

ST. THERESA ROMAN CATHOLIC CEMETERY



Located at 2860 Sexsmith Road
Kelowna, BC
V1X 7S6

Cemetery office: 750 Rutland Road North
Kelowna, BC V1X 3B7
Phone: (250) 765-6869

BYLAWS AND FEES
Revised February, 2022

Cemetery History (or The Cemetery)

Land for a cemetery was donated to St. Theresa church in 1935 by Tom Carney. Tom Carney, Walter Folliard and Joe Schneider developed the property into St. Theresa Roman Catholic Cemetery, in the spring of 1935. Mr. Walter Folliard, a First World War Veteran, (Private), was the first person buried in the cemetery on December 3rd, 1935. Volunteers provided a minimum amount of maintenance until water for irrigation became available, and the previously barren land that was without trees, shrubs or lawn was landscaped and a sprinkler system was installed. Many parishioners participated in beautifying the cemetery.

The cemetery was rededicated in 1982. In the summer of 1989, vandals damaged the Corpus and a new one was ordered. The first guidelines for the maximum use of the cemetery space were drafted by the Parish Council in 1983 and were introduced by Fr. Robert Anderson, Pastor of St. Theresa Roman Catholic Parish. The original guidelines, in addition to new ones put forth, are in effect today.

By 2021, St. Theresa Roman Catholic Cemetery was the resting place for over 960 people. Father Alexander Louis de Lestre (1879-1967), the second resident priest, served St. Theresa Parish from 1937-1952. He has a place of honor in St. Theresa Cemetery.

Purpose of the Cemetery

St. Theresa Roman Catholic Cemetery is an extension of our Corpus Christi Catholic Parish community (formerly St. Theresa Parish and Holy Spirit Chapel), a place for peace, prayer, reflection, hope and remembrance. St. Theresa Cemetery is a vital part of our Catholic life, expressing our faith, from conception to our natural end, reverence and respect for sacred burial on consecrated ground. We bury the dead with dignity and respect in the Catholic tradition; we comfort the living with compassion and concern and we provide sacred space for remembering. The cemetery is a place where the faithful express their belief in the Communion of the Saints and offer prayers on behalf of the departed.

Purpose of the Bylaws

The cemetery is private property. Interment Rights Holders and the public may visit the cemetery at their own risk and shall be governed by these Bylaws. By-law compliance ensures the safety of the Cemetery and all visitors, and the maintenance of proper cemetery operations. The use of any plot, exercise of interment rights, installation of any memorial, visitation of any memorial site and performance of all services is subject to the bylaws of the cemetery as may be currently in effect or from time-to-time amended.

These Bylaws are designed for the mutual protection of the Owners of Interment Rights within St. Theresa Roman Catholic Cemetery, visitors, Cemetery employees, and committee members or designated contractors. Enforcement of these Bylaws will help to protect the Cemetery and create and preserve its beauty. These Bylaws have been adopted as the Bylaws of the Cemetery, and all Owners of Interment Rights, visitors and persons performing work within the Cemetery shall be subject to these Bylaws, Schedules and all amendments or modifications hereto, as shall be adopted by the Cemetery Committee and approved by the Registrar from time to time.

The following schedules are attached to and form part of these Bylaws:

- Schedule A Definitions
- Schedule B Fee Schedule
- Schedule C Interment Contract (and Plot Reservation License)
- Schedule D Surrender or Transfer of Reserved Plot Permit
- Schedule E Disinterment Permit

Bylaw 1 Administration

1.1 The administration of St. Theresa Roman Catholic Cemetery shall at all times be carried out in accordance with the Business Practices and Consumer Protection Act, the Cremation Interment and Funeral Services Act, and the Cremation Interment and Funeral Services Regulation. Consumer Protection BC enforces and administers these Acts and Regulations. St. Theresa Roman Catholic Cemetery is a religious cemetery owned, managed and administrated by Corpus Christi Roman Catholic Church. The cemetery operates in accordance with the above mentioned Acts and Regulations and the rules and discipline of the Roman Catholic Church. It reserves the right to refuse admission to the Cemetery and to refuse the use of any of the Cemetery's facilities at any time, to any person or persons whom the management may deem to be objectionable to the interest of the Cemetery. Religious ceremonies other than those of the Roman Catholic Church are not permitted in the Cemetery unless the consent of the Cemetery Committee has been obtained.

1.2 Severability

If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed, or corrected, and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

1.3 Administrative Records

The Cemetery Administrator and the Office Manager shall maintain such records as are necessary for the administration and management of St. Theresa Roman Catholic Cemetery, and as are required by the Cremation, Interment and Funeral Services Regulation.

1.4 Fiscal Year

The financial year for St. Theresa Roman Catholic Cemetery shall be the calendar year from January 01 to December 31.

1.5 Parish Served

Spaces in St. Theresa Roman Catholic Cemetery are intended for the burial of parishioners of Corpus Christi Parish. This limitation is necessary because there is limitation of space and Corpus Christi Parish is responsible for all ongoing expenses for comprehensive grounds maintenance and perpetual care.

