

Subdivision 1 - Interpretation

- 7.4.1. 1. In this Division, unless the context otherwise requires:
- "Caretaker" means the Director of Engineering or his delegate;
- "Cemetery" means and include any parcel or tract of land set aside, used, maintained or operated as a cemetery by the District;
- "Child" means any person one year old up to and including 12 years of age;
- "Clerk" means the person duly appointed as such from time to time by Council, and includes the Deputy Clerk;
- "Council" means the Council of the District of Kitimat;
- "Cremated Remains" means human bone fragments that remain after cremation;
- "Crypt" means one space in a mausoleum and is intended to be used for the entombment of one casket and one cremated remains.
- "Director of Public Works" means the Director of Public Works of the District of Kitimat or his delegate;
- "Disinterment" means the removal of human remains, along with the casket or container or any of the remaining casket or container holding the human remains, from the lot in which the human remains had been interred:
- "District" means the District of Kitimat;
- "Engineer" means the Municipal Engineer of the District of Kitimat, and includes the Assistant Municipal Engineer;
- "Exhumation" means the exposure of interred human remains for viewing or for examination, whether in or removed from the lot in which the human remains had been interred;
- "Human Remains" means a dead human body in any stage of decomposition but does not include cremated remains;
- "Infant" means any person up to the age of one year;

Subdivision 1 - Interpretation (Continued)

- 7.4.1. 1. "Interment" means disposition by:
- (a) burial of human remains or cremated remains in a cemetery,
 - (b) entombment of human remains in a mausoleum, or
 - (c) inurnment of cremated remains in a columbarium;

"Mausoleum Memorial" means a fixture attached to the outside of a crypt, niche or memorial wall or placed inside an inside glass niche and includes, name bars, lights, flower vases, nameplates and crypt portraits;

"Mayor" means the Mayor of the District of Kitimat, and shall include the Acting Mayor;

"Medical Health and Health Officer" means the person duly appointed from time to time by Council to act as Medical Health and Health Officer for the District of Kitimat;

"Minister" means that member of the Executive Council charged by Order of the Lieutenant Governor-in-Council with administration of the Cremation, Interment, Funeral Services Act and includes a person designated in writing by the Minister;

"Niche" means one space for the interment of urns containing cremated remains. The number of urns contained within one niche is limited by the size of the niche and the size of the urns.

"Non-Resident" means any person who has not lived within the municipal limits for more than one year;

"Shutter" means the veneer plate of granite covering crypts and niches and to which may be attached approved memorials;

"Treasurer" means the person duly appointed as such from time to time by Council and includes the Deputy Treasurer.

"Urn" means a container used to store cremated human remains. Urns may contain the cremated remains of more than one person.

Note: The use of words signifying the masculine shall include the feminine.

Subdivision 2 - Designated Lands

- 7.4.2. 1. The following lands have been set aside, operated, used or maintained as a cemetery by the District:

KITIMAT MUNICIPAL CEMETERY, legally described as being: Lot 1, Block 77, Plan 3562, Range 5, Coast District.

Subdivision 3 - Cemetery Plans

- 7.4.3. 1. A copy of the plans of the cemetery shall be filed with the Minister and copies shall also be kept available for public inspection in the Municipal Office and at such other places as may be deemed necessary.

Subdivision 4 - Licence to Use the Cemetery

- 7.4.4. 1. Council may, by agreement with a society, church or other organization, reserve a section of the cemetery to be used exclusively for the interment of deceased members of the society, church, or other organization concerned, and upon such an agreement being made, no person shall be issued with a licence to use grave space in the reserved section, unless his application to the District to purchase a licence is accompanied by a certificate from the society, church or organization concerned, stating that they, or the person on whose behalf he may be acting, is entitled to burial in the reserved section. All licences issued and services rendered by the District under these conditions shall be subject to payment at the regular rates set forth in the schedule of rates attached hereto as "Schedule C".

Subdivision 5 - Licence for Reserved Lots

- 7.4.5. 1. Council may grant to any person paying the fees therefore, according to the scale of fees hereinafter provided and subject to the terms of Subdivision 7.4.4. hereof, a licence for the exclusive use by him or his executors or administrators, of any one or more grave spaces, crypts or niches which may be vacant and unlicensed in the cemetery and upon payment of said fee therefore, such person or persons shall be entitled to receive a licence in the form of "Schedule A" for cemetery spaces or "Schedule D" for crypts or niches attached hereto and forming part of this Division.

Subdivision 6 - Limiting Sales

- 7.4.6. 1. Council reserves to itself the right to refuse to sell the use of more than two grave spaces, crypts or niches to any one individual.

Subdivision 7 - Transfer of Licence

- 7.4.7. 1. Where the holder of a licence to use and occupy grave space in the cemetery wishes to transfer that right of use and occupancy to another person, they shall first provide the Engineer with full particulars of the name, address and other description of the person to whom the transfer is to be made, the consideration to be paid therefore and such other information as the Engineer may reasonably request. The provision of such information shall not bind the District to accept or permit the proposed transfer.

Subdivision 7 - Transfer of Licence (Continued)

2. If the licence to be transferred relates to a grave space located in an area reserved under an agreement made between the Council and an organization pursuant to Subdivision 7.4.4. hereof, the requirements of said Subdivision 7.4.4. concerning entitlement to burial in a reserved section of the cemetery shall apply to the person to whom the transfer is to be made.
3. Upon acceptance by the District of the transfer fee prescribed in "Schedule C" attached hereto, and upon compliance with the requirements of this Division by the licence holder and the person to whom the licence is to be transferred, the Engineer shall effect the desired transfer by an endorsement upon the licence and shall record the transfer in the books or other records kept for that purpose.

