

City of Greenwood



Greenwood Cemetery Bylaw No. 945, 2019

Cemetery Licence # 15284

CORPORATION OF THE CITY OF GREENWOOD

Greenwood Cemetery Bylaw NO. 945, 2019

A Bylaw to provide for the management, operation and regulation of the municipal cemeteries and columbarium for the City of Greenwood.

The Council of the City of Greenwood, in open meeting assembled, ENACTS AS FOLLOWS:

SECTION 1 - TITLE:

1.01 This Bylaw may be cited for all purposes as the "Greenwood Cemetery Bylaw No. 945, 2019".

All references to a Memorial Garden: for future consideration only and upon approval of Consumer Protection BC.

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SECTION 2 - DEFINITIONS:

Terms defined in the *Cremation, Interment, and Funeral Services Act, Business Practices and Consumer Protection Act, the Community Charter and Local Government Act or any successor legislation*, and this Bylaw shall have that meaning.

"ACT" means Cremation Interment and Funeral Services Act.

"ADMINISTRATION FEE" means fees levied to cover additional administrative costs associated with the transfer or surrender of a Right of Interment.

"ADMINISTRATOR" means the City Administrator, or duly appointed designate.

"ALCOVE(S)" means the recessed sections in the Memorial Wall.

"AUTHORIZED PERSON" means the person who has the control of disposition of Human or Cremated Remains.

"BPCPA" stands for the Business Practices and Consumer Protection Authority.

"CARETAKER" means the person or persons duly appointed or employed by the City as the Superintendent of Public Works or such other City employee or employees as designated.

"CARE FUND" means a fund established for the upkeep and repair of cemeteries and the grave spaces and memorials therein.

"CEMETERY" means and includes all parcels or tracts of land owned, used or maintained by the City either within or without the municipality.

"CITY" means the Corporation of the City of Greenwood.

"COLUMBARIUM: means a structure or building or an area in a structure or building that contains, as an integral part of the structure or building or as free standing sections, niches for the inurnment of cremated remains.

"COUNCIL" means the Council of the Corporation of the City of Greenwood.

"CREMATED REMAINS or CREMAINS" mean the ashes resulting from cremation of human remains.

"INFECTIOUS DISEASE" means those defined in the Regulations made pursuant to the *Health Act*.

"INTERMENT" means a disposition by burial of human remains or cremated remains or inurnment of cremated remains.

"INTERMENT RIGHT CONTRACT" provides for the right to inter the person named on the Interment Right contract.

"INURNMENT" means disposition of cremated remains in a columbarium.

"LINER" means the outer burial containers the casket or urn is placed into prior to burial.

"LOT" means Lots A, B, C, D, E, F, G, or H as described in the Legal Cemetery land description.

"MEMORIAL" means:

- a.) A headstone, tombstone, monument, plaque, tablet or plate on a grave;
- b.) An inscription or lettering on a niche front used to identify a niche or memorialize the deceased; or
- c.) An inscription or lettering on a plaque of the Memorial Wall used to memorialize the deceased."

"MEMORIAL GROVE" means the designated area where cremated remains can be removed from their container, and be scattered or mixed with soil or on the ground cover.

"MEMORIAL WALL" means a structure that contains alcoves for plaques to memorialize the deceased.

"PLACE OF INTERMENT" means a right for the interment of human remains or cremated remains, in a cemetery or columbarium.

"PLOT" means an area of the Cemetery used or intended to be used for the interment of human remains or cremated remains – grave space.

"NON-RESIDENT" means any person who is not a resident as defined in this bylaw.

"REMAINS" means a dead human body in any stage of decomposition; a stillborn infant; but does not include cremated remains.

"RESIDENT" means:

- a.) A person who at the time of death, resided within the Corporate limits of The City of Greenwood;
- b.) A person who at the time of death, resided within 10 kilometers of the limits of the City of Greenwood;
- c.) A property owner in the City of Greenwood; or
- d.) A person who had previously qualified as a resident under (a) (b) or (c), but has left the under circumstances of old age, or illness.

"RIGHT OF INTERMENT" means a certificate that provides for the future right to inter Human Remains or Cremated Remains.

"SCATTERED or SCATTERING" means the non-recoverable dispersal of cremated remains over a body of land within the Memorial Grove.

"SPOUSE" as defined in CIFSA, means a person who is:

- a) married to another person;
- b) is united to another person by a marriage that, although not a legal marriage, is valid as common law; or

- c) has lived and cohabitated with another person in a marriage-like relationship, including a marriage-like relationship between persons of the same gender, for a period of at least 2 years immediately before the other person's death.

"URN" means a container used for the containment of cremains.

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

SECTION 3: CEMETERY LEGAL DESCRIPTIONS

3.01 The following described properties are set aside, held, developed, improved, used and maintained by the City and dedicated for that use, and shall continue to be used, operated, and maintained for that purpose and shall not be used for any other purpose:

- a. Lots "A" "B" "C" "D" "E" and "F", all of DL 1054, SDYD, Plan 149
- b. Parcel G (Plan B1575), DL 1054, SDYD
- c. Parcel H (Plan B1575), DL 1054, SDYD

Cemetery maps as set out in "**Schedule "J"**" and forms part of this bylaw.

3.02 A copy of the plans of Municipal Cemeteries outlined in *Section 3.01* of this Bylaw shall be filed with Consumer Protection B.C. and copies shall also be kept for public information at City Hall, 202 S. Government Ave. Greenwood, B.C.

SECTION 4: ADMINISTRATION OF BYLAW

4.01 The Administrator is responsible for the general administration of the Bylaw and will:

- a) maintain all records and information for the administration, operation, maintenance and management of the Cemetery as is required by the Administrative Authority and the CIFSA; and
- b) issue all Rights of Interment and Permits required and authorized by this Bylaw, except as otherwise provided in this Bylaw.

SECTION 5: RIGHT OF INTERMENT

5.01 The Administrator is hereby authorized by Council to grant to any person, or authorized agent, subject to payment of fees, as set out in **Schedule "A"** of this Bylaw, to enter into an *Interment Right contact*, in *Schedule "C"* of this Bylaw.

5.02 The sale of interment right is not the sale of a plot or niche but the right to be interred in an assigned plot or niche. An interment right holder does not acquire any right or interests in the roads, paths and other areas that allows access to and from any lot at the Greenwood Cemetery. The interment right holder does not acquire any right or interest in any gardens, structures, buildings or other property at the Greenwood Cemetery.

5.03 Applications for a "*Right of Interment*" Contract must be submitted to the Administrator at the City Offices between the hours of 8:30 am and 4:30 pm, Monday to Friday inclusive, excluding statutory holidays.

5.04 Transfer of Cemetery Licence

If the holder of a licence to use and occupy grave or niche space in the Cemetery decides to transfer to another person his right to use and occupy grave space or niche in the Cemetery the holder must submit a letter in writing. The letter must include:

- a.) Name of Cemetery including grave or niche description;
- b.) Full name and address of the Licence holder; and
- c.) Full name and address of the person to transfer the grave space to.

Upon the receipt of the written request and the transfer fee as set out in Schedule "A" of this bylaw, the Administrator must record the change in the City cemetery records.