Bylaw 2 Cemetery Operations

2.1 Cemetery Location

2860 Sexsmith Road, Kelowna, BC

Legal Description: Lot 32, Plan KAP4199B, Section 3, Township 23, Osoyoos Division of Yale Land District, Pt of L 32 PL 546 S/O PL B4199

2.2 Cemetery Administrations

St. Theresa's Roman Catholic Cemetery Committee ("the Cemetery Committee") administers the Cemetery, and the sale of the right to use cemetery plots, interment permits, marker permits, scheduled burials, and maintain burial records, size of plots, placement of headstone markers, flowers and other related memorials. The Cemetery Committee has all such powers and authority as is necessary to permit such operation. All decisions regarding committee membership will be made at the discretion of the Cemetery Committee.

2.3 Delegation of Authority

Authority is delegated to the Cemetery Administrator and to the Office Manager of Corpus Christi Parish to administer this bylaw in accordance with the duties and powers contained in this bylaw.

2.4 Cemetery Plan

A copy of the plan of the Cemetery shall be kept available for public inspection by the office manager at Corpus Christi Parish.

2.5 The Cemetery Administrator

The Cemetery Administrator or his designate shall be responsible for the overall management and operation of the Cemetery, including but not limited to: (a) directing and supervising all Cemetery employees and workers in carrying out their duties, including, but not limited to, maintaining the general care and maintenance and repairing cutting or mulching grass, removal of leaves and debris, pruning of shrubs and trees, looking after the irrigation system, Cemetery lands and improvements, opening and closing graves, directing funerals and installing Memorials; (b) ensuring that the Cemetery is at all times maintained in a neat, tidy and safe condition, as may be possible at the discretion of the cemetery committee.

2.6 The Office Manager

The Office Manager shall coordinate with the Cemetery Administrator the maintenance of records, issue permits, administer applications for interment, and ensure the preparation and maintenance of all records required under this bylaw. Cremation, Interment and Funeral Services Regulations and the Business Practices and Consumer Protection Act for the proper and efficient administration and management of the Cemetery.

2.7 Compliance of Bylaws

The Cemetery Committee reserves the right to compel all persons coming into the Cemetery to obey all Bylaws adopted by the Cemetery.

2.8 Liability, Loss or Damage to Property

The Cemetery Committee or its' delegate may take reasonable precautions to protect against loss or damage to property or rights with the Cemetery; but it expressly disclaims all responsibility or liability for loss or damage from causes beyond its reasonable control, and specifically, but not by way of limitation, from loss or damage caused by routine cemetery operations, elements and act of God, common enemy, thieves, assailants, vandals, strikers, lockout or labour trouble, mischief makers, explosion, unavoidable accident, invasion, insurrection, riot, government act or regulation or order of any military or civil authority, whether the loss or damage be direct or indirect. Grave markers, monuments and similar items are the personal property of individual plot owners and/or their families. They are not the property of the Cemetery. The Cemetery does not insure such personal property. Accordingly, plot owners are encouraged to speak with their personal insurer if they wish to insure their personal property which is present at the Cemetery. Grave markers, monuments and similar items required care or repairs, and this is the responsibility of the plot owners and/or their families. The cemetery administrator must grant approval in writing before any repairs are undertaken. St. Theresa Roman Catholic Cemetery shall not be liable in respect to any care or repairs required to improve existing gravesites beyond the normal cemetery maintenance level of service.

2.9 Improvements within the Cemetery

The Cemetery Committee or its' delegate shall have sole and exclusive authority with respect to the planting, sodding, surveying and improvements within the Cemetery. No persons other than duly authorized persons, shall be allowed to perform any work within the Cemetery without written authorization issued by the Cemetery Committee. All alterations of plots in the cemetery shall be under the direction of and subject to the approval of cemetery administrator. If made without written consent of the cemetery administrator, the cemetery administrator or caretaker may remove such unapproved alterations at the expense of the interment rights holder.

Bylaw 3 Interment, Disinterment and Exhumation

3.1 Arrangements for Interment

Arrangements for interment must be made at the office of the Office Manager in writing by the person authorized with the right to control the disposition of the human remains or cremated human remains as set out in Section 5 (1) of the Cremation Interment and Funeral Services Act.

All persons applying for and interments in St. Theresa Roman Catholic Cemetery shall provide the Registration of Death or Cremation Certificate and the following information for the purpose of records as required before such interment is permitted:

- (a) The full name of the deceased and name of the person with the Right of Interment, if not the same.
- (b) Place/date of birth and place/date of death.
- (c) Age.
- (d) Day, date and time of interment.
- (e) Plot number in case of pre-purchased plot into which the deceased is to be interred.
- (f) Name of the Funeral Home.
- (g) The name(s) and related addresses of the person(s) to receive the Interment Right authorization for the Plot.
- (h) The name(s) and related addresses to the next of kin.