Subdivision 8 - Licence Regulations

- 7.4.8. 1. All licences issued for use of grave space in the cemetery shall be subject to the provisions of this Division and all amendments thereto now or thereafter to be passed by Council.

Subdivision 9 - Fees and Charges

- 7.4.9. 1. The fees for exhumation, interment, disinterment, use of grave space and care of graves, and the charges for goods offered for sale by the District for use in the cemetery, and any other cemetery fees shall be those set out in "Schedule C" attached hereto and forming part of this Division.
- 7.4.9. 2. The fees set out in "Schedule C" to this Division shall be paid at the District Offices at the time of purchasing a cemetery licence, interment permit, or any goods or services sold by the District in connection with the operation of the cemetery.

Subdivision 10 - Size of Grave Spaces

- 7.4.10. 1. The size of grave spaces in any cemetery expansion taking place after the effective date of this Division shall be:
- | | | |
|-----------------------|------------------|-----------------|
| Adult - 1.5 m x 3.0 m | Infant | - 1.3 m x 1.3 m |
| Child - 1.3 m x 2.0 m | Cremated Remains | - 0.6 m x 0.6 m |

Subdivision 11 - Permission to Inter, Disinter, Exhume and Cremate

- 7.4.11. 1. No human remains or cremated remains shall be interred in the cemetery or mausoleum until an interment permit has been obtained from the District and the fee for interment as specified in "Schedule C" hereof has been paid to the District, except as may be permitted otherwise under the terms of Subdivision 7.4.13.

Subdivision 12 - Interment

- 7.4.12. 1. All permits for interment of human remains in the cemetery or mausoleum shall be in the form of "Schedule B" or "Schedule E" attached hereto and forming part of this Division as appropriate.
2. All applications for a permit to inter in the cemetery must be made to the Engineer at least 48 hours prior to interment at the District Offices between the hours of 9:00 A.M. and 4:30 P.M. on all days of the week except Saturday, Sunday, Statutory Holidays, and in cases of emergency as described in Subdivision 7.4.13. Permit applications shall be made on the form provided by the District.
- 7.4.12. 3. Any person who makes application for an interment permit or who requires an interment to be made, shall provide the Engineer with a statement of the name, age and date of death of the deceased, whether or not death was caused by a communicable disease as listed in Division 7 of the "Regulations for the Control of Communicable Diseases" made under the Health Act, the time and date of the funeral and any other information which it is reasonable for the Engineer to request.
4. No person shall be granted a permit to inter in an area of the cemetery which Council has reserved under the provisions of Subdivision 7.4.4. hereof for burial of members of a church, society, or other organization, except where the applicant for the permit furnishes the Engineer with a certificate from the organization for whom the area has been reserved, stating that the deceased person for whom the permit is required is entitled to burial in the reserved area.

Subdivision 13 - Health Officer Direction

- 7.4.13. 1. Where the Health Officer directs, pursuant to the "Regulations for the Control of Communicable Diseases" or otherwise, that human remains be buried in the cemetery during any period when the District Offices are closed, permission to inter in the cemetery shall be obtained from the Engineer or delegate.
2. Where a burial in the cemetery is performed under the conditions of 7.4.13.1., the person who permitted the burial and the person who performed the burial shall report the matter to the Engineer with full details of the deceased as required by 7.4.12.3. hereof together with such fees as may be required in accordance with "Schedule C", if such fees have not already been paid.
3. The information required to be given to the Engineer under the terms of 7.4.13.2., shall be provided to the Engineer as soon after such interment as the District Offices are opened.

Subdivision 14 - Exhumation/Disinterment

- 7.4.14. 1. No human remains interred in the cemetery or mausoleum shall be exhumed/disinterred without a written order of the District except pursuant to the terms of the Cremation, Interment, Funeral Services Act and the presentation of such order to the Engineer for his examination.
2. The applicant shall arrange and pay for the services of a licensed funeral home for exhumation, disinterment and reinterment in addition to District of Kitimat fees as listed in "Schedule C".

Subdivision 15 - Cremation

- 7.4.15. 1. It shall be unlawful to bury or cremate human remains within the Municipal boundary of the District except pursuant to the terms of the Cremation, Interment, Funeral Services Act and the regulations thereunder.

Subdivision 16 - Interment in the Cemetery

- 7.4.16. 1. Only human remains or cremated remains shall be interred in the cemetery and all interments shall be subject to and comply with the provisions of this Division.
2. The holder of a licence to use and occupy grave space in the cemetery shall not permit an interment to be made in the grave space to which the licence refers, nor transfer or dispose of the said grave space to another person, group or organization, unless such interment, transfer or disposal is made pursuant to and subject to the provisions of the Division.
3. Where the remains of a person who died while suffering a communicable disease is to be buried in the cemetery, any instruction given by the Health Officer respecting the interment shall be fully and carefully followed by those who perform the interment.
4. Where the human remains delivered to the cemetery for interment is subject to direction of the Health Officer under the terms of Division 7 of the "Regulations for the Control of Communicable Diseases" made under the Health Act, the person delivering the body to the cemetery shall inform the Caretaker.
5. Each interment in the cemetery, other than the interment of cremated remains, shall provide for not less than one metre of earth between the general surface level of the ground at the grave site and the upper surface of the vault, casket or grave liner enclosing the human remains in the grave.

