,

- improve the level of service and choice of service provided to clients.

The new Rules and Regulations will provide greater clarity for employees, clients and users of the City cemeteries. The new document is in chronological order, is written in plain English and enables ease of understanding.

Legislation changes affecting cemetery operations.

- *Suspension of double-depth full body interments and disinterments.*

Changes in the Workplace Health & Safety Regulation 217/2006 resulted in the Cemeteries Branch suspending full body double-depth interments and disinterments until a suitable method of shoring interment sites can be established. Paragraph 8 (1) of the amended Cemetery By-law includes options available in lieu of double-depth interment.

- *Health and Safety in Cemetery Grounds*

In order to ensure improved safety in cemetery grounds new regulations are being introduced for Memorial Dealers and Funeral Homes/Directors to observe while working within municipal cemetery grounds.

The review of Cemetery By-law 1996/78 has taken into consideration current best practice in cemetery operations.

Financial

- ***CEMETERY FEES AND CHARGES SCHEDULE***

Council is required to approve the fees and charges schedule. A proposed Cemetery Fees Schedule for the years 2007/8/9/10 is included at Appendix C. and includes:

- A complete review of the existing pricing structure at municipal cemeteries to come into effect Fall 2007,
- The provision of new services and products to clients,
- Potential for increased revenue for the Cemeteries Branch,
- Greater clarity of the cemetery fees and charges for clients of the service.

Traditionally, the level of fees and charges set at municipal cemeteries have provided a benchmark for use by other cemeteries located within the City of Winnipeg, both charitable and private, when setting their fee structures for standard services and products. When proposing an increase of municipal cemetery fees the Administrator has been mindful of the ethos of the municipal cemeteries, in ensuring affordability to all clients of the service and right of access to a decent interment.

Some of the City's cemetery fees are below the market level for cemeteries within the City. In order to increase the fees to a reasonable market level but to lessen the impact on clients, these fees will have increases applied above the average rate of increase, over a number of years until the fees reflect the applicable market price.

EXTERNAL CONSULTATION

A consultation period was established from Monday March 5th to Thursday April 5th, 2007 to allow clients and users of the municipal cemeteries to have the opportunity to comment on the new Cemetery By-law. During this time advertisements were placed at regular intervals in the Free Press newspapers and posted on the City and Cemeteries webpages.

A letter was sent to Funeral Homes/Directors and Memorial Dealers who are predominant users of cemetery services, informing them of the consultation period for the new Cemetery By-law and Rules and Regulations.

No comments or concerns were received that required further consideration or amendments.

The Cemetery Fees Schedule was not included as part of the consultation.

A letter was received in response to the consultation from an independent Memorial Dealer, requesting the same revisions to the Rules and Regulations as the following items received from the Memorial Dealers Association.

Direct consultation was afforded to the following groups or associations:

Memorial Dealers Association

A meeting was held on May 14th, at the request of the MDA to discuss areas of concern in the new Cemetery By-law and Rules and Regulations. The meeting was attended by four representatives of the Association and the Cemeteries Administrator. There are approximately 35 memorial dealers located within Manitoba and approximately 15 are members of the Association.

The main area of concern raised by the MDA was the amendment to require all upright monuments (the die) to be pinned to the individual base. Support of the amendment was not received from the Association as they consider it an unnecessary requirement that will create an increase in costs to their clients. However, they did understand the requirement for ensuring safety in the municipal cemeteries.

The Association representatives state that they consider the tapes and shims used in erecting the upright (die) onto the base, to be adequate to hold the upright (die) in place. However, evidence within the City cemeteries is that monuments are not being held in place by the tapes and masonry does fall from the bases, posing a risk of injury to City employees and users of cemetery grounds.

The Administrator pointed out that to substantially reduce the risk of falling masonry, it is necessary to regulate the installation of upright monuments, at the point of the Memorial Dealer entering the cemetery with a memorial to erect. At this time, it will be possible for the Operations Foreman to visibly ensure the monument is adequately dowelled and ready for installation at the interment site.

The requirement to dowel an upright (die) to the base has been in use for a number of years in European cemeteries where research on memorial safety has proven this to be the most effective method of:

- Reducing the risk of falling masonry,
- Prolonging the lifespan of a monument and maintaining cemetery appearance.

Other revisions requested by MDA were included in the Rules and Regulations, or agreed by all parties as being unable to be changed.

Joint Veterans Association of Manitoba
The Cemeteries Administrator attended a meeting of the Joint Veterans Association of Manitoba on April 10th, to present the changes in the proposed amended Cemetery By-law, that have direct affect on veterans intending to be interred in the Transcona Cemetery.

The Association was informed of the amendment removing the allowance of free interment lots for Veterans from the Transcona district of the City. They were told that in the past three years only two lots had been requested as, generally, veterans' lots are purchased by the Last Post Fund on their behalf; therefore the amendment is not anticipated to have any impact.

The Association accepted this was necessary to eliminate the discrimination this posed towards veteran's requesting to be interred at other City Cemeteries where no free lots were allocated.

The Public Utilities Board.
A copy of the proposed Cemetery By-law and Rules and Regulations were sent to the Public Utilities Board for their consideration and comment. A meeting was attended by the Administrator to discuss the amendments and answer some questions.

No comments or concerns were received that required further consideration or amendments.

Financial Impact Statement Date: May 28, 2007

Project Name:

REVIEW OF CEMETERY BY-LAW 1996/78

COMMENTS:

The recommendations contained in this report are that Council enact the new Cemetery By-law and approve the Cemetery Fees and Charges Schedule. While there is likely to be a net positive financial impact on the revenues of the Cemeteries Branch should the recommendations be approved, the amount of any increase is either likely to be immaterial in nature and/or is not determinable at this time.

