


Function: Corporate Services - 03
Department: Cemeteries - 030
Policy No.:003



Cemetery Plot Purchasing Regulations and Fees

Effective Date: April 25, 2019
Review Date: April 25, 2024
Cancel: Policy 260-04 Cemetery Plot Purchasing Regulations
and Fees
Resolution #: 259-19

CAO Signature: 

Purpose: To establish policy regulating the purchase of burial plots within cemeteries owned and operated by Lac Ste. Anne County.

Policy:

1. To purchase a burial plot within a County owned cemetery, an Application to Purchase Burial Deed form (as provided by Lac Ste. Anne County) must be completed and accepted by Administration. At the time of the sale, Lac Ste. Anne County will deliver to the purchaser a copy of the form with receipt of purchase.
2. Onoway Municipal Cemetery Fees: Burial Plots located within this cemetery can be purchased for \$350.00 (plus G.S.T) per plot. An additional Ongoing Maintenance Fee of \$120.00 (plus G.S.T) is collected, for a total amount collected of \$470.00 (plus G.S.T).
3. Fern Valley Protestant Cemetery Fees: Burial Plots located within this cemetery can be purchased for \$295.00 (plus G.S.T) per plot. An additional Ongoing Maintenance Fee of \$120.00 (plus G.S.T) is collected, for a total amount collected of \$415.00 (plus G.S.T).

4. If a double plot is purchased, the fee will be double. For details about the location of double plots see Attachment #1.
5. Lac Ste. Anne County keeps a Cemetery register in accordance with the Cemeteries Act for each burial plot within the County owned and operated cemeteries (See Attachment #1). This register is available for inspection by:
 - a) Council or Administration,
 - b) Any Police Officer carrying out law enforcement duties, or
 - c) Any relative of a deceased person whose burial is listed in the register.

Fern Valley Protestant Cemetery:

Blocks one (1), two (2), three (3), four (4), five (5), and six (6) within this cemetery contain only single plots. The east half of this cemetery also known as the “oldest section”, contains double plots. If a double plot is purchased, the fee is double.

Recording of Information:

Lac Ste. Anne County keeps a cemetery register in accordance with the Cemeteries Act. The following information must be recorded with respect to each burial plot:

- a) The date of sale,
- b) The sale price,
- c) The name and address of purchaser,
- d) The name and address of any person to whom it is transferred and the date of transfer,
- e) The date of each burial or internment within it,
- f) The name and address of the personal representative or next of kin of each deceased person,
- g) The name of the funeral director or the other person in charge of the funeral of the deceased person,
- h) The amount of any charge made for services rendered and the nature of those services rendered at the time of burial or internment, and
- i) The particulars of each disinterment or removal of a dead human body.

All information provided for each burial plot that can be digitized is scanned and recorded into a Laserfiche filing system to ensure proper care and tracking of all records. The information is also tracked and recorded in a Microsoft Excel database that is linked to our Geographic Information System (GIS) mapping database. A multilayered map is available to see the details pertaining to each cemetery block and plot owned and operated by Lac Ste. Anne County.