Subdivision 16 - Interment in the Cemetery (Continued)

6. Only one human remains is to be interred in each grave space in the cemetery.
7. Notwithstanding 7.4.16.6. above, the interment of up to two cremated remains may be made above a full size burial in each grave space. Where two cremated remains are interred, they shall share a common memorial tablet, conforming to 7.4.21.3.d. for single grave plots.
8. Each interment of cremated remains in the cemetery shall be made in a container encased in concrete not less than 40 mm thick, and shall be buried in the grave not less than 0.6 m deep, except where the concrete encased container of cremated remains is used as a foundation-base for a tablet memorial installed on the grave according to the requirements of Subdivision 7.4.21.
9. On and after the date of this bylaw, a grave liner meeting the District's requirements shall be used for each interment, except where cremated remains are interred according to the requirements of 7.4.16.8.
10. No person shall inter any human remains or cremated remains in the cemetery except between the hours of ten (10) o'clock in the forenoon and two (2) o'clock in the afternoon unless the written permission of the Engineer is first obtained, except in the emergency conditions as specified in Subdivision 7.4.13. hereof. In cases where permission or burials outside of normal working hours has been given, fees shall be in accordance with Schedule C.
11. No person shall inter any human remains or cremated remains in the cemetery on Saturday or Sunday or any statutory holiday unless the written permission of the Engineer is first obtained, except in the emergency conditions as specified in Subdivision 7.4.13. hereof. In cases where permission for burials outside of normal working hours has been given, fees shall be in accordance with "Schedule C".
12. No grave shall be dug or opened by any person other than the Caretaker or a person duly authorized by the Caretaker or by the Engineer.

Subdivision 17 - Mausoleums and Above-ground Vaults

- 7.4.17. 1. The licence for a crypt or niche and entombment in the same, and the use of the Mausoleum shall be subject to the Kitimat Municipal Code, Cemeteries Division, as approved and filed in accordance with the Cremation, Interment, Funeral Services Act and Regulations made thereunder, including both those herein contained and all others now in force, and hereinafter prescribed:

Interment in the Mausoleum

- (a) Arrangements for entombment must be made at the Municipal Offices by the immediate relatives of the deceased, or a representative authorized in writing by them to make such arrangements for the deceased, or by other authorized persons. Applications must be made within timelines given in Clause 7.4.12.2. No Entombment Order shall be taken over the telephone other than from licensed funeral homes.
- (b) No person shall inter any human remains or cremated remains in the mausoleum except between the hours of ten (10) o'clock in the forenoon and two (2) o'clock in the afternoon unless the written permission of the Engineer is first obtained, except in the emergency conditions as specified in Subdivision 7.4.13. hereof. In cases where permission or burials outside of normal working hours has been given, fees shall be in accordance with Schedule C.
- (c) No person shall inter any human remains or cremated remains in the mausoleum on Saturday or Sunday or any statutory holiday unless the written permission of the Engineer is first obtained, except in the emergency conditions as specified in Subdivision 7.4.13. hereof. In cases where permission for burials outside of normal working hours has been given, fees shall be in accordance with Schedule C.
- (d) No sale, assignment or transfer of crypts and niches or of rights of interment therein, shall be made without the written consent of the District of Kitimat, which consent, subject to the Cemetery Rules and Regulations will not be withheld unreasonably; any such transactions shall not be recognized unless and until recorded on the Books of the Cemetery and the payment of the fee prescribed in said Schedule C of this division is received.

Subdivision 17 - Mausoleums and Above-ground Vaults (Continued)

- (e) An assignment or transfer of interment rights for crypts and niches may be made by the registered owner of such rights, subject to the Kitimat Municipal Code, Cemeteries Division. After an interment has been made in a crypt, no assignment or transfer or any right therein may be made or will be recognized by the District of Kitimat for such a crypt.
- (f) The applicable interment fee shall be charged by the District of Kitimat and be payable before the time of interment.
- (g) The fees for interment and disinterment, use of crypts and niches, installations of memorials and any other fees shall be those set out in said Schedule C.
- (h) All interments, disinterments and removals from crypts and niches shall only be done under the supervision of the District of Kitimat.

Caskets and Urns

- (i) External dimensions of a casket to be placed in any crypt shall not exceed 61 cm (2'0") high by 76 cm (2'6") wide by 221 cm (7'3") long.
- (j) Urns to be placed into outside niches shall be made of metal, stone or porcelain or plastic and shall be manufactured for the express purpose of containing cremated remains. The number of urns contained within an outside niche is limited only by the size of the urns and the size of the niche, however only two nameplates are permitted for each outside niche.
- (k) Urns to be placed into inside niches shall be made of bronze metal, and to the standards of the District of Kitimat. Inside niches are designed to contain four or two urns. An inside niche shall contain no more than the maximum number of urns for which it is designed.

Mausoleum General

- (l) No memorial inscription shall be placed or installed until after interment and after niche and crypt space and all other charges are fully paid, including the applicable inscription and installation charges for the memorial.
- (m) Such memorials shall be in the form approved by the District of Kitimat for the particular section.