"Original Signed By"
Mike McGinn, CA
Manager of Finance

IN PREPARING THIS REPORT THERE WAS:

Internal Consultation With and Concurrence By:

Legal Services Division

External Consultation With:

General Public and clients of the Cemeteries Branch
Memorial Dealers Association
Joint Veterans Association of Manitoba
The Public Utilities Board
Funeral Homes/Directors

THIS REPORT SUBMITTED BY:

Department: Planning Property and Development
Division: Cemeteries Branch
Prepared by: Jane Saxby
File No.

APPENDIX A

May 28, 2007

THE CITY OF WINNIPEG

BY-LAW NO. 130/2007

A By-law of THE CITY OF WINNIPEG relating to the Brookside, St. Vital and Transcona Cemeteries

THE CITY OF WINNIPEG, in Council assembled, enacts as follows:

Short Title

1. This By-law may be referred to as the "Cemetery By-law".

Definitions

2. In this by-law:

"**Administrator**" means the Administrator of the Municipal Cemeteries Division or his/her designate.

"**Cemetery**" or "**Cemeteries**" means Brookside, St. Vital or Transcona Cemeteries or any other cemetery operated by the City as the context requires.

"**Child lot**" or "**Infant lot**" means an area of land sufficient in size for the interment of one child or infant casket.

"**City**" means The City of Winnipeg.

"**Columbarium**" means an above ground structure or building in a cemetery designed and used for the interment of the cremated remains of a deceased person/s.

"**Council**" means the Council of The City of Winnipeg.

"**Cremated remains lot/plot**" means an area of land designated to be used solely for the interment of the cremated remains of a deceased person/s.

"Cremorial" means a compartment in an in-ground structure for the interment of cremated remains of a human being.

"**Crypt**" means a sub-surface vault used for the interment of the cremated remains of more than one deceased person.

"**Director**" means the Director of the department responsible for the cemeteries operated by the City, or his/her designate.

"**Double depth interments**" means a lot dug at extra depth at time of the interment of the first casket to accommodate a second interment at regular depth.

"Funeral Director/Home" means any individual, firm, partnership or corporation who arrange funerals on behalf of their private clients.

"**Interment**" means the burial, placement or scattering of human remains or cremated remains in a lot, plot, crypt or niche.

"Interment Fee" includes the charges for the opening and closing of a lot, plot, cremated remains lot/plot, crypt or niche, use of lowering device, grave linings, earth cover, and other necessary services.

"**Lot**" means an area of land sufficient for the interment of one adult casket.

"Marker" means a flat memorial marker installed flush with the surrounding turf on a lot, plot or cremated remains lot/plot, in memory of a deceased person.

"**Medical Section**" means the section of a cemetery where the remains of persons who have donated their bodies to the University of Manitoba are interred.

"**Memorial**" means a monument, plaque or flat marker installed in memory of a deceased person.

"**Memorial Dealer**" means any individual, firm, partnership or corporation who manufactures sells or installs memorials.

"**Monument**" means an upright memorial.

"**Niche**" means a compartment in a columbarium for the interment of cremated remains of a deceased person.

"Ossuary" means a vault used for the interment of loose cremated remains.

"**Owner**" means the owner of a lot, plot, cremated remains lot/plot, cremorial or niche

"**Plot**" means an area of land sufficient for interment of two or more caskets.

"Scattering Bed" means an area of land set aside for the inground scattering of cremated remains.

"Vault" means a reinforced box placed inside a lot/plot, cremated remains lot/plot.

Purchase Terms and Conditions

3(1) The purchase price of lots, plots, cremated remains lots/plots, cremorials and niches and other goods or services including interment fees, disinterment fees, foundations fees and other fees will be as determined by Council from time to time.

(2) No interment may be made, no deed may be given and no memorial may be erected or installed until all fees and the purchase price of the lot, plot, cremated remains lots/plots, cremorial or niche have been paid in full.

(3) Any person who purchases a lot, plot, cremated remains lot/plot, cremorial or niche and any person placing a request for an interment will be responsible for all related costs and must comply with all applicable legislation.

(4) Lots/plots cremated remains lots/plots, cremorials, or niches and other services or goods, can only be used for the purpose for which they are intended.

(5) Where no interment has taken place or memorial has been installed in a lot, plot, cremated remains lot/ plot, cremorial or niche, and where the said lot, plot, cremated remains lot/plot, cremorial or niche is suitable for resale, the Administrator may, at the request of the owner and upon proof of ownership, refund all monies paid, less an administration fee and may re-sell the lot, plot, cremated remains lot/plot, cremorial, or niche.

Instalment Payment Plans

4(1) Lots, plots, cremated remains lots/plots, cremorials, niches and standard open and close fees may be purchased on installment by individuals provided final payment of all monies owed is made within one year of the signing of the agreement to purchase and prior to any use.

(2) Where payment in full is not received within one year, ownership of the respective lot, plot, cremated remains lot/plot, cremorial, or niche will revert to the City and the purchaser or their estate is entitled to a refund of all monies paid less any administrative fee as determined by Council from time to time and without interest, on submitting, where necessary, Letters of Probate or Administration and a Death Certificate.

(3) Lots, plots, cremated remains lots/plots, cremorials and niches may be purchased on installment by religious groups or organizations on terms determined by the Administrator.

Deeds

5. All Deeds for the sale of any lot, plot, cremated remains lot/plot, cremorial or niche, must be approved as to form and content by the Director and will be subject to this By-law, any resolutions of Council and any rules and regulations made by the Director from time to time.

Rules and Regulations

6(1) The Director is hereby authorized to make rules and regulations for a cemetery or any part thereof, including, but not limited to, the following:

(a) the information required to be provided to effect a transfer, sale or re-sale of any lot, plot, cremated remains lot/plot, cremorial or niche.

(b) the designation of special sections within cemeteries, including restrictions or prohibitions on the types of interments or memorials, if any, that may be installed therein.

