



ROSS BAY CEMETERY BYLAW

BYLAW NO. 10-046

This consolidation is a copy of a bylaw consolidated under the authority of section 139 of the *Community Charter*.
(Consolidated on June 1, 2015 up to Bylaw No. 10-074)

This bylaw is printed under and by authority of the Corporate Administrator of the Corporation of the City of Victoria.

NO. 10-046

ROSS BAY CEMETERY BYLAW

A BYLAW OF THE CITY OF VICTORIA

(Consolidated to include Bylaw No. 10-074)

The purpose of this Bylaw is to consolidate, update, and clarify the Ross Bay Cemetery Bylaw and the Ross Bay Cemetery Maintenance Fund Bylaw.

Under its statutory powers, including section 8(3) of the *Community Charter*, the Council of The Corporation of the City of Victoria enacts the following provisions:

PART 1 – INTRODUCTION

Title

1 This Bylaw may be cited as the "Ross Bay Cemetery Bylaw".

Definitions

2 In this Bylaw,

"burial permit"

means a permit issued by the Director, in the form set out in Schedule B of this bylaw, to inter or exhume human remains or cremated remains in the cemetery;

"cemetery"

means the lands known as Ross Bay Cemetery and any other land which has or may be acquired by the City for cemetery purposes;

"cemetery space"

means a space in a cemetery, including a grave, lot, plot, vault, or columbarium niche, that is used or intended to be used for the interment of human remains or cremated remains;

"cremated remains"

means human bone fragments that remain after human remains are cremated;

"Director"

means the City's Director, or that person's delegate, who is responsible for the operation of cemeteries;

“exhumation”

includes disinterment;

“family”

means a group of individuals who normally live together because of their marriage, adoption, blood relationship, or other circumstances;

“former resident”

means a person who

- (a) resided in the City for a continuous period of 3 years within the 10 years immediately prior to that person’s date of application for a licence, and
- (b) has established by affidavit the residency referred to under paragraph (a);

“Fund”

means the City’s Ross Bay Cemetery Maintenance Fund;

“HST”

means tax payable under Part IX of the *Excise Tax Act* of Canada;

“human remains”

means a dead human body in any stage of decomposition, but does not include cremated remains;

“interment”

means the

- (a) burial of human remains,
- (b) placement of human remains in a vault, or
- (c) burial of, or placement of cremated remains into a vault or columbarium niche;

“interment permit”

means a burial permit that authorizes an interment;

“licence”

means a licence, in the form set out in Schedule A of this bylaw, for the exclusive use of a cemetery space for interment purposes;

“licence holder”

means a person, and that person’s successors and assigns, to whom a licence for use of a cemetery space has been issued;

“lot” or “interment lot”

means a cemetery space that may be used for the burial of human remains or cremated remains;

“memorial”

means a marker, plate, plaque, headstone, tablet, monument, or similar object or structure on a grave or cemetery space;

“non-resident”

means a person who is neither a resident nor a former resident;

“officer”

means a bylaw officer, a police officer or any person authorized by or under a resolution of City Council or under a subsisting contract with the City to enforce the provisions of this Bylaw;

“plot”

means a cemetery space for the burial of only cremated remains;

“resident”

means a person who

- (a) is residing in the City, and
- (b) has resided in the City for a continuous period of at least 3 years immediately prior to the date of application for a licence, and
- (c) has established by affidavit the residency referred to under paragraphs (a) and (b).

PART 2 – LICENCES AND INTERMENTS

Licence for a Cemetery Space

- 3 (1) A person may apply to the Director for a licence for the exclusive use, for burial purposes, of a vacant and unlicensed cemetery space in the cemetery.
- (2) The Director may issue a licence to an applicant who pays to the City the applicable licence fee and maintenance fund contribution set out in Schedule E.

- (3) A licence shall be in the form set out in Schedule A.
- (4) Where the number of applicants for a licence for an interment lot exceeds or is likely to exceed the number of vacant and unlicensed interment lots, the Director may refuse to issue a licence to a person who has applied under subsection (1) and may conduct a draw for the right to purchase a licence.
- (5) The Director must issue a licence for an interment lot to a selected entrant of a licence draw who pays the licence and maintenance fees referred to in subsection (2).
- (6) A licence holder must not use a cemetery space for other than interment purposes.