Subdivision 17 - Mausoleums and Above-ground Vaults (Continued)

- (n) All improvements, alterations and embellishments of crypts or niches or areas in the mausoleum shall be done only under the direction of the District of Kitimat and should any be made without its written consent, the District shall remove, without notice, such improvements, alterations or embellishments at the expense of the crypt holder; nothing shall be allowed to remain in or about the mausoleum that, in the sole judgement of the District, is unsightly, dangerous or impedes the progress of "care". The District assumes no responsibility for items so removed under this section.
- (o) No person may visit the Mausoleum except during the regular cemetery visiting hours in effect.
- (p) The District of Kitimat, exercising here as elsewhere its authority through its Engineer, reserves and shall have the right to correct any errors that may be made by it either in making interments, disinterments, or removals, or in the description, transfer or conveyance and substituting and conveying in lieu thereof other interment rights or mausoleum space of equal value and similar location, as far as possible, as may be mutually selected by the District of Kitimat and the Purchaser, or, failing such mutual agreement, the District may refund the amount of money paid on account of said purchase. In the event any such error shall involve the interment of the remains of any person in any space, the District reserves and shall have the right, subject to Section 8(1), of the Cemetery and Funeral Services Act, to remove and reinter the remains in such other space of equal value and similar location as may be substituted and conveyed in lieu thereof.
- (q) Wherever in the Rules and Regulations of a cemetery such terms as interment, burial, lot, etc. appear, these terms shall be extended in meaning to include corresponding terms as are applicable to crypt or niche spaces.
- (r) No person shall be permitted to burn incense or candles or other flammable products in a mausoleum at any time.
- (s) The interment of one casket only is permitted in each crypt except that one cremated remains may be interred in a crypt in addition to a casket but only prior to or simultaneous with interment of the casket.

Subdivision 17 - Mausoleums and Above-ground Vaults (Continued)

7.4.17. 2. Mausoleum Memorials

(a) Flowers

Containers shall hold artificial flowers only and must be permanently affixed to the shutters of crypts and may be used only if such container has been specifically manufactured for this purpose and is made of a bronze alloy meeting the standards of the District of Kitimat.

(b) Inscriptions

Memorial inscriptions for crypts, outside niches and memorial walls shall consist solely of given names and/or initials and surname together with years of birth and death.

(c) Crypt Name Plate

To consist of surname and given name and/or initials plate not more than 69 cm (27") in length, cast in bronze alloy. Lettering to be in an Arial font as per Schedule F. Letters and numerals are to be hand chased and polished. The castings are to be true and free from defects and roughness, and the colour finish is to be dark brown and secured by chemical means.

(d) Niche Name Plate

To consist of separate surname and given names and/or initials plate no more than 25 cm (10") in length each, cast in bronze alloy. Lettering to be in an Arial font as per Schedule F. Letters and numerals are to be hand chased and polished. The castings are to be true and free from defects and roughness, and the colour finish is to be dark brown and secured by chemical means.

(e) Memorial Wall Plate

To consist of surname and given names and/or initials plate not more than 56 cm (22") in length, cast in bronze alloy. Lettering to be in an Arial font as per Schedule F. Letters and numbers are to be hand chased and polished. The castings are to be true and free from defects and roughness, and the colour finish is to be dark brown and secured by chemical means.

Subdivision 17 - Mausoleums and Above-ground Vaults (Continued)

7.4.17. 2. (f) Crypt Portraits

Only pictures of the deceased are allowed to be affixed to the face of a crypt or outside niche. The pictures must be in a frame 5.7 cm (2-1/4") by 7 cm (2-3/4") cast in bronze alloy, manufactured specifically for this purpose. The approved picture frames may be installed provided the installation fee as set out in said Schedule C is paid.

(g) Glass Niches

The names of deceased shall be engraved at the discretion of the owner of the niches. Name plates made of bronze coloured plastic with black engraved lettering, and to the standard of the District of Kitimat may be placed inside the glass niche adjacent or in front of each urn. No opportunity exists for exterior name plates on glass niches.

Subdivision 18 - Cemetery Caretaker

- 7.4.18. 1. Council may authorize the appointment of a cemetery Caretaker and the duties and responsibilities of a Caretaker so appointed shall be, among other things, to carry out, or cause to be carried out by cemetery workmen placed under his supervision:
- a. the digging, preparation, opening and closing of graves as ordered by the Engineer;
 - b. the direction of all funerals in the cemetery to the correct grave site;
 - c. the installation of memorial tablets, markers and monuments on graves and construction of their foundations or bases;
 - d. the general work of the cemetery, to maintain it in a neat, tidy condition, including maintenance of walls, fences, gates, paths and other cemetery improvements;
 - e. the provisions for care of the cemetery tools and equipment.
2. The Caretaker shall maintain records as directed by the Engineer and shall submit reports as required by him and shall do such other works as the Engineer may require from time to time in relation to the cemetery operation.

