

## TOWN OF THE PAS

### BY-LAW NO. 4623

BEING A BY-LAW OF THE TOWN OF THE PAS RESPECTING THE DEDICATION, MANAGEMENT AND REGULATION OF LAKESIDE CEMETERY AND TO REPEAL TOWN OF THE PAS BY-LAW NO. 4514.

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**WHEREAS** the Cemeteries Act, RSM 1987 c C30 authorizes and governs the establishment of rules and regulations pertaining to every cemetery established in the Province of Manitoba.

**AND WHEREAS** the Council of the Town of The Pas deems it advisable to dedicate lands reserved as a public cemetery to be commonly known as "Lakeside Cemetery", and for no other purpose and those lands are described as follows:

All that portion of Block "A" of The Pas Indian Reserve Number Twenty-One "A" in the Province of Manitoba "designated Cemetery" and shown "Bordered Red" on a plan filed in the Neepawa Land Titles Office as Deposit No. 3458 and described under Certificate of Title No. 546061, subject to Plan Nos. 3448, 4939 and 5006;

**AND WHEREAS** the Council of the Town of The Pas deems it advisable to provide certain regulations regarding the care, planning and management of the lands so dedicated.

#### 1. DEFINITIONS

- a) **AUTHORIZATION** means written authorization signed by the Maintenance Director.
- b) **BASE** means the bottom part or lower portion of a monument.
- c) **BLOCK** means a section of the cemetery defined by roads and boundaries as shown on the Town plan thereof.
- d) **CEMETERY** means that area set aside by the Town and used for the burial of human remains, including cremated remains.
- e) **COLUMBARIUM** means an above-ground structure in a cemetery designed and used for the interment of cremated remains of a deceased person/s.
- f) **COUNCIL** means the Council of the Town of The Pas.
- g) **FEE SCHEDULE** means those fees regulated to the Cemetery as established annually by Council in conjunction with their budget deliberations and maintained by the Town Chief Financial Officer.
- h) **GRAVE** means any lot within the cemetery which has been used for the interment of human remains, including cremated remains but does not include columbarium.
- i) **HOLIDAY** means and includes any Statutory Holiday, Civic Holiday, or any other general holiday which may be established by any level of Canadian Government.
- j) **LICENSEE** means a person who purchases a grave(s) in the cemetery.

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- k) **LINER** means a wooden rough box of a material and design acceptable to the Maintenance Director, and shall be supplied and placed for all interments, including those of cremation remains.
- l) **MARKER** means a memorial of granite or bronze finish flush with the ground.
- m) **MONUMENT** means tombstone or memorial of granite marble, or other material approved by the Maintenance Director which shall extend above the surface of the ground.
- n) **NON-RESIDENT** means a person or person(s) who does not contribute to the cemetery through means of municipal taxation.
- o) **PERPETUAL CARE** means the levelling of the ground of each lot, seeding, watering and cutting the grass as required and the long term cemetery maintenances and generally keeping the cemetery in good order and repair over the course of time
- p) **URN** means a metal container intended for the storage of human ashes or remains.
- q) **Niche** means a compartment in a columbarium for the interment of cremated remains of a deceased person.
- r) **VETERAN** means a person who has served in the Canadian Armed Forces or Reserve Force, who has obtained a regimental number and has been a resident of The Town of The Pas or the Rural Municipality of Kelsey.

## 2. MANAGEMENT

- a) The Maintenance Director of The Town of The Pas shall supervise all sales of lots and plots in the cemetery and shall be responsible for the care, custody and control of the cemetery.
- b) The Maintenance Director shall have custody and control of the plot plan of the cemetery and shall record thereon the name of the deceased person interred in each plot and the date of burial.
- c) The Maintenance Director shall maintain a file showing all burials and reservations by location.

## 3. GENERAL RULES

- a) The Cemetery gates shall be left open 24 hours per day or at Council's discretion.
- b) Employees of the cemetery are not permitted to do any work for licensees except upon order of the Maintenance Director but are required to be civil and courteous to all visitors.
- c) All persons, while in the cemetery shall conduct themselves in a quiet and orderly manner.
- d) No person shall bring in a dog or other domesticated pet into the cemetery except on a leash and shall not allow any such pet to defecate within the cemetery.