Transfer of Licence

- 4 (1) A licence holder may apply to the Director for permission to transfer a licence for a cemetery space by:
 - (a) providing the Director with the name and address of the person to whom the transfer is to be made; and
 - (b) paying the licence transfer fee set out in Schedule E.
- (2) A person who is not a licence holder may apply to the Director for permission to receive a licence by transfer by
 - (a) paying the licence transfer fee set out in Schedule E, and
 - (b) providing to the City, as exhibits to an affidavit sworn by that applicant, any of the following documents:
 - (i) a Will of the lawful licence holder, with letters probate where applicable, showing that applicant as either the recipient of that cemetery space under that Will or as the person entitled to the residue of the estate after all the obligations and specific bequests under that Will have been settled,
 - (ii) copies of the Letters of Administration showing that applicant as the person entitled to the portion of the estate that includes the licence for that cemetery space, whether directly or as part of the residue of the estate, or
 - (iii) a Release from other parties who may have a claim to that cemetery space.
- (3) Where the Director consents to the transfer of a licence under this section, the Director must:
 - (a) endorse the transferred licence with the details of the transfer; and

- (b) keep a record of that transfer.
- (4) A licence holder must not transfer a licence to any person except in accordance with this Bylaw.

Remuneration of licence holder prohibited

- 5 A licence holder must not carry out, cause or permit an interment in that licence holder's cemetery space in return for remuneration.

Permit for interment or exhumation

- 6 A person must not inter or exhume human remains or cremated remains in a cemetery unless the Director has issued a burial permit in the form set out in Schedule B to this bylaw authorizing the interment or exhumation.

Application for interment permit

- 7 (1) All applications for an interment permit must
 - (a) be made to the Director during the City's regular business hours,
 - (b) be signed by the licence holder of the cemetery space at which the interment is to be conducted, by the licence holder's legal representative, or by the person having the legal right to use the licence holder's licence for a cemetery space,
 - (c) be accompanied by payment of the applicable interment fee and the maintenance fund contribution set out in Schedule E, and
- (2) A person applying for an interment permit must provide the Director with
 - (a) a statement of the name, age, and date of death of the deceased,
 - (b) a certificate of a qualified medical practitioner setting out the cause of death, or a copy of the particulars required under the *Vital Statistics Act* of British Columbia for the registration of a death authenticated by the stamp of the Director of Vital Statistics,
 - (c) any other information that the Director reasonably requires.

Time of issue of interment permit

- 8 An interment permit must be obtained at least 48 hours before the proposed time of interment.

Fees

- 9 (1) A person shall pay in advance, at the City's offices, all applicable fees, charges and maintenance fund contributions set out in Schedule E.

- (2) The City shall refund a licence fee that was paid for a cemetery space, but excluding the maintenance fund contribution and any other fee paid under Schedule E, if the following conditions are satisfied:
- (a) the cemetery space for which the licence fee was paid does not contain human remains, cremated remains, or a memorial;
 - (b) the licence holder, or their legally authorized representative, heir, or successor
 - (i) applies in writing for the refund, and
 - (ii) by affidavit establishes their legal relationship to the licence holder.

Remission of fees

- 10 Despite any provision for the payment of fees in this Bylaw, if a person has died without the means to provide for the expenses of interment, a person in charge of the interment of that deceased may apply to the Mayor or Director for the remission of all or part of the fees required for interment under this Bylaw for that deceased by submitting evidence of the indigence of the deceased, and the Mayor may sign:
- (a) the certificate set out in Schedule C, to remit all or part of the fees required for interment under this Bylaw, and/or
 - (b) the certificate set out in Schedule D, to authorize the payment by the City after the terms of the certificate have been satisfied, of \$75.00 to a funeral director for expenses of interment.

Undertaking to replace memorials

- 11 The applicant for a burial permit must provide a written undertaking to replace and restore any memorial, enclosure, or other structure if the interment requires the moving of that structure.

PART 3 – USE OF CEMETERY

Interment of human remains only

- 12 A person may only inter human remains or cremated remains in the cemetery.

Digging or opening grave by unauthorized person prohibited

- 13 No person except the Director or a person authorized by the Director shall dig or open a grave or vault in the cemetery.