(c) the information required to be provided prior to any interment;

(d) the amount of notice required to be given prior to an interment, which may vary with the day or season.

(e) the hours of operation of each cemetery and the times during which interments may occur.

(f) the responsibilities of Funeral Directors, Memorial Dealers, or Contractors within a cemetery.

(g) the conduct of persons within a cemetery.

(h) the construction, size, type, installation and location of any memorial; and

(i) regulating, prohibiting or removing any landscaping, planting, gardening, fencing, railings, posts, the placement of any plantings or wreaths or any other construction.

Interments

7(1) No interments or scattering of cremated remains may take place on Saturdays, Sundays or Civic or Statutory Holidays except as determined by the Director.

(2) Cemeteries may only be used for the interment of human bodies or their cremated remains.

(3) No remains may be interred except in an approved urn, casket, vault, or shroud, and except for an interment into a scattering bed or an ossuary.

(4) No person may open a lot, plot, cremated remains lot/plot, cremorial, niche, or ossuary, or make use of a scattering bed for an interment or a disinterment unless employed by the City or its authorized agent.

(5) No remains may be interred or scattered without the knowledge and approval of the Administrator and without a City employee in attendance.

(6) All funeral processions within a cemetery must be under the supervision and control of the Administrator.

(7) The maximum number of interments in a lot is two caskets and two urns where the first interment was at double depth or, one casket and three urns or, where no casket interment has taken place, four urns containing cremated remains.

(8) The maximum number of interments in a child or infant lot is 1 casket and 2 urns or where no casket interment has taken place, 3 urns containing cremated remains.

(9) (a) Only one body, shall be contained in each urn, casket, vault, or shroud, unless duly authorised by the Administrator.

(b) Where more than one body or remains is authorised to be contained in a urn, casket, vault, or shroud, an interment fee for each body or remains shall be payable.

(10) Interment in the Field of Honour will be permitted for only those persons who have qualified military service as outlined in the guidelines of the Last Post Fund, Veteran Affairs Canada and the cremated remains of a spouse, or mother, or father or son, or daughter, or brother or sister will be permitted as an additional interment in the same lot to a maximum of 2 interments in total.

Double Depth Interments

8(1) Double depth casket interments or disinterments may not take place.

(2) Persons owning lots or plots purchased for double depth casket interments prior to August 01, 2001 may obtain two side-by-side lots, one in exchange for the previously purchased double depth lot and the second lot at the same cost as the original purchased lot/plot.

(3) The charge for double depth cremation interments will be the prevailing interment charge, plus the applicable amount stated in the fees and charges.

(4) Where a second casket interment is made in a double depth lot, the second interment must have at least 36 inches (91.44 cm.) or in the case of any cremation interment 12" inches of earth over the top of the outside container.

Cremated Remains Lots and Plots

9(1) In any cremated remains lot having dimensions of two feet by two feet (60.96 cm x 60.96 cm), a maximum of two urns may be interred at single depth.

(2) In any cremated remains plot having dimensions of three feet by three feet (91.44 cm x 91.44 cm) a maximum of four urns may be interred and all urns must be interred at single depth.

(3) In any cremated remains lot/plot having dimensions of two feet by four feet (60.96 cm x 121.92 cm), where more than two urns are to be interred, the first, second and fourth urn must be interred at single depth and the third urn must be interred at double depth.

(4) In the Medical Section, only cremated remains may be interred at single depth and only the cremated remains of the spouse will be permitted as an additional interment in the same lot at single depth.

Disinterments

10(1) No disinterment will be allowed from any cremation crypt, ossuary, or scattering bed.

(2) No disinterment may occur from any other area without the approval of the Administrator and the receipt of such documentation as required by law is first obtained, and the Administrator or designate attends the disinterment.

Memorials

11(1) No person may construct, repair, install or re-locate any memorial unless they have obtained the required permit and have paid the appropriate fee and comply with any additional rules and regulations as determined by the Director.

(2) The owner of or person responsible for a memorial must ensure that it does not become unsightly, dilapidated or dangerous, and in the event the owner or person responsible fails to do so, the Director may remove or repair any such memorial and recover the costs from the owner or person responsible

(3) Only City employees may place or install flat markers.

(4) No more than one monument may be erected on any one lot.

(5) No memorial is permitted in or on a crypt or scattering bed.

Perpetual Maintenance Reserve

12(1) Each cemetery will have a separate Perpetual Maintenance Reserve Fund created with a sum equal to 25% of the purchase price of a lot, plot or cremated remains lot/plot, or a sum equal to 15% of a cremorial or niche purchase, or a sum equal to 10% of a scattering of cremated remains, set aside in the reserve, invested and applied to and for the perpetual care of the lot or plot or cremated remains lot/plot, cremorial, niche, scattering bed or ossuary area. Perpetual care includes general maintenance, of lots, plots, cremated remains lots/plots, columbarium niches or the cemetery enclosure.

(2) The City may, annually, utilize up to 50% of the yearly earnings from the relevant Perpetual Maintenance Reserve to undertake improvements or maintenance in the cemetery.

General

13 Where any person owes outstanding fees or charges, the Administrator may refuse to allow any other interments or work until all outstanding fees and charges are paid in full.

Closure of the Cemetery

14. The Administrator may close any cemetery from time to time as deemed necessary and appropriate.

Penalties & Enforcement

15. A person who contravenes a provision of this by-law or any of the rules and regulations made by the Director is guilty of an offence and is liable on summary conviction:

(a) in the case of an individual, to a fine of not more than $1,000.00, or imprisonment for a term of not more than six months, or both; and

(b) in the case of a corporation, to a fine of not more than $5,000.00.