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- e) No person shall enter, exit or travel in a vehicle within the cemetery except on the established road system as shown on the cemetery map attached thereto and marked as schedule "B".
- f) No vehicles shall travel in the cemetery at a speed greater than fifteen (15) kilometres per hour, provided however, the Director may in their discretion prohibit vehicular traffic where the condition of the roads and/or the weather conditions so warrant.
- g) All persons, unless otherwise authorized, are required to confine themselves to the avenues or walkways to avoid walking on graves.
- h) All persons, except authorized employees, are prohibited from picking flowers, either wild or cultivated, or mutilating or injuring any tree, shrub or plant in the cemetery.
- i) No person shall be permitted to enter the cemetery except through regular entrances.
- j) No all-terrain vehicles or snowmobiles shall be permitted within the limits of the cemetery.
- k) All persons are prohibited from writing upon, scratching, defacing or injuring any monument, fence or other structure in or belonging to the cemetery.
- l) No person shall engage or play at any game or sport, or discharge any firearms (except at a military funeral) in the cemetery or unlawfully disturb persons assembled for the burial of the dead, or commit a nuisance, or behave in any indecent or unseemly manner at the cemetery.
- m) The Maintenance Director, his/her workers or any peace officer is authorized to prohibit or eject any person disturbing the peace and quiet of the cemetery or causing damage to the cemetery.
- n) The Maintenance Director or his/her workers may access any grave site or plot for the purpose of cutting grass, removing weeds and otherwise caring for the cemetery. They may remove any floral piece or any article that is unsightly, wilted or broken, including stones, rocks and other personal items.
- o) Floral arrangements and flowers shall be deemed as temporary placement items and the Town of The Pas shall not accept responsibility for replacement should these items be removed. All floral arrangements and flowers must be removed within 30 days from the date of the memorial service. All flowers and temporary placements shall be removed by October 30<sup>th</sup> in each year and April 30<sup>th</sup> in each year.

#### **4. Interments/Disinterments**

- (a) That no interment shall be made until the Maintenance Director has been furnished with all documentation required by law, including a burial permit issued by the Division Registrar.
- (b) That the Maintenance Director shall be satisfied that all documentation, including payment has been completed before permitting any burial to proceed. **This does not include payment which shall be billed back to the funeral home.**

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- (c) That graves shall be opened for interment or disinterment only by persons in the employ or under hire by the Town of The Pas, under the supervision and direction of the Maintenance Director, or by persons otherwise authorized by the Town of The Pas. No grave shall be less than five feet in depth from the surface of the surrounding ground.
- (d) That the Maintenance Director shall be given forty-eight (48) hours notification of any proposed burial. Sundays and holidays shall be excluded in computing the required time.
- (e) That interments shall be conducted between 0830 hours (8:30 a.m.) and 1600 hours (4:00 p.m.) daily except Saturdays, Sundays and holidays, on which days special arrangements will be required. Funeral arrivals later than 1600 hours (4:00 p.m.) shall be levied an additional surcharge in accordance with the fee schedule.
- (f) That the charge for interments made on a Saturday shall be as noted in schedule "A" to this by-law.
- (g) That planking, greens and other items necessary for interment or disinterment shall be the responsibility of the applicant. The Funeral Director or the leasee shall be responsible for the lowering of the casket into the designated plot.
- (h) That a rough box or grave liner, of a material and design acceptable to the Maintenance Director, shall be supplied and placed in the case of all burials, including cremations, the casket or cremation urn must be enclosed in an outer shell or rough box. Wood rough boxes shall be 5' x 8' plywood construction for full burial and a 12" x 12" for cremation.
- (i) That only one burial shall be allowed in any standard cemetery plot, except that cremation remains may be interred in the same plot site as a relative. In no case will more than four urns be permitted in any single plot. The original leasee of the plot shall specify if cremated remains can be interred in the same plot and shall specify those remains permitted to be interred in the same plot.
- (j) That no disinterment shall be made in the cemetery except on production of a completed certificate signed by the Registrar of Vital Statistics, Province of Manitoba, and on the written authority of the Maintenance Director. The Maintenance Director shall be present during all disinterments.
- (k) That all costs resulting from a disinterment shall be borne by the applicant requesting the disinterment. These costs shall include, but are not limited to, repair to damaged, adjacent graves or plots. The applicant shall be responsible for costs associated with disinterment of cremated remains and shall ensure the proper fill and landscaping is carried out.