3.2 Interment Right Contract (Plot Reservation License)

An Interment Right Contract must be completed and all fees in Schedule C paid prior to the interment of human or cremated human remains. All permits for interment of deceased human remains shall be in the form of an Interment Right Contract attached hereto and forming part of this Bylaw.

3.3 Interment

Interment Rights within the Cemetery shall be used for no purpose other than for the interment and/or memorialization of human remains and cremated human remains. Every person wishing to arrange interment and for other cemetery services for a deceased person shall obtain the Interment Right authorization contained in Schedule "C" of these Bylaws and for that purpose shall:

- (a) make application at the office of the Cemetery during office hours, setting forth a statement of the name, age, date of death of the deceased, cause of death, proposed date and time of interment, and such other information as required in Bylaw 3.1; and
- (b) pay the applicable interment fees prescribed in Schedule "B" of these Bylaws before an interment is permitted in a particular plot within the Cemetery. All fees for disinterment must also be paid in advance. The

Right of Interment is for the use of the plot only and all fees and charges related solely to the plot and do not include any other charges including without limitation, charges for grave services, such as opening and closing graves at time of interment or disinterment, grave and cremation liners, installation of memorial markers, or miscellaneous expenses in accordance with the fees then in effect under the Bylaw or any subsequent Bylaw and shall be paid at the office of the Cemetery at the time of purchase. The Interment Right Holder is responsible for these extra expenses. The issuance of a right of interment does not entitle the Holder to require the Cemetery to inter the human remains or cremated human remains of the designated person in the plot unless the Holder complies in all respects with the provisions of these Bylaws, including without limitation, the payment of fees related to the interment.

3.4 *Reservation of Plots*

Cemetery plots may be reserved prior to the need for an interment, but this is not a pre-need cemetery services contract. Any fees for cemetery services are not due until interment arrangements are made with the Office Manager. The sale of an Interment Right is not the sale of a plot, but the right to an interment in an assigned plot (grave space). Fees for the Interment Right are due at the time a plot is reserved. Fees to reserve a plot are listed in Schedule “B” of these bylaws. There are additional charges for cemetery services, such as funeral director charges or miscellaneous expenses. The Interment Right holder is responsible for these extra charges. An Interment Right Holder does not acquire any rights or interest on the roads, paths, and other areas that allows access to and from any plot or interest in any gardens, structures, buildings or other property at St. Theresa Roman Catholic Cemetery.

All reserved plots must be paid in full at the time the plot is reserved.

3.5 *Human Remains Only*

Only human remains and cremated human remains shall be interred in St. Theresa Roman Catholic Cemetery. No above ground interments are permitted. The scattering of cremated remains is not permitted.

3.6 *Burial Permit and Acknowledgement of the Registration of Death*

The human remains of a deceased person or cremated human remains shall not be accepted for interment unless accompanied by the “Burial Permit and Acknowledgement of the Registration of Death” of the deceased issued by a District Registrar of Births Deaths, and Marriages, or other official, under the provisions of the *Vital Statistics Act*.

3.7 *Opening and Closing of Graves*

No grave may be dug, opened or closed by any person other than a person authorized to do so by the Cemetery Administrator.

3.8 *Grave Liners*

Every interment in the Cemetery is required to have a grave or cremation liner that will be provided at a cost by the Cemetery.

3.9 *Right of Refusal*

St. Theresa Roman Catholic Cemetery reserves the right to refuse to sell to any person Rights of Interment in excess of two plots.

3.10 Right to Correct Errors

(1) In the event that an error is made on the part of St. Theresa Roman Catholic Cemetery in making a plot reservation prior to the use of a Plot for interment, and that Plot is no longer available, St. Theresa Roman Catholic Cemetery reserves the right to

- (a) amend the effect Right of Interment or other reservation made prior to the enactment of these Bylaws, so as to provide a plot of equal or greater value and similar location in St. Theresa Roman Catholic Cemetery acceptable to the Plot Holder, or
- (b) cancel the Right of Interment and refund the full amount paid without interest, as evidenced in St. Theresa Roman Catholic Cemetery records, for the reservation. The Plot Holder shall notify the Cemetery Administrator of the Plot Holders preference within 30 days of the notification of the error. If there is no agreement from the rights Holder, either party may apply to the Director of Consumer Protection BC, who may resolve the matter in any way the registrar considers appropriate in the circumstances as per Section 43 of the CIFSA.

St. Theresa Roman Catholic Cemetery shall not be liable in respect to any errors, except as foresaid.

(2) Where human error is made, and human remains are interred in the wrong plot, the Cemetery shall, upon receiving permission from the person authorized and describe in Section 5(1) of the Cremation Interment and Funeral Services Act, (CIFSA),

- (a) disinter the human remains from the wrong plot and inter them in the correct plot if available, or
- (b) if the correct plot is not available, disinter the human remains from the wrong plot and inter them in a plot in St. Theresa Cemetery acceptable to the representative of the Plot Holder, and shall, within 30 days after that, notify the registrar of disinterment and interment.

