

THE FOLLOWING DOCUMENT HAS BEEN REPRODUCED **FOR CONVENIENCE ONLY** and is a consolidation of the following:

1. Maple Ridge Cemetery By-law No. 5784-1999
2. Maple Ridge Cemetery Amending By-law No. 5943-2001
3. Maple Ridge Cemetery Amending By-law No. 5982-2001
4. Maple Ridge Cemetery Amending By-law No. 6095-2002
5. Maple Ridge Cemetery Amending Bylaw No. 6605-2008
6. Maple Ridge Cemetery Amending Bylaw No. 6776-2010

Individual copies of any of the above by-laws can be obtained by contacting the Clerk's Department.

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BY-LAW NO. 5784 – 1999

A By-law to repeal Maple Ridge Cemetery Amending By-law No. 2789 – 1980 and amendments thereto in their entirety and hereby create a new Maple Ridge Cemetery Bylaw

The Council of the Corporation of the District of Maple Ridge in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This By-law may be cited for all purposes as “Maple Ridge Cemetery By-law No. 5784 – 1999”.
2. “Maple Ridge Cemetery By-law No. 2789 – 1980 and amendments thereto are hereby repealed in their entirety.
3. For the purpose of this By-law, unless the context otherwise requires:

“Cemetery Licence” shall mean a receipt issued by the Corporation of the District of Maple Ridge upon payment.

“Corporation” shall mean the Corporation of the District of Maple Ridge.

“Council” shall mean the Council of the Corporation of the District of Maple Ridge.

“Mayor” shall include the Acting Mayor.

“Clerk” shall mean the person duly appointed as such, from time to time by the Council or his deputy.

“Treasurer” shall mean the person duly appointed as such, from time to time by the Council or his deputy.

“Medical Health Officer” & Health Officer	shall mean the person duly appointed from time to time to act as Medical Officer for the Corporation of the District of Maple Ridge.
“Caretaker”	shall mean the person or persons duly appointed or employed by the Corporation from time to time as Caretaker or Caretakers of the Cemetery or Cemeteries of the District of Maple Ridge.
“Cremated Remains”	shall mean the ashes resulting from cremation of a deceased human body.
“Cemetery”	shall mean and include any parcel or tract of land set aside, used, maintained or operated as a cemetery by the Corporation of the District of Maple Ridge.
“Minister”	shall mean that member of the Executive Council charged by order of the Lieutenant Governor in Council with administration of the “Cemetery and Funeral Services Act” and includes a person designated in writing by the Minister.
“Infant/Child”	shall mean anyone up to and including ten (10) years of age.
“Resident”	shall mean a deceased person who resided in Maple Ridge at the time of death, or was a five (5) years resident of Maple Ridge within the eighteen (18) months preceding death, or was a property owner in Maple Ridge at the time of death or was a property owner in Maple Ridge for more than ten (10) years at any time preceding death.
“Non-Resident”	shall mean any deceased person not covered under the interpretation of “Resident”,
“Rose Garden”	shall mean a defined area in the cemetery set aside specifically for the mass disposal of cremated remains.

The use of words signifying the masculine shall include the feminine.

4. The following lands have been set aside, operated, used or maintained as a cemetery by the Corporation:
 - (a) Maple Ridge Cemetery: Legally described as being: Portion of E of 13 of 1, D.L. 247, Group 1, Sk.8035, West Portion of 13 of 1, D.L. 247, Group 1, Plan 1007, Lot 45, D.L. 248, Group 1, Plan 25353, Lot J, D.L. 248, Group 1, Plan 692 - 21404 Dewdney Trunk Road.
 - (b) Whonnock Cemetery: Legally described as being: Portion of Indian Reserve, D.L. 433, Group 1.
 - (c) Whonnock Cemetery No. 2: Legally described as being Lot 17 of D.L. 433, Group 1, Plan 64271, N.W.D.

5. A copy of the plans of the cemetery shall be filed with the Minister and copies shall also be kept available for public inspection in the Municipal Office and at such other places as may be deemed necessary.