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- (l) That the schedule of costs shown in Schedule "A" attached hereto shall be the costs approved by Council and shall be paid for services rendered prior to any interment being made and that burial plots will not be opened, nor the cemeteries opened to accommodate a burial, until such time as the charges for the burial plot, opening and closing, and perpetual care, have been paid and a burial permit received from the Funeral Director.
- (m) That only one (1) cemetery marker or monument shall be erected on a single plot, and only one (1) double cemetery marker or monument shall be erected on a double plot regardless of the number of burials in a plot specifically those areas with runners in place being section H.
- (n) In the event that a family or representative wishes to release a cemetery plot back to the Town, and a memorial is already in place on this plot, it will be the sole responsibility of the family or representative to remove or relocate the said memorial (under the direction of the Maintenance Director) and these individuals must assume all costs associated with this action.
- (o) In instances of relocation, the said existing memorial must meet current requirements of the Town of The Pas, and, if not, must be modified or adapted to do so. Any costs associated with these modifications are to be assumed by the family or representative.
- (p) Where an existing memorial is to be removed or relocated at the request of a family or representative, the removal or relocation must be done within thirty (30) days of the date that the plot release form has been completed, signed, and submitted to the Town of The Pas.
- (q) Should a family or representative wish to install a replacement memorial, they must ensure that the new marker meets all of the requirements of the Town of The Pas.
- (r) There shall be no grave covers or cement pillows permitted in the cemetery. The Maintenance Director shall consider the placement of grave covers or cement pillows for a spouse if the cement pillar or concrete perimeter is already in place and is in good condition.

#### **5. VETERAN BURIALS**

- (a) The Royal Canadian Legion, Branch No. 19 shall be entitled to keep separate and maintain a special portion within the cemetery to be known as the Legion Veterans Section.
- (b) Markers in these sections must meet the requirements of The Canadian Legion Branch No. 19 which is a D.V.A. marker.

#### **6. Foundations, Markers & Monuments**

- (a) That no person shall install a monument tombstone or marker without the written permission of the Maintenance Director. The application for this permit shall state the size and design of the installation. The Town shall have the right to remove any markers or monuments which were installed without approval of the Town under the direction of the Maintenance Director. Any damage done to the monument or marker as a result of the removal shall not be compensated by the Town.

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- (b) That only one (1) primary monument, tombstone or marker shall be placed on any one cemetery plot, with the following exceptions:
  - (i) where cremation remains are interred in the same plot with the remains of a relative, one flat marker per single plot may be placed in addition to the existing monument.
  - (ii) where cremation remains are interred in an area designated for cremation ashes, only two flat markers shall be permitted.
- (c) That no monument or headstone placed on a grave or plot, after the passage of this by-law, shall cover more than thirty (30) percent of the total area of the grave or plot site or more than forty (40) percent in the case of a cremation grave or plot site. All cemetery markers or monuments shall be located at the head of each plot.
- (d) That all foundations for monuments, tombstones shall be installed in a good and workmanlike manner acceptable to the Maintenance Director.
- (e) That no fence or wall shall be erected around a grave or plot including posts of iron, concrete or marble.
- (f) That all monuments, tombstones or markers placed on graves or plots must be fashioned of granite, marble or stainless steel or other material of comparable durability at the Maintenance Directors Discretion.
- (g) That the Town of The Pas may remove or repair any monument, headstone, tombstone, marker, cribbing, foundation or any other items which have become dilapidated, or dangerous and the cost of doing the same may be recovered from the Leasee or family.

Prior to removing or repairing any permanent item, the Maintenance Director will make a reasonable attempt to contact the owner or family to notify of the Town's intent. A notice by registered mail will be considered a reasonable attempt.