Urns for cremated remains

- 14 Cremated remains that are buried or placed in a cemetery space shall be contained in an urn or other receptacle that is:

- (a) made of metal, ceramic, or other durable material,
- (b) securely covered and fastened so that its contents are protected from the intrusion of moisture or other matter, and
- (c) not more than 30 cm in diameter.

Plots to be used only for cremated remains

- 15 A plot shall be used only for the interment of cremated remains of one person.

Columbarium for cremated remains

- 16 The Director may provide for the construction of a columbarium wall in the Ross Bay Cemetery in which niches may be located for the interment of cremated remains.

PART 4 – SIZE OF CEMETERY SPACES AND GRAVES

Size of interment lot

- 17 The size of an interment lot shall be 1.2 m x 2.4 m.

Grade of cemetery lot

- 18 (1) The grade of an interment lot shall be determined by the Director.
- (2) A grave mound in a cemetery shall not be higher than 30 cm above the level of the lot on which the mound is located.
- (3) When re-sodded, a lot shall not be higher than 15 cm above the level of the adjoining ground.

Depth of grave

- 19 (1) A grave must not be reopened for a second burial of uncremated human remains unless the grave has a depth of at least 2.3 m.
- (2) Where more than one interment of uncremated human remains is made in a grave, the last interment must have at least 1.2 m of earth between the top of the casket and the surface of the grave.
- (3) A person must not dig a grave that is more than 1.8 m deep in a 0.6 m pathway between cemetery spaces in a family plot.
- (4) Notwithstanding subsections (2) and (3), in special circumstances the Director may permit a grave to be dug to a depth of 2.1 m to allow for two burials within an interment lot.
- (5) Interments within a 1.2m x 2.4m interment lot must be in accordance with the following regulations:

- (a) the interment lot may contain a maximum of 2 caskets holding adult human remains, the first of which must be at a depth of 2.3 m, and the second of which must be at a depth of 1.8 m;
- (b) in addition to the caskets permitted under paragraph (a), the interment lot may contain the cremated remains of 4 individuals who were members of the family of the licence holder for that cemetery space, as established by the licence holder's affidavit;
- (c) an interment lot that does not contain a casket may contain the cremated remains of up to 6 individuals who were members of the family of the licence holder for that cemetery space, as established by the licence holder's affidavit.

Reopening grave to bury cremated remains

- 20 Subject to section 19, any grave may be reopened for the purpose of burying cremated remains.

Exhumation for reinterment in same space prohibited

- 21 A person shall not exhume human remains for the purpose of re-interment in the same cemetery space.

Plots

- 22 (1) Upon the recommendation of the Director, Council may cause a vacant and unlicensed interment lot to be divided into eight equal plots of 0.6 m x 0.6 m for the purpose of burying cremated remains.
- (2) An urn or other receptacle containing cremated remains shall be buried:
- (a) at the centre of a plot, and
 - (b) at a depth of at least 30 cm from the surface of the plot to the top of the urn or receptacle.

PART 5 - CONSTRUCTION

Permission for construction

- 23 (1) A licence holder must not undertake any work in the cemetery without first obtaining the Director's written permission, including but not limited to:
- (a) installing a marker;
 - (b) erecting a monument;
 - (c) constructing or installing a vault;
 - (d) having the boundary of a cemetery space more fully defined;

- (e) removing and reinstalling a marker or monument for additional inscription.
- (2) The Director must oversee any of the work that is permitted under subsection (1).
- (3) An application for permission to do any of the work described in subsection (1) shall
 - (a) be in the form prescribed by the City,
 - (b) be submitted to the Director at least 5 days before the delivery to the cemetery of any structure or equipment to be used in the work,
 - (c) specify the location of the cemetery space or grave at which the work is to be done,
 - (d) be signed by the licence holder of the cemetery space at which the work is to be done, or by the licence holder's legal representative, or by the person having the legal right to use the licence for the cemetery space, and
 - (e) be accompanied by the applicable installation fee and maintenance fund contribution set out in Schedule E.

Materials permitted

- 24 Where stone, granite, marble or other indestructible materials are required for any works under this bylaw, the following materials may be substituted for them:
- (a) cement or concrete;
 - (b) artificial stone, bronze, or another noncorrosive metal that is approved by the Director.