Designated Employees

15. The Director and his/her delegates may conduct inspections and take steps to administer and enforce this by-law or remedy a contravention of this by-law in accordance with *The City of Winnipeg Charter* and, for those purposes, have the powers of a "designated employee" under *The City of Winnipeg Charter*.[1]

Address for Service

16. Where an address for service must be determined, it shall be determined by using the ownership records maintained by the Administrator.

Appeals

17. An appeal from an order or decision under this By-law may be made to the Standing Policy Committee on Planning, Property & Development in accordance with *The City of Winnipeg Charter.*

Consequential Amendment

18. Subsection 4(e) of The Execution of Documents By-law No. 7367/99 is amended by deleting "No. 1996/78" where same appears herein.

Previous By-laws Repealed

19. By-law No. 1996/78 is hereby repealed except that the fees referred to in Schedule A thereto shall remain in force and effect until Council amends or repeals them.

DONE AND PASSED, in Council assembled, this day of , 2007.

Approved:

_____
Mayor

_____
Director
Planning, Property & Development

_____
City Clerk

Approved as to content & details:

_____
Administrator
Municipal Cemeteries Division

Certified as to form:

_____
for City Solicitor/Manager of Legal Services

APPENDIX B

May 28, 2007

CITY OF WINNIPEG

CEMETERIES BY-LAW

NO. 130/2007

RULES AND REGULATIONS

RULES & REGULATIONS

DEFINITIONS – Words and phrases have the same meaning

"Child" means a human being from two to ten years of age

"Cremation Certificate" means the certificate provided by the funeral home or crematorium

"Depth" shall refer to the measurement taken from front to back of a monument, monument base, or foundation, and for a marker the depth shall refer to the measurement taken from the surface to the underside.

"Height" shall refer to the measurement taken from top to bottom of a monument, monument base or foundation and for a marker the height shall refer to the measurement taken from the top to the bottom of the marker face.

"Infant" means a human being under the age of two years

"Select Sections" means those areas where only Flat Markers are permitted and which must be placed at the foot of the lot/plot

"Summer Season" means the time period from May 1 to November 30 in any year

'Vase" means an open container intended as a receptacle for flowers

"Width" shall refer to the measurement taken from side to side of a monument, marker or foundation

"Winter Season" means the time period from December 1 to April 30 in any year

SALE OR TRANSFER

1 (1) No sale or other transfer of any lot, plot, cremated remains lot/plot cremorial, or niche or any interest therein will be accepted by the Administrator until a duly executed letter from the owner has been received specifying the name and address of the transferee and the appropriate fee has been paid in full;

(2) Where the lot, plot, cremated remains lot/plot, cremorial or niche is inherited, the new owner must provide proof of ownership to the Administrator by submitting a notarial copy of the probate or letters of administration; or such proof as is satisfactory to the Administrator.

INTERMENTS

2 (1) The owner of a lot, plot, cremated remains lot/plot, cremorial or niche may authorize the interment of another person by submitting a written authorization to the Administrator specifying the location and the name of the person to be interred therein.

(2) No interment or scattering will take place until the Administrator has received a copy of the Burial Permit or Cremation Certificate and the following information:

(a) the full legal name of the deceased;

(b) the cemetery location, section and site number of the interment site to be used;

(c) proof of ownership or authorization for use of a interment site, where the deceased person is not the owner;

(d) place of birth;

(e) place of death;

(f) date of death;

(g) age;

(h) date of birth;

(i) day, date and time of interment;

(k) type of grave liner or vault (if used);

(l) the size of casket, urn or vault;

(m) name of funeral home/director;

(n) the name and address of person(s) listed as next of kin;

o) the owner's name(s) and address(es) and the person(s) to receive the Cemetery Deed and/or receipt for the property;

(p) where a Field of Honour lot is to be used, the regimental and/or service number;

(q) name of the person or company responsible for payment of the interment fees.

(3) A minimum of 24 hours prior notice, excluding Saturdays, Sundays and Civic or Statutory Holidays, must be given to the Administrator before the time of the burial during summer season, and 48 hours notice during winter season.

(4) The City is not responsible for any errors or omissions in information received.

(5) Funeral Directors are responsible for the secure closure of the casket or urn before interment can proceed.

(6) Funerals arriving at the cemetery gates at or after 3:30 p.m. will be assessed the surcharge as stated in the cemetery Fees and Charges. No funeral procession will be permitted to enter the gates after 5:00 p.m. All surcharges other than to a Funeral Director or Funeral Home shall be due and payable in full prior to the interment or scattering.

(7) Funeral Directors must remain for the duration of the service and provide notice to Cemetery staff that the service has ended.

(8) Workers must cease work in the vicinity of a funeral until the conclusion of the service.

(9) No person operating as, or for a business may work in a cemetery on Saturdays, Sundays, Civic and Statutory Holidays or after 4:30 p.m. on weekdays without written authorisation from the administrator.

(10) Where a tree or shrub requires removal from a lot/plot to enable an interment to take place a fee will be charged.

(11) The use of a vault or liner in an interment site will only be allowed where physically possible, and where permission is obtained at the time of arranging the interment, and on payment of all appropriate fees.

(12) All full casket interments shall allow for at least a three feet (36 inches) depth of soil above the casket to level with the surrounding ground.

LANDSCAPE IMPROVEMENTS, PLANTING AND GARDENING

3 (1) Persons desiring to do any planting or gardening work on a lot, plot, or cremated remains lot/plot for monetary gain must annually obtain written permission from the Administrator prior to commencing.

(2). Any grading, seeding or sodding must conform to the standards established for the section in which the lot, plot or cremated remains lot/plot is located.

(3) No tree, shrub or flower may be planted in sections of a cemetery reserved for the burial of cremated remains.

(4) No tree may be planted in any section or area of a cemetery without the written permission of the Administrator.