- (h) That notwithstanding any provisions in this by-law to the contrary, where grave or plot sites were developed or reserved prior to the adoption of this by-law and
  - (a) there are existing headstones cribbing or other similar items, and/or
  - (b) it can be reasonably shown that the original intent was to place similar items on neighbouring reserved sites

existing headstones, cribbing or other similar items may be maintained, repaired, or replaced and similar items may be extended to neighbouring reserved sites. The Town shall not be responsible for damage done to the cement covers, headstones or cribbings as a result of digging the second interment.

Should the existing headstones or cribbing or covers not be in a good state of repair, the existing headstones, cribbing or covers shall not be replaced and the existing regulations shall be strictly adhered to.

- (i) There shall be no planting of trees, shrubs or flowers by leases or their representatives.
- (j) That damaged lights shall be removed and discarded and that the Town shall not be responsible for reimbursement or replacement. No more than two lights shall be permitted on each plot.

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- (k) All lights or flowers shall be placed in a vase or urn attached to the monument. If there is no such vase or urn, all flowers and lights shall be placed in conduit piping which is available for purchase from the Town.
- (l) All foundations for monuments, headstones, or any other object whatsoever shall be laid under the direction of the Maintenance Director and that such time for the supervision shall be billed back to the leasee.
- (m) The foundation will have a minimum projection of three inches, horizontally, on all sides of such monument or headstone, or other object at ground level, such projection to be on the same level as the surface of the surrounding turf.
- (n) The Town shall not be responsible for any maintenance to the foundation after installation including damage caused from natural ground settlement or while carrying out regular maintenance of the cemetery.
- (o) The Town may remove any border, fence, railing, coping, hedge or any other bounding or enclosing material erected before the passing of this by-law which by reason of neglect or age becomes in a state of disrepair and the owner neglects or refuses to repair or remove same within thirty (30) days after written notice has been forwarded to them at the last known address.

#### **7. Maintenance/Work By Others**

- (a) That no person, other than the Leasee, the Leasee's immediate family or next of kin may work, by special care or otherwise, any grave unless authorized in writing to do so by the Maintenance Director.
- (b) That any person or firm wanting to perform work of a commercial nature in the cemetery must obtain all licenses and permits required by the Town of The Pas and must provide the Town with an annual damage deposit, as set out in Schedule "A", prior to commencement of work. A special permit may be permitted at a specified fee.
- (c) That all workers must lay planks on lots or pathways over which heavy materials are to be moved, in such a manner so as to protect the cemetery property from injury or damage.
- (d) That all person performing work in the cemetery shall be held liable for any damage to the cemetery property and it's contents as a result of such work.
- (e) That all persons working in the cemetery at the time of a funeral shall cease such work until the conclusion of the service.
- (f) That no persons shall carry out commercial work in the cemetery grounds on a Sunday. Special consideration may be given to accommodate religious ceremonies or other special circumstances.
- (g) That the Maintenance Director may revoke any permit, to perform work in the cemetery, with due cause.
- (h) That no tree, shrub or flower shall be planted within the cemetery without prior permission from the Maintenance Director.

The Town of The Pas reserves the right to prune, remove or order a reduction in size or number, any trees, shrubs or flowers on any grave or plot which were planted prior to the enactment of this by-law.

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- (i) That any planting or gardening work, shall be approved by the Maintenance Director and shall only be carried out in areas specified for planting and will not be permitted in and around specified graves or plots.

#### **8. PLOT ALLOCATIONS AND RIGHTS**

- (a) The cemetery plans approved by Council shall be the plan of the cemetery referred to and all interments shall be made and records kept in accordance with such plans.
- (b) A duplicate of such plan shall be kept by the Maintenance Director.
- (c) The Maintenance Director shall make selection and record the required particulars giving the number of the plot, lot, or grave, the number or letter of the section, and block, and the priced, on the presentation of the receipt issued by the Town for the proper amount.
- (d)
  - i) Upon the permanent allocation of an Adult Casket Burial Plot, one additional Adult Burial Plot may be reserved or the eventual casket burial of a specifically named person.
  - ii) Upon a reservation being made, the person so reserving the plot shall sign a Reservation Agreement, as per the attached form marked as Schedule "B" to this By-law and shall pay to the Town the perpetual care fees which shall not be refundable.
  - iii) The person so making a reservation for a Casket Burial Plot must advise the Town of any changes in their address telephone number, or contact person.
- (e) No reservations shall be allowed in that portion of the cemetery set aside for the burial of babies.
- (f) All monies received for perpetual care shall be placed in a Trust Account, for perpetual care purposes. (See Section 256 of The Municipal Act, S.M. 1996, C. 58, Chap. M225.

#### **9. COLUMBARIUM**

- (a) That only one urn and one cremated remains can be interred into a single niche. Two urn's and two cremated remains can be interred into a double niche.
- (b) All inscriptions will be engraved directly into the granite niche door. No bronze plaques are allowed. The inscriptions will include given names, family names, dates of birth and death plus an epithet (max 30 characters). All written inscriptions will be of a standardized font, size and format approved by the Maintenance Director consistent with inscriptions on the columbarium.
- (c) All decorations placed at the columbarium are considered temporary and will be removed by the cemetery employees 30 days after the interment. These items may be claimed by the family members prior to removal. Glass or ceramic containers shall be prohibited and may not be placed on top or attached to the columbarium.



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- (d) Optional stainless steel vases can be purchased from the town of The Pas and be installed on niche doors. One vase is allowed for single niches and two vases for double niches.
- (e) Each niche door can have one optional engraved photo which will be an additional cost to the lease.
- (f) Except by discretion of the Maintenance Director, a niche may only be opened by written request of the niche licensee. A fee will be charged for each requested opening and closing whether an urn is installed or not. All openings and closings will be performed by cemetery employees and will be documented.
- (g) The maintenance and repair of the columbarium structures are the responsibility of the manufacturer and Town. Any subsequent removal, handling and storage of urns will be carried out under the direction of the Maintenance Director. Full maintenance records with digital pictures will be kept for each of the occurrences.
- (h) The Town is not responsible for damage to the columbarium and its contents caused by acts of nature, vandalism or unforeseen incidents. The Town will contact licensees and/or next of kin to the best of its ability in cases of urn retrieval due to damage to the columbarium and contents.
- (i) The Town is responsible for obtaining and maintaining all of the records pertaining to the inurnments within, and of the maintenance of the columbarium.
- (j) The town is not responsible for incorrect information or incorrect spelling on engraved on niche doors.

#### 10. CORRECTION OF ERRORS

The Town or any official thereof shall not be responsible for any mistakes resulting from lack of precise or proper instruction regarding the grave or vault space on a lot or plot or within a columbarium where an interment is to be or has been made.

#### 11. PENALTIES

Every person who violates or fails to comply with the provisions of this by-law is guilty of an offense and is liable to a fine not exceeding \$1,000.00 and costs. Such cost along with the fine may be charged against the property owner and treated and collected as taxes levied against the property.

#### 12. REPEAL

By-Law 4514 is hereby repealed.

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13. FORCE AND EFFECT

This By-Law shall come into force upon the passing thereof.

DONE AND PASSED IN COUNCIL ASSEMBLED THIS 13 DAY OF Aug A.D. 2021.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant CAO

**CERTIFIED THAT BY-LAW NO. 4623 WAS:**

READ A FIRST TIME THIS	14 <sup>th</sup>	DAY OF	July	A.D. 2021
READ A SECOND TIME THIS	18 <sup>th</sup>	DAY OF	August	A.D. 2021
READ A THIRD TIME THIS	18 <sup>th</sup>	DAY OF	AUGUST	A.D. 2021

**TOWN OF THE PAS**

**BY-LAW NO. 4623**

**Schedule "A"**

**Costs**

Plot Fee: \$500.00

Opening and Closing:

    Full Burial \$900.00

    Cremation \$300.00

PERPETUAL CARE PER EACH PLOT \$450.00

There will be no Perpetual Care Fee for plots reserved and purchased before February, 2013.

Graves opened/closed on a Saturday or holiday and after 4:00 pm on week days:

regular rate plus \$200.00

Disinterment - (unless Performed by authorized Commercial Agent)

double the prevailing cost

Damage Deposit \$500.00

G.S.T. to be applied to all above-noted costs.

**Miscellaneous fees**

Supervision for installation of monument \$ 40.00 /hour

Public inquiries requesting information \$ 10.00 each

**Non-Resident fee (additional fee for all interments) \$ 150.00**

**Columbarium**

Single niche top two rows \$2600.00

Single niche middle two rows \$2350.00

Single niche bottom two rows \$2100.00

Double niche top two rows \$5000.00

Double niche middle two rows \$4500.00

Double niche bottom two rows \$4000.00

**All above prices for Columbarium include one open and closing single niches (two opening and closing for double niches), perpetual care, and engraving.**

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**Extra costs are as follows;**

Niches Opened/Closed on a Saturday or holiday and  
after 4:00 pm on week days:

regular rate plus \$200.00

Engraved picture one person	\$450.00
Engraved picture two person	\$550.00
Stainless steel vase single door	\$225.00
Stainless steel vase double door	\$350.00
Additional open & closing	\$350.00

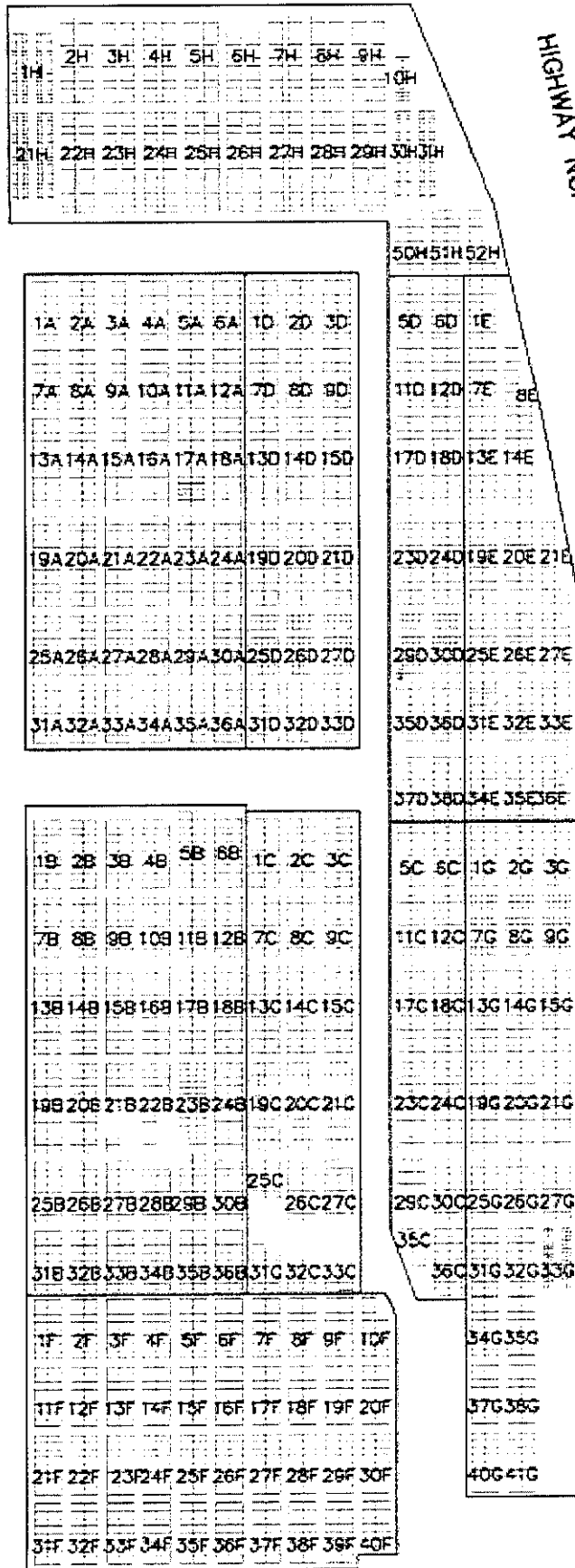
- For reservations the Town requires 100% of the payment to reserve the niche. The remaining half will be due and collected at the time of death
- Inscriptions will not be done until full payment.
- In the event of a cancelation of the reservation a refund of payment will be made less the cost of perpetual care being \$450.00 for a single niche and \$900.00 for a double niche.
- For a reservation with full payment the purchaser can have the niche door inscribed with family name and apparent details. In the event of a cancelation of the niche no refund will be provided
- Disinterment costs will be double the prevailing costs of the niche.

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Schedule "B"

LAKESIDE CEMETERY  
THE PAS, MANITOBA



LEGEND

- 7E** DENOTES BLOCK NUMBER & SECTION LETTER
- DENOTES SECTION LIMITS
- DENOTES LOT LIMITS
- DENOTES ROADWAY

NOTES

STANDARD LOT SIZE IS 5 ft. IN WIDTH BY 9 ft. IN LENGTH (1.52m X 2.74m). THIS IS THE SIZE FOR ALL LOTS EXCEPT THOSE LISTED BELOW.

EXCEPTIONS:

- BLOCK 23 IN SECTION "B" (23B) LOT SIZE IS 4ft. 2-1/2 in. IN WIDTH BY 6 ft. IN LENGTH (1.28m X 1.83m).
- BLOCKS 19, 20 & 21 IN SECTION "C" (19C, 20C, 21C) LOT SIZE IS 4 ft. 7-1/4 in. IN WIDTH BY 8 ft. IN LENGTH (1.40m X 2.44m).
- BLOCKS 25, 26, 27, 29 & 30 IN SECTION "D" (25D, 26D, 27D, 29D, 30D) LOT SIZE IS 3 ft. 8-1/2 in. IN WIDTH BY 5 ft. IN LENGTH (1.13m X 1.52m).
- BLOCKS 7, 8 & 9 IN SECTION "G" (7G, 8G, 9G) LOT SIZE IS 3 ft. 8-1/2 in. IN WIDTH BY 5 ft. IN LENGTH (1.13m X 1.52m).
- PLOTS 1 & 2 IN BLOCK 33 SECTION "G" (33G) LOT SIZE IS 2 ft. IN WIDTH BY 3 ft. IN LENGTH (0.61m X 0.91m).
- PLOTS 3 & 4 IN BLOCK 33 SECTION "G" (33G) LOT SIZE IS 3 ft. IN WIDTH BY 5 ft. IN LENGTH (0.91m X 1.52m).
- BLOCKS 1, 10, 21, 30 & 31 SECTION "H" (1H, 10H, 21H, 30H, 31H) LOT SIZE 3 ft. IN WIDTH BY 3 ft. 3-1/2 in. IN LENGTH (0.91m X 1.00m).

COMMON PRACTICE: FEMALES BURIED TO THE RIGHT  
MALES BURIED TO THE LEFT.



TOWN OF THE PAS

P.O. BOX 870, THE PAS MANITOBA, R9A 1K8  
TEL: (204) 827-1100 FAX: (204) 823-5506

DWG: CamBylaw.dwg

Revision: 002

DATE: JUNE 2021

**TOWN OF THE PAS**

**BY-LAW NO. 4623**

**Schedule "C"**

**AGREEMENT OF RESERVATION OF CEMETERY PLOT**

**Agreement of Reservation of Cemetery Plot**

Where \_\_\_\_\_ has paid to the Town of The Pas the sum of \$950.00, being \$500.00 for the plot and the non-refundable perpetual care of fee of \$450.00 for the reservation of a burial plot in the Lakeside Cemetery. The cost for opening and closing of the plot shall be charged at the time of interment.

1. Burial Plot Lot \_\_\_\_\_ Plot \_\_\_\_\_ Section \_\_\_\_\_

is reserved as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

2. The Town shall hold the right to cancel this agreement and shall by registered mail, send notice to the person at the last known address, but shall, 90 days after that notice, cancel the reservation, unless notification of renewal is received by the Maintenance Director.

3. The Person so reserving this plot shall, upon change of address notify the Town, in writing, addressed to The Town of The Pas, Box 870, The Pas, MB R9A 1K4.