(3) Where the parties fail to agree on a settlement under subsection (1b) or (2b), either party may apply to the Director of Consumer Protection B.C. who may resolve the matter in any way the registrar considers appropriate in the circumstances as per Section 43 of the CIFSA.

St. Theresa Roman Catholic Cemetery nor the cemetery committee shall be liable in respect to any such errors, except as foresaid”.

3.11 Full Burial/Cremation Plots

A single plot may be purchased and used for the interment of two human remains. The burial plot may then be used for two burials with the first at eight feet and the second at six feet. No}” side by side” plots are available. Cremation plots may contain up two cremated remains.

3.12 Size of Plot Spaces

- (a) the size of adult plots shall be (6) six feet by (10) ten feet or (1.8m x 3.05m)
- (b) the size of a children’s plot shall be (3) three feet by (6) six feet or (0.9m x 2.8m)
- (c) the size of an infant’s plot shall be (2) two feet by (4) four feet or (0.6m x 1.2m)
- (d) the size of a cremation plot shall be (3) three feet by (4) four feet or (0.9m x 1.2m)

3.13 Number of Interments per Plot

The following outlines the maximum number and types of remains that may be interred in any one grave:

- (a) one single full sized interment (human remains); or

- (b) two full sized interments (human remains), (double depth), with the first full size interment at the lower depth than the second interment at the upper depth; or
- (c) two full size interments (human remains), with up to four human cremated remains; or
- (d) up to two cremated human remains in a single cremation plot.

A single adult plot may be purchased and used for the interment of two human remains. The burial plot may then be used for two burials, with the first at eight feet and the second at six feet. No side by side plots are available. No methods of interment above ground level shall be permitted in the cemetery. Scattering of cremated human remains is not permitted and any part of the cemetery.

Up to four (4) cremation plots may be added to an adult plot after two full burials have been interred in a plot. No additional full burials shall be permitted if there is one full burial in that plot and there are two (2) cremated human remains already interred in that plot.

3.14 Right of Interment is Not Transferable

The Holder of a Right of Interment shall not allow or permit any interment in a reserved plot, and shall not transfer or dispose of the right to use the plot to another person, except at the discretion of the cemetery committee. A request for transfer or disposal must be made in writing pursuant to Schedule D of these Bylaws to the Cemetery Committee. The Cemetery Committee may, at its sole discretion, allow or reject the transfer of the Right of Interment for any unused plot.

3.15 Transfer of Plot

A Right of Interment may not be transferred by an Interment Rights Holder or executor(s) of a person's will except at the discretion of the cemetery committee. The transfer of any right of interment or cemetery plot whether by conveyance, or otherwise shall be subject to the Bylaws of St. Theresa Roman Catholic Cemetery. An application for transfer shall be made to the cemetery committee along with:

- (a) payment of the transfer fee prescribed in Schedule "B",
- (b) payment of all outstanding Cemetery charges and fees owed by the Interment Right Holder;
- (c) the transfer request must be in writing by the Holder of a Right of Interment or the executor of a persons Will and shall be in the general form of the Surrender or Transfer of reserved plot Permit as set out in Schedule "D" and such other information as the Office Manager may reasonably request; as detailed in Bylaw 3.1 and
- (d) the original Right of Interment or license.

Any such transaction shall not be recognized unless and until recorded in the records of St. Theresa Roman Catholic Cemetery and the payment of the transfer fee prescribed in Schedule B.

3.16 Approval of Transfers

If a transfer of a Right of Interment is approved, the Office Manager shall: (a) record the details of the transfer including the name, mailing address and all other contact information of the proposed transferee in the Cemetery records kept for that purpose; and (b) enter into a new Interment Right Contract with the applicant.

3.17 Right of Interment Cancellation and Refunds

Upon receiving a written request by a person holding a Right of Interment Permit or executor of the will to forfeit such right to use and occupy the plot, within 30 days of its purchase the Office Manager may cancel the Right of Interment Permit and a full refund of the original purchase price of the plot identified, without interest

shall be paid provided that: (a) there were no interments in the plot, and (b) the Interment Right Holder or executor of the plot holders estate submits a written application to the Office Manager, requesting cancellation of the Right of Interment, and (c) the original Right of Interment of licenses is surrendered, and (d) the cost for removal of any Memorial(s) are paid.

3.18 Cancellation of Right of Interment

An Interment Right Holder may cancel a Right of Interment more than 30 days after its' purchase and obtain a refund equal to 75% of the original fee paid, without interest provided that: (a) there were no interments in the Plot, and (b) the Interment Right Holder or executor submits a written application to the Office Manager requesting cancellation of the Right of Interment and pays the Cancellation Fee prescribed in Schedule "B" of this bylaw, and

(c) the original Right of Interment or license is surrendered, and (d) the costs for removal of any Memorial(s) are paid. Upon acceptance by St. Theresa Roman Catholic Cemetery of the cancellation, the Office Manager may re-assign the Right of Interment to another person and shall affect the transfer and amend its' records accordingly.