(5) The owner of a lot or plot may plant annual flowers or shrubs provided the lot or plot has been levelled and stabilized and subject to the following rules:

(a) annual plantings and vases must be placed in a half-moon shape adjacent to the memorial and must not extend more than two feet (61 cm) from the memorial or extend beyond the width of the lot, plot or cremated remains lot/plot and any shrub may have a maximum height of 4 ft. (122 cm).

.

(6) The Administrator may prune or remove any planting, or article which in the opinion of the Administrator:

(a) violates any of the rules and regulations or the relevant by-law;

(b) poses a hazard;

(c) is found to be diseased;

(d) extends beyond the dimensions of the lot, plot;

(e) is necessary to remove for repair, maintenance or interment work to be undertaken,

without being liable for any damage caused thereby to the article or planting.

(7) No person may take a cutting of any planting, or pick any flower, either wild or cultivated, or mutilate or damage any tree, shrub or plant in a cemetery.

(8) Any person employed to maintain graves or memorials must remove all garbage to outside of the cemetery and must carry on their work under the direction of the Administrator.

(9) No person may attach any item, including any plant, flower, shrub, picture, flag or other such object, to a memorial, bench, tree, ossuary, crypt, or columbarium.

(10) Cut and artificial flowers are allowed in a vase with a maximum diameter of 8 inches (30.48 cm), constructed of material and finish that is acceptable to the Administrator and not exceeding an overall height of 20 inches.

(11) The placement of artificial flowers or wreaths in the ground of any lot, plot or cremated remains interment site is not permitted except for 10 working days after interment or during the winter season.

(12) All materials brought into a cemetery must be transported and deposited in the cemetery in such a manner as the Administrator approves.

(a) All accumulated rubbish or excess materials must be removed and deposited in the designated location;
(b) The use of barbeques or other cooking vessels is not allowed on cemetery property.

(13) No person may erect or maintain borders, fences, railings, copings, walls, curbs, enclosures or hedges in or around any lot, plot or cremated remains lot/plot.

(14) No lot, plot or cremated remains lot/plot may be covered by any loose materials or a slab of cement or other similar material.

NO DEFACING OF CEMETERY PROPERTY

4 No person may write upon, scratch, deface or damage any memorial, fence, building or any other structure in or belonging to the cemetery.

VEHICLES IN CEMETERY

5 (1) No vehicle of any kind will be allowed in any part of the cemetery except on the roadways, without the permission of the Administrator.

(2) No person may drive any vehicle at a speed in excess of 20 kilometres per hour; nor park a vehicle in such a way as to cause damage to any turf.

ENTERING THE CEMETERY

6 No person may enter a cemetery other than through the entrance gates.

NON-PERMITTED ACTIVITIES

7 (1) No person may disturb the quiet or good order of a cemetery by noise or other improper conduct and the Administrator may expel any person or prohibit the entrance of any person who conducts himself or herself in an improper manner.

(2) No person may roller-blade, in-line skate or skateboard in a cemetery or take part in any activity contrary to the quiet setting of a cemetery.

PETS

8 No person will allow any pet in the cemetery unless properly restrained and pet owners must remove any excrement.

NO WALKING ON GRAVES

9 No persons may walk on any lot, plot, or cremated remains lot/plot, or scattering bed except employees in the performance of their duties and responsibilities.

CONTRACTORS AND MEMORIAL DEALERS

10 (1) All contractors and memorial dealers must report to the cemetery office prior to commencing any work and are subject to the direction and control of the Administrator

MEMORIALS AND FOUNDATIONS

11 (1)

(a) The Administrator may designate special sections within the cemeteries and impose restrictions on the types of memorials and other types of markers that may be installed therein;

(b) Monuments or flat markers are permitted in designated sections of Brookside and Transcona Cemeteries. Only flat markers are permitted in the St. Vital Cemetery, with the exclusion of the Cremation Gardens where pillow markers as supplied by the city are permitted;

(c) Memorial dealers must have in their possession a valid permit from the Cemeteries Administrator authorising for the installation, repair or refurbishment of a memorial;

(d) A foundation is required for all upright, sloping or pillow monuments.

GENERAL RULES FOR FOUNDATIONS **(EXCEPT ST. VITAL CEMETERY)**

12 (1) All foundations must be either:

(a) a continuous concrete beam construction, poured in place, having a minimum height of six inches (15.24 cm) and with a gravel or crushed stone sub-grade having a minimum in-ground depth of six inches (15.24 cm);

(b) a pre-cast concrete slab having a minimum height of six inches (15.24 cm) with gravel, crushed stone, or sand sub-grade having a minimum in-ground depth of six inches (15.24 cm);

(c) an individual foundation having a minimum thickness of six inches (15.24 cm) and with a gravel or crushed stone sub-grade having a minimum in-ground depth of six inches (15.24 cm); or

(2) All foundations must be installed by City employees, or under the express authority of the Administrator.

(3) Where an existing monument was installed without a foundation, or a individual foundation requires replacement as determined by the Administrator, the owner will be required to pay the appropriate fee in full prior to any work, or an interment being commenced.

(4) The maximum width for individual foundations in all sections of a cemetery except for The Field of Honour is as follows:

Infant Lots	24 inches (60.96 cm)
Child Lots	30 inches (76.20 cm)
1/2 Double	36 inches (91.44 cm)
Single	42 inches (106.68 cm)
1/2 Four Grave Plot:	66 inches (167.64 cm)
Double (7' x 10' plot)	78 inches (198.12 cm)
Double (8' x 10' or larger plot)	90 inches (228.60 cm)

(5) The fees for installing a foundation must be paid in advance of installation.

GENERAL RULES FOR MEMORIAL TYPES, CONSTRUCTION AND MATERIALS:

13 (1) All memorials including vases must be constructed of granite, marble, or bronze or other permanent materials which have been approved by the Director, based upon test results satisfactory to the Director, verifying that the said proposed permanent material has a durability factor equivalent to that of granite, marble, or bronze.

