



Town of Mayerthorpe

Cemetery and Columbarium Guide

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INTRODUCTION

This guide serves as a modest introduction to Mayerthorpe Cemetery. The care, operation, administration and regulation of the Mayerthorpe Cemetery are the sole responsibility of the Council of the Town of Mayerthorpe. Council of the Town of Mayerthorpe obtains grassroots recommendations from the Town of Mayerthorpe Cemetery Committee and works in collaboration with the Mayerthorpe and District Cemetery Association, to strive towards providing a quiet, beautiful resting place for the deceased, where varied foliage of trees and shrubbery shall give a sense of repose.

Town Staff are ready to assist you with your burial needs - whether you are a current plot or columbarium niche owner or are searching for a future resting place for yourself or your loved ones.

Contact the Town Office to answer any questions you may have about plot ownership or to purchase plot(s) or columbarium niche(s) at the Mayerthorpe Cemetery.

PLANNING

Planning a funeral can be stressful, but there is help available. Funeral Directors know how to guide families through the process and Town Staff can help with burial details.

Inquiries about purchasing grave sites or locating those already owned can be answered by the Town Staff. Referrals to marker and monument providers are available. A price list is published as a helpful tool to determine costs.

If you already own a plot and need to know how many graves are still available on the plot for burials, Town Office personnel can consult the records and tell you which graves are still available.

Whether you are planning ahead for yourself or taking care of a family funeral, the Mayerthorpe Town Office should be one of your first stops.

VISITING

The Town strives to ensure that the grounds are maintained. Mowing, trimming, etc, depend heavily on the weather and on the workload of the cemetery grounds workers so bear with us if the grass is a bit long.

PRICING FOR PLOT(S), COLUMBARIUM NICHE(S) AND SERVICES

In the Mayerthorpe Cemetery, there are traditional grave sites, cremation sites, and columbarium niches available.

A concrete or metal burial vault must be ordered through the Funeral Home when making funeral arrangements. The Funeral Home will handle pricing and payment.

The cost for opening and closing a grave varies by season and by size. Costs are higher in the winter. The cost for opening and closing a columbarium niche is the same throughout the year. Please see the price list for details.

At least three days notice is required for burials. The costs of funeral services are not handled by the Town of Mayerthorpe. Visit the funeral home of your choice to get cost estimates.

MARKERS AND MONUMENTS

The Town does not sell markers or monuments. A referral list of local companies that deal in monuments and markers is available at the Town Office, but companies not on the list can be used as well.

Please be certain that the placement of names on double markers corresponds with the placement of the actual burials.

The installation of markers and monuments may be supervised by Town staff.

Concrete borders around markers are encouraged to protect the marker and to minimize the "sunken marker" effect as the years go by.

The requirements for in-ground markers on a gravesite are as follows:

On a single traditional gravesite, a single burial may have a 4'w x 2'd x 3' h marker. Cremation burial 12" x 20" flush marker may be used.

Additional markers must be set by the main marker and be flush.

Over the years, markers might settle into the ground and become overgrown. It is the family's responsibility to hire a contractor to straighten and level these markers.

DECORATING GRAVESITES

Mayerthorpe Cemetery is not responsible for damaged or stolen decorations and discourages solar lights, ornaments, or trinkets as these items can be damaged during maintenance activities. Flowers and wreaths are permitted.

Mayerthorpe Cemetery does not allow planting of trees or bushes.

Mayerthorpe Cemetery allows live and artificial flowers all season long in urns and stands. Artificial flowers stuck in the ground are allowed any time and may be removed and discarded by cemetery personnel once they have perished or are faded.

Trees, shrubs and flowers shall be planted only in areas designated for that purpose.

PLOT AND COLUMBARIUM NICHE OWNERSHIP

Upon receipt of any request affecting a plot or columbarium niche, the first obligation of the Town Office is to establish ownership.

Ownership of a plot or columbarium niche may be established in several ways. A plot or columbarium niche may be purchased from the Town of Mayerthorpe, a plot or columbarium niche may be inherited, or plot or columbarium niche ownership may be transferred. Regardless of how ownership is established, title can be held by only one person.

Upon the death of the owner of a plot or columbarium niche, it is very important that the descent of title be documented with the Town of Mayerthorpe. A cemetery plot or columbarium niche may be inherited pursuant to the terms of a will; however, we find this to be a rare occurrence.

An Owner cannot sell a plot or columbarium niche to someone else. An Owner can give the plot or columbarium niche to family or buy on behalf of family. If Owner doesn't want the plot or columbarium niche any longer you can sell it back to the Town for 85% of the cost as prescribed by legislation.