Headstones, vaults, and other structures

- 25
- (1) The holder of a licence for a cemetery space that contains any memorial or object or structure referred to in this section shall comply with the provisions of this section.
 - (2) A headstone, monument or tablet shall
 - (a) be kept in good repair;
 - (b) be on a foundation of one or two pieces of stone having a length of at least 1.2 m; and
 - (c) be not higher than 30 cm above ground level.
 - (3) A monument or tablet shall not be heavier than 630 kg.
 - (4) A headstone may be higher than 30 cm above ground level only if the licence holder for the cemetery space containing the headstone provides evidence to the

Director's satisfaction that the headstone height will not impede access to other cemetery spaces.

- (5) The foundation of a headstone, monument, or tablet shall extend 20 cm in all horizontal directions from its bottom base and shall be level with the surface of the ground.
- (6) The foundation of a monument shall be carefully laid in stone or concrete to a depth of at least 1.8 m below the surface of the ground unless the Director gives written permission otherwise.
- (7) A monument, and that part of a vault that is above ground, shall be made of noncorrosive cut stone, granite, or marble.
- (8) A memorial shall be kept in good repair.
- (9) Posts shall be
 - (a) made of granite or marble;
 - (b) placed on a foundation of stone or concrete; and
 - (c) socketed by a 1 cm socket to stone of a bulk sufficient to hold the post in position or, if constructed with rough butts, sunk to a depth of 0.5 m into the ground.
- (10) A vault shall be located wholly or partly above ground only by permission of the Director.
- (11) A vault that is wholly or partly above ground shall have an entrance that is
 - (a) constructed of double iron doors with at least 50 cm between them, and
 - (b) marked with a stone sunken into the ground.
- (12) The walls of a vault shall
 - (a) be within the limits of the cemetery space containing the vault;
 - (b) be constructed of
 - (i) an outside lining of stone that is at least 30 cm thick and an inside lining of hard brick that is 10 cm thick, with a space of 5 cm between the linings; or
 - (ii) an outside lining of hard brick that is 20 cm thick and an inside lining of hard brick, with a space of 5 cm between the linings, and
 - (c) the brickwork shall be bonded with mortar composed of 3 parts cement and 1 part sand.

- (13) The roof of a vault shall be within the limits of the cemetery space containing the vault.
- (14) Steps to a vault shall be constructed of solid cut stone with side pieces and placed in a solid stone foundation.
- (15) A vault shall be furnished with shelves that create divisions that allow interments to be
 - (a) made separately; and
 - (b) permanently sealed in a way that prevents the escape of effluvia.
- (16) A brick grave shall have walls that are
 - (a) constructed of hard brick,
 - (b) 20 cm thick, and
 - (c) bonded with mortar composed of 3 parts cement and 1 part sand.
- (17) A 1.2 m x 2.4 m interment lot may contain one monument and up to
 - (a) 2 memorial markers that are installed flush to the ground, or
 - (b) 2 pillow markers that are, or the bases of which, are:
 - (i) at least 50.8 cm wide, 30.4 cm deep, and 7.6 cm thick;
 - (ii) not more than 76.2 cm wide, 55.8 cm deep, and 13 cm thick.

Fences and hedges

- 26 Except as expressly permitted under this bylaw, and except as authorized by the Director, a person shall not undertake any of the following work:
 - (a) erecting a fence or railing in or around a cemetery space;
 - (b) erecting a wall in or around a cemetery space unless that cemetery space contains a vault or grave;
 - (c) planting or cultivating a hedge in or around a cemetery space.

Curbs and copings

- 27 A curb or coping of cut stone or granite may be placed around a cemetery space only if the curb or coping
 - (a) has a top surface that is level with the adjacent ground,
 - (b) is laid in cement having a foundation of rubble, stone, or concrete,

- (c) has corners and joints that are socketed to a depth of 4 cm, and
- (d) has piers sunk at least 0.5 m below the surface of the ground.

Gravel prohibited on cemetery spaces

- 28 A person shall not place chipped rock, gravel, or other loose material on the surface of a cemetery space.

Height of stonework, brickwork, concrete

- 29 A person shall not place or construct, in a cemetery, new stonework, brickwork, or concrete that is higher than the adjacent ground.

Removal of prohibited structures

- 30 The Director may enter a cemetery space and remove a memorial, stone, enclosure, or other structure or inscription that is
- (a) determined by the Director to be improper or injurious to the appearance of another cemetery space; or
 - (b) in contravention of this Bylaw.