Subdivision 19 - Administration

- 7.4.19.
1. The Engineer shall maintain records as necessary to the administration and management of the cemetery and as required by Division 2 of the Regulations under the Cremation, Interment, Funeral Services Act.
 2. The Engineer is hereby authorized on behalf of the municipality and subject to the provisions of this Division to grant a licence in the form set out in:
 - (a) "Schedule A" hereof in respect of any unoccupied and unlicensed grave space in the cemetery; and
 - (b) "Schedule D" hereof in respect of any unoccupied and unlicensed crypt or niche space in the mausoleum.
 3. The Engineer shall issue all permits for interment required by this Division except as otherwise provided herein.
 4. Upon issuing any permits for interment in the cemetery, or upon viewing an order for exhumation or disinterment from the proper authority as required by Subdivision 7.4.14. hereof, the Engineer shall notify the Caretaker before the time of the intended interment, disinterment or exhumation, giving the name of the deceased, the number and location of the grave space concerned, and any instructions of the Health Officer relative to the interment or exhumation.

Subdivision 20 - Cemetery Care Fund

- 7.4.20.
1. A fund shall be established to be known as "The Cemetery Care Fund" and such fund shall be administered in accordance with the requirements of the Regulations made under the Cremation, Interment, Funeral Services Act for the establishment and administration of a Municipal Cemetery Care Fund and in accordance with the procedures hereafter set out.
 2. A bank account shall be established to be known as "The Cemetery Care Fund Account" into which the Treasurer shall pay all funds received for Care Fund purposes and all such funds shall be deposited in said account, and there held, pending investment as hereinafter provided.
 3. On all licences for use of grave space sold on and after the effective date of this Division, the Treasurer shall pay into "The Cemetery Care Fund Account" from the amount received for each licence sold at the fee specified in "Schedule C" hereof, 25 percent, or \$15.00, which ever is the greater, except in those cases where a different amount is approved by the Minister.

Subdivision 20 - Cemetery Care Fund (Continued)

- 7.4.20.
4. On all licences for the use of grave space, crypt or niche and on all contracts or agreements for the sale of such licences, the amount required to be used for Care Fund purposes shall be specified.
 5. Any owner of a memorial marker, tablet or monument, desiring to install same in the cemetery after the effective date of this Division, shall pay to the Engineer, prior to the installation of such memorial, \$10.00 as a contribution to the "Cemetery Care Fund", and such amounts, when received, shall be paid by the Treasurer into "The Cemetery Care Fund Account" for investment as hereinafter provided.
 6. Investment of funds received for Care Fund purposes shall be made as required by the Regulations under the Cremation, Interment, Funeral Services Act applicable to Municipal Cemetery Care Funds.
 7. The income from the "Cemetery Care Fund", including any appreciation thereof, shall be used for the sole purpose of upkeep and maintenance of the property licensed, and the cemetery and mausoleum of which it forms a part.
 8. The principal sum of the "Cemetery Care Fund" shall not be reduced otherwise than in accordance with an order of the Minister made pursuant to the Regulations under the Cremation, Interment, Funeral Services Act.
 9. A separate account of all monies received under the provisions of this Division and of all monies expended hereunder shall be kept by the Treasurer and any surplus remaining of receipts over expenditures shall be paid at the end of each financial year into a fund to be known as "The Cemetery Fund" and same shall be invested by the District in accordance with the provisions of the Local Government Act and the interest derived from such investment shall be expended on the upkeep and development of the cemetery.

Subdivision 21 - Memorials

- 7.4.21.
1. On and after the effective date of this Division, no person shall place on any grave space in the cemetery a memorial marker or tablet until an amount of TEN (\$10.00) dollars has been paid to the Engineer for Care Fund purposes in respect to each memorial or tablet which it is desired to install.
 2. No grave or grave space in the cemetery shall be defined by a fence, hedge, or railing, and no memorial other than a tablet type memorial, as specified in 7.4.21.3., may be installed on a grave.

Subdivision 21 – Memorials (Continued)

3. A tablet type memorial may be installed on a grave in the cemetery provided the installation fee, as set out in "Schedule C" hereto, is paid and the tablet is made of stone or bronze and conforms to the following:
 - a. each memorial tablet shall be installed in a position on the grave according to that established by the District for memorials on graves in the cemetery and shall have its top surface set level and flush with the surface of the surrounding ground;
 - b. each bronze memorial tablet shall be attached to a concrete base not less than 10 cm (4") thick, with side surfaces true and perpendicular with top surface of the attached tablet;
 - c. each stone memorial tablet shall be not less than 10 cm (4") thick and shall have its side surfaces true and perpendicular with its top surface;
 - d. except as permitted otherwise in 7.4.21.3.e. the top surface of memorial tablets and concrete bases shall measure as follows:

MAXIMUM SIZE (in mm)

(1)	on single grave plots	400 X 710
(2)	on two grave plots	400 X 1120
(3)	on cremation plots:	
	single	250 X 410
	double (one plot)	300 X 510
	double (two plots)	310 X 710

- e. a bronze memorial tablet intended for installation on the grave of an adult or child may be smaller than its concrete base provided the concrete base conforms to the size for the grave as required by 7.4.21.3.d. above, and provided the part of the base extending beyond the tablet does not exceed 5 cm (2") wide and has a smooth, slightly bevelled surface to shed water at its outer edges;
- f. one memorial tablet per interment may be installed on each grave, but where two related persons are buried side by side in adjacent graves, one tablet which provided for the memorialization of both persons may be used instead of two separate tablets provided the single tablet so used is set to embrace evenly the two graves concerned;

Subdivision 21 - Memorials (Continued)

- g. on a cremated remains size grave a memorial base which conforms to the requirements of 7.4.21.3.d. and which supports either a stone or bronze tablet, may enclose one or two containers of cremated remains of a deceased person, as permitted by the terms and requirements of 7.4.16.8.

Subdivision 22 - General

- 7.4.22.
1. Cut flowers, wreaths and floral offerings may be placed on graves, but may be removed by the Caretaker when their condition is considered by him to be detrimental to the beauty of the cemetery, or their presence impedes maintenance.
 2. No person shall plant, remove, cut down or destroy any trees, shrubs, plants, flowers, bulbs or rocks in the cemetery, other than an employee of the District authorized to do so.
 3. All persons are prohibited from damaging or defacing any memorial, monument, fence, gate or structure in the cemetery, or any improvements in the cemetery.
 4. No person shall enter the cemetery in a vehicle after sunset, or drive a vehicle in the cemetery at any time at a speed of more than 16 km/h (10 mph) and all vehicles and their drivers, while in the cemetery grounds, shall be subject to the reasonable directions and orders of the Caretaker.
 5. No person shall solicit orders for markers, tablets, memorials, curbing, cappings, or like works within the limits of the cemetery.
 6. All persons and funeral processions in the cemetery shall obey the reasonable instructions of the Caretaker, but any person not behaving with proper decorum within the cemetery, or disturbing the quiet and good order of the cemetery, may be evicted therefrom by the Caretaker.
 7. The discharging of firearms, other than in regular volleys at burial services, is prohibited in the cemetery.

Subdivision 22 - General (Continued)

8. Any person who wilfully destroys, mutilates, defaces, injures, or removes any tomb, monument, memorial, or other structure placed in the cemetery, or any fence railing or other work for the protection or ornament of the cemetery, or any tomb, monument, memorial, or other structure aforesaid, or lot within the cemetery, or wilfully destroys, cuts, breaks or injures any shrub or plant, or plays at any game or sport, or discharges firearms (save at a military funeral), or who wilfully or unlawfully disturbs persons assembled for the purpose of burying a body therein, or who commits a nuisance, or at any time behaves in an indecent and unseemly manner, or deposits any rubbish or offensive matter or thing in the cemetery, or in any way violates any grave, tomb, tombstone, vault, memorial or other structure within the same, shall be guilty of an infraction of this Division, and liable to the penalties hereof.
9. The cemetery shall be deemed open at seven (7) o'clock every morning and closed every evening at eight (8) o'clock. Any person in the cemetery between eight (8) P.M. and seven (7) A.M. without special permission of the Caretaker, Engineer or other person authorized by the District to grant such permission, shall be deemed guilty of an infraction of this Division and liable to the penalties hereof.
10. Notwithstanding anything herein contained, the administration and operation of the cemetery shall be carried out at all times in accordance with the Cremation, Interment, Funeral Services Act and Regulations made thereunder.

Subdivision 23 – Columbarium

Subdivision 24- Board of Cemetery Trustees

- 7.4.24. 1. The District of Kitimat has established itself as the Board of Trustees in accordance with the *Cremation, Interment and Funeral Services Act*.

SCHEDULE A
DISTRICT OF KITIMAT
LICENCE FOR RESERVE PLOTS

_____, 20

In consideration of _____ (name) of
_____ (Address) having paid the sum of \$_____ being the
fee for use of grave space in the Kitimat Municipal Cemetery, he is hereby granted a licence
and permission to occupy grave space Section _____ Lot _____ Plot _____, when
required, in said cemetery for the purpose of interment and in accordance with and subject to
the Municipal Code for the regulation of the Kitimat Municipal Cemetery, which may for the time
being, be in force, or any law applicable thereto in force in the District of Kitimat. In granting this
licence to _____, the District of Kitimat undertakes to maintain a
Cemetery Care Fund for maintenance of the grave space herein described and the cemetery of
which it forms part, and will set aside in trust within the present calendar year for use of the
Cemetery Care Fund a portion of the grave space fee shown herein as paid, and the portion of
the said fee to be set aside for Care Fund purposes shall be \$_____.

This permit is for the purpose of plot reservation only and the fee submitted at this time is only
for the purpose of holding the above mentioned plot and does not cover any burial or memorial
installation charges.

DATED this _____ day of _____, 20 _____.

Municipal Engineer

1. Applicant
2. File: 6.5.2.

SCHEDULE B
DISTRICT OF KITIMAT
CEMETERY INTERMENT PERMIT

_____, 20 ____

Permission is hereby given to _____

to have the remains of _____

interred in Section _____ Lot _____ Plot _____ in the Kitimat Municipal Cemetery, on the