3.19 Exchange of Plot

Any individual who holds a reservation on an adult size plot and who wishes to place cremated human remains therein may be granted a cremation size plot in exchange for the reservation plot. Interment of cremated remains solely, is not permitted in adult size plots. An exception to accommodate spouses desirous of being buried together, but with different burial requests, can be considered whereby the remains of the spouse will be allowed in a adult size plot prior to interment of cremated human remains. The cremated remains must be placed in a non-decomposing urn.

3.20 Reclamation of Right of Interment Previously Sold

(1) With prior approval of the director, an operator may sell a Right of Interment for a plot in a place of interment where the right of interment for the plot has been previously sold, but only if:

(a) the owner of the right of interment is at least 90 years of age or, if living, would be at least 90 years of age,

(b) a period of at least 50 years has elapsed from the date the prior right of interment was sold,

(c) at least 90 days have passed since the date the operator sent a notice of the operator's intention to resell the right of interment to the last known address of the Interment Right Holder and the operator has not received a response from the Interment Right Holder,

(d) the operator has made diligent attempts to contact the Interment Right Holder but is not able to locate or contact the Interment Right Holder.

(2) On receipt of an application from an operator, the director may approve or reject the application for a sale of the right of interment with or without conditions.

(3) If the director refuses the application, the director must give the applicant written reasons for the decision.

(4) If a right of interment for a plot is sold in the circumstances described in subsection (1), and the right of interment is subsequently required for use by the original Interment Right Holder, the operator must provide another right of interment of equal or greater value that is acceptable to the original Interment Right Holder or the person who has authority under Section 5 of the CIFS Act with respect to the deceased interment rights Holder.

Bylaw 3.21 Proof of Inheritance

When the owner of a plot dies and the ownership of a plot passes to a new owner before the new owner can obtain registration of their interest to it, the Office Manager may require proof of the right to such interest. This proof in ordinary cases may consist of a Will or other such proof as may be satisfactory to the Office Manager as outlined in Section 5 of the CIFSA and the bylaws of St. Theresa Roman Catholic Cemetery. If the new owner wishes to have an interment made before he/she has obtained registration of his/her interest in a plot, he/she shall satisfy the Office Manager of his/her right to do so before the interment shall be permitted.

3.22 Exhumation and Disinterment

Exhumation or disinterment shall only be carried out by written order of a competent authority and as designated in the Cremation, Interment and Funeral Services Act, required Consumer Protection BC form and Schedule "E" provided by St. Theresa Roman Catholic Cemetery.

3.23 Disinterment

The Cemetery shall exercise due care in making disinterment, but shall assume no liability for damage to remains in any form, casket, outer burial receptacle, or urn in making a disinterment, in accordance with written instructions of the Owner or duly authorized representative(s) as designated in the Cremation, Interment and Funeral Services Act. The Owner, next of kin or authorized agent must furnish a new outer container prior to re-interment if the Cemetery determines that the structural integrity of the existing outer burial container has been compromised.

Bylaw 4 Memorials

4.1 Memorial Markers

Memorial markers must be provided by an Interment Right Holder and are required for all graves. Memorial markers shall not be installed prior to burial save and except where a marker is installed which provides for the memorialization of 2 persons where one has predeceased the other and has been interred.

Grave marker, not in conformity with the Catholic Faith will not be permitted. The Cemetery Committee reserves the right of preventing or removing any marker which may be considered injurious or prejudicial.

If any inscription whatsoever would be placed in or upon any plot which shall be determined by the Cemetery Committee to be offensive or improper or injurious the Cemetery Committee shall have the right, and it shall be its duty, to enter upon such plot and remove the said offensive or improper object at the expense of the plot owner.

4.2 Application for Placement of Memorial

No person other than the cemetery administrator or cemetery caretaker may place a Memorial Marker in the Cemetery. A memorial marker shall not be placed until all fees prescribed in Schedule B have been paid.

4.3 Temporary Removal of Markers

The Cemetery Administrator may arrange for the temporary removal of a Memorial without the owner's permission if, during excavation of an adjoining grave, the Memorial is found to be a hazard to the safety of the workers in the excavation, and provided that:

- (a) The Memorial is replaced in its original position on the grave from which it was removed as soon as possible after the excavation is filled;
- (b) The owner of the Memorial is not charged with the cost of the work; and
- (c) The Cemetery repairs, at its expense, any damage made to the Memorial.

4.4 Damages or Theft

Corpus Christi Church, St. Theresa Roman Catholic Cemetery, the Cemetery Administrator, the Office Manager, the caretaker, or other cemetery workers are not responsible for theft or damage to personal property including items artifacts, personal effects, etc. placed on or near interment spaces or elsewhere in the Cemetery and items defined as memorials in this document.