(2) Memorials must be constructed of one solid piece of approved permanent material.

(3) Crosses of any kind are not allowed unless they are an integral part of the monument and made of approved materials.

(4) Where it is necessary to remove memorials, markers or invertible vases to allow for a first interment, the fee shall be paid in full in advance.

UPRIGHT MONUMENTS (BROOKSIDE & TRANSCONA CEMETERIES ONLY)

14 (1) A monument must be centred at the head of the lot or plot;

(2) The dimensions must be:

Depth:
A minimum of 3 inches (7.62 cm) to a maximum of 18 inches (45.72 cm) excluding the base.

Width:
A maximum width including the base of 6 inches (15.24 cm) less than the width of the lot or plot and where there are 2 or more lots or plots to a maximum of 90 inches (228.60 cm).

Height:
The maximum height including the base shall not exceed 54 inches (137.16 cm).

(3) All monument bases must have a minimum depth of 8 inches (20.32 cm) to a maximum depth of 18 inches (45.72 cm).

(4) All monuments excepting, those within Military Sections, must be secured to the base by not less than two, one-half inch thickness, stainless steel pins, with a minimum length of six inches, extending equal distance into the monument and base and placed at equal distances from the sides of the monument.

(5) Where a military monument is placed in a section other than a Field of Honour, it shall meet the Specifications as given by the Department of Veterans Affairs, have a foundation installed and the monument mounted on a base having the following dimensions:

width:	24 inches (60.96 cm)
depth:	10 inches (25.40 cm)
height:	6 inches (15.24 cm)

FLAT MARKER MEMORIALS (ALL CEMETERIES)

15 (1) Upon receipt of an Application form the flat marker must be delivered to the cemetery grounds in which it is to be placed and such marker must, upon delivery, be inspected and approved by city employees prior to being placed in such location as the City will determine. The City will not accept liability for any damage occurring to any marker following delivery and prior to installation unless an employee of the City has inspected and signed for the marker.

(2) FLAT MARKER DIMENSIONS**.**

(a) SINGLE MARKER FOR CREMAINS SECTIONS

Dimensions:	width:	20 inches (50.80 cm)
	height:	10 inches (25.40cm)
	depth :	4 inches (10.16 cm)

(b) SINGLE MARKER FOR FIELD OF HONOUR

(as an additional memorial only)

Dimensions:		width:	20 inches (50.80 cm)
		height:	10 inches (25.40 cm)
		depth :	4 inches (10.16 cm)

(c) SINGLE MARKER FOR INFANT AND CHILD SECTIONS

Dimensions:	minimum:	width:	20 inches (50.80 cm)
		height:	10 inches (25.40 cm)
		depth :	4 inches (10.16 cm)
	maximum:	width:	24 inches (60.96 cm)
		height:	12 inches (30.48 cm)
		depth :	4 inches (10.16 cm)

(d) SINGLE MARKER FOR MEDICAL SECTION
(BROOKSIDE CEMETERY ONLY)

Dimensions:		width:	20 inches (50.80 cm)
		height:	10 inches (25.40 cm)
		depth :	4 inches (10.16 cm)

(e) SINGLE MARKER ALL OTHER SECTIONS

Dimensions:	minimum:	width:	20 inches (50.80 cm)
		height:	10 inches (15.40 cm)
		depth	4 inches (10.16 cm)
	maximum:	width:	28 inches (71.12 cm)
		height:	20 inches (50.80 cm)
		depth :	4 inches (10.16 cm)

(f) DOUBLE MARKER - placed and centred on two or more graves, at head or foot as established for that section of the cemetery:

- including attached invertible vase if applicable

Dimensions:	minimum:	width:	20 inches (50.8 0cm)
		height:	10 inches (25.40 cm)
		depth :	4 inches (10.16 cm)
	maximum:	width:	48 inches (121.92 cm)
		height	20 inches (50.80 cm)
		depth:	4 inches (10.16 cm)

REQUIREMENTS FOR INVERTIBLE VASES (not attached to memorials)

16 (1) Concrete or granite casing must encompass the full length of the vase and have only 9 inches (22.87 cm) diameter for circular casing or 9 inches (22.87 cm) on the diagonal for square casing. Invertible vase must be bronze or other material as approved by the Administrator.

(2) **Dimensions:** diameter/diagonal: 9 inches (22.86 cm) including casing

(3) Where invertible vases are not inverted by the owner, during the period 1st November until 1st May the owner will be liable for any and all damage.

FIELD OF HONOUR (BROOKSIDE AND TRANSCONA CEMETERIES ONLY)

17 (1) Headstone Specifications are contained in the document "VPPM – Commemorative Programs" as prepared by the Department of Veterans Affairs with respect to "Funeral and Burial Benefits - Grave Markers" and are available at the Cemetery office on request.

(2) Standard upright military monument placed and centred at the head of the lot will be permitted as the original memorial.

(3) One additional flat marker placed and centred below the original upright monument will be allowed, minimum size only.

(4) One invertible vase placed and centred below the original memorial will be allowed.

RESTRICTIONS FOR PLACEMENT OF MEMORIALS.

18 (1) CREMATED REMAINS LOTS

(a) One flat marker only, placed and centred at the foot of the lot will be permitted;

(b) One invertible or stick-in vase placed and centred at the head of the lot will be permitted.

(2) CREMATED REMAINS PLOTS

(a) Flat markers only, to a maximum of two, placed and centred on the plot, starting at the foot will be permitted;

(b) One invertible or stick-in vase, placed and centred on the plot, will be allowed.

(3) MEDICAL SECTION

(a) For cremated remains lots, one flat marker only, placed and centred at the foot of the lot will be permitted and one invertible vase placed and centred at the head of the lot will be permitted. For all other lots, the number of flat markers to be permitted will be at the discretion of the Administrator.