Storing construction equipment and materials

- 31 A person who is constructing, erecting or excavating a memorial or vault in the cemetery shall store the implements and materials used for that purpose where the Director designates.

Moving materials

- 32 A person who is moving heavy material over any path in the cemetery shall lay planks on the path to protect it from damage.

Removing rubbish from construction

- 33 A person who creates rubbish by doing any work that is authorized under this bylaw shall remove the rubbish to a location designated by the Director.

PART 6 – BEAUTIFICATION AND GARDENING

Permission for gardening

- 34 (1) A person shall not conduct work to permanently beautify or care for a cemetery space, or garden in the cemetery unless the person
- (a) first obtains the Director's written permission, and
 - (b) performs the work in accordance with the requirements of and to the satisfaction of the Director.

- (2) To obtain the Director's permission for gardening in the cemetery, a person shall produce
 - (a) an endorsement from an employer or former employer regarding that person's practical gardening competence, and
 - (b) a character reference confirming that person's reliability and good character.
- (3) Despite subsection (2), a licence holder for a cemetery space may obtain the Director's permission to employ a gardener by submitting to the Director written notice of
 - (a) the name of the gardener, and
 - (b) the number for the cemetery space where the work is to be done.
- (4) Where the gardener has not complied with the Director's requirements under this bylaw the Director may refuse to renew or may revoke permission for gardening in the cemetery.

Permission for trees and shrubs

- 35 A person shall not plant and cultivate trees, shrubs, or other plants in the cemetery without the Director's prior written permission.

Removal of unauthorized trees and shrubs

- 36 The Director may immediately remove from the cemetery or cause to be removed or pruned all or part of a tree or shrub that is:
- (a) unsightly, or
 - (b) detrimental to an adjacent cemetery space, or
 - (c) planted in a cemetery without the Director's prior written permission.

Damage to trees and shrubs prohibited

- 37 (1) A person shall not willfully:
- (a) destroy, cut down, mutilate or deface a tree, shrub, or other plant in the cemetery,
 - (b) remove, destroy, cut, pick or injure flowers, wild or cultivated, in the cemetery.
- (2) Notwithstanding subsection (1), a person may destroy or cut down a tree in a cemetery space with the Director's prior written permission.

Glass flower containers prohibited

38 A person shall not place any glass flower container in the cemetery.

Use of cemetery's watering facilities

39 Subject to general restrictions from time to time relating to water use, a person may use the water provided for watering graves in the cemetery.

Top dressing

40 A person who spreads material for top dressing on a cemetery space shall ensure that the dressing is well rotted and free of noxious weeds.

Permission for removal of soil

41 A person may not remove soil from a cemetery space or from another part of the cemetery without the Director's prior written permission.

PART 7 – GENERAL REGULATIONS

Permission to enter cemetery during prohibited times

42 A person shall not, without the prior written permission of the Director, enter or remain in the cemetery between:

- (a) the earlier of 11:00 p.m. or one hour after sunset of a day, and
- (b) the later of 6:00 a.m. or one hour before sunrise of the next calendar day.

Damage to structures prohibited

43 A person shall not willfully remove, injure, destroy, mutilate, or deface:

- (a) a memorial, vault, or any other structure placed in the cemetery;
- (b) a work for the protection or ornamentation of the cemetery.

Disturbances and sports prohibited

44 A person shall not

- (a) commit or cause a nuisance in the cemetery;
- (b) willfully and unlawfully disturb a person assembled for the purpose of an interment event in the cemetery;
- (c) behave in an indiscreet or unseemly manner in the cemetery;
- (d) play any game or sport in the cemetery.

Deposit of rubbish prohibited

45 A person shall not deposit rubbish or any offensive matter or thing in the cemetery.

Dogs prohibited

- 46 (1) A person having the care, control, or custody of a dog shall not allow or permit the dog to be in the cemetery.
- (2) Subsection (1) does not apply to a police officer having the care, control, or custody of a police dog.

Speed limit

47 A person shall not drive a motor vehicle in the cemetery at a speed exceeding 25 km per hour.

Vehicles prohibited on cemetery spaces and other areas

- 48 (1) A person shall not drive a vehicle or ride a horse on a cemetery space.
- (2) The owner of a vehicle or a horse used in a violation of this bylaw is liable for damage resulting from that violation.