4. The person reserving this plot must provide a secondary contact person who has the same rights and responsibilities as the person reserving the Cemetery Plot and is listed as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

5. Should the person reserving this plot fail to notify the Town of change of address, the Town shall have no further obligation to the person reserving the Cemetery Plot.

I have hereby certify that I have read and agree to the above conditions.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Person Reserving Plot

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**Schedule "D"**

**BURIAL PERMIT**

The owner of a lot, plot created remains lot/plot may authorize the interment of another person by submitting a written authorization to the Maintenance Director specifying the location and the name of the person(s) to be interred therein.

No interment will take place until the Maintenance Director has received a copy of the Burial Permit or Cremation Certificate and must include the following information:

- The full legal name of the deceased
- The section and site number of the interment site to be used
- Proof of ownership or authorization for use of a interment site, where the deceased person is not the owner
- Place of birth
- Place of death
- Date of death
- Age
- Date of birth
- Day, date and time of interment
- Type of grave liner or vault
- Name of funeral home/director
- Size of casket, urn, or vault
- Name and address of person(s) listed as next of kin
- Regimental and or service number for use of Veteran plot
- Name of person or company responsible for payment of interment fees

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**Schedule "E"**

**Agreement of Reservation of Cemetery Niche**

Where \_\_\_\_\_ has paid to the Town of The Pas full payment of the fees for the reservation of a cremation niche in the columbarium in the Lakeside Cemetery. The prevailing costs for the niche shall be charged at the time of interment. No inscriptions will be made until full payment has been collected. In the event of cancelation of the reservation a refund of payment will be made less the cost of perpetual care, \$450 for single niche and \$900 for double niche.

1. Columbarium Niche Lot \_\_\_\_\_ Plot \_\_\_\_\_ Section \_\_\_\_\_  
is reserved as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

2. The Town shall hold the right to cancel this agreement and shall by registered mail, send notice to the person at the last known address, but shall, 90 days after that notice, cancel the reservation, unless notification of renewal is received by the Maintenance Director.

3. The Person so reserving this niche shall, upon change of address notify the Town, in writing, addressed to The Town of The Pas, Box 870, The Pas, MB R9A 1K4.

4. The person reserving this niche must provide a secondary contact person who has the same rights and responsibilities as the person reserving the Cemetery Niche and is listed as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

5. Should the person reserving this niche fail to notify the Town of change of address, the Town shall have no further obligation to the person reserving the Cemetery Niche.

I have hereby certify that I have read and agree to the above conditions.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Person Reserving Plot



**TOWN OF THE PAS**

**BY-LAW NO. 4623**

**Schedule "F"**

**Agreement of Reservation of Cemetery Niche**

Where \_\_\_\_\_ has paid to the Town of The Pas full payment of fees for the reservation of a cremation niche in the columbarium in the Lakeside Cemetery. The purchaser can request inscriptions of family name and apparent details. In the event of cancelation of the reservation a refund of payment will be made less the cost of the niche door \$1500 for single niche and \$2000 for double niches plus the cost of perpetual care, \$450 for single niche and \$900 for double niche.

1. Columbarium Niche Lot \_\_\_\_\_ Plot \_\_\_\_\_ Section \_\_\_\_\_  
is reserved as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

2. The Town shall hold the right to cancel this agreement and shall by registered mail, send notice to the person at the last known address, but shall, 90 days after that notice, cancel the reservation, unless notification of renewal is received by the Maintenance Director.
3. The Person so reserving this niche shall, upon change of address notify the Town, in writing, addressed to The Town of The Pas, Box 870, The Pas, MB R9A 1K4.
4. The person reserving this niche must provide a secondary contact person who has the same rights and responsibilities as the person reserving the Cemetery Niche and is listed as follows:
- Name: \_\_\_\_\_
- Address: \_\_\_\_\_
- \_\_\_\_\_
5. Should the person reserving this niche fail to notify the Town of change of address, the Town shall have no further obligation to the person reserving the Cemetery Niche.

I have hereby certify that I have read and agree to the above conditions.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Person Reserving Plot