4.5 Permitted Marker Sizes

(Flat Markers only are allowed)

At the discretion of the cemetery committee, no memorial shall be installed on a grave in the cemetery which is not of the tablet variety and which does not conform to the following size specifications:

- (a) Markers for adult graves may not exceed 16 inches by 28 inches or (40.64 x 71.12cm)
- (b) Markers for children & infant graves may not exceed 12 inches by 16 inches or (30.48 x 40.64cm)
- (c) Markers for cremated remains graves may not exceed 10 inches by 16 inches or (25.4 x 40.64cm)

4.6 Placement of Markers

With the exception of an old section of the cemetery and several older concrete side by side graves in the new section, the Cemetery is essentially a grass covered cemetery. All new markers (whether of a concrete base or not) must be placed flat and sunk into the ground so that the uppermost surface is level with the ground. This is to avoid damage from lawn mowers or of other machines.

4.7 Installation of Markers

The Cemetery Administrator or the caretaker, must pre-approve all markers and must be notified of the date and time of their arrival. Installation/removal for replacement of markers may be performed only by authorized Cemetery personnel. This is necessary to ensure proper placement of markers on proper plots. The Cemetery Administrator and/or Cemetery caretaker reserves the right to postpone the installation of markers when weather or ground conditions are deemed to be unsatisfactory for effective installation.

Fee for placement of marker is listed **in Schedule “B”**.

4.8 Prohibited Memorials

- (a) No mausoleum or above-ground vault may be constructed or erected on any Plot in the Cemetery.
- (b) It is unlawful for any person to scatter cremated human remains or cremated animal remains within the confines of St Theresa Roman Catholic Cemetery.

4.9 Adornment – Statuary, Trees, Flowers, Decorations, etc.

In the interest of cemetery maintenance and maintaining the appearance and safety of the cemetery, Bylaws have been put in place to outline what may or may not be left on grave plots. Placement of all adornments is subject to the written approval of the Cemetery Committee.

- (a) No plot may be adorned in any manner by any person except as specifically approved in writing by the Cemetery Committee and may be removed when the object contravenes these Bylaws or their condition is considered a safety hazard, unsightly, offensive, a nuisance or detrimental to the appearance or proper maintenance of the Cemetery.
- (b) Fresh flowers, wreaths, artificial flowers or other floral offerings may be placed on the markers of graves but not above the marker because that space belongs to the adjacent grave. These may be removed and disposed of when their condition is a safety hazard, detrimental to the beauty of, or impedes the maintenance of the Cemetery.

The Cemetery Committee is not liable for damage to any object that is removed under Bylaw 4.9 and assumes no responsibility or liability for removed articles. Before acting under Bylaw 4.9, notice must be given by means of the church bulletin to allow all persons' reasonable amount of time to correct the problem.

(c) No person shall plant, remove, or cut down or destroy any trees shrubs, plants, flowers or bulbs in the Cemetery other than a person authorized by the Cemetery Administrator to do so.

No plot may be adorned by any of the following:

(a) No grave may be enclosed with any fence, hedge, curb, railings or other enclosures.

(b) Statues, shells, toys, wire screens, arboreal, trellises tripods, unattended lighted candles or any other type of illumination or any other objects, and if placed, such items may be removed without notice or compensation to any party, and the cemetery committee shall not be liable or responsible for damage to any object, the storage, care or returns of the items. The Cemetery committee, administrator, or caretaker is not responsible for the theft or damage to any personal property placed on or near interment spaces or elsewhere in the cemetery.

(c) Planting of trees, shrubs, hedges and other planting material, other than potted flowering plants, not more than 50 centimeters in height and width and not secured to the ground in any manner. (d)

If any tree, shrub or plant, by means of its roots, branches, or otherwise, become detrimental to the interment space upon which it stands or to any adjacent interment spaces or avenue, or if for any other reason its removal is deemed necessary, the Cemetery Caretaker in his sole discretion shall have the right to remove such trees, shrubs, or plant, or any part thereof to correct the condition existing as in its judgment it deems best. In the event of such removal, the Cemetery Committee shall have no obligation to replace the removed tree, shrub or plant.

4.10 Exceptions

Subject to a request being made in advance and with the permission and at the sole discretion of the Cemetery Administrator, may allow the display of normally unauthorized items on interment plots and memorial sites on dates that are significant to the deceased memorialized. Such displays will be permitted to remain on the site for no more than the number of days allowed by the Cemetery Administrator and will be removed thereafter by those who requested the permission for the exception, or by the Cemetery Administrator at a cost to those who requested the exceptions.

Bylaw 5 Fees and Charges

5.1 Fees

Every person who:

(a) obtains a Right of Interment for a plot in the Cemetery, or

(b) Requires the installation of a Memorial on a plot, or

(c) Obtains any other Cemetery good or service specified in Schedule "B" shall pay the applicable fees and charges prescribed in Schedule "B" for such right, good or service.

5.2 Payment of Fees and Charges

(1) The fees for interment, disinterment, use of grave space, and the charge of goods and services used the cemetery and any other fees shall be those set forth in Schedule "B".