LICENCE TO USE THE CEMETERY

6. The Council reserves the right to refuse to sell the use of more than two (2) grave spaces to any one individual.
7. (a) Where the holder of a licence to use and occupy grave space in the cemetery wishes to transfer his right of use and occupancy to another person he shall first provide the Clerk with full particulars of the name, address and other description of the person to whom the transfer is to be made, the consideration to be paid therefore and such other information as the Clerk may reasonably request. The provision of such information shall not bind the Corporation to accept or permit the proposed transfer.
- (b) Upon acceptance by the Corporation of the transfer fee prescribed in Schedule “A” to this By-law, and upon compliance with the requirements of this by-law by the licence holder and the person to whom the licence is to be transferred, the Clerk shall effect the desired transfer in the books or other records kept by him for that purpose.
8. All licences issued for use of grave space in the cemetery shall be subject to the provisions of this by-law and all by-laws now or thereafter passed by Council.

FEES & CHARGES

9. (a) The fees for interment, disinterment, use of grave space, and care of graves, and the charges for goods offered for sale by the Corporation for use in the cemetery, and any other cemetery fees shall be those set out in Schedule “A” attached hereto and forming part of this By-law.
- (b) Unless prior arrangements have been made by the funeral home with the Corporation, the fees set out in Schedule “A” to this by-law shall be paid at the Corporation’s offices at the time of obtaining an interment permit, or any goods or services sold by the Corporation in connection with the operation of the cemetery. *Local funeral homes having accounts with the Corporation shall make payment of preapproved licences by the end of each month.*

SIZE OF GRAVES

10. Adult size grave space shall be 8’ x 4’ (2.50m x 1.25m).
Child/Infant size grave space shall be 6’ x 2’3” (1.83m x .69m).
Cremated remains grave space shall be 2’ x 3’ (.61m x .91m).

PERMISSION TO INTER, EXHUME AND CREMATE

11. No body shall be interred in the cemetery until a permit to inter the body has been obtained from the Corporation and the fee for interment as specified in Schedule “A” hereof has been paid to the Corporation, except as may be permitted otherwise under the terms of Section 14.
12. All applications for a permit to inter in the cemetery must be made to the Clerk at the Corporation's offices between the hours of 8:30 a.m. and 4:30 p.m. on all days of the week except Saturday, Sunday, Statutory Holidays, and in cases of emergency as described in Section 14.
13. Any person who makes application for an interment permit or who requires an interment to be made, shall provide the Clerk with a statement of the name, age and date of death of the deceased, whether or not death was caused by a communicable disease as listed in Division 7 of the “Regulations for the Control of Communicable Diseases” made under the “Health Act”, the time and date of the Funeral and any other information which it is reasonable for the Clerk to request.
14.
 - (a) Where the Health Officer directs, pursuant to the “Regulations for the Control of Communicable Diseases” or otherwise, that a body be buried in the cemetery during any period when the Corporation’s offices are closed, the Department of Health shall grant approval for same and post approval shall be obtained from the Corporation of Maple Ridge during normal working hours.
 - (b) Where a burial in the cemetery is performed under the conditions of Sub-section (a) of this section, the person who permitted the burial and the person who performed the burial shall report the matter to the Clerk, and the representative of the deceased shall furnish the Clerk with full details of the deceased as required by Section 13 hereof together with such fees as may be required in accordance with Schedule “A” if such fees have not already been paid.
 - (c) The information required to be given to the Clerk under the terms of Sub-section (b) of this section, shall be provided to the Clerk as soon after such interment as the Corporation’s office are opened.
15. No deceased person interred in the cemetery shall be exhumed without a written order being first obtained from the proper authority in accordance with the requirements of the “Cemetery and Funeral Services Act” and the presentation for such order to the Clerk for his examination.
16.
 - (a) It shall be unlawful to bury or cremate a deceased person within the municipal boundary of the Corporation, except pursuant to the terms of the “Cemetery and Funeral Services Act”, and regulations thereunder.
 - (b) Ashes placed in a full burial plot shall be removed by the Caretaker at the time of a full burial and be reinterred at no cost during a funeral process.