(4) INFANT AND CHILD SECTIONS

(a) One monument or flat marker placed and centred at the head of the lot will be permitted as the original memorial. One additional flat marker is allowed placed and centred below the original;

(b) The dimensions of the original monument or flat marker may be from the minimum to the maximum allowed in these sections. The dimensions of any additional flat marker may be only the size allowed in these sections;

(c) One invertible vase placed and centred below the original memorial or the memorial area will be allowed.

(5) SECTIONS D.1; D.2 SELECT; D.5; D.8; 27; AND THE MEDICAL CASKET INTERMENT SECTION (BROOKSIDE CEMETERY ONLY)

(a) One flat marker only, centred at the foot of the lot or plot, will be permitted as the original memorial;

(b) Additional flat markers, to a maximum of two, centered above the original marker and placed side by side will be allowed. The dimensions of any additional flat marker may be only the minimum size allowed in these sections;

(c) Invertible vases to a maximum of one per lot or two per plot, placed and centered above the original memorial will be allowed.

(6) ALL OTHER SECTIONS

(a) A memorial placed and centered at the head of the lot or plot will be permitted as the original memorial;

(b) Additional flat markers, to a maximum of two, centered below the original memorial and placed side by side, will be allowed. The dimensions of any additional flat marker may be only the minimum size allowed in these sections;

(c) Invertible vases to a maximum of one per lot or two per plot, placed and centered below the original memorial will be allowed.

Approved this day of , 2007.

_____

Director of Planning, Property & Development

APPENDIX C

SCHEDULE A

CEMETERIES BRANCH

2007 - 2010 FEES SCHEDULE

	Current 2007	WEF: 1st September 2007	WEF: 1st January 2009	WEF: 1st January 2010
PROPERTY PURCHASE FEES				
Continuous Foundation Property	$ 1,075.00	$ 1,375.00	$ 1,400.00	$ 1,425.00
Flat Marker Property	$ 1,075.00	$ 1,095.00	$ 1,115.00	$ 1,135.00
Infant up to 2 Years of Age	$ 215.00	$ 220.00	$ 225.00	$ 225.00
Child 2 to 10 Years of Age	$ 495.00	$ 495.00	$ 500.00	$ 515.00
Field of Honour (Regimental No. required)	$ 1,075.00	$ 1,095.00	$ 1,115.00	$ 1,135.00
Social Services/Low Income Clients -Full Size Casket Lot	$ 1,075.00	$ 1,095.00	$ 1,115.00	$ 1,135.00
Double Plot - No Foundation	$ 2,230.00	$ 2,240.00	$ 2,280.00	$ 2,320.00
Double Plot - Foundation	$ 2,690.00	$ 2,720.00	$ 2,770.00	$ 2,815.00
Cremation Lot for 2 Cremains	$ 490.00	$ 600.00	$ 620.00	$ 630.00
Family Cremation Plot for 4 Cremains	$ 980.00	$ 985.00	$ 990.00	$ 995.00
Triangle Columbarium - Standard Niche (see Note #5)	$ 1,785.00	$ 2,095.00	$ 2,135.00	$ 2,174.00
Triangle Columbarium - Premium Niche (see Note #5)	$ 1,850.00	$ 2,190.00	$ 2,230.00	$ 2,265.00
Plaque or Engraved Low Columbarium (see Note # 5)	$ 1,745.00	$ 2,050.00	$ 2,090.00	$ 2,125.00
Round Columbarium - Standard Niche (see Note #5)	$ 1,785.00	$ 2,095.00	$ 2,135.00	$ 2,174.00
Round Columbarium - Premium Niche (see Note #5)	$ 1,850.00	$ 2,190.00	$ 2,230.00	$ 2,265.00
INTERMENT VAULTS & LINERS FEES				
Monarch No. 2 Concrete Liner - Adult	$ -	$ 860.00	$ 890.00	$ 910.00
Monticello No. 4 (Fiberglass) Vault Adult	$ -	$ 1,430.00	$ 1,480.00	$ 1,510.00
Vault/Liner Surcharge when purchased elsewhere -Excl. Wood box	$ -	$ 185.00	$ 205.00	$ 210.00
INTERMENT FEES				
CASKETS:				
Up to and including 4 feet	$ 280.00	$ 285.00	$ 290.00	$ 295.00
Over 4FT: Single Depth	$ 655.00	$ 670.00	$ 685.00	$ 700.00
Frost & Snow Removal. Payable Dec. 1 to Apr 30	$ -	$ 87.00	$ 90.00	$ 92.00

APPENDIX C

SCHEDULE A

CEMETERIES BRANCH

2007 - 2010 FEES SCHEDULE

	Current 2007	WEF: 1st September 2007	WEF: 1st January 2009	WEF: 1st January 2010
CREMATED REMAINS:				
Single Depth	$ 250.00	$ 290.00	$ 295.00	$ 300.00
Double Depth	$ 365.00	$ 415.00	$ 423.00	$ 430.00
Frost & Snow Removal. Payable Dec. 1 to Apr 30	$ -	$ 87.00	$ 90.00	$ 92.00
Sub-surface Ash Crypt	$ 220.00	$ 225.00	$ 230.00	$ 235.00
Niche 3rd Inurnment	$ 225.00	$ 230.00	$ 235.00	$ 240.00
Niche opening to allow removal of companion urn for 2nd inurnment	$ -	$ 55.00	$ 60.00	$ 65.00
Cremated Remains Scattering -Inc Engraved Plaque	$ 197.00	$ 200.00	$ 205.00	$ 210.00
Cremated Remains Ossuary & Lectern Service	$ -	$ 250.00	$ 255.00	$ 260.00

Cremains interment at same time as casket burial in same location, 50% of prevailing cremains interment rate plus casket full rate.
Multiple cremains interments at same time, same location, 1st at the full prevailing rate, each additional cremains at 50% of full rate.
Multiple interments same time, different locations full prevailing charges.