5.05 Cancellation of Licence

If the holder of a licence to use and occupy grave or niche space in the Cemetery decides to surrender a Licence the holder must submit a letter in writing to the City of Greenwood. The letter must include:

- a.) Name of Cemetery including grave or niche description; and
- b.) Full name and address of the licence or certificate holder.
- c.) Upon receipt of a written request and the surrender of the licence or certificate the Administrator may cancel the Licence or Certificate if the cancellation fee in **Schedule "A"**, of this bylaw has been paid. The holder of the licence or certificate shall receive a refund of 50 % (of the original purchase price of the space identified, less the amount of the Cemetery Care Fund, Administration Fees and GST.
- d.) Upon confirmation of cancellation the City will provide any refund owing within 30 days from the confirmation date.

5.06 Reclamation of Unused Interment Rights

The City reserves the right to reclaim the interment rights for an unused plot. The reclamation will be carried out in compliance with the "ACT", and upon approval of the Director of Legislative Services.

If a sold plot or niche has not been used and;

- a.) the plot holder with the right of interment, if living, would be at 90 years of age; or
- b.) a period of at least 50 years has elapsed from the date the plot was reserved;
- c.) a minimum of 90 days has passed since notice of intent to reclaim has been sent to the licence holder; and
- d.) the city has made diligent attempts to contact the Licence Holder.

5.07 Error in a Purchase Agreement for a plot

Where an error has been made in the Purchase Agreement, description or transfer of a plot and the plot is unavailable the City shall:

- a.) amend the contract to provide another plot and similar location;
- b.) cancel the contract and refund in full the amount of money paid;

Where human error is made and human remains are interred in the wrong plot, the operator shall:

- a.) contact the proper authorities according to the act for disinterment and interment;
- b.) disinter the human remains from the wrong plot and inter them in the correct plot if available; or
- c.) if the correct lot is not available, disinter the human remains from the wrong plot and inter them in a plot acceptable by the authorized person.

SECTION 6: ORDER OF CONTROL OF DISPOSITION:

6.01: The Control of disposition of human remains or cremated remains

According to the "ACT" the requirement for authorization before funeral services or disposition, the right of a person to control the disposition of the human remains or cremated remains vests in, and devolves on, the following persons in order of priority:

- a.) the personal representative named in the will of the deceased;
- b.) the spouse of the deceased;
- c.) an adult child of the deceased;
- d.) an adult grandchild of the deceased;
- e.) if the deceased was a minor, a person who was a legal guardian of the person of the deceased at the date of death;
- f.) a parent of the deceased;
- g.) an adult sibling of the deceased;
- h.) an adult nephew or niece of the deceased;
- i.) an adult next of kin of the deceased, determined on the basis provided by the *Estate Administration Act*;
- j.) the minister under the Employment and Assistance Act or, if the official administrator under the Estate Administration Act is administering the estate of the deceased under that Act, the official administrator;
- k.) an adult person having a personal or kinship relationship with the deceased, other than those referred to in paragraphs (b) to (d) and (f) to (i).
- l.) if the person at the top of the order of priority set out in subsection (1) is unavailable or unwilling to give instructions, the right to give instructions passes to the person who is next in priority.
- m.) if, under subsection (1), the right to control the disposition of human remains or cremated remains passes to persons of equal rank, the order of priority is determined in accordance with an agreement between or among them, or in the absence of an agreement referred to in paragraph (a), begins with the eldest of the persons and descends in order of age.

A person claiming that he or she should be given the sole right to control the disposition of the human remains or cremated remains may apply to the Supreme Court for an order regarding that right.

SECTION 7: REQUIREMENT PRIOR TO DISPOSITION:

7.01: The City requires a Death Certificate and a cremation certificate (if cremated) prior to disposition.

SECTION 8: INTERMENT AND INURNMENT:

8.01

- a.) Applications for an "*Interment Permit*" shall be submitted to the Administrator at the City Offices between the hours of 8:30 am and 4:30 pm, Monday to Friday inclusive, except statutory holidays.
- b.) The body of a person who dies having an infectious disease shall be interred in accordance with the instructions of the Medical Health Officer.

8.02: Interment and Inurnment

- a.) No human remains shall be interred in a cemetery plot or columbarium until an "*Interment Right Contract*" as set out in **Schedule "C"**, and an "*Interment Permit*", as set out in **Schedule "D"** are obtained from the City and the applicable fees as set out in **Schedule "A"** have been paid,

except as may be permitted under the terms of "Section 8.03" of this Bylaw. The Administrator is hereby authorized by Council to issue Interment permits. Schedules "A", "C" and "D" are attached and form part of this bylaw.

- b.) The interment permit site map must be filled out for plots, as set out in **Schedule "D"** that is attached and forms part of this bylaw.
- c.) The interment permit site map must be filled out for the columbarium and engraving, as set out in **Schedule "D"** that is attached and forms part of this bylaw.

8.03 Memorial Grove – (Considered for future Consideration)

- a.) Scattering of cremated remains is permanent and non-recoverable and is permitted in the Memorial Grove under the supervision of the City.
- b.) When remains are scattered a plaque must be purchased for the Memorial Wall, as set out in **Schedule "E1"**.
- c.) The Right of Interment Contract, **Schedule "C"**, fees set out in **Schedule "A"** Memorial Grove – Scattering of Ashes and the Interment Permit **Schedule "D1"** must be completed prior to scattering.

8.04 Emergency Conditions

- a.) Where the Medical Health Officer directs that human remains or cremated remains be interred or inurned in the Cemetery during any period when the City's officers are closed, permission to intern/inurn in the Cemetery shall be obtained from the Administrator or designate.
- b.) Where an interment or inurnment in the Cemetery is performed under the conditions of 8.02 (a), an "*Interment Right Contract*" as set out in **Schedule "C"** and an "*Interment Permit*" in accordance with section 801 (a) shall be provided to the Administrator on the first business day following interment, as set out in **Schedule "D"**. Schedules "C" and "D" are attached hereto and form part of this bylaw.

8.05 Unlawful Disposition of Human and Cremated Remains

It is unlawful to bury human remains or cremated remains in the Cemetery except pursuant to the terms of the "*ACT*".

8.06 Regulations

- a.) If ashes are to be placed in an occupied plot or niche, the applicant must provide an "*Authorized Approval Declaration*", providing authorization from the original occupants next-of kin, as set out in **Schedule "F"** attached hereto and forming part of this Bylaw.
- b.) If the holder in the "*Interment Right Contract*" does not permit family member(s) to be interred in their plot or niche, the holder will be the sole occupant.
- c.) No body or cremains other than a deceased human body shall be interred in the cemeteries.
- d.) The casket or urn must be placed in a liner.
- e.) The liner for the urn must be purchased by the City. The liner for the casket must be purchased from the Funeral Home at the time of purchase for the casket.