INTERMENT IN THE CEMETERY

17. No body other than a deceased human body, or the cremated remains or other remains of a deceased human body shall be interred in the cemetery and all interments shall be subject to and comply with the provisions of this By-law.
18. The holder of a licence to use and occupy grave space in the cemetery shall not permit an interment to be made in the grave space to which the licence refers, nor transfer or dispose of the said grave space to another person, group or organization unless such interment, transfer, or disposal is made pursuant to and subject to the provisions of this By-law.
19.
 - (a) Where the body of a person, who died while suffering a communicable disease, is to be buried in the cemetery, and instruction given by the Health Officer respecting the interment shall be fully and carefully followed by those who perform the interment.
 - (b) Where the body delivered to the cemetery for interment is subject to direction of the Health Officer under the terms of Division 7 of the “Regulations for the Control of Communicable Diseases” made under the Health Act, the person delivering the body to the cemetery shall inform the Caretaker.
20.
 - (a) Each interment in the cemetery, other than the interment of cremated remains, shall provide for not less than one (1) meter of earth between the general surface level of the ground at the grave site and the upper surface of the vault, casket or grave liner enclosing the body resting in the grave.
 - (b) One interment may be permitted in each grave space in the cemetery. A single grave may inter one full burial and up to four cremations.
 - (c) Each interment of cremated remains in the cemetery shall be made in a container which will permanently contain the ashes and shall be buried in the grave not less than sixty centimetres (60cm) deep, except where the container of cremated remains is used as a foundation-base for a tablet memorial installed on the grave according to the requirements of Section 33 and except where cremated remains are disposed of in the Rose Garden in accordance with sub section (g) of this section.
 - (d) A concrete, fiberglass or asbestos grave liner shall be used for each interment, except where a concrete or steel vault is used or cremated remains are interred according to the requirements of Sub Section (c) or (f).
 - (e) Each grave liner used in the cemetery shall be made of either reinforced concrete, not less than fifty millimetres (50mm) thick and shall consist of two side walls, two end walls and a cover sufficient to bridge the coffin or casket over its entire length; or made of nine and one-half millimetres (9.5mm) thick APAC, a certified blend of portland cement and asbestos, and shall consist of two telescoping vaulted units sufficient to cover the coffin or casket over its entire length, and two flat end pieces or a uni-constructed fiberglass lid covering

- the entire length and sides of the coffin or casket.
- (f) The disposal of cremated remains in the Rose Garden shall be without a container and shall only be performed under the direction of the Caretaker.
21. No person shall inter any body in the cemetery except between the hours of eight-thirty (8:30) o'clock in the forenoon and four-thirty (4:30) o'clock in the afternoon.
22. No person shall inter any body in the cemetery on Saturday or Sunday or any Statutory Holiday unless the written permission of the Clerk is first obtained, except in the emergency conditions as specified in Section 14.
23. No grave shall be dug or opened and no cremated remains shall be disposed of by any person other than the Caretaker or a person duly authorized by the Caretaker or by the Clerk.
24. (a) Council may authorize the appointment of a cemetery caretaker and the duties and responsibilities of a caretaker so appointed shall be, among other things, to carry out, or cause to be carried out by cemetery workers placed under his supervision:
- i) The digging, preparation, opening and closing of graves and the disposal of cremated remains as ordered by the Clerk.
 - ii) The direction of all funerals in the cemetery to the correct grave site.
 - iii) The installation of memorial tablets, markers and monuments on graves and construction of their foundations or bases.
 - iv) The general work of the cemetery, to maintain it in a neat, tidy condition, including maintenance of walls, fences, gates, paths and other cemetery improvements.
 - v) the provisions for care of the cemetery tools and equipment.
- (b) The Caretaker shall maintain records as directed by the Clerk and shall submit reports as required by him, and, shall do such other work as the Clerk may require from time to time in relation to the cemetery operation.

ADMINISTRATION AND CARE FUND

25. The Clerk and Treasurer shall maintain records as necessary to the administration and management of the cemetery and as required by Division 11 of the regulations under the "Cemetery and Funeral Services Act".
26. The Clerk and Treasurer are hereby authorized on behalf of the Municipality and subject to the provisions of this by-law to grant a licence in respect of any unoccupied and unlicensed grave space or the Rose Garden in the cemetery.
27. The Clerk shall issue all permits for interment required by this By-law, except as otherwise provided herein.