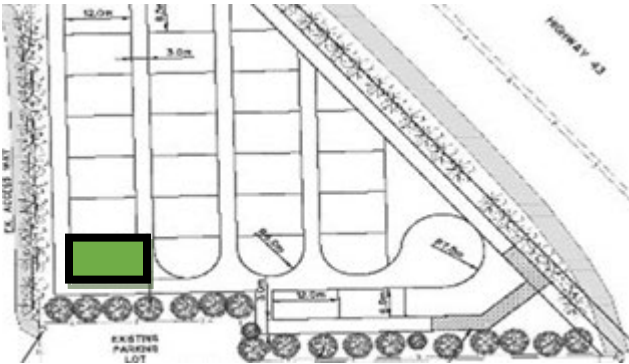
COLUMBARIUM

What is a Columbarium? A structure with individual niches for urns containing cremains of deceased people. The columbarium contains 36

niches and the dimensions are: Height: 51.5" Length: 98.25" Width: 40.75".

What are Niches? Niches are compartments inside of a columbarium structure dedicated to hold urns. Niche dimensions inside: 12.5" x 12.5" x 14". Each niche can hold two urns. Engraved bronze plaques identify each niche.

Where is the Columbarium located? The columbarium is located within the future expansion area of the Mayerthorpe Cemetery.



What are the hours of access? The columbarium will be accessible 24 hours a day, 7 days a week through the walk-through gates.

How do I reserve/pre-purchase a columbarium niche? Visit the Town's Administration Office to reserve a columbarium niche, fill out the application, and pay the necessary fees. Columbarium niches will be sold in numerical order.

What can be on the bronze plaque? The name, date of Birth, and date of death. For uniformity, there is one type of plaque and size of inscription.

What is a Memory Plaque? It is a bronze plaque to preserve the memory of a loved one whose ashes were scattered at a place other than a cemetery. The plaque is affixed to the memory wall at the end of each columbarium. A memory plaque preserves history and enables loved ones with a place to visit and pay respect.

What is the cost of a pre-purchasing a Niche? Prices as per Cemetery Bylaw No. 1169

Niche: \$1,000 Bronze Plaque: \$600 Administration Fee: \$25

First opening, closing included in Niche price. A Niche can hold two urns depending on the size of the urns.

Is there a refund option? Your Niche purchase can be refunded upon request.



CONTRIBUTING

Donations and bequests are welcome and appreciated. In the last few years cash contributions have funded many improvements at Mayerthorpe Cemetery.

As a non-profit corporation, donations and contributions to the Mayerthorpe Cemetery may qualify as a tax credit when cheques are made payable to the Town of Mayerthorpe.

PLOT PRICES

Full Size Plot

Grave Plot.....\$420.00 Plus GST
Perpetual Care.....\$240.00 Plus GST

Opening & Closing

Summer.....\$425.00 Plus GST
\$525.00 Plus GST Weekends & Statutory Holidays
Winter.....\$525.00 Plus GST
\$625.00 Plus GST Weekends & Statutory Holidays
Vacuum Truck/Closing Estimated Costs \$500.00 - \$1000.00

Cremation Plot

Cremation Plot.....\$370.00 Plus GST
Perpetual Care.....\$240.00 Plus GST

Opening and Closing

Summer.....\$100.00 Plus GST
\$150.00 Plus GST Weekends & Statutory Holidays
Winter.....\$125.00 Plus GST
\$225.00 Plus GST Weekends & Statutory Holidays

Veterans

Blocks 13 to 18 inclusive and 56, 57 and 58 have been designated for Veterans and their spouses. These are intended for Veterans of World War One; World War Two; and the Korean War.

Grave Plot..... no charge
Spouse Plot.....\$420.00 Plus GST
Perpetual Care.....\$240.00 Plus GST

Open & Closing

Summer.....\$425.00 Plus GST
\$525.00 Plus GST Weekends & Statutory Holidays
Winter.....\$525.00 Plus GST
\$625.00 Plus GST Weekends & Statutory Holidays

If remains of children are buried in a Veteran's plot, then cremation plot fee would apply.

