

Function: Corporate Services - 03
Department: Cemeteries-020
Policy No.: 001



Cemetery Burial Regulations

Effective Date: April 25, 2019
Review Date: References:
Cancel: Policy 260-2: Cemetery Burial Regulations
Resolution #: 259-19

CAO Signature: 

Purpose: To establish an operating policy for regulations pertaining to burials within cemeteries owned and operated by Lac Ste. Anne County.

Procedures: Standard full sized-burial plot dimensions are five (5.0) feet (1.52m) x ten (10.0) feet (3.04m).

The depth of plot for a casket burial shall not be less than four (4.0) feet (1.21m) from the surface of the ground surrounding the grave.

Depth of plot for cremation urn shall be a minimum three (3.0) feet (0.9m) from the surface of the ground surrounding the grave.

The following options are available for burials in a single burial plot:

- i. One (1) full casket burial is permitted into a single burial plot,
- ii. One (1) full casket burial with the option of one (1) cremation urn into one (1) single burial plot, or
- iii. Two (2) cremation urns being allowed in one (1) single burial plot.

It is a mandatory requirement that in the new section of the Onoway Municipal Cemetery, all full casket burials have either a liner or a vault used to house the casket when placed in a grave.

No burial shall be permitted in the cemetery unless a proper Burial Application and Permit form, (provided by Lac Ste. Anne County), is completed.

All applications for burials shall be made to Lac Ste. Anne County at least three (3) working days before the time of interment.

Lac Ste. Anne County shall not permit the burial or interment of a dead human body in a cemetery unless a Burial Permit has been delivered to Lac Ste. Anne County Administration to be recorded appropriately. If the deceased has been cremated, a Cremation Certificate can be accepted in its place.

Lac Ste. Anne County is **not** responsible for and cannot provide opening and closing of plots. When a contractor is hired to open and close a burial plot by the family, that contractor must contact Lac Ste. Anne Administration to ensure a Contractor Agreement (provided by Lac Ste. Anne County), has been signed and approved by Administration prior to the contractor accessing any municipally owned and operated cemeteries.

A one-time fee administration fee, in the amount of \$25.00, will be paid to Lac Ste. Anne County for any approved Contractor Agreement.

A Cemetery Entrance Form (provided by Lac Ste. Anne County), must be completed and registered when a contractor requires access to the cemeteries.

Lac Ste. Anne County does not permit the scattering of ashes on any municipally owned property.

A Monument Registration Form (provided by Lac Ste. Anne County) must be submitted to Lac Ste. Anne County prior to installing any monument. Monuments shall be constructed of granite, marble, bronze, or comparable material.

No inscriptions shall be placed on any Monument, which is not in keeping with the dignity and decorum of the cemetery,

All Monuments need to be installed facing the east, on the west end of the grave.

Grave covers are prohibited, however where a grave cover exists prior to January 01, 2015, the plot owner or a personal representative may have a matching cover installed.

All monument foundations shall be made of concrete or granite. They can be a maximum four feet (4.0') wide, have a margin of at least three inches (3.0") around the complete base of the Monument, and be flush with the ground. Construction of foundation shall conform to other specifications issued by Lac Ste. Anne County Administration from time to time.

Each owner of a Monument or other erection upon any burial plot shall maintain it and assure it is in proper repair. Lac Ste. Anne County assumes no responsibility of the same.

Lac Ste. Anne County will **not** consent to the opening of a grave site and/or removal of a body or cremated remains (known as a disinterment) without a disinter/reinter permit from Service Alberta - Vital Statistics. The *Cemeteries Act and Regulations of Alberta* must be followed for disinterring remains.

*The removal of any remains without proper authority can result in legal action.

A fee in the amount of \$200.00 is charged for any disinterment that will take place within one of the County-owned and operated cemeteries. A Notice of Disinterment form (as provided by Lac Ste. Anne County), and payment of fees to Lac Ste. Anne County are required at least three (3) working days prior to the scheduled disinterment to take place.