(2) The fees set out in Schedule "B" shall be paid at the Cemetery Office at the time of application for goods or services in Schedule "C", "D" or "E" at the time of purchasing goods or services provided by the Cemetery. Any memorial which is placed prior to full payment of all such charges may be removed by the Cemetery Committee, at the owner's expense, if payment is not made within ten days of demand thereof.

- (3) Circumstances may arise in which the literal enforcement of the bylaws may impose unnecessary hardship. The Cemetery, therefore, reserves the right, without notice, to make exceptions, suspensions or modifications in any bylaw when, in its' judgement, the same appears advisable. Any such temporary exceptions, suspensions, or modifications shall, in no way be construed as affecting the general application of these Bylaws.

5.3 *Amendment of Fees*

The fees and charges in Schedule "B" will be amended by the Cemetery Committee, annually, effective February 1st, 2022.

Bylaw 6 *Respect the Place of Interment*

6.1 *Decorum of Cemetery*

All persons and funeral processions in the Cemetery shall obey reasonable instructions of the Cemetery Administrator or his designate. Authorized persons may evict from the Cemetery any person who is not behaving with proper decorum or who is disturbing the quiet and peaceful environment of the Cemetery.

6.2 *Vehicles in Cemetery*

(a) All vehicles or funeral processions and their drivers on and after entering the Cemetery grounds shall be, at all times, subject to the reasonable directions and orders of the Cemetery Administrator. (b) No person will operate or drive a vehicle of any kind in the Cemetery at a speed in excess of 10 kilometres per hour, or upon or over any plot; and all vehicles and their drivers while in the grounds of the Cemetery shall be subject to the direction and orders of authorized staff.

6.3 *Alcohol and Controlled Substances*

No person may possess or consume alcoholic beverages or controlled substances anywhere within the Cemetery.

6.4 *Discharge of Firearms*

The carrying or discharge of firearms within the Cemetery is absolutely prohibited except by special authorization for a military funeral.

6.5 *Animals in Cemetery*

No dogs, or other animals are permitted in the Cemetery.

6.6 *Rubbish and Offensive Material*

No person shall deposit any rubbish or offensive matter or thing(s) in the Cemetery or on Cemetery property.

6.7 *No Solicitations*

No person shall carry on any business or calling in the Cemetery and, without limiting the foregoing, no person shall solicit orders for markers, tablets, Memorials, funeral services or similar works or services with the Cemetery other than those authorized by the Cemetery Administrator.

6.8 *Damage*

Any unauthorized person who:

- (a) willfully destroys, mutilates, defaces, injures, or removes any memorial or other structure placed in the Cemetery or
- (b) willfully cuts, breaks, or injures any shrub or plant, or plays at any game or sport, or discharges firearms, except at a military funeral, in the Cemetery or
- (c) willfully or unlawfully disturbs persons assembled for the purposes of interment at the Cemetery or

- (d) commits a nuisance, or who at any time behaves in an indecent and unseemly manner in the Cemetery or
 - (e) deposits any rubbish or offensive matter or thing in the Cemetery or
 - (f) in any way violates any plot or structure within the plot:
- Shall be considered to have violated this Bylaw.

Bylaw 7 Hours of Closure

7.1 Scheduling of Interments

Interments are not scheduled during Holy Week, and on statutory holidays. Interments that shall be completed later than 2:30 pm, Monday to Friday may be permitted upon approval of the Cemetery Administrator and payment in full of all additional fees and charges. The Cemetery Administrator may, in their sole discretion, deny approval due to the lack of resources or operational costs.

Bylaw 8 Collection, Use and Privacy of Personal Information

By signing this Agreement, the Purchaser

- (a) acknowledges that Corpus Christi Parish, in the course of providing the requested goods and services, shall, as required by law or as they deem necessary, collect, retain, and disclose such personal information as is necessary to fulfill the terms and conditions of this Agreement;
- (b) acknowledges and gives their permission to the Office Manager and Cemetery Administrator to provide interment or memorial locations to Cemetery visitors;
- (c) waives any responsibility or liability of Corpus Christi Parish and its' representatives to control, limit, restrict, or prevent access to or disclosure of personal information that may be recorded on any monument, marker or memorial installed for display at the Cemetery.

The purchaser and the deceased person's personal information shall be confidential and will not be disclosed unless required to provide goods or services pursuant to this Agreement or required by law.

Bylaw 9 Cemetery Bylaws

By signing this Agreement, the Purchaser

- (a) acknowledges receipt of a copy of this Right of Interment Permit and the attached Terms and Conditions of the Right of Interment;
- (b) acknowledges and agrees that the provision, use, and maintenance of the goods and services covered in this Agreement, together with the use of the facilities of the Cemetery, are subject to the Bylaws and Schedule "B" of Fees for the Cemetery;
- (c) acknowledges there are restrictions and limitations on the exercise of interment rights and that it is the Purchaser's responsibility to ensure compliance with these restrictions and limitations in the exercise of interment rights;
- (d) acknowledges that there are restrictions and limitations in the form, type, and installation of memorial products, and that it is the Purchaser's responsibility to ensure that all memorial products are in compliance with the Bylaws of the Cemetery.

