

VILLAGE OF HILL SPRING

CEMETERY BYLAW 2018-284

BEING A BYLAW TO REGULATE THE GOVERNANCE OF THE HILL SPRING CEMETERY FOR THE VILLAGE OF HILLSPRING:

WHEREAS The Council of the Village of Hill Spring deems it expedient to enact certain laws, rules and regulations for the efficient operation and management of the cemetery.

THEREFORE The Council of the Village of Hill Spring, in the province of Alberta, duly assembled, enacts as follows:

1. SHORT TITLE

- a. This bylaw is called the "Cemetery Bylaw."

2. NAME OF CEMETERY

- a. That the cemetery shall be called the Hill Spring Cemetery.

3. DEFINITIONS

- a. In this bylaw unless the context otherwise requires:

"**CEMETERY**" means the Hill Spring cemetery which is jointly owned by Cardston County and the Village of Hill Spring and located at 4; 28; 4; 24; NE

"**COMMITTEE**" means the cemetery committee

"**COUNCIL**" means the council of the Village of Hill Spring

"**COUNTY**" means Cardston County

"**GRAVE COVER (CAP)**" means any covering other than earth and grass which covers the grave

"**GRAVE MARKER**" means any above ground device or monument to mark a grave. e.g. gravestone, grave rail.

"**LINER**" means a concrete receptacle placed in the cemetery plot, designed to support the weight of the earth and any cemetery equipment, to prevent the grave from collapsing

"**MONUMENT**" (**Headstone**) means any structure in the cemetery erected or constructed on a grave for memorial purposes

"**PLOT**" means a lot used for a place of burial as shown on the cemetery map in the Village Office

"**VILLAGE**" means the Village of Hill Spring

"**WOODY ORNAMENTAL**" means any trees, shrubs, creepers and climbers

4. CEMETERY ACT

All cemetery regulations and plots shall conform to the Alberta Cemetery Act General regulation RSA 2000 Chapter C-3.

5. ADMINISTRATION

- a. The Village Manager shall be responsible for the selling of plots in the cemetery, and the keeping and maintaining of records required by law, for the collection of fees and charges in connection therewith. The Village Manager will keep a separate ledger for credits and debits to cemetery funds.
- b. The Village will be assisted in the care of the cemetery by a Cemetery Committee which shall be composed of at least
 - i. 2 residents of the Village of Hill Spring

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- ii. 2 residents of Cardston County
- iii. 1 Village Council Representative
- iv. 1 County Council Representative
- c. The Village, with the Cemetery Committee, shall be responsible for the general maintenance of the grounds. Expenses incurred through regular mowing by Village personnel, and maintenance will be shared by the Village and the County on a fifty/fifty basis. The Village Administrator shall keep records of maintenance costs and submit an invoice annually to the County.
- d. It shall be the duty of the committee annually to
 - i. Appoint a chairperson from amongst the members
 - ii. Appoint a secretary from amongst the members
 - iii. Keep accurate records of meetings and submit these records to the Village Administrator
 - iv. Prepare a budget request for the following year prior to Dec. 31

6. SALE OF PLOTS

- a. Plots are no longer available for burial in the Pioneer Cemetery located in Blocks G and H Plan 370 BD 18;4;27;W4M
- b. The price of plots shall be stated in Annex A of the bylaw, and shall be payable at the time of ordering or reserving the plot
- c. Burial plots may be purchased and held in reserve by any person who wishes to do so. Burial plots may not be sub-divided, resold, or transferred without the consent of the Village and the Committee. The holder of a reserve plot may cancel his/her reservation, in which case the Village will refund the full amount of the originally paid price for the plot.
- d. Funds received by the Village for the plots or donations for the cemetery shall be used to offset the maintenance of the cemetery.
- e. Plots shall be used for human remains only.

7. BURIALS

- a. No burial shall be permitted without a proper burial permit; this includes burial for cremated ashes. All applications for burial must be made to the Administrator at least 24 hours prior to interment.
- b. Graves shall be dug and interments made only by person approved by the Administrator.
- c. Liners are required for full burials.
- d. Cost of opening and closing the grave shall be the responsibility of the next of kin or the person making the request.

8. CEMETERY REGULATIONS

- a. No fence, railing, cement, or metal walls to enclose a plot/plots is permitted. No full length grave covers (caps) are permitted; existing caps will be removed when they are broken.
 - i. Existing fences, railing, cement or metal wall enclosures and grave covers shall be allowed to remain under a grandfather clause, provisional to them remaining in good condition, and are not permitted to be replaced any time.
- b. No woody ornamentals shall be planted on or near any plot. Flowers planted on a plot must be maintained. Artificial flowers and ornaments are permitted but may be removed at any time as they become weathered.
- c. The Village of Hill Spring retains the right to maintain the cemetery by fixing collapsed graves and by removing any caps which are broken.
- d. All full burial graves must be a minimum of 5.5 feet deep.
- e. The base of a single monument (headstone) is not to exceed a width of 4 feet and a depth of 1.5 feet. The base of a double monument is not to exceed the length of 8 feet and a depth of 1.5 feet. There can be only one monument on each plot.
- f. A maximum of one burial per plot; however, four urns will be permitted in any plot following a traditional casket burial in that plot.
- g. Any grave for the burial of cremated remains shall be at a depth of not less than 2 feet from the surface of the ground surrounding the grave. Buried urns must have a marker with identification for any remains buried in the plot. Up to six (6) urns may be placed on a plot without a casket burial.
- h. All grave sites shall have a monument or permanent marker in place within 2 years.
- i. A copy of the cemetery regulations shall be given to a purchaser of a burial plot.

9. CEMETERY BYLAW 2009-284, IS HEREBY REPEALED.



This Bylaw comes into force the day it is passed.

Read a FIRST time this 20th day of November, 2018.

Read a SECOND time this 20th day of November, 2018.

Read a THIRD time and finally passed this 20th day of November, 2018.



Mayor, Dwight Davis



Village Manager, Janet Edwards

ANNEX A

BYLAW 2018-284

Burial Plots (Residential) \$175.00

- Residents here includes Residents or former residents and their immediate families, of Cardston County, Glenwood or Hill Spring.

Other \$5000.00

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