- f.) Each casket-type interment in the Cemetery shall be made in a grave dug to a depth to provide for one meter of earth between the upper surface of the liner and the level of the ground surrounding the grave.
- g.) Each cremation-type interment in a Cemetery plot shall be made in a grave dug to a depth to provide for 0.6 meters of earth between the upper surface of the cremated remains liner and the level of the ground surrounding the grave.
- h.) The number of interments per plot is as follows:
 - 4' x 4' plots: 1 infant burial or 2 cremains; and
 - 4' x 8' plots: 1 burial; 1 burial with 3 cremains; or 4 cremains.
- i.) Liners with cremains are to be buried running lengthwise in the plot; liners cannot be buried side by side in a plot. Up to four urns may be placed in a liner.
- j.) Funeral Homes may purchase plots and place numerous cremains in liners. The location of the plot shall be decided on by the City. The Funeral Home must supply the liner.
- k.) In a niche a maximum of two urns is permitted.
- l.) Cremated remains placed in a niche must be in an urn.
- m.) No grave shall be dug or opened by any person other than the designated person(s) by the City.
- n.) No grave space in the cemetery shall be defined by a fence, hedge, railing, concrete slab or border.
- o.) No form of decorative rock, gravel, cement slab, covering or other forms of material may be placed at or around a memorial or grave in the cemetery. Only materials approved or used by the City for the installation and maintenance of memorials is permitted at or around memorials or grave.
- p.) Cut flowers, wreaths and floral offerings may be placed on plots but will be removed when their condition is considered to be detrimental to the cemetery. Artificial flowers are not permitted in the cemetery.
- q.) A person who dies having an infectious disease shall be interred in accordance with the instructions of the Medical Health Officer.
- r.) No person shall plant, remove, cut down, or destroy any trees, shrubs, plants, flowers, or rocks in the cemetery without authorization from the City.
- s.) The discharge of firearms is prohibited in the cemetery, other than at a military funeral.
- t.) An object in or on the place of interment shall be removed if in the City's opinion the object:
 - i. has been placed in contravention of the bylaw;
 - ii. is dangerous;
 - iii. impedes the care or maintenance of the place of interment, or
 - iv. is unsightly.
- u.) The Caretaker will inform the City of cement slabs on plots that are sinking. The City is not responsible for damage to cement slabs, coverings or other forms of material that were placed on or around a plot.

v.) When a cement slab is damaged or sinking the City has the following options:

- i. Lift the slab and stabilize and level the slab;
- ii. Cover the slab with soil and plant grass; or
- iii. Remove slab.

The Administrator will document the condition and contact the Interment Right Holder or their descendants.

w.) Crumbling gravel borders on plots or decorative rocks that are in disrepair will be removed from the plot. The Administrator will document the condition and contact the Interment Right Holder or their descendants.

x.) Vehicles are not permitted in the Cemetery without authorization. Funeral Home vehicles have authorization to drive into the Cemetery.

9.01 EXHUMATION

No human remains interred in the Cemetery shall be exhumed without a written order from the proper authority in accordance with the requirement of the "ACT". Exhuming includes digging in the cemetery or plot without proper authority.

SECTION 10: MEMORIALS:

10.01 A Memorial Permit must be purchased prior to an installation, replacement, or repair to a memorial marker as set out in **Schedule "E"** attached hereto and forming part of this Bylaw.

10.02 Fees for memorials are set out in **Schedule "A"** attached hereto and forming part of this Bylaw.

10.03 Memorial markers must be installed on a plot within six months of a burial. Failure to comply will result in a fine as set out in **Schedule "H"** attached hereto and forming part of this Bylaw.

10.04 Memorial markers for plots must be of marble, granite or bronze. Plaques for plots must be concrete bases, prior to delivery at the City.

10.05 The size of the memorial markers for graves:

	<u>Minimum</u>	<u>Maximum</u>
a.) Single Full Size Plot:	12" x 12"	24" x 36"
b.) Across two full size plots	12" x 12"	24" x 36"
c.) All other markers on graves	8" x 12"	12" x 24"

Exception: Military memorial markers as commissioned by the Canadian Government and other World Governments through the Departments of Veterans Affairs. The sizes and type of memorial can be a traditional upright headstone.

10.06 Columbarium and Memorial plaques will be sent out by the City. One design will be determined by the City on the Columbarium niches and Memorial Wall plaques.

10.07 Memorial markers or plaques shall be placed, installed, relocated or removed by the City, or other duly authorized person.

10.08 A plot purchased by a Funeral Home must have a Memorial Marker with the name of the Funeral Home inscribed.

10.09 Memorial markers must not project above the natural contour of the ground.

10.10 The Interment Right Holder, or the deceased's descendants, is required to keep the memorial in proper repair, at their expense. Should any memorial placed in the Cemetery fall into a state of disrepair, the Administrator will document the condition and contact the Interment Right Holder or their descendants.

10.11 Memorial plaques may be added to an existing memorial marker once a Memorial Permit has been processed and the fee for a "single plot" marker has been paid, as set out in **Schedule "A"** attached hereto and forming part of this Bylaw.

10.12 An interment site map must be filled out for a memorial marker on a plot, as set out in **Schedule "E"** and forms part of this bylaw.

10.13 A site map must be filled out for a plaque on the memorial wall, as set out in **Schedule "E1"**, and forms part of this bylaw.

10.14 Memorial markers on plots are the property of the Rights Holder, or the deceased descendants and required care or repair is the responsibility of the aforementioned.

10.15 An Authorized Approval Declaration, is required from the original occupant's next-of-kin, as set out in **Schedule "F"** attached hereto and forming part of this Bylaw.

10.16 The City has the authority to refuse to issue a memorial marker permit to an applicant if the applicant has failed to comply with the requirements of this Bylaw or any requirement established by the City governing memorials at City cemeteries. Where such a refusal may occur, the City shall inform the applicant of what is not compliant about the memorial application and the steps that must be taken to resolve the deficiency.

10.17 The City shall have the authority to reject a memorial, despite the prior issuance of a memorial permit, when the memorial delivered for installations does not match the specifications described in the memorial permit application or does not comply with the requirements of this Bylaw or any requirement established by the City governing memorials at City cemeteries. Where such a refusal may occur, the City shall inform the applicant of what is not compliant about the memorial application and the steps that must be taken to resolve the deficiency.

10.18 The City is responsible to maintain the land of a lot on which a memorial is placed or installed but shall not be responsible for the maintenance of any memorial on the lot and shall not be liable for, or obligate to repair, any scratch, breakage or damage to a memorial in the City cemetery except where it can be shown any such scratch, breakage or damage has been caused by the negligence of the City, its employees or authorized person(s) hired to work in the Cemetery.

10.19 The City has the authority organize volunteers to assist in the maintenance of the Cemetery. A City employee must be present at all times.

10.20 The donation and dedication of a memorial planting, memorial bench or other form of custom memorial feature at the cemetery may be permitted subject to the approval of the City and the following criteria;

- a.) An application as set out in **Schedule "I"** and forms part of this Bylaw shall be made to the City giving the proposed specifications, design and materials of the proposed memorial and must be approved in writing by the City before any delivery or installation can proceed.
- b.) site selection shall conform to the plan of the cemetery as determined by the City;

- c.) installation if not performed by the City, shall be under the supervision of the City, must be by a registered business, and the cost of installation shall be borne by the applicant;
- d.) the placement of a dedicated item or custom memorial does not entitle a donor or an applicant to any privilege or right over the land upon which the memorial may be situated; and
- e.) memorial planting shall only be in an area selected by the City. The City is not responsible if the memorial plant dies. The memorial plant type will be decided upon by the City.

10.21 A memorial planting, memorial bench or any other form of custom memorial shall only be installed, removed or modified in a cemetery when a person requesting a memorial planting, memorial bench, or any other form of custom memorial has made application as set out in **Schedule "I"** of this Bylaw. An applicant is subject to the terms and conditions, as may be applicable, as set out in this Bylaw.

SECTION 11: FEES & CHARGES:

11.01 The fees for interment, disinterment, use of grave space, and care of graves, and the charges for goods offered for sale by the City for use in the cemetery shall be those set out in **Schedule 'A'** attached hereto and forming part of this Bylaw.

11.02 All Cemetery fees and charges as set out in Cemetery Fee **Schedule "A"** of this Bylaw shall be paid in advance at the City offices.

11.03 Upon purchase of a niche in the columbarium a fee is charged for the Columbarium Expenditure Fund as set out in **Schedule "A"**.