Bylaw 10 Modifications and Amendments

The Cemetery reserves the right, at any time or times, without notice to Owners, to adopt new Bylaws, or to amend, alter and/or repeal same at any time. A copy of the Bylaw and any amendments thereto, shall be available for inspection upon request at the Cemetery office.

Bylaw 11 Payment for Goods and Service

If the person agreeing to this contract is the legal representative who has the right to control the disposition of human remains, full payment is due at the time of signing this contract. If the person signing this contract is a legally authorized Funeral Agency, payment is due within (30) thirty days of the signing of this contract.

IN WITNESS WHEREOF the parties have executed this agreement on ____ day of _____, 20__.

Name & Signature of Purchaser/
Legal Representative of the Deceased

Signature of Cemetery Representative

Address

Email

Telephone

Bylaw 12 Enactment and Authorization

These bylaws shall come into force and effect on the date of adoption thereof.

Approved by the Cemetery Committee this 19th day of February, 2022

All previous Bylaws are repealed.

ST THERESA ROMAN CATHOLIC CEMETERY

Location: 2860 Sexsmith Road
Kelowna, BC V1X 7S6

Office: 750 Rutland Road North
Kelowna, BC V1X 3B7
(250) 765-6869

SCHEDULE A - DEFINITIONS

In this bylaw, the following words and phrases shall have the following meanings:

- “Adult grave” means a grave that accommodates the interment of human remains (a) within one caskets of a deceased person aged 13 or older or (b) within a double depth grave of up to two deceased persons aged 13 or older, each in a separate casket; along with the interment of up to four cremated human remains.
- “BPCPA” means Business Protection and Consumer Protection Act
- “Cemetery Administrator” means the person or persons duly appointed from time to time as administrator of St. Theresa Roman Catholic Cemetery. Authority is delegated to the Cemetery Administrator to administer these Bylaws in accordance with the duties and powers contained in these Bylaws.
- “Cemetery” or “the Cemetery” means St. Theresa Roman Catholic Cemetery, a place dedicated and intended to be used for the permanent interment of human remains or cremated human remains, including any incidental or ancillary buildings or other structures of the lands and, for certainty, includes the lands described under Cemetery Location
- “Cemetery Caretaker” means a person employed by St. Theresa Roman Catholic Cemetery to perform general cemetery care and grounds maintenance tasks and provide burial services.
- “Cemetery Committee” means a body of persons appointed by the pastor, entrusted to look after the day to day operations of the Cemetery and its perpetual care, matters related to preservation, maintenance, operation, current and projected use. The Cemetery Committee recommends Bylaws, improvements, considers investigates, takes action on, and report on matter related to St. Theresa Roman Catholic Cemetery.
- “Child” means a person up to an age of twelve (12) years old.
- “Child grave” means a grave for the interment of a deceased child between the age of two and 12 years (inclusive) within one casket and the interment of up to two human cremated remains.
- “CIFSA” means Cremation Interment and Funeral Services Act.
- “Cremated Remains” means human bone fragments and ash that remain after cremation.
- “Disinterment” means the removal, for the purpose of permanent relocation of human remains and the container, or any remaining container holding the human remains from the plot in which the human remains are interred.
- “Exhumation” means the exposure and removal of interred human remains for the purposes of viewing or examination.
- “Family” means A man and woman united in marriage, together with their children.
- “Flowers” means cut flowers (natural) artificial flowers, wreaths, floral offerings, shrubs, bulbs, trees or rocks and other memorials.
- “Grave or Cremation Liner” means a type of outer burial container made of durable material placed in the ground in a cemetery around and above the casket or urn to support the weight of the earth and standard cemetery maintenance equipment and to prevent the grave from collapsing. A grave or cremation liner is placed during the burial process.
- “Human Remains” means a dead human body in any stage of decomposition, or the body of a stillborn infant in any stage of decomposition, but does not include cremated remains.

- “Infant” means a person up to the age of two (2) years old.
- “Infant grave” means a grave for the interment of a deceased person under the age of two within one casket and the interment of up to two human cremated remains.
- “Interment Right Contract” means a purchase agreement for a burial plot. It invests in the owner the right to require or direct the burial of human remains only in a grave.
- “Interment Right Holder” means a person who owns a Right of Interment to a plot in St. Theresa Roman Catholic Cemetery
- “Interment” means the permanent disposition of the remains of a deceased person by burial of human remains or the inurnment of cremated remains.
- “Inurnment” means the placement of cremated human remains into an interment space.
- “Memorial and Memorial marker” means a headstone, tombstone, monument memorial tablet. Plaque or other marker on a plot, used to identify or memorialize a deceased person or stillborn infant.
- “Office Manager” means the person duly appointed from time to time to maintain the records as necessary to the administration and management of St. Theresa Roman Catholic Cemetery as required under Provincial laws and Regulations.
- “Owner” means the owner of an Interment Right of Rights with the Cemetery, as reflected in the Cemetery’s records.
- “Parishioