



Incorporated

## R.M. of Frenchman Butte No. 501

Policy Title CEMETERY POLICY		ADOPTED BY RM Council Resolution No. 2022-06-22-015 EFFECTIVE DATE June 22, 2022	POLICY NO. <b>400-05</b>
ORIGIN/AUTHORITY RM Council	JURISDICTION RM of Frenchman Butte No. 501	Amended:  Rescinded:	Resolution No.  Resolution No.

### 1.0 PURPOSE:

The Council of the RM of Frenchman Butte No. 501 deem it necessary to regulate and control the operation and maintenance of the following Municipal Administered cemeteries contained within the RM Boundaries:

#### 1. Liberty Cemetery

All that portion of the South West quarter of Section Twenty-seven (27), in Township Fifty-four (54), in Range Twenty-two (22), West of the Third Meridian, in the Province of Saskatchewan, in the Dominion of Canada designated as: Blk/Par A – Plan No. 101718345 Ext 56 Containing zero point eight (0.8) acres, more or less. Cemetery Id#3132.

#### 2. Glenbogie Cemetery

All that portion of the South East quarter of Section Twenty-one (21), in Township Fifty-four (54), in Range Twenty-three (23), West of the Third Meridian, in the Province of Saskatchewan, in the Dominion of Canada designated as: Blk/Par A – Plan No. 101541776 Ext 30 Containing one point four (1.4) acres, more or less. Cemetery Id#3129.

#### 3. Emmaville Cemetery

All that portion of the North West quarter of Section Twenty-four (24), in Township Fifty-two (52), In Range Twenty-two (22), West of the Third Meridian, in the Province of Saskatchewan, in the Dominion of Canada designated as: Blk/Par A – Plan No. 101642521 Ext 30 Containing 2 (2) acres, more or less. Cemetery Id#3143.

#### 4. Sylvan Hill Cemetery

All that portion of the North West quarter of Section Thirteen (13), in Township Fifty-two (52), in Range Twenty-four (24), West of the Third Meridian, in the Province of Saskatchewan, in the Dominion of Canada designated as: Blk/Par A – Plan No. 120318735 Ext 47 Containing two point five (2.5) acres, more or less. Cemetery Id#3137.

### 2.0 DEFINITIONS:

- a) "RM" shall mean The RM of Frenchman Butte No. 501
- b) That a burial plot means a single grave plot of approximately 5 feet by 10 feet in size.
- c) Caretaker shall mean the person duly appointed by the RM to oversee the general workings of the cemetery and carry out all the duties as required.

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- d) "Non-Resident" shall mean a person and his immediate dependents who, at the time of his demise, was either:
  - i) not a resident of The RM of Frenchman Butte No. 501 as defined in this policy or
  - ii) was a patient in any Government Institution, Home for the Aged and Infirm Persons, Nursing Home or Hospital, and not a resident of the RM as defined in this policy prior to his admission to such Government Institution, Home for Aged and Infirm Persons, Nursing Home or Hospital.
- e) "Resident" shall mean any person, including his immediate dependents, who at the time of his demise, was:
  - i) living in the RM for a period of twelve (12) consecutive months immediately prior to his demise, or
  - ii) living in the RM and the owner of property, in the RM for a period of three (3) consecutive months immediately prior to his demise and is not otherwise disqualified by being a non-resident as defined in this policy.
  - iii) considered as a long-term resident of whom was confirmed by RM administration to have lived in and was the owner of property in the RM for a period of a minimum of 5 years.
  - iv) was a patient in any Government Institution, Home for the Aged and Infirm Persons, Nursing Home or Hospital, and a resident of the RM as described in i) and ii) and iii) above, immediately prior to his/her admission to such Government Institution, Home for Aged and Infirm Persons, Nursing Home or Hospital.

### **3.0 Administration:**

- a) The Public Works Department through its authorized designate shall be responsible for the collection and maintenance of all records required by law.
- b) The Caretaker of each of the above cemeteries shall be responsible for the selling of all plots and collection of plot fees in each of their assumed cemeteries and forwarding of said plot fees collected to the Public Works Department of the RM.
- c) The Caretaker of each cemetery will be responsible for the general maintenance of the cemetery.
- d) The general administration of the above-mentioned cemeteries shall, at all times, be under the supervision of the RM through the Public Works Foreman.





#### **4.0 Purchase of Burial Plots (Plot Fees):**

Fees shall be set by resolution of Council as Council deems appropriate. (See Appendix "A")

- f) The purchase of cemetery plots may be accomplished on a reserve basis by any person or estate by paying in full, the current plot fee as set out below and by naming the person to be interred therein. When a reserve plot is paid for, the RM shall issue a Cemetery Plot "Deed" and a copy of this Deed shall be retained on file.
- g) The purchase price of the burial plot (plot fee) will be in total only for the land required for the plot and the perpetual upkeep of the plot whether occupied or otherwise, but not to include the maintenance, placing or removal of headstones or grave markers. The plot fee does not include the opening and closing of the burial plot or any disinterment, those costs shall be borne by the estate of the plot purchaser. The plot fee shall include marking of the plot once by RM personnel or the Caretaker.
- h) Burial Plots reserved in the above cemeteries shall not be sold or transferred by any person or estate to any other person or estate without first obtaining permission to do so from the Chief administrative Officer of the RM, or his/her designate and such sale or transfer shall only be permitted by the Chief Administrative Officer on receipt of a transfer fee as designated in Appendix "A".
- i) The holder of a reserve plot in the above cemeteries may cancel out his reservation in which case the RM will refund the reserve holder the amount originally paid for such reserve, less a transfer fee as designated in Appendix "A" to cover the cost of adjusting records.

#### **5.0 Internment:**

##### **Caskets**

- i) No more than one person will be allowed to be interred in a burial plot.
- ii) A concrete box with cover or a vault must be placed for the casket to be lowered into so as to help prevent settling within the plot.
- iii) The RM will not be responsible for any costs associated with an internment, and these costs shall be borne by the persons responsible for the funeral arrangements.
- iv) To permit the burial or internment or append of body in the cemetery, the funeral director or other persons officiating at the burial or interment must deliver to the caretaker, the prescribed copy of the burial permit which in return will be received by the Public Works Department.
- v) Undertakers must provide the necessary lowering devices and make their own arrangements for the placing of mats, wreaths, flowers, etc. around the grave.



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- vi) All graves shall be dug to such depth that a distance of at least 3 feet intervenes between the top of the casket and the ground surface level.

**Urn (Cremation)**

- i) Burial of cremation in urn is allowed and up to 3 urns may be interred in a burial plot.
- ii) Burial of cremation in urn may be placed in a plot that has had a previous interment with a casket if the cremated remains are of an immediate family member (Wife, Husband, Sibling) upon payment of an additional interment fee as designated in Appendix "A".
- iii) The RM will not be responsible for any costs associated with urn burial and these costs shall be borne by the persons responsible for the funeral arrangements.
- iv) To permit the burial or interment of cremations in urn burial in the cemetery, the Funeral Director or other persons officiating at the burial or interment must deliver to the Caretaker, the prescribed copy of the Burial Certificate and Cremation Certificate, which in return must be received by the Public Works Department.
- v) Undertaker must provide the necessary lowering devices and make their own arrangements for the placement of mats, wreaths, flowers etc. around the grave.
- vi) All urns shall be buried to such depth that a distance of 18" (eighteen inches) intervenes between the top of the urn and the ground surface level.
- vii) A metal pin or marker must be placed on top of the interred urn so that the urn can be located by a metal detector.

**6.0 Monumental Regulations:**

- a) Only one monument will be allowed on each burial plot. Grave covers level with the ground may be placed at each grave in addition to the monument.
- b) The concrete foundation of monuments or tombstones must be at least six inches wider than the widest portion of the stone and of sufficient depth to support the weight being imposed thereon which said base shall be level with the ground. In no case may the concrete foundation be of lesser than four (4) inches of concrete on top of the gravel or stone.
- c) Except in the case of flat markers or tombstones, twelve full months must elapse between the date of interment and the placing of any permanent tombstone or monument.
- d) Approved grave covers, monuments, or stones must be placed or erected by the parties concerned, but the placing or erection thereof shall be at the direction of the Public Works Foreman or his Authorized Representative.
- e) No iron or ironworks, glass bottles, earthen jars, metal or wooden boxes containing





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artificial wreaths or flowers or other memorial tributes shall be allowed in any section of the said cemetery and any so placed shall be entirely removed by the cemetery caretaker.

- f) Lettered boards, enclosures or designs of any description designating graves; other than the standard marker provided by the cemetery, will not be allowed.
- g) No shrubs, trees, or flowers may be planted in any part of the said cemetery other than those planted by the cemetery caretaker in the areas reserved for such planting.
- h) The Public Works Foreman or his Authorized Representative shall have authority to have removed from any grave, any weeds or grass, funeral designs or floral pieces which have become wilted, or any other articles or things which in his opinion are unsightly.
- i) Without restricting the generality of a monument, no person shall erect upon a grave plot any curbs, fences, railings, walls, copings, trellis, hedges, trees, or shrubs, or the like, and where any of the same have been previously erected on or around a grave plot, and have by reason of age or neglect become unsightly or objectionable the Public Works Foreman or his Authorized Representative may cause same to be removed, but in so doing, will leave the area in a safe, proper and neat condition.
- j) Where the Public Works Foreman or his Authorized Representative finds any monument or other structure upon a grave plot in a state of disrepair, unsightly or objectionable and directly in interference with routine cemetery maintenance, he shall notify the owner in writing thereof and require that repairs be promptly undertaken. Any monument or structure not repaired within thirty days after a notice in writing has been forwarded to the said owner at his last known address provided to the RM, may be removed from the plot.
- k) If any trees or shrubs situated in any lot shall be means of their roots, branches or otherwise become detrimental to the adjacent lots or avenues or dangerous or inconvenient to strangers, the RM shall have the right to direct the removal of the said trees or shrubs, or such parts thereof as are detrimental, dangerous or inconvenient.

**7.0 GENERAL CONDITIONS AND RULES:**

- a) The above cemeteries are public cemeteries open to persons of all religions, and it is not the RM's responsibility to forbid the burial of any person.
- b) The choosing of a burial plot site shall in general be to the discretion of the purchaser.
- c) The RM shall have the right to prohibit the entry of any person or persons who do not have related business at the cemetery.
- d) The RM shall not be responsible for any damages, whether willful or accidental to any marker, monument, or headstone, within the said cemetery.
- e) The RM will keep the grass mowed and be responsible for the general upkeep of the cemetery.



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**APPENDIX "A"**  
**FEE SCHEDULE**

**1. Plot Fees**

- Resident - \$350
- Non-Resident - \$1,150

**2. Transfer Fee**

- To be charged when a name on a reserved plot is changed or cancelled - \$50.00.

**3. Additional Interment Fee**

- To be charged when a Cremation in urn, not listed on the original plot deed, is added to the plot - \$50.00 Each.

**4. Additional Plot Marking Fee**

- To be charged when a plot is requested to be marked if it has previously been marked by RM personnel or Caretaker. - \$50.00 Each.