28. Upon issuing any permits for interment in the cemetery, or upon viewing an order for exhumation from the proper authority as required by Section 15 hereof, the Clerk shall notify the Caretaker before the time of the intended interment or exhumation giving the name of the deceased, the number and location of the grave space concerned and any instructions of the Health Officer relative to the interment or exhumation.
29. (a) A fund shall be established to be known as “The Cemetery Care Fund” and such fund shall be administered in accordance with the requirements of the Regulations made under the “Cemetery and Funeral Services Act” for the establishment and administration of a Municipal Cemetery Care Fund and in accordance with the procedures hereinafter set out.
- (b) A bank account shall be established to be known as “The Cemetery Care Fund Account” into which the Treasurer shall pay all funds received for Care Fund purposes and all such funds shall be deposited in said account, and there held pending investment as hereinafter provided.
- (c) On all licences for use of grave space or the Rose Garden sold on and after the 1st day of April, 1980, the Treasurer shall pay into “The Cemetery Care Fund Account” an appropriate care fund contribution as set out in Schedule “A” hereof, except in those cases where a difference amount is approved by the Minister.
- (d) On all licences for the use of grave space, and on all contracts or agreements for the sale of such licences, the amount required to be used for Care Fund purposes shall be specified, provided that the amount so specified shall not apply to grave space made available by the Corporation free of charge for indigent burial.
- (e) Any owner of a memorial marker, tablet, or monument, desiring to install same in the cemetery after the 1st day of April, 1980, shall pay to the Treasurer, prior to the installation of such memorial, an appropriate care fund contribution as made in accordance with Schedule “A” and such amounts when received shall be paid by the Treasurer into “The Cemetery Care Fund Account” for investment as hereinafter provided.
- (f) Investment of funds received for Care Fund purposes shall be made as required by the Regulations under the “Cemetery and Funeral Services Act” applicable to Municipal Cemetery Care Funds.
- (g) The income from the Cemetery Care Fund including any appreciation thereof, shall be used for the sole purpose of upkeep and maintenance of the property licensed and the cemetery of which it forms part.
- (h) The principal sum of the Cemetery Care Fund shall not be reduced otherwise than in accordance with an order of the Minister made pursuant to the Regulations under the Cemetery and Funeral Services Act.

30. A separate account of all monies received under the provisions of this By-law and of all monies expended hereunder, shall be kept by the Treasurer and any surplus remaining of receipts over expenditures shall be paid at the end of each financial year into a fund to be known as “The Cemetery Fund” and same shall be invested by the Corporation in accordance with the provisions of the “Municipal Act” and the interest derived from such investment shall be expended on the upkeep and development of the cemetery.

MEMORIALS

31. On and after the 1st day of April, 1980, no person shall place on any grave space in the cemetery a memorial marker, tablet or monument, until appropriate perpetual care fund contribution has been made in accordance with Schedule “A” to the Treasurer for Care Fund purposes in respect to each memorial, which is desired to install.
32. No grave or grave space in the cemetery shall be defined by a fence, hedge, railing or curbing and no memorial other than a tablet type memorial as specified in Section 33 may be installed on a grave.
33. A tablet type memorial may be installed on a grave in the cemetery by the caretaker provided the installation fee as set out in Schedule “A” hereto is paid and the tablet is made of stone or bronze and conforms to the following:
- (a) Each memorial tablet shall be installed in a position on the grave according to that established by the Corporation for memorials on graves in the cemetery and shall have its top surface set level with the surface of the surrounding ground.
 - (b) Each bronze memorial tablet shall be attached to a concrete base not less than 7.5 centimetres thick with side surfaces true and perpendicular with the top surface of the attached tablet.
 - (c) Each stone memorial tablet shall be not less than five (5) centimetres thick and shall have its side surfaces true and perpendicular with its top surface.
 - (d) Except as permitted otherwise in subsection (e) the top surface of memorial tablets and concrete bases shall measure as follows:

On Adult Size Graves:

(i) Memorialization of one person – 12” x 20” (30 x 50 cm.)

(ii) Memorialization of one or two persons - 18” x 30” (46 x 76 cm.)

On a Child Size Grave: 12” x 20” (30 x 50 cm.)

On an Infant Size Grave: 10” x 18” (25 x 46 cm.)

On an Ashes Size Grave: 8” x 12” (20 x 30 cm.)

10” x 22” (25 x 55 cm) bronze

12” x 20” (30 x 50 cm.) granite

- (e) A bronze memorial tablet intended for installation on the grave of an adult or child may be smaller than its concrete base provided the concrete base conforms to the size for the grave as required by subsection (d) above, and provided the part of the base extending beyond the tablet does not exceed 50 millimetres (50mm) wide and has a smooth, slightly bevelled surface to shed water at its

- outer edges.
- (f) One memorial tablet only, may be installed on each grave, but where two related persons are buried side by side in adjacent graves, one 46 x 76 cm tablet which provides for the memorialization of both persons may be used instead of two separate tablets provided the single tablet so used is set to embrace evenly the two graves concerned.
 - (g) On a cremation size grave a memorial base which conforms to the requirements of subsection (d) and which supports either a stone or bronze tablet, may enclose one or two containers of cremated remains as permitted by the terms and requirements of subsection (c) of Section 20.
 - (h) Memorial markers are not permitted in the Rose Garden.

GENERAL

- 34. Cut flowers, wreaths and floral offerings may be placed on graves but may be removed by the Caretaker when their condition is considered by him to be detrimental to the beauty of the cemetery. Artificial flowers may be placed between November 15 and March 15.
- 35. No person shall be permitted to landscape individual grave sites or plant, remove, cut down, or destroy any trees, shrubs, plants, flowers, bulbs or rocks in the cemetery other than an employee of the Corporation authorized to do so.
- 36. All persons are prohibited from damaging, or defacing any memorial, monument, fence, gate, or structure in the cemetery, or any improvements in the cemetery.
- 37. No person shall enter the cemetery in a vehicle after the gate has been closed, or drive a vehicle in the cemetery at any time at a speed of more than 15 Kilometres an hour, and grounds shall be subject to the reasonable directions and order of the caretaker.
- 38. No person shall solicit orders for markers, tablets, memorials, cappings, or like works within the limits of the cemetery.
- 39. All persons and funeral processings in the cemetery shall obey the reasonable instructions of the Caretaker, but any person not behaving with proper decorum within the cemetery, or disturbing the quiet and good order of the cemetery may be evicted therefrom by the Caretaker.
- 40. The discharging of firearms, other than in regular volleys at burial services, is prohibited in the cemetery.
- 41. Any person who wilfully destroys, mutilates, defaces, injures or removes any tomb, monument, memorial, or other structure placed in the cemetery, or any fence, railing or other work for the protection or ornament of the cemetery, or any tomb, monument, memorial or other structure aforesaid or lot within the cemetery, or wilfully destroys, cuts, breaks or injures any shrub or plant, or plays at any game or sport, or discharges firearms (save at a military funeral), or who wilfully or unlawfully disturb persons assembled for the purpose of burying a body therein, or who commits a nuisance or at any time behaves in an indecent and unseemly manner, or deposits any rubbish or offensive matter or thing in a cemetery, or in any way violates any grave, tomb, tombstone, vault, memorial or other structure within the same, shall be guilty of an infraction of this By-law, and liable to the penalties hereof.

42. The cemetery shall be deemed open for vehicle traffic at eight (8:00) a.m. every morning and closed every evening at four (4:00) p.m. The cemetery shall be deemed open for pedestrians during Daylight Savings Time from eight (8:00) a.m. and closed at eight (8:00) p.m. The cemetery shall be deemed open for pedestrians during Standard Time from eight (8) o'clock every morning and closed at four-thirty (4:30) p.m. Any person in the cemetery between eight (8) p.m. and eight (8) a.m. the following morning, without special permission of the Caretaker, Clerk or other person authorized by the Corporation to grant such permission shall be deemed guilty of an infraction of this By-law and liable to the penalties hereof.
43. Any person guilty of an infraction of this By-law shall upon conviction thereof before the Police Magistrate, having jurisdiction in the Corporation of the District of Maple Ridge, on the oath or affirmation of any credible witness, forfeit and pay at the discretion of the said Police Magistrate, Justices, or other Magistrate or Magistrates, convicting a fine or penalty not exceeding the sum of Five Hundred Dollars (\$500.00) and costs for each offence. In default of payment thereof forthwith, it shall be lawful for such Police, Magistrate, Justices, or other Magistrate or Magistrates convicting as aforesaid, to issue a warrant under his or their hand and seal to levy the said fine or penalty and costs, or costs only, by distress and sale of the offender's goods and chattels. In case of no distress or no sufficient distress found to satisfy the said fine or penalty, it shall and may be lawful for the Police Magistrate, Justices or other Magistrate or Magistrates convicting as aforesaid, to commit the offender to the common goal or any lock-up house in the County of New Westminster, for any period not exceeding two months unless the fine or penalty be sooner paid.
44. Notwithstanding anything herein contained, the administration and operation of the cemetery shall be carried out at all times in accordance with the Cemetery and Funeral Services Act and regulations made thereunder.

READ a first time the 23rd day of December, 1999.

READ a second time the 23rd day of December, 1999.

READ a third time the 23rd day of December, 1999.

APPROVED by the Cemetery and Funeral Services Division of
the Ministry of the Attorney General on the 4th day of November, 1999.

RECONSIDERED and finally adopted the 14th day of December, 1999.

_____ MAYOR

_____ CLERK

ATTACHMENTS: Schedule "A"

6776-2010
6605-2008

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

MAPLE RIDGE CEMETERY BYLAW NO. 5784-1999

SCHEDULE "A"

TARIFF

GRAVE SPACE

Adult Size

Resident	(including Care Fund Contribution of \$793.00)	\$ 3965.00
Non-Resident	(including Care Fund Contribution of \$1190.00)	\$ 5659.00

Child or Infant Size

Resident	(including Care Fund Contribution of \$459.00)	\$ 2300.00
Non-Resident	(including Care Fund Contribution of \$690.00)	\$ 3450.00

Columbaria Niche

Resident	(including care fund contribution of \$410.00)	\$ 1810.00
Non-Resident	(including care fund contribution of \$525.00)	\$ 2625.00

Cremated Remains Size

Resident	(including Care Fund Contribution of \$132.00)	\$ 661.00
Non-Resident	(including Care Fund Contribution of \$198.00)	\$ 991.00

Rose Garden

Resident	(including Care Fund Contribution of \$132.00)	\$ 661.00
Non-Resident	(including Care Fund Contribution of \$198.00)	\$ 991.00

SERVICES

A. Opening and Closing Grave for Burial

Adult Size	\$ 1178.00
Child/Infant Size	\$ 908.00
Cremated Remains	\$ 434.00
Rose Garden	\$ 390.00
Columbaria Niche	\$ 250.00

Additional Charge for Burials between 3:00 p.m. – 4:30 p.m. Weekdays

Adult Size	Extra	\$ 306.00
Child/Infant Size	Extra	\$ 306.00
Cremated Remains	Extra	\$ 84.00
Rose Garden	Extra	\$ 84.00
Columbaria	Extra	\$ 84.00

Additional Charge for Burials Saturday and Sunday

Adult Size	Extra	\$ 649.00
Child/Infant Size	Extra	\$ 350.00
Cremated Remains	Extra	\$ 300.00
Rose Garden	Extra	\$ 300.00
Columbaria	Extra	\$ 300.00

Additional Charge for Burials Statutory Holidays

Adult Size	Extra	\$ 1034.00
Child/Infant Size	Extra	\$ 558.00
Cremated Remains	Extra	\$ 450.00
Rose Garden	Extra	\$ 450.00
Columbaria	Extra	\$ 450.00

B. Opening and Closing Grave for Exhumation

Adult	\$ 2360.00
Child/Infant Size	\$ 1812.00
Cremated Remains	\$ 868.00
Columbaria	\$ 300.00

Additional Charge for Burials Saturday and Sunday as in "A" above

Additional Charge for Burials Statutory Holidays as in "A" above

C. Goods

Grave Liners	\$ 206.00
Cremation Liners	\$ 62.00
Memorial Plaque Inscription (Per Line)	\$ 85.00

D. Installation of Memorial Markers

Single (including Care Fund Contribution of \$69.00)	\$ 276.00
Double (including Care Fund Contribution of \$83.00)	\$ 331.00
Niche (including inscription and Care fund of \$60.00)	\$ 300.00

OTHER CHARGES

Transfer of Licence	\$ 98.00
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