Indigents

Grave Plot.....\$210.00 Plus GST
Perpetual Care.....\$240.00 Plus GST

Opening & Closing

Summer.....\$425.00 Plus GST
\$525.00 Plus GST Weekends & Statutory Holidays
Winter.....\$525.00 Plus GST
\$625.00 Plus GST Weekends & Statutory Holidays

Indigents

Cremation Plot.....\$185.00 Plus GST
Perpetual Care.....\$240.00 Plus GST

Opening and Closing

Summer.....\$100.00 Plus GST
\$150.00 Plus GST Weekends & Statutory Holidays
Winter.....\$125.00 Plus GST
\$225.00 Plus GST Weekends & Statutory Holidays

Infant – Local Resident under 12 months - No Charge for Plot

Opening and Closing \$212.50.00 Plus GST
\$262.50.00 Plus GST Weekends & Statutory Holidays
Perpetual Care..... \$240.00 Plus GST

Note: There will be a \$75.00 plus GST fee for closing after 3 p.m. on weekdays.

Niche

(Inside Dimensions: 12.5" x 12.5" x 14")

Fee..... \$1,000.00 Plus GST*
Perpetual Care..... \$ no charge
Opening (Second).....\$ 100.00 Plus GST
Second Opening Weekends.....\$150.00 Plus GST
Bronze Plaque.....\$600.00 Plus GST includes Freight (\$75.00)**
Date Plaque..... \$70.00 Plus GST includes Freight (\$20.00)
Memory Plaque \$ 325.00 Plus GST includes Freight (\$55.00)

* First opening is included in the Fee. If it is on a weekend or holiday there is an extra \$50.00 fee added

** Bronze Plaque shall be ordered at same time as purchase of the niche.

Niche Fee revenue shall offset columbarium purchase costs, cemetery improvement costs, and in the event of no cemetery improvement expenditures, revenue can then offset overall cemetery annual operating costs. Surplus Niche Fee revenue shall be transferred to the Cemetery Reserve on an annual basis.

Late Notification - Less than two business days prior to a burial taking place within the period May 1 through October 31 and three business days prior to a burial taking place within the period November 1 through April 30.

Fee.....\$250.00 Plus GST

Municipal Damage Deposit – Contractors or their agents

Deposit.....\$200.00(Excludes GST and includes \$25.00 Admin Fee)

Administration Fee.....\$25.00 Excludes GST

FUNERAL INFORMATION FORM

All requests regarding burials must be directed to the Town Office. A Funeral Information Form must be filled out and returned to the Town Office. A faxed or e-mailed copy will be accepted; however, the original must follow by mail. Notification of burial will not be deemed to be received until the Funeral Information Form has been received.



NOTIFICATION

The Town must be notified in writing two business days prior to a burial taking place within the period May 1 through October 31 and three business days prior to a burial taking place within the period November 1 through April 30 prior. A Late Notification Fee plus opening/closing fees shall be applicable when less than the minimum notice, not including weekends and/or holidays, is given for a burial. If additional fees (i.e. equipment rental etc., overtime etc.) are incurred due to lack of notification, these fees will be invoiced. Exceptions to the above may be authorized at the Chief Administrative Officer's discretion. The Town shall not be liable for additional third-party fees when the Funeral Information Form has not been given by the minimum notice prior to a burial.

ENTRANCE FORM

A Cemetery Entrance Form must be filled out by anyone authorized to make renovations or alterations to a grave. This shall include relatives of the deceased. Cemetery Entrance Forms are available at the Town Office.

DAMAGE DEPOSIT

A Municipal Cemetery Damage Deposit form must be completed, include the applicable deposit, and submitted to the Town by contractors or their agents prior to entering the Mayerthorpe Cemetery.

CEMETERY BYLAW

Cemetery Operational Practices Bylaw related to the Mayerthorpe Cemetery can be accessed on the Town's website at: <https://www.mayerthorpe.ca/engage/bylaws>. Alternatively, a copy of the Cemetery Operational Practices Bylaw can be obtained at the Town Office for a nominal photocopy fee. If purchasing a plot or niche a copy of the bylaw is provided at no cost to the purchaser.

TOWN OF MAYERTHORPE CEMETERY COMMITTEE

This Cemetery Committee makes recommendations and members are appointed by the Town Council for a four-year term. The Cemetery Committee's main purpose is to review the policies and procedures of the Mayerthorpe Cemetery.

CEMETERY CARETAKER

Seasonal
(May to September)

TOWN OF MAYERTHORPE HOURS OF OPERATION

Office Hours: Mon. - Fri. 8:30 A.M. - 4:30 P.M.
Saturdays & Sundays & Holidays Closed

MAYERTHORPE CEMETERY HOURS OF OPERATION

Vehicle Gates: 10:00 a.m. - 8:00 p.m.
Mother's & Father's Day
& any other holidays when appropriate
(weather permitting)

Pedestrian Gate: 24/7 (keep gates closed to keep animals out)

November 2024