	MUNICIPALITY OF RHINELAND	POLICY NO. 2024-90
	ADOPTED BY: Resolution No. 434/24	Last Updated: October 2023
	DATE: September 25, 2024	Page: 1 of 5
	TITLE: Cemetery Policy	Department: Administration

PURPOSE: The purpose of this policy shall be to establish the regulations for the Plum Coulee and Gretna Cemeteries.

RATIONALE: To establish a structured system for the sale of plots, maintenance and transference of plots.

POLICY STATEMENT: The Municipality has 2 Cemeteries that are maintained by the LUD of Plum Coulee and the LUD of Gretna. This policy will ensure consistency regarding such matters.

DEFINITIONS:

“Interment” means the burial, placement or scattering of human remains or cremated remains in a plot

“Administration” refers to the administrative staff and operations of the Municipality of Rhineland

1. ADMINISTRATION

- a. All Cemetery plots shall be purchased at the Municipal Office in Altona. Plots will be sold in a sequential fashion as determined by the administration.
- b. All records, maps, and other data related to cemeteries will be kept at the Municipality of Rhineland office in Altona.
- c. Any changes or requests not outlined in this policy may be brought to the Council or CAO for approval.

2. CEMETERY PLOT PURCHASE AND OWNERSHIP

- d. Plots shall not be sold in advance. One additional plot may be purchased in advance in order to reserve an adjoining plot for the surviving spouse.

- e. Cemetery plots purchased shall not be resold or transferred without the approval of the Administration. No refunds will be given on plot purchases. Schedule B - Request to Transfer Cemetery Plots form must be completed for any transfer requests.
- f. Location of plots purchased shall be located and staked by the Municipal staff prior to excavation.
- g. No interment or memorial installation may occur until all fees and the purchase price of the plot, including cremated remains plots, have been paid in full. Upon receipt of the full payment, the Municipality shall issue a receipt.

If the funeral home is handling the arrangements, the interment or memorial installation may proceed without advance payment, provided that an agreement has been made with the Administration beforehand.

3. GRAVE AND INTERMENT REGULATIONS

- h. The grave shall be 5 feet wide by 10 feet long.
- i. Urns, containers, and ash interments are allowed in the same plot as a regular coffin interment, with a maximum of two urns per plot. There is an additional fee for this extra interment, as stated in the fee schedule.
- j. The interment of two caskets in one plot (grave stacking) will not be permitted.
- k. The cost of digging and closing the grave must be borne by those arranging the burial. A clean-up fee shall be charged for each plot upon interment, including urns and containers, as stated in the fee schedule.
- l. Grave covers and/or above-ground level curbs made of concrete, fibreglass or other materials are not permitted.

4. HEADSTONES AND DECORATIONS

- m. Headstones of natural rock may be used with a maximum size of 3' x 3' and 4' height on a single plot. Headstones must be placed on a concrete base with the top of the base at ground level. All headstones must be on a concrete base which is to be installed in such a manner as to prevent future shifting issues (screw-in peer or concrete peer).
- n. Planters, decorations, flowers, wreaths, vases, statues, solar lights, or other items may be placed on a headstone or the concrete base it rests on. Shrubs, trees, fences, or other plantings are not permitted.
- o. The Municipality reserves the right to remove and/or dispose of any flowers,

wreaths, containers, or other items if they interfere with mowing, maintenance, or become unsightly due to wind, sun, or other causes.

- p. The Municipality is not responsible for damaged or stolen decorations.

5. MAINTENANCE AND RESPONSIBILITY

- q. All maintenance and repairs of headstones are the responsibility of the deceased's family. The Municipality assumes no responsibility for headstones damaged by vandalism or during cemetery maintenance.
- r. Reasonable precautions will be taken to protect [lot holders and their rights within the Cemetery. however, the Municipality distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially from damage caused by the elements, an act of God, thieves, vandals, explosions and unavoidable accidents.
- s. The Municipality accepts no responsibility for the normal or ongoing maintenance of memorials. Municipal staff take precautions to avoid damage but will not be held liable for damage to headstones, covers, or items during cemetery maintenance.

6. MUNICIPAL STAFF RESPONSIBILITIES:

- Schedule maintenance to provide proper care to the cemetery grounds.
- Mow the grass as necessary.
- Stake lots prior to excavation.
- Clean up excess dirt from new plots.
- Maintain the appearance of plots (top dressing, sow grass).
- Maintenance of cemetery tools and equipment.
- Tree pruning and watering.
- Snow removal when required.
- Oversee all volunteer work.
- Reports to the Municipality of Rhineland – Public Works Director.

7. GENERAL CEMETERY RULES

- t. Dogs or other animals are not allowed within the Cemetery.
- u. The Speed limit within the Cemetery is a maximum of 10 km at all times. All vehicles and bikes must remain on roadways at all times.
- v. Except for special memorial services, firearms are expressly prohibited from being carried, discharged or displayed at the Cemetery. Police or RCMP permission must be had during special memorial services.

FEE SCHEDULE

FEES FOR THE PLUM COULEE AND GRETNA CEMETERY:

Single Plot \$600.00 per plot


Single Plot \$900.00 per plot where concrete ribbon exists

Clean-up fee due at the time of excavation \$100.00

Registration of each cremation interment (plot cost plus) \$100.00

12 & UNDER

No Charge

	MUNICIPALITY OF RHINELAND	POLICY NO. 2024-91
	Schedule B	Page: 1
	TITLE: Request to transfer Cemetery Plots	Department to Review: Administration

The Municipality of Rhineland will not accept any liability for the transference of Cemetery plots. Please complete the form and return it to our office for review.

Initial Owners Information:

Name: _____ Phone No. _____

Mailing Address: _____

Email Address: _____

Cemetery Name: _____

Plot numbers: _____

Plot numbers to be transferred: _____

Relationship to Owner: _____

I _____ the owner or legal guardian/power of attorney or executor for _____ am transferring ownership of the above-stated plots to _____. I understand that the Council and staff of the Municipality of Rhineland assume no legal liability or responsibility.

Name: _____ Signature: _____ Date: _____

If other signatures are required please include them and the relationship to the owner of the plots. If more space is needed please add another page.

Name: _____ Signature: _____ Relationship: _____

Name: _____ Signature: _____ Relationship: _____

Name: _____ Signature: _____ Relationship: _____

Name: _____ Signature: _____ Relationship: _____