_____ day of _____, 20 ____, at _____ o'clock.

REMARKS

Municipal Engineer _____

Interment Permit Number: _____

1. Applicant
2. File: 6.5.1.

SCHEDULE C

DISTRICT OF KITIMAT

CEMETERY/MAUSOLEUM FEES

A. CEMETERY

<u>Fee</u>	<u>Total</u>
1. <u>Grave Space Fees</u>	
Adult size (including Care Fund contribution of \$52.50)	\$210.00
Adult size - non resident (including Care Fund contribution of \$68.75)	275.00
Child size (including Care Fund contribution of \$28.75)	115.00
Child size - non resident (including Care Fund contribution of \$42.50)	170.00
Infant size (including Care Fund contribution of \$26.25)	105.00
Infant size - non resident (including Care Fund contribution of \$40.00)	160.00
Cremated remains size (including Care Fund contribution of \$23.75)	95.00
Cremated remains size - non resident (including Care Fund contribution of \$37.50)	150.00
2. <u>Services</u>	
<u>Opening and closing grave for burial</u>	
Adult size	\$230.00
Child size	195.00
Infant size	150.00
Cremated remains size	90.00
Disinterment/exhumation (administration fee) (NB: Services of licenced funeral home are in addition to above disinterment/exhumation fee.)	50.00
Burials after 2:00 p.m. Monday to Friday - extra	\$ 70.00
Burials on Saturday - extra	275.00
Burials on Sunday or Statutory Holiday - extra	325.00
Installation of Memorials (including \$10.00 Care Fund contribution)	55.00
Transfer of Licence	35.00
3. <u>Goods</u>	
Grave Liners: wooden rough box	
- Adult	\$160.00
- Child	115.00
- Infant or Ashes	40.00
Concrete Base for Bronze Tablets	45.00

SCHEDULE C (Continued)

B. MAUSOLEUM

1. Crypt & Niche Space Fees

Section A (same price list applies to Section B & varying levels)
 (below prices include 28% Care Fund contribution - GST is extra)

Westminster (must be purchased with abutting Level 1 crypt)

A-1-W/M	\$ 8,000.00	A-4-W/M	\$18,500.00
A-2-W/M	\$ 8,000.00	A-5-W/M	\$ 8,000.00
A-3-W/M	\$18,500.00	A-6-W/M	\$ 8,000.00

Lounge (Level 1)

A-1-1	\$10,000.00
A-2-1	\$10,000.00
A-3-1	\$23,500.00
A-4-1	\$23,500.00
A-5-1	\$10,000.00
A-6-1	\$10,000.00

Level 3

A-1-3	\$10,975.00
A-2-3	\$10,975.00
A-3-3	\$24,500.00
A-4-3	\$24,500.00
A-5-3	\$10,975.00
A-6-3	\$10,975.00

Level 2

A-1-2	\$10,975.00
A-2-2	\$10,975.00
A-3-2	\$24,500.00
A-4-2	\$24,500.00
A-5-2	\$10,975.00
A-6-2	\$10,975.00

Level 4

A-1-4	\$10,000.00
A-2-4	\$10,000.00
A-3-4	\$23,500.00
A-4-4	\$23,500.00
A-5-4	\$10,000.00
A-6-4	\$10,000.00

Inside Niches Bank A-D

Level 1	\$2,165.00
Level 2	\$2,265.00
Level 3-6	\$2,365.00
Level 7	\$2,165.00
Level 8	\$2,065.00
Level 9	\$1,865.00
Level 10	\$1,765.00

Outside Niches Bank A-D

Level 1	\$1,765.00
Level 2	\$1,865.00
Level 3-5	\$1,965.00
Level 6	\$1,865.00
Level 7	\$1,765.00
Level 8	\$1,665.00

2. Services

Crypt

(a) Interment	\$400.00
(b) Interment after 2:00 p.m., Monday to Friday	\$200.00 (additional)
(c) Interment Saturday, Sunday or Statutory Holidays	\$400.00 (additional)
(d) Remove and reinstall shutter	\$ 90.00

SCHEDULE C (Continued)

B. MAUSOLEUM (Continued)

(e) Attachment of each item to shutter:	
i) name bar	\$ 50.00
ii) pictures	\$ 50.00
iii) flower vase	\$ 50.00
iv) lights	\$ 50.00
(\$50 each to a maximum of \$150.00).	
(f) Disinterment/Exhumation	\$750.00
(NB: Services of licenced funeral home are in addition to above disinterment/exhumation fee.)	
(g) Transfer of Licence	\$ 50.00

Niche

(a) Interment	\$105.00
(b) Interment after 2:00 p.m., Monday to Friday	\$175.00 (additional)
(c) Interment Saturday, Sunday or Statutory Holidays	\$350.00 (additional)
(d) Remove shutter	\$ 40.00
(e) Attach Name plate	\$ 50.00 per plate
(f) Disinterment/Exhumation	\$250.00
(NB: Services of licenced funeral home are in addition to above disinterment/exhumation fee.)	
(g) Transfer of Licence	\$ 50.00

Memorial Wall Service (Gross to Customer)

(a) Bronze Standardized Nameplate	\$365.00
(b) Space Reserve on Memorial Wall	200.00
(c) Installation of Nameplate onto Wall	<u>50.00</u>
Total Price to Customer	<u>\$615.00</u>

Distribution of Revenues

i. Name Bar Gross Price	\$365.00
Accruing to DOK 5% Admin Fee	(18.25)
Accruing to Evergreen	<u>\$346.75</u>
ii. Space on Reserve on Memorial Wall	\$200.00
Accruing to DOK 5% Admin Fee (200 x .05)	(10.00)
Accruing to Perpetual Care Fund 28% (200 x .28)	(56.00)
Accruing to Evergreen	<u>134.00</u>
Total to Evergreen	<u>\$480.75</u>

C. COLUMBARIUM

1. Niche Space Fees

- (a) Niche Space \$1,350.00*
*price includes 25% Cemetery Care Fund contribution, price does not include taxes

2. Services

Prices below do not include taxes, if applicable.