Payment for personal services of City employee prohibited

49 A person shall not pay, and an employee of the City shall not accept, remuneration or reward for any personal services or attention of the employee in the cemetery.

PART 8 – FUNDING OF CEMETERY MAINTENANCE

Maintenance Fund

50 The Fund is continued for the purpose of upkeep and repair of cemetery spaces.

Purpose of Maintenance Fund

51 The Fund shall be administered in accordance with the *Cremation, Interment and Funeral Services Act* and its Regulations.

Investment and use of money in Maintenance Fund

- 52 (1) Maintenance fund contributions and the interest earned on those contributions shall be
 - (a) credited to the Fund,
 - (b) held and invested as trust funds, and
 - (c) used only for the purpose for which they are received.

- (2) The City shall use the money in the Fund to repair and keep the cemetery spaces in a reasonably clean, manicured, and healthy condition.
- (3) Where the City receives a maintenance fund contribution the City shall maintain the cemetery space for which the contribution is made for as long as the City maintains the Ross Bay Cemetery as a cemetery.

PART 9 – GENERAL

Director's duties

- 53 (1) The Director shall:
- (a) maintain the custody of the cemetery;
 - (b) upkeep and repair the cemetery, including cemetery spaces;
 - (c) supervise, control, and direct all workers employed in the cemetery;
 - (d) supervise the placing or building of memorials and vaults, and the defining of the boundaries of cemetery spaces within the cemetery;
 - (e) enforce all rules and regulations applicable to the cemetery;
 - (f) maintain records and plans required under this Bylaw;
 - (g) keep monthly records of cemeteries' interments, exhumations, and removals;
 - (h) maintain a record of certificates and authorizations required by this Bylaw;
 - (i) make an annual report that sets out the particulars of interments in the cemetery in any year.
- (2) The Director may require a person to leave the cemetery if that person:
- (a) disturbs the quiet or order of the cemetery, or
 - (b) violates any of the provisions of this bylaw.

Offences and Penalties

- 54 A person who contravenes a provision of this Bylaw commits an offence and is subject to the penalties imposed by the Ticket Bylaw, this Bylaw and under the *Offence Act* of British Columbia.
- 55 (1) An officer who has reason to believe that any person has committed an offence under this bylaw may:

- (a) require that any person who is in a cemetery and in apparent contravention of section 43 provide personal identification and permanent address to the officer;
- (b) [Repealed]
- (2) [Repealed]
- (3) [Repealed]
- (4) The minimum penalty for a contravention under section 55 is \$250.00.
- (5) Each day that a contravention of a provision of this Bylaw occurs or continues shall constitute a separate offence.

Repeal

56 The following Bylaws are repealed:

- (a) Bylaw No. 82-21, the Ross Bay Cemetery Bylaw, as amended.
- (b) Bylaw No. 92-122, the Ross Bay Cemetery Maintenance Fund Bylaw, as amended.

READ A FIRST TIME the	10th	day of	June	2010
READ A SECOND TIME the	10th	day of	June	2010
READ A THIRD TIME the	10th	day of	June	2010
ADOPTED the	24th	day of	June	2010

“ROBERT G. WOODLAND”
CORPORATE ADMINISTRATOR

“DEAN FORTIN”
MAYOR

Schedule A

(Cemetery Bylaw)

Cemetery Licence

This licence permits its holder to occupy and use the cemetery space described below for the purpose of interment, in accordance with the Cemetery Bylaw and all other laws applicable to that occupation and use.

Name of licence holder:

Address of licence holder:

Licence Fee Paid:

Cemetery Space:

Maintenance Requirements:

Date of Licence:

Director

I agree to the terms and conditions of this licence set out above.

Licence Holder

Schedule B

(Cemetery Bylaw)

Burial Permit

The holder of this permit may have the remains of the deceased interred or exhumed as indicated below:

Permit No.:

Date Permit Issued:

Permitted Activity:

Interment:

Exhumation:

Deepening grave:

Information about Deceased:

Name:

Age:

Date of Death:

Cause of Death:

Attending Medical Practitioner:

Date and Time of Interment or Exhumation:

Funeral Director:

Cemetery Space:

Permit Fee Paid:

Director

Schedule C

(Cemetery Bylaw)

Certificate for Remission of Fees

Number:

Date:

This certificate

(a) remits the fee of \$_____ for the interment of the remains of

(b) requires the Corporate Administrator for the Corporation of the City of Victoria to permit the interment free of charge.