11.04 Upon purchase of a plaque on the Memorial Wall a fee is charged for the Memorial Wall Expenditure Fund as set out in **Schedule "A"**.

11.05 Refunds owed by the City from the cancellation of plots or niches, are set out in Section 5.05 of this Bylaw.

SECTION 12: CEMETERY CARE FUND:

12.01 The City shall maintain records for the administration and management of the Cemetery Care fund as required by the "ACT".

12.02 The Cemetery Card fund must be in a separate account.

12.03 The Finance Clerk shall deposit funds into the Cemetery Care Fund account when there is a purchase of the following:

- i. the "Right of Internment" for the columbarium or a plot in the cemetery; and
- ii. memorial plaques to be placed on a plot, columbarium, or memorial wall as set out in **Schedule 'A'** of this Bylaw.

12.04 Investment of funds received for Care Fund purposes shall be made as required by the "ACT".

12.05 The Cemetery Care Fund must be used for the Cemetery shall be used for the sole purpose of upkeep and maintenance of the property.

12.06 The City may accept donations to the Cemetery Care Fund from any person or organization.

SECTION 13: CEMETERY CARETAKER:

13.01 A cemetery caretaker shall be responsible for the following:

- a.) to dig and prepare all burial plots;
- b.) the installation of all memorial markers;
- c.) general maintenance work of the cemetery grounds; and
- d.) sign off on the required permits.

SECTION 14: OFFENCES

14.1 Any person who willfully destroys, mutilates, defaces, injures or removes any memorial marker, memorial or other structure placed in the cemetery, or any fence railing or other work for the protection or ornament of the cemetery, or who willfully or disturbs person(s) assembled for the purpose of burying a body therein, or who commits a nuisance, or deposits any rubbish or thing in the cemetery, or in any way violates any grave, tombstone, memorial or other structure within the same, shall be guilty of an infraction of this Bylaw and is liable to the penalties as set out in **Schedule "H"** and forms part of this Bylaw and forms part of the City of Greenwood Municipal Ticketing Information Bylaw, Schedule N". The City of Greenwood Property Maintenance Bylaw, offenses and fines as set in in Schedule A, of that Bylaw apply to the Cemetery.

SECTION 15: REPEAL

The City of Greenwood Bylaw No. 825a cited as "The Greenwood Cemetery Management Bylaw No. 825a" and all amendments are repealed.

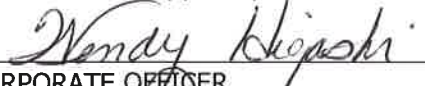
ADOPTION: This Bylaw shall come into full force and effect upon final adoption.

READ A FIRST TIME THIS	9 TH	DAY OF September	2019
READ A SECOND TIME THIS	9 TH	DAY OF September	2019
READ A THIRD TIME THIS	13 TH	DAY OF January	2020
FOURTH AND FINAL READING	27 th	DAY OF January	2020



MAYOR

Certified True Copy of Bylaw No. 945, 2019 as Adopted



CORPORATE OFFICER

CEMETERY FEES SCHEDULE "A"

LICENSE # 15284

RIGHT OF INTERMENT PURCHASE	RESIDENT	NON RESIDENT
4 ft. x 8 ft. Plot	\$700.00 + gst	\$950.00 + gst
-Allows (1) full burial or a maximum of (4) cremains or -(1) full burial and (3) cremains		
Care Fund	\$250.00 + gst	\$350.00 + gst
4 ft. x 4 ft. Plot	\$350.00 + gst	\$600.00 + gst
-Allows up to (2) Cremains or Infant Grave		
Care Fund	\$100.00 + gst	\$200.00 + gst
Linens -Cremated	\$100.00 + gst	\$100.00 + gst
-Transfer of Right of Interment	\$ 75.00 + gst	\$ 75.00 + gst
-Cancel or amend Right of Interment	\$ 75.00 + gst	\$ 75.00 + gst

CERTIFICATE FEES FOR USE OF COLUMBARIUM*****

Certificate to use Single Urn Niche	\$ 780.00 + gst	\$1100.00 + gst
-Allows one urn maximum		
-Care Fund	\$ 195.00 + gst	\$ 275.00 + gst
-Columbarium Future Expenditure Fund	\$ 400.00 + gst	\$ 400.00 + gst
-Includes Inurnment (during regular hours)		
-After Hours (Employees wage X 2, Benefits)		
-Includes Plaque & Engraving		
-Certificate to Use Double Urn Niche	\$ 970.00 + gst	\$1290.00 + gst
-Allows two urns maximum		
-Care Fund	\$ 245.00 + gst	\$ 325.00 + gst
-Columbarium Future Expenditure Fund	\$ 400.00 + gst	\$ 400.00 + gst
-Transfer of Certificate	\$ 75.00 + gst	\$ 75.00 + gst
-Cancel or amend certificate	\$ 75.00 + gst	\$ 75.00 + gst

CERTIFICATE FEES FOR USE OF MEMORIAL WALL*****

Certificate to use Plaque Space	\$ 500.00 + gst	\$ 600.00 + gst
-Memorial Wall Future Expenditure Fund	\$ 75.00 + gst	\$ 75.00 + gst
-Care fund	\$ 125.00 + gst	\$ 150.00 + gst
-Includes Plaque & Installation (during regular hours only)		
-Transfer of Certificate	\$ 75.00 + gst	\$ 75.00 + gst
-Cancel or amend certificate	\$ 75.00 + gst	\$ 75.00 + gst

MEMORIAL GROVE – SCATTERING OF ASHES*****

Scattering of Ashes	\$ 200.00 + gst	\$ 300.00 + gst
Certificate to use Plaque Space on Memorial Wall	\$ 500.00 + gst	\$ 600.00 + gst
Memorial Wall Future Expenditure Fund	\$ 75.00 + gst	\$ 75.00 + gst
-Includes Plaque & Installation (during regular hours only)		
Care Fund	\$ 125.00 + gst	\$ 150.00 + gst

RIGHT OF INTERMENT PURCHASE FOR FUNERAL HOMES*****

4 ft. x 8 ft. Plot	\$ 950.00 + gst	
-Allows numerous remains in liners		
-Liners are supplied by the funeral home		
-The funeral home must supply a plaque with the name of the funeral home inscribed		
Care Fund	\$ 300.00 + gst	
-Transfer of Right of Interment	\$ 75.00 + gst	
-Cancel or amend Right of interment	\$ 75.00 + gst	

INTERMENT SERVICES*****

Opening and Closing Grave

-Burial	\$700.00 + gst	\$700.00 + gst
-Cremated	\$300.00 + gst	\$300.00 + gst

-Interments after 2 pm – Monday to Friday	1.5 times above rates
-Interments on Weekends or Statutory Holidays	2.0 times above rates

-Interment during winter 8:30 – 2:00 pm		
Monday – Friday add over & above		
opening & closing	\$400.00 to price	\$400.00 to price
-Interment during winter after 2 pm		
Monday to Friday add over & above		
opening & closing (ie 1.5 or 2 times cost)	\$600.00 to price	\$600.00 to price
-Interment during winter weekends		
and Statutory Holidays add over & above		
opening & closing (ie 1.5 or 2 times cost)	\$600.00 to price	\$600.00 to price

Winter being Nov 01 to Mar 31

DISINTERMENT / EXHUMATION*****

-Burial	\$1000.00 + gst	\$1000.00 + gst
-Cremated	\$ 600.00 + gst	\$ 600.00 + gst
-Columbarium Exhumation	\$ 600.00 + gst	\$ 600.00 + gst

