



CATEGORY: Public Service
POLICY #: Dc .012
OWNER DEPT: OPERATIONS
APPROVED BY COUNCIL:
May 20, 2008
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REVISED:

TITLE: CEMETERY RESERVATION OF PLOTS POLICY POLICY

POLICY STATEMENT:

In consideration of the limited remaining space for burials in the Town of Slave Lake Cemetery the Town of Slave Lake will endeavor to balance a sufficient supply of available burial plots with the desire of family members to be buried in close proximity to deceased relatives. This policy will remain in effect until space for new plots becomes unavailable and the cemetery is closed.

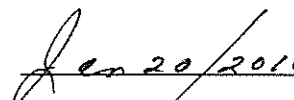
POLICY OBJECTIVES:

The purpose of this policy is to:

1. Provide a guideline for the reservation of burial plots at the Town of Slave Lake Cemetery in accordance with the terms of the Town of Slave Lake Cemetery Bylaw.
2. Ensure that a consistent procedure is provided to Town staff for the administration of the sale of reserved plots at the Cemetery, giving due consideration to the limited remaining space available for cemetery plot expansion.



E. (Betty) Osmond, C.A.O.



Date

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Procedure

1.0 Definitions

- 1.01 **Burial Plot:**
Means a single grave plot 1.5 meters by 3.0 meters in size.
- 1.02 **Reserved Plot:**
Means a burial plot at the Town of Slave Lake Cemetery reserved through sale for future interment.
- 1.03 **Spouse:**
Means a person who up until the time of death
(a) is married to another person, and is not living separate and apart, within the meaning of the Divorce Act (Canada), from the other person, or
(b) is living and cohabiting with another person in a marriage-like relationship, including a marriage-like relationship between persons of the same gender.
- 1.04 **Dependent Child**
Is a biological or adopted child who, prior to death, was dependent due to age, physical or mental condition.

2.0 Responsibilities

- 2.01 **Town Council:**
Approve and adopt the Cemetery Reservation of Plots Policy
- 2.02 **Chief Administrative Officer (CAO):**
Provide interpretation of implementation intentions if required. Ensure the Town of Slave Lake Cemetery Reservation of Plots Policy and Procedures are administered and implemented in the intent set forth in the purpose of this policy.
- 2.03 **Director of Operations:**
- 2.03.1 Ensure this policy is applied in the sale of reserve burial plots.
- 2.03.2 The Director of Operations shall keep the CAO aware of the number of available burial plots on a quarterly basis.

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3.0 Guidelines

- 3.01 A surviving spouse may choose to purchase a reserve plot for future interment in the next plot if the plot is available.
- 3.02 Surviving parents of a dependent child interred in the cemetery may choose to purchase a reserve plot for their future interment in the next or adjoining plots if available.
- 3.03 The Town of Slave Lake may at any time, by simple resolution of Town Council suspend the sale of reserved plots due to the limited availability of remaining burial plots
- 3.04 Burial plots may only be reserved upon payment of purchase price and under the terms of this policy