Director

If only (a) or (b) applies, the other clause should be struck out.

Schedule D
(Cemetery Bylaw)

Certificate for Funeral Director

Date:

The Corporate Administrator for the Corporation of the City of Victoria will pay to you \$75.00 for your costs and charges for the interment of the remains of _____ in the Cemetery.

Director

Schedule E**Fees and Maintenance Fund Contributions**

(Cemetery Bylaw)

The fees in this Schedule do not include any applicable taxes such as HST

Licence Fees:

1.	Interment Lot (Resident):	
	Interment Lot 1.2m x 2.4m	\$14,625.00
	Maintenance Fund Contribution	<u>4,875.00</u>
	Total	\$19,500.00
2.	Interment Lot (Former Resident):	
	Interment Lot 1.2m x 2.4m	\$14,625.00
	Maintenance Fund Contribution	<u>6,875.00</u>
	Total	\$21,500.00
3.	Interment Lot (Non-Resident):	
	Interment Lot 1.2m x 2.4m	\$14,625.00
	Maintenance Fund Contribution	<u>10,875.00</u>
	Total	\$25,500.00

Interment of Uncremated Remains

6.	Interment of child under one year of age	\$110.00
7.	Interment of body in a grave with depth of 1.8m :	
	Interment	\$430.00
	Maintenance Fund Contribution	<u>225.00</u>
	Total Interment Fee	\$655.00
8.	Interment of a body in a grave with depth of 2.3m:	
	Interment	\$520.00
	Maintenance Fund Contribution	<u>225.00</u>
	Total Interment Fee	\$745.00
9.	Reopening of grave for interment of an additional deceased person:	
	Interment	\$430.00
	Maintenance Fund Contribution	<u>225.00</u>
	Total Interment Fee	\$655.00

10.	Interment of a body in a vault above ground:	
	Interment	\$430.00
	Maintenance Fund Contribution	<u>365.00</u>
	Total Interment Fee	\$795.00
11.	Interment of a body in a vault or brick grave below ground level:	
	Interment	\$430.00
	Maintenance Fund Contribution	<u>225.00</u>
	Total Interment Fee	\$655.00
12.	Interment of a body where the casket is more than 0.8m wide:	
	Additional charge	\$85.00
13.	Interment of a body on a Saturday, Sunday or Statutory Holiday:	
	Additional charge	\$430.00

Interment of Cremated Remains

14.	Interment other than in columbarium niche:	
	Interment	\$185.00
	Maintenance Fund Contribution	<u>110.00</u>
	Total Interment Fee	\$295.00
15.	Interment in columbarium niche	
	Interment	\$185.00
	Maintenance Fund Contribution	<u>110.00</u>
	Total Interment Fee	\$295.00
16.	Interment of cremated remains on Saturday:	
	Additional charge	\$185.00

Markers, Monuments & Vaults and Mandatory Maintenance Fees

17.	Installation of a flat, ground level marker:	
	Interment	\$55.00
	Maintenance Fund Contribution	<u>130.00</u>
	Total Interment Fee	\$185.00

18. Installation of a raised, above ground monument:

Interment	\$55.00
Maintenance Fund Contribution	<u>230.00</u>
Total Interment Fee	\$285.00

19. Installation of a below ground vault:

Interment	\$55.00
Maintenance Fund Contribution	<u>90.00</u>
Total Interment Fee	\$145.00

20. Installation of an above ground vault:

Interment	\$55.00
Maintenance Fund Contribution	<u>420.00</u>
Total Interment Fee	\$475.00

21. Installation of a curb, boundary, or lot cap:

Interment	\$55.00
Maintenance Fund Contribution	<u>110.00</u>
Total Interment Fee	\$165.00

Additional Services

22. Administration or supervision for exhumation of the body of a deceased person:

Fee	\$95.00
-----	---------

23. Administration or supervision for the removal and reinstallation of a monument or marker for an additional inscription:

Fee	\$55.00
-----	---------

24. Administration or supervision for the interment of cremated remains into a cemetery space, vault, crypt or private mausoleum:

Fee	\$95.00
-----	---------

25. Transfer of a cemetery space licence:

Fee	\$55.00
-----	---------

26. Fee for cemetery records search:

Fee	\$15.00
-----	---------