MEMORIAL MARKER FEES*****

-Memorial Permit	Single Plot	\$ 100.00 + gst	\$ 100.00 + gst
-Care Fund	Single Plot	\$ 40.00 + gst	\$ 40.00 + gst
-Memorial Permit	Double Plot	\$ 125.00 + gst	\$ 125.00 + gst
-Care Fund	Double Plot	\$ 60.00 + gst	\$ 60.00 + gst
-Setting Fee		\$ 110.00 + gst	\$ 110.00 + gst
-Removal & Resetting Fee		\$ 125.00 + gst	\$ 125.00 + gst

ADMINISTRATIVE FEES*****

-Administrative Fees	\$ 100.00 + gst	\$ 125.00 + gst
-Administration Fees for Funeral Homes	\$ 125.00 + gst	Per Each Interment
-Transfer and / or Amendments of		
Records / Permits	\$ 75.00 + gst	\$ 75.00 + gst

CEMETERY RECEIPT SCHEDULE "B"

LICENCE # 15284

Receipt #: _____ Date: _____

Received From: _____

Amount: _____ Dollars

In Consideration of: Block: # _____ Plot # _____

Name of Right Holder: _____

RIGHT OF INTERMENT PURCHASE:

4 ft. X 8 ft. Plot	\$ _____
Care Fund	\$ _____
4 f.t X 4 ft. Plot	\$ _____
Care Fund	\$ _____
Liner	\$ _____

INTERMENT SERVICES:

Burial Opening & Closing Reg Hours	\$ _____
Burial Opening & Closing Special Hours	\$ _____
Cremate Opening & Closing Reg Hours	\$ _____
Cremate Opening & Closing Special Hours	\$ _____

MEMORIAL MARKERS PERMITS:

Single Plot	\$ _____
Care Fund	\$ _____
Double Plot	\$ _____
Care Fund	\$ _____
Setting Fee	\$ _____
Removing & resetting Markers fee	\$ _____

ADMINISTRATION FEES:

Administration Fee	\$ _____
GST	\$ _____
TOTAL PAID BY CASH / CHEQUE / DEBIT	\$ _____

CEMETERY RECEIPT FOR MEMORIAL WALL SCHEDULE "B2"

LICENCE # 15284

Receipt #: _____

Date: _____

Received From: _____

Amount: _____ Dollars

In Consideration of: Plaque Placement : # _____ In Memorial Wall

Name of Right Holder: _____

CERTIFICATE FOR USE OF MEMORIAL WALL

Plaque Space	\$ _____
Care Fund	\$ _____
Memorial Wall Fund	\$ _____

This includes plaque & installation (during regular hours only)

ADMINISTRATIVE FEES

Administrative Fees	\$ _____
GST	\$ _____
TOTAL	\$ _____

CEMETERY RECEIPT FOR DISINTERMENT & EXHUMATION SCHEDULE "B3"

LICENCE # 15284

Receipt #: _____

Date: _____

Received From: _____

Amount: _____ Dollars

In Consideration of: Plaque Placement :

Plot: # _____ For Interment

Niche: # _____ For Columbarium

Name of Right Holder: _____

DISINTERMENT - EXHUMATION FOR INTERMENT OR COLUMBARIUM

Burial	\$ _____
Cremate	\$ _____
Columbarium	\$ _____

ADMINISTRATIVE FEES

Administrative Fees	\$ _____
Removal and Resetting	\$ _____
GST	\$ _____
TOTAL	\$ _____



INTERMENT RIGHT CONTRACT, SCHEDULE "C"

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

Contract# _____ (Shall be the Plot # for the first interment, a, b, c, for following interments)

This **Interment Right Contract** is entered into between the Greenwood Cemetery, 2390 Boundary Creek Road, operated by the City of Greenwood, and the undersigned Rights Holder named herein.

Rights Holder/Authorized Person: _____

Address: _____

City/Province: _____ Postal Code: _____

Phone: _____ Email: _____

As the Rights Holder would you permit a family member(s) cremains to be interred with you at a later date? YES OR NO (circle). *If the answer is "NO" the City of Greenwood understands that it is your wish to be the sole occupant of the plot or niche.*

If an Authorized Person is purchasing the Interment Right Contract:

NAME OF DECEASED: _____ Gender: _____

LAST ADDRESS OF DECEASED: _____

CEMETERY LOT # _____ PLOT# _____ OR

COLUMBARIUM # _____ NICHE # _____ OR

MEMORIAL GROVE _____ Cemetery Receipt # _____

Any person wishing to be interred in the Greenwood Cemetery must purchase a Right of Interment Contract.

It is understood that the Administrator shall allow for the Right of Interment in a 4' x 8' plot of up to four (4) Cremated Remains or one (1) Burial or (1) burial and three (3) Cremated Remains. In a 4' x 4' plot 1 infant burial or two (2) Cremated Remains, provided there is no objection to the Interment of Cremated Remains by next of kin, as defined in the Cremation, Interment and Funeral Services Act, and all fees have been paid, as per Greenwood Cemetery Bylaw # 945, 2019.

It is also understood that the payment above is for the Right of Interment only and does not include fees for preparation and placement of remains, cemetery products, or other charges that may occur, and is subject in every way to the Greenwood Cemetery Bylaw #945, 2019. Payment in full is required at the time of entering into this agreement.

IN WITNESS WHEREOF, This Agreement was Executed on the ____ day of _____, _____

Signature of Purchaser/Authorized Person

Signature of Cemetery Administrator

Witness Signature

Printed Witness Name

INTERMENT RIGHT CONTRACT, SCHEDULE "C"**Page 2**

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

TERMS AND CONDITIONS**CONTRACTUAL OBLIGATION**

This Agreement is binding on the signatory parties, their heirs, successors, personal representatives and permitted assigns. The contract is subject to the *Business Practices and Consumer Protection Act; Cremation, Interment and Funeral Services Act* and related regulations.

INTERMENT RIGHTS

The sale of interment right is not the sale of a plot or niche but the **right to be interred in an assigned plot or niche**. An interment right holder does not acquire any right or interests in the roads, paths and other areas that allows access to and from any lot at the Greenwood Cemetery. The interment right holder also does not acquire any right or interest in any gardens, structures, buildings or other property at the Greenwood Cemetery.

REQUIREMENTS PRIOR TO DISPOSITION

Pursuant to the "ACT", the City cannot proceed with the interment of human remains at the cemetery unless the Administrator receives a Death Certificate and a cremation certificate (if cremated).

RECLAMATION of UNUSED INTERMENT RIGHTS

The City reserves the right to reclaim the interment rights for an unused plot where such reclamation shall be carried out in compliance with and subject to the reclamation requirements set out the "ACT".

INFORMATION PRIVACY

The collection, use, disclosure and retention of personal information acquired by the cemetery in the process of providing goods and services are subject to the City's Privacy Policy.

BYLAWS, RULES & REGULATIONS

The use of any plot, exercise of interment rights, installation of any memorial, visitation of any memorial site and performance of all services is subject to the bylaws, rules and regulations of the cemetery as may be currently in effect or from time-to-time amended by the City of Greenwood.

CANCELLATION & REFUNDS:

TO CANCEL, you must provide a written notice of cancellation. The notice must be forwarded to the City. The notice of cancellation by a method that will allow you to prove that you gave notice such as registered mail, electronic mail, facsimile or personal delivery.