Niche

- (a) Minimum Interment Fee \$250.00*
 (i) Interment after 2:00 p.m., Monday to Friday \$125.00
 (ii) Interment Saturday, Sunday or Statutory Holiday \$500.00
(b) Remove Shutter \$40.00
(c) Attach Name Plate \$120.00**
(d) Disinterment/Exhumation \$250.00
(g) Transfer of Licence \$50.00

*Additional Interment Fees may apply – see C. Columbarium 2(a)(i) and 2(a)(ii)

**An additional \$10.00 Cemetery Care Fund fee will be charged.

SCHEDULE D

DISTRICT OF KITIMAT

LICENCE FOR MAUSOLEUM SPACE

_____, 20_____

In consideration of _____ of _____ (Address)

having paid the sum of \$_____ being the fee for use of mausoleum space in the Kitimat Municipal Mausoleum, he/she is hereby granted a licence and permission to occupy mausoleum space (e.g. crypt, inside or outside niche) Block _____ Column _____

Level_____, when required, in said mausoleum for the purpose of interment and in accordance with and subject to the Municipal Code for the regulation of the Kitimat Municipal Cemetery, which may for the time being, be in force, or any law applicable thereto in force in the District of Kitimat. In granting this licence to_____, the District of Kitimat undertakes to maintain a cemetery care fund for maintenance of the mausoleum space herein described and the cemetery of which it forms part, and will set aside in trust within the present calendar year for use of the Cemetery Care Fund a portion of the mausoleum space fee shown herein as paid, and the portion of the said fee to be set aside for Care Fund purposes shall be \$ _____ (28%) of the above fee.

This permit is for the purpose of space reservation only and the fee submitted at this time is only for the purpose of dedication of the above mentioned space and does not cover any interment or memorial installation charges.

DATED this _____ day of _____, 20 _____

Municipal Engineer

1. Applicant
2. Evergreen Mausoleum
3. File: 6.5.2

SCHEDULE E

DISTRICT OF KITIMAT

INTERMENT PERMIT

_____, 20____

Permission is hereby given to _____
of _____
to have the remains of _____
interred in the mausoleum:

Crypt Block _____ Column _____ Level _____ Double Crypt (front/back)

Inside Niche _____ Column _____ Level _____

Outside Niche _____ Column _____ Level _____

in the Kitimat Municipal Cemetery, on the _____, 20____
at _____ p.m.

REMARKS

Municipal Engineer

Interment Permit Number: _____

1. Applicant
2. File: 6.5.1

SCHEDULE F
DISTRICT OF KITIMAT
MAUSOLEUM MEMORIALS

This Schedule provides specifications to standardize approved memorials for installation in the mausoleum and/ or the outside niches and memorial wall. The following attachments give dimensions and font for approved name plates.

1. Crypt Name Plate
2. Outside Niche Name Plate
3. Memorial Wall Name Plate

FAMILY
GIVEN NAMES HERE
YOB YOD

Name Casting for Kitimat Mausoleum, Crypts and Lounges

Notes:

1. Font: Arial
2. Material: Cast BronzE low luster polish
3. Colour: BronzE with dark brown bars
4. Family Name letter size: 1- ½ inches
5. Given Name letter size: 1- 0 Inches
6. Date number size: 0- 3/4 inches
7. Bar width: 0- 5/8 inches
8. Space between upper bar and given name: 0- 5/8 inches
9. Maximum length of Casting: 27-0 inches

2. Outside Niche Name Plate

Kitimat Mausoleum - Bronze Casting for Outside Niches

Option Number 1, Separate Family Names

Family Name letter size: 5/8 inch

Given Names: 3/8 inch

Dates: 3/8 inch



Option Number 2, Same Family Name

Family Name letter size: 3/4 inch

Given Names: 3/8 inch

Dates: 3/8 inch



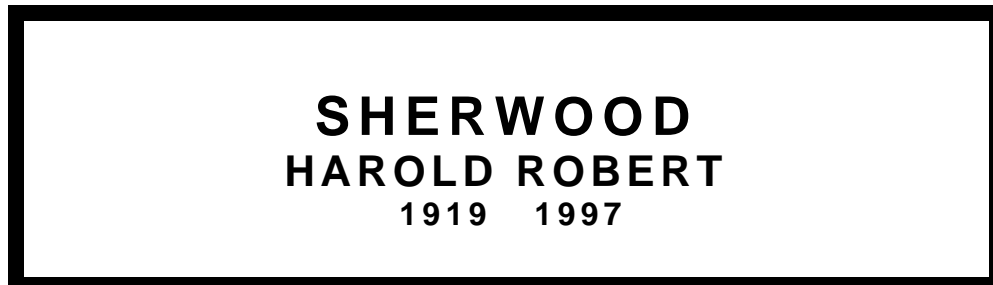
Option Number 3

Single Cremation Nameplate

Family Name letter size: 3/4 inch

Given Names: 1/2 inch

Dates: 1/2 inch



Notes:

1. Font: Arial
2. Material: Bronze
3. Colour: Bronze letters and numbers with dark brown background
4. Total casting dimensions: 10 inches by 4 inches

Kitimat Mausoleum

Name bar for memorial wall

YOB GIVEN AND FAMILY NAMES YOD

Notes

- | | |
|---------------------------------|--|
| 1. Font: | Arial |
| 2. Material: | Cast Bronze |
| 3. Colour: | Bronze letters and numbers with dark brown mount |
| 4. Letter size: | 1-0 inches |
| 5. Number size: | 0-3/4 inches |
| 6. Bar underline width: | 0-1/4 inches |
| 7. Maximum length of total bar: | 22 inches |