

## SCHEDULE “A” – FLAT MEMORIALS

1. The finished dimensions of a flat ground Interment Memorial, or a bronze Memorial attached to a solid granite base shall be:

	<b>Cremation Single &amp; Infant Lot</b>	<b>Cremation Double (side by side cremation Lots)</b>	<b>Burial Single &amp; Child Lot</b>	<b>Burial Double (side by side burial Lots)</b>
Width Minimum	12" (30.48 cm)	18" (45.72 cm)	20" (50.8 cm)	28" (71.12 cm)
Width Maximum	18" (45.72 cm)	24" (60.96 cm)	26" (66.04 cm)	36" (91.44cm)
Height Minimum	10" (25.4 cm)	10" (25.4 cm)	12" (30.48 cm)	16" (40.64 cm)
Height Maximum	14" (35.56 cm)	14" (35.56 cm)	18" (45.72 cm)	24" (60.96 cm)
Thickness Minimum	3" (7.62 cm)	3" (7.62 cm)	3" (7.62 cm)	3" (7.62 cm)
Thickness Maximum	5" (12.7 cm)	5" (12.7 cm)	5" (12.7 cm)	5" (12.7 cm)

2. Finished Memorial inscriptions and design shall be in one of the following formats:
- a. A carving on the face of an all granite Memorial not less than 3” (7.62 cm) and not more than 5” (12.7 cm) in thickness and limited to the finished sizes described in Schedule “A”; or
  - b. A bronze Memorial installed on a granite base. The base shall be wider and longer than the bronze Memorial and have a border of at least 2” (5.1 cm) of the base exposed on all sides. Base tops, bottoms and sides shall be smooth sawn or polished. Granite base must be not less than 3” (7.62 cm) and not more than 5” (12.7 cm) in thickness and limited to the finished sizes described in Schedule “A”.
3. Bronze Memorial plaques shall not have letters; figures or designs raised more than 0.5” (1.2 cm) above the surface of the base.
4. Finished Memorials shall not include upright candleholders, vases, lanterns or surface mounted emblems that protrude 0.5” (1.2 cm) above the surface of the granite Memorial.

## SCHEDULE “B” – UPRIGHT MEMORIALS

1. The finished dimensions of an upright ground Interment Memorial shall be:

	<b>Burial Single Lot Memorial</b>	<b>Burial Single Lot Base</b>	<b>Burial Double Lot Memorial</b> (side by side burial lots)	<b>Burial Double Lot Base</b> (side by side burial lots)
Width Minimum	16" (40.64 cm)	24" (60.96 cm)	30" (76.2 cm)	36" (91.44 cm)
Width Maximum	30" (76.2 cm)	36" (91.44 cm)	58" (147.32 cm)	64" (162.56 cm)
Height Minimum	16" (40.64 cm)	6" (15.24 cm)	26" (66.04 cm)	6" (15.24 cm)
Height Maximum	40" (101.6 cm)	8" (20.32 cm)	40" (101.6 cm)	8" (20.32 cm)
Thickness Minimum	4" (10.16 cm)	10" (25.4 cm)	6" (15.24)	12" (30.48 cm)
Thickness Maximum	8" (20.32 cm)	14" (35.56 cm)	8" (20.32 cm)	14" (35.56 cm)

2. Only one (1) Memorial may be installed on a Lot, and the Memorial shall be installed only in the space designated for a Memorial on the Lot selected.
3. The bottom of the granite base for a Memorial shall be smooth sawn and unpolished.
4. The base must be wider and longer than the Memorial in order to provide a minimum border of 3".
5. Attachment of a Memorial to its base shall be with dowel pins and/or an adhesive epoxy compound approved by the City.
6. Secured granite vases are permitted on top of the Memorial base.