DISINTERMENT FEES

Full Casket Disinterment: 3 times the prevailing interment rate.
Cremated Remains at single depth: one and one-half times the prevailing interment rate.
Cremated Remains at double depth: 2 times the prevailing interment rate.

Columbarium Niche	Plus cost for a replacement door and engraving where applicable			
	$ 150.00	$ 155.00	$ 160.00	

SATURDAY/LATE FUNERAL ADDITIONAL FEES

Funerals arriving at cemetery gate:				
- Between 3:30 and 3:59 p.m.	$ 210.00	$ 215.00	$ 220.00	$ 225.00
- After 4 p.m. and up to and including 4:59 p.m.	$ 280.00	$ 450.00	$ 455.00	$ 460.00
Full Casket Interment Saturday before Noon.	$ 826.00	$ 826.00	$ 826.00	$ 826.00
Inground Cremation Interment before Noon.	$ 252.00	$ 255.00	$ 255.00	$ 260.00
Niche Inurnment before Noon.	$ 212.00	$ 220.00	$ 220.00	$ 220.00
Cremation Scattering/Ossuary Interment before Noon.	$ 151.00	$ 155.00	$ 160.00	$ 165.00

APPENDIX C

SCHEDULE A

CEMETERIES BRANCH

2007 - 2010 FEES SCHEDULE

	Current 2007	WEF: 1st September 2007	WEF: 1st January 2009	WEF: 1st January 2010
CANCELLATION OF INTERMENT FEE				
A charge of 50% of the interment fee is required for cancellation once opening services have been performed.				
MONUMENT FOUNDATION FEES				
Cement Slab - Single	$ 250.00	$ 275.00	$ 280.00	$ 285.00
Cement Slab - Double	$ 530.00	$ 560.00	$ 570.00	$ 580.00
Cement Slab 24" - Infant Section	$ 155.00	$ 160.00	$ 165.00	$ 170.00
Cement Slab 30" - Child Section	$ 215.00	$ 220.00	$ 225.00	$ 230.00
MONUMENT/MARKER/VASE INSTALLATION/REMOVAL FEES				
Military Upright Monument	$ 145.00	$ 150.00	$ 155.00	$ 160.00
Flat Marker - up to and including 27" width	$ 110.00	$ 120.00	$ 125.00	$ 130.00
Flat Marker - over 27" width up to and including 48" Width	$ 145.00	40c per sq inch	50c per sq inch	55c per sq inch
Flat Markers installed with an attached vase	$ -	Applicable flat marker installation fee plus $ 40.00	$ 45.00	$ 50.00
Separate Memorial Vase	$ 110.00	$ 120.00	$ 125.00	$ 130.00
Military Marker Removal	$ -	$ 205.00	$ 210.00	$ 215.00
Pre-Purchased Flat Marker Removal for 1st Interment	$ -	$ 120.00	$ 125.00	$ 130.00
Flat Marker and Separate Memorial Vase Installed at the same time	20% discount applied to applicable combined marker and memorial vase installation fees			
MONUMENT INSTALLATION - PERMITS				
Per Monument or Marker.	$ 10.00	$ 55.00	$ 60.00	$ 65.00
MEMORIALS				
Memorial Bench - Donated	$ 1,070.00	$ 1,090.00	$ 1,108.00	$ 1,128.00
Memorial Bench -Plastic Plaque	$ 75.00	$ 80.00	$ 82.00	$ 85.00
Memorial Bench -Bronze Plaque	$ 230.00	$ 235.00	$ 240.00	$ 245.00
Memorial Bench - 20 years Dedication period	priced on order	priced on order	priced on order	priced on order

APPENDIX C

SCHEDULE A

CEMETERIES BRANCH

2007 - 2010 FEES SCHEDULE

	Current 2007	WEF: 1st September 2007	WEF: 1st January 2009	WEF: 1st January 2010
MISCELLANEOUS FEES				
Burial Record Search (per deceased) **- Not charged for visiting a location, an interment, or where a record is not available on the Cemeteries website.**	$ 10.00	$ 50.00	$ 50.00	$ 50.00
Transfer of Deed	$ 100.00	$ 100.00	$ 100.00	$ 100.00
Replacement of Lost Deed	$ -	$ 100.00	$ 100.00	$ 100.00
Tree/Shrub Removal from Property	$ -	$ 195.00	$ 195.00	$ 195.00
Military Monument GPS & Photo	$ -	$ 30.00	$ 35.00	$ 40.00
Engraving for Third Niche Interment	$ 90.00	$ 95.00	$ 100.00	$ 105.00
Replacement Plaque on Niche	Priced on order	Priced on order	Priced on order	Priced on order
Cremation Urns	Various Prices	Various Prices	Various Prices	Various Prices
Cremation Vaults	Various Prices	Various Prices	Various Prices	Various Prices
Metal Vase	$ 18.69	$ 20.00	$ 20.00	$ 20.00
Seasonal Wreaths	Various Prices	Various Prices	Various Prices	Various Prices
History Book Vol 1 or 2 each	$ 14.04	$ 14.04	$ 14.04	$ 14.04
History Books Multi Pack	$ 22.12	$ 22.12	$ 22.12	$ 22.12

NOTES:

1. G.S.T. Applicable to all fees.
2. P.S.T Applicable to some products.
3. The Cemetery Branch requires 24 hours notice for interments during the period May 1 to November 30.
4. The Cemetery Branch requires 48 hours notice for interments during the period December 1 - April 30.
5. Niches are an inclusive price and include: the niche, the opening for two cremains interments and the plaque or engraving on the niche (2 services only for plaque/engraving).
6. No interments permitted after 5:00 p.m. on regular business days.
7. All Fees must be paid in full prior to receipt of services.