- **INTERMENT RIGHTS:** Refund payable shall be 50% of the original purchase price of the space identified LESS the amount of the Care Fund contribution and the Administration Fees.
- **CARE FUND CONTRIBUTIONS:** If you cancel interment rights after funds deposited into the care fund, the amount deposited into the care fund shall not be refundable.
- **ADMINISTRATIVE FEES:** Are not refundable.
- Upon confirmation of cancellation the City will provide any refund owing within 30 days from the confirmation date.

ERROR IN A PURCHASE AGREEMENT FOR A PLOT:

Where an error has been made in the Purchase Agreement, description or transfer of a plot and the plot is unavailable the City shall:

- **AMEND** the contract to provide another plot and similar location;
- **CANCEL** the contract and refund in full the amount of money paid;

Where human error is made and human remains are interred in the wrong plot, the operator shall:

- **DISINTER** the human remains from the wrong plot and inter them in the correct plot if available; or
- if the correct lot is not available, disinter the human remains from the wrong plot and inter them in a plot acceptable by the authorized person.

COLLECTION, USE AND PRIVACY OF PERSONAL INFORMATION

- The Purchaser, by signing this agreement, acknowledges that the City shall as required by law collect, retain and disclose such personal information as is necessary to fulfill the terms and conditions of this agreement. The use of personal information shall be strictly controlled and will not be provided to another party unless required to by legislation, regulation or court order.
- The Purchaser, by signing this agreement, acknowledges and gives their permission to the City to; provide interment or memorial locations to cemetery visitors.
- The Purchaser, by signing this agreement, waives any responsibility or liability of the City to control, limit, restrict or prevent access to or disclosure of personal information that may be recorded on any monument, marker or memorial installed for display at the cemetery.

CEMETERY RULES AND REGULATIONS

- The Purchaser, by signing this agreement, acknowledges receipt of a copy of this agreement and acknowledges and agrees to observe that the provision, use and maintenance as covered in this agreement are subject to the Cemetery Bylaw.
- The Purchaser, by signing this agreement, acknowledges there are, without exception, restrictions and limitations on the exercise of interment rights and on the form, type and installation of memorial products in the cemetery and that it is the responsibility of the Purchaser to ensure the exercise of interment rights and that any memorial product is in compliance with the Cemetery Bylaw.
- The City reserves the right, without prior notice, to remove any memorial product, personal memento, decoration or floral tributes which do not comply with the Cemetery Bylaw.
- Subject to a request being made in advance and with the permission the Administer may allow the display of normally unauthorized items on interment plots and memorial sites on holidays, anniversaries or other dates that were of significance to the deceased memorialized. The displays will be permitted to remain on the site for no more than the number of days allowed by the Administer and will be removed thereafter without prior notice.

By Initialing, you agree and accept the above noted terms and conditions

PURCHASER'S INITIALS _____



INTERMENT PERMIT, SCHEDULE 'D'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

PO Box 129, 202 S Government Ave, Greenwood, BC, V0H 1J0

Tel: 250-445-6644 Fax: 250-445-6441

I, _____ (Authorized Person)

hereby authorize the Corporation of the City of Greenwood to inter the:

REMAINS / CREMAINS of _____ (name)

in Lot _____ Plot _____ **or** Columbarium number _____ Niche number _____ of the Greenwood Cemetery,
2390 Boundary Creek Road, Greenwood, BC

on the _____ day of _____, 20____ at _____ am/pm and agree to pay the following fees in advance:

Date of Death: _____ Age of Deceased: _____ Sex: ☐ M ☐ F

Death from Infectious Disease: ☐ YES ☐ NO If yes, name of attending Physician: _____

Funeral Home: _____ Tel: _____

LAWFUL AUTHORITY DECLARATION:

I DECLARE, REPRESENT AND WARRANT TO THE CITY OF GREENWOOD THAT:

(a) I am either;

- (i) The Interment Rights Holder for this plot OR
- (ii) The Executor or Authorized Person of the Interment Right Contract Holder

Relationship to Deceased: _____ Address: _____

(b) In consideration of the City of Greenwood relying on this Authorization in permitting interment of the remains of the Deceased in this plot, I hereby for myself, my heirs, executors, administrators and successors:

- (i) release and forever discharge the City of Greenwood, its officers and employees, from any and all lawsuits or potential lawsuits, claims for compensation for damage, loss or injury which has been or may be sustained as a consequence of interring the remains of the deceased; and
- (ii) agree to indemnify and save the City of Greenwood, its officers and employees harmless from all claims or possible claims referred to in (b)(i) above.

GRAVES WILL BE OPENED NO LATER THAN TWO HOURS PRIOR TO FUNERAL AND WILL BE CLOSED ON THE SAME DAY OF THE FUNERAL, WITHIN A MAXIMUM OF THREE HOURS FROM THE TIME SPECIFIED ABOVE.

IT IS MANDATORY THAT THE FUNERAL DIRECTOR (OR OTHER RESPONSIBLE ADULT) STAY AT THE GRAVESITE UNTIL THE OPERATOR RETURNS TO COVER THE GRAVE

I DECLARE, AGREE AND ACCEPT THE ABOVE WRITTEN LICENSE UPON THE TERMS AND SUBJECT TO THE CONDITIONS EXPRESSED.

SIGNATURE OF AUTHORIZED PERSON _____

DATE _____

FOR OFFICE USE ONLY

Date License Issued: _____ Processed by: (name of employee): _____

Date Work completed: _____ Authorized Signatory _____

P/W Signature: _____ Cemetery Receipt Number: _____



INTERMENT PERMIT, SCHEDULE 'D'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

PO Box 129, 202 S Government Ave, Greenwood, BC, V0H 1J0

Tel: 250-445-6644 Fax: 250-445-6441

INTERMENT PERMIT SITE MAP - PLOTS

GREENWOOD CEMETERY, 2390 BOUNDARY CREEK ROAD

FOR LOT _____ PLOT# _____ DECEASED NAME _____

COMMENTS: _____



INTERMENT PERMIT, SCHEDULE 'D'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

PO Box 129, 202 S Government Ave, Greenwood, BC, V0H 1J0

Tel: 250-445-6644 Fax: 250-445-6441

INTERMENT PERMIT SITE COLUMBARIUM

GREENWOOD CEMETERY, 2390 BOUNDARY CREEK ROAD

COLUMBARIUM NO. _____ NICHE No. _____

DECEASED NAME(S): _____

1	2	3	4	5	6
7	8	9	10	11	12
13	14	15	16	17	18
19	20	21	22	23	24

COMMENTS: _____



INTERMENT PERMIT, SCHEDULE 'D1'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

PO Box 129, 202 S Government Ave, Greenwood, BC, V0H 1J0

Tel: 250-445-6644 Fax: 250-445-6441

I, _____ (Authorized Person)

hereby authorize the Corporation of the City of Greenwood to inter the:

CREMAINS of _____ (name)

The Memorial Grove of the Greenwood Cemetery, 2390 Boundary Creek Road, Greenwood, BC

on the _____ day of _____, 20____ at _____ am/pm and agree to pay the following fees in advance:

Date of Death: _____ Age of Deceased: _____ Sex: ☐ M ☐ F

Death from Infectious Disease: ☐ YES ☐ NO If yes, name of attending Physician: _____

Funeral Home: _____ Tel: _____

LAWFUL AUTHORITY DECLARATION:

I DECLARE, REPRESENT AND WARRANT TO THE CITY OF GREENWOOD THAT:

(a) I am either;

- (i) The Interment Rights Holder for this plot OR
- (ii) The Executor or Authorized Person of the Interment Right Contract Holder

Relationship to Deceased: _____ Address: _____

(b) In consideration of the City of Greenwood relying on this Authorization in permitting interment of the remains of the Deceased in this plot, I hereby for myself, my heirs, executors, administrators and successors:

- (i) release and forever discharge the City of Greenwood, its officers and employees, from any and all lawsuits or potential lawsuits, claims for compensation for damage, loss or injury which has been or may be sustained as a consequence of interring the remains of the deceased; and
- (ii) agree to indemnify and save the City of Greenwood, its officers and employees harmless from all claims or possible claims referred to in (b)(i) above.

GRAVES WILL BE OPENED NO LATER THAN TWO HOURS PRIOR TO FUNERAL AND WILL BE CLOSED ON THE SAME DAY OF THE FUNERAL, WITHIN A MAXIMUM OF THREE HOURS FROM THE TIME SPECIFIED ABOVE.

IT IS MANDATORY THAT THE FUNERAL DIRECTOR (OR OTHER RESPONSIBLE ADULT) STAY AT THE GRAVESITE UNTIL THE OPERATOR RETURNS TO COVER THE GRAVE

I DECLARE, AGREE AND ACCEPT THE ABOVE WRITTEN LICENSE UPON THE TERMS AND SUBJECT TO THE CONDITIONS EXPRESSED.

SIGNATURE OF AUTHORIZED PERSON

DATE

FOR OFFICE USE ONLY

Date License Issued: _____ Processed by: (name of employee): _____

Date Work completed: _____ Authorized Signatory: _____

P/W Signature: _____ Cemetery Receipt Number: _____



MEMORIAL PERMIT, SCHEDULE 'E'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

P.O. Box 129, 202 S. Government Ave., Greenwood, BC

Tel: 250-445-6644

Fax: 250-445-6441

FOR CEMETERY PLOTS:

Request Date _____

I hereby apply to have a Memorial Marker **INSTALLED / REPLACED / REPAIRED** (Circle One)

Lot No. _____, Plot No. _____

at the Greenwood Cemetery, 2390 Boundary Creek Road.

The fees for the Memorial Permit are set out in Schedule "A" of Bylaw No. 945, 2019 under Memorial Marker fees. A percentage of the memorial fee is contributed to the Cemetery Care Fund in accordance with the ACT.

Size of Memorial Markers:

	<u>Minimum Size</u>	<u>Maximum Size</u>
Single Full size plot	12" x 12"	24" x 36"
Across Two Full size plots (Double Memorial):	12" x 12"	24" x 36"
All other markers on graves	8" x 12"	12" x 24"

Memorial markers of marble, granite or bronze will be installed on graves by the City.

Signature of Authorized Person

Printed Name

Mailing Address _____

Phone _____

FOR OFFICE USE ONLY

Date Memorial Received: _____

Date Memorial Installed: _____

Public Works Employee: _____ Signature of Public Works Employee: _____

Date Payment Received _____ Cemetery Receipt Number: _____



MEMORIAL PERMIT, SCHEDULE 'E'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

P.O. Box 129, 202 S. Government Ave., Greenwood, BC

Tel: 250-445-6644

Fax: 250-445-6441

INTERMENT PERMIT SITE MAP - PLOTS

GREENWOOD CEMETERY, 2390 BOUNDARY CREEK ROAD

FOR LOT _____ PLOT# _____ DECEASED NAME _____

COMMENTS: _____



MEMORIAL PERMIT, SCHEDULE 'E1'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

P.O. Box 129, 202 S. Government Ave., Greenwood, BC

Tel: 250-445-6644

Fax: 250-445-6441

FOR MEMORIAL WALL:

Request Date _____

I hereby apply to have a Memorial Marker **INSTALLED / REPLACED / REPAIRED** (Circle One)

Memorial Wall No. _____, Alcove No. _____

at the Greenwood Cemetery, 2390 Boundary Creek Road.

The fees for the Memorial Permit are set out in Schedule "A" of Bylaw No. 945, 2019 under Certificate fees for use of Memorial Wall. A percentage of the memorial fee is contributed to the Cemetery Care Fund in accordance with the ACT.

Signature of Authorized Person

Printed Name

Mailing Address _____

Phone _____

FOR OFFICE USE ONLY

Date Memorial Received: _____

Date Memorial Installed: _____

Public Works Employee: _____ Signature of Public Works Employee: _____

Date Payment Received _____ Cemetery Receipt Number: _____



MEMORIAL PERMIT, SCHEDULE 'E1'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

P.O. Box 129, 202 S. Government Ave., Greenwood, BC

Tel: 250-445-6644

Fax: 250-445-6441

MAP FOR MEMORIAL WALL:

1	2	3	4	5	6	7	8	9
10	11	12	13	14	15	16	17	18
19	20	21	22	23	24	25	26	27
28	29	30	31	32	33	34	35	36
37	38	39	40	41	42	43	44	45
46	47	48	49	50	51	52	53	54
55	56	57	58	59	60	61	62	63

COMMENTS: _____



AUTHORIZED APPROVAL DECLARATION, SCHEDULE 'F'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

PO Box 129, 202 S Government Ave, Greenwood, BC, V0H 1J0

Tel: 250-445-6644 Fax: 250-445-6441

I (we), as duly authorized in accordance with the "ACT", in relation to the original
Holder / Occupant (circle) of this

Grave: Lot No. _____, Plot No. _____ **OR**
Columbarium No. _____, Niche No. _____

hereby give the City of Greenwood permission to

Name of Person requesting: _____ Relationship to Holder / Occupant: _____

Holder of Grave / Niche (circle one): _____

Name of Person Originally Interred: _____

Name of Person(s) Originally Inurned: _____

Original Interments: Burial OR Cremains

The undersigned represents to the City of Greenwood that they have notified the immediate next-of-kin of the Original person(s) interred in the above plot or niche and that the immediate next-of-kin agree to the aforesaid.

The undersigned further agree to indemnify the City of Greenwood, from liability, costs, expenses or claims resulting from this authorization.

Print Name

Signature

Date

Printed Name

Signature

Date

Print Name

Signature

Date

Printed Name

Signature

Date



AUTHORIZED APPROVAL DECLARATION, SCHEDULE 'F'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

PO Box 129, 202 S Government Ave, Greenwood, BC, V0H 1J0

Tel: 250-445-6644 Fax: 250-445-6441

Print Name

Signature

Date

Printed Name

Signature

Date

Print Name

Signature

Date

Printed Name

Signature

Date

Print Name

Signature

Date

Printed Name

Signature

Date

Print Name

Signature

Date

Printed Name

Signature

Date



DISINTERMENT / EXHUMATION PERMIT, SCHEDULE 'G'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

P.O. Box 129, 202 S. Government Ave., Greenwood, BC

Tel: 250-445-6644

Fax: 250-445-6441

No human remains interred in the Cemetery shall be exhumed without a written order first being obtained from the proper authority in accordance with the requirement of the ACT and presentation of such order to the Administrator. All fees in **Schedule "B3"** must be paid prior to the Disinterment / Exhumation.

In consideration of the "Disinterment/Exhumation Request", approval has been given by:

_____ Authorized Person _____ Interment Rights Holder

to have the remains of: _____

Disinterred/Exhumed from:

Cemetery Lot No. _____, Plot No. _____ **OR** Columbarium No. _____, Niche No. _____ at the

Greenwood Cemetery, 2390 Boundary Creek Road, Greenwood, BC.

to be interred: _____

The Administrator has been assured that the cause of death was not from an infectious disease and no further authorization is required from the local Medical Health Officer.

A Funeral Provider employed at the expense of the Interment Rights Holder or their successors is required for the handling of any Human Remains in the existing plot or any transfer of the remains to the new plot or location.

The City's responsibility with respect to Exhumation or Disinterment is limited to:

- excavation of sufficient quantities of soil to permit access to the Remains
- removal of intact burial containers; and
- closure of the plot

The City shall not be held liable for any damage to any casket, urn, or other container sustained during Exhumation or Disinterment.

I agree and accept the above written license upon the terms and subject to the conditions above expressed.

Signature of Authorized Person

Date

FOR OFFICE USE ONLY

Administrator Signature: _____ Cemetery Receipt # _____

Date Work completed: _____ Processed by: (Print P/W Name) _____

Signature of Public Works Employee: _____



CEMETERY FINES, SCHEDULE 'H'

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

P.O. Box 129, 202 S. Government Ave., Greenwood, BC

Tel: 250-445-6644

Fax: 250-445-6441

Any person who violates this Bylaw will receive a fine as set out in Schedule "H" of this Bylaw and forms part of the City of Greenwood Municipal Ticketing Information Bylaw, Schedule "N".

OFFENSE	SECTION OF BYLAW	FINE
Memorial markers not put on a plot within six months	10.03	\$ 500.00
Constructing a fence, hedge, railing, or concrete slab	8.05 (l)	\$ 500.00
Planting or removing trees, shrubs, plants, flowers, or putting rocks in the cemetery without proper authority.	8.05 (o)	\$ 200.00
Damaging or defacing any memorial, headstone, marker, fence, gate or structure in the cemetery	14.1	\$ 5,000.00
Disturbs person(s) assembled for the purpose of an interment, or commits a nuisance.	14.1	\$ 1,000.00

Exhuming a grave without proper authority is a Federal Offence and the RCMP will be called immediately.



DONATION / DEDICATION APPLICATION, SCHEDULE "I"

Cemetery Licence Number: 15284

Greenwood Cemetery Bylaw No. 945, 2019

P.O. Box 129, 202 S Government Ave.,

PHONE 250-445-6644/FAX 250-445-6441

This Donation / Dedication Application must be approved by the City before any delivery or installation can proceed.

Applicant Name: _____

Address: _____

City/Province: _____ Postal Code: _____

Phone: _____ Email: _____

Proposed: Memorial Bench / Custom Memorial Feature / Memorial planting

Description – Including specifications, design and materials:

Installation – Name of Business if not the City: _____

Location requested (mark on map on Schedule "J"): _____

Memorial Planting – Name of person planting: _____

Type of plant (to be approved by the City): _____

Location of memorial planting (locations set by City) preferred area: _____

Proposed plan for watering until the plant takes root: _____

Signature of Applicant: _____

Date: _____

FOR OFFICE USE ONLY

Date Issued: _____

Processed by: (name of employee): _____

Approval: _____

Authorized Signatory _____

P/W Signature: _____

TOPOGRAPHIC SITE PLAN OF:

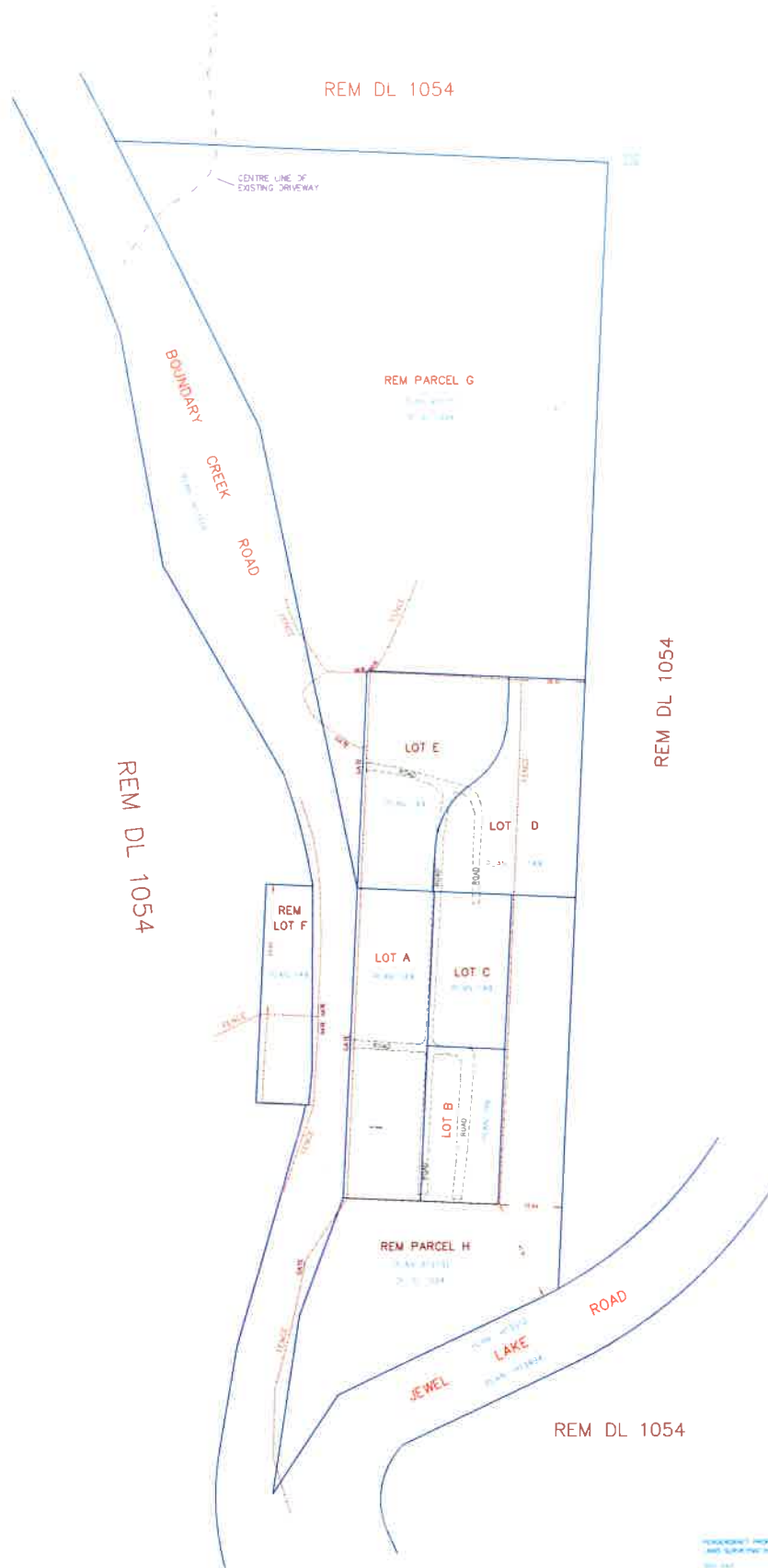
- 1) LOTS A, B, C, D, E, AND F, ALL OF DL 1054, SDYD, PLAN 149
- 2) PARCEL G (PLAN B1575), DL 1054, SDYD
- 3) PARCEL H (PLAN B1575), DL 1054, SDYD

CLIENT: CITY OF GREENWOOD
DATE: NOVEMBER 3, 2015



LEGEND

RED LINES: EXISTING OR PROPOSED; BLUE LINES: DRAINAGE



PROFESSIONAL PROFESSIONAL
AND SURVEYING
FIRM
CITY OF GREENWOOD
NOVEMBER 3, 2015
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