## MEMORIALS

32. Memorials will only be installed, removed or modified in the Cemetery when:
  - a. an Interment Right Holder or authorized representative, or a person authorized by the Administrator, has made application to the Administrator;
  - b. Memorial Permit has been issued by the Administrator confirming that the Memorial conforms to the specifications outlined in this By-law;
  - c. the applicable contribution is paid to the Maintenance Care Fund as required in the CIFSA; and
  - d. all outstanding Fees relating to the Lot, Interment and Memorial installation have been paid in full.
33. All Memorials shall only be placed, installed or removed by the Caretaker or other person authorized by the Administrator. All Memorials shall conform to the approved plan of the Cemetery and its sections, and shall be constructed of granite or bronze or other material(s) of a permanent nature as approved by the Administrator. All Memorials shall conform to the specifications set out in Schedules "A" and "B" of this By-law.
34. Installation of Memorials shall occur during regular business hours. Installations will be made within 10 business days after delivery of the Memorial to the City and timelines may vary depending on scheduling issues, weather conditions and ground conditions.
35. The City shall not be held liable for, or be obliged to repair, any breakage or damage to any Memorial in the Cemetery, except as shall arise as the result of the negligence of the Caretaker.
36. The Interment Right Holder, or the deceased's descendants, is required to keep in proper repair, at their expense and to the satisfaction of the City, all Memorials upon their Lot. Should any Memorial erected in the Cemetery fall into a state of disrepair, then the Administrator will document the condition and have the Memorial or Lot adornment removed from the Cemetery, in each case at the expense of the Lot holder or their successors. All costs associated with the repairs will be borne by the Interment Right Holder or authorized representative.

### Ground Interment Memorials

37. Ground Interment Memorials, including those for cremation Lots, shall be installed flush with the ground except for Memorials installed in those sections of the Cemetery that are designated in the approved plan of the Cemetery for upright Memorials. All upright Memorials are subject to the following provisions:
  - a. All upright Memorials will be installed on a granite base as specified in Schedule "B" of this By-law;
  - b. Upright Memorials will not be permitted for second or additional Interments of Cremated Remains on a full-size burial Lot;
  - c. If an upright Memorial is approved for installation on a full-size burial Lot then such installation, including installation of the required Memorial base, must occur before the Interment of any Cremated Remains on the burial Lot.
38. Six (6) additional single flat cremation Memorials, or three (3) double flat cremation Memorials may be installed on any full-size burial Lot where additional Cremated Remains have been interred on such Lot.
39. The Administrator may refuse to issue a Memorial Permit to the Applicant if the Applicant has failed to comply with the requirements of this By-law. The Administrator may reject Memorials, despite the prior issuance of a Memorial Permit, when the Memorial does not comply with the specifications in this By-law, is not in keeping with the standards of the Cemetery, or contains epitaphs deemed inappropriate by the Administrator, including reference to pets.

40. The finished dimensions of a granite Memorial, or a bronze Memorial attached to a granite base, shall be in accordance with Schedules “A” and “B” of this By-law. Concrete bases are not permitted.

**Cremation Memorials**

- 41. Cremation Memorials include any bronze plaque for use on a Columbarium, Memorial board or Memorial pillow but do not include Memorials for in-ground cremation Interments which are considered ground Interment Memorials.
- 42. Bronze plaques for Cremation Memorials shall be supplied and installed by the City to conform to the approved design and specifications of the applicable section of the Cemetery as established by the City.
- 43. Where incorrect inscription instructions, dimensions, specifications or locations are given on the Memorial installation application and signed by the Interment Right Holder, their successors or the cremation Memorial supplier, then the cremation Memorial shall be removed, remade and reinstalled at the expense of the Interment Right Holder or their successors.

**Family Estate Columbarium**

44. A Family Estate Columbarium, upon request, may be supplied and installed by the City to conform to the approved design and specifications of the applicable section of the Cemetery. The Family Estate Columbarium will accommodate a maximum of eight (8) sets of Cremated Remains.

**Memorials**

	Permit Fee	Maintenance Care Fund	<b>TOTAL</b>
<b>Ground Marker Permit Fee</b> Cremation or Burial – Single & Double	225.00	75.00	300.00
<b>Upright Marker Permit Fee</b> Burial – Single & Double	415.00	135.00	550.00
<b>Memorial Leveling</b> <i>(beyond cemetery standards)</i>			235.00

*NOTE: Fees do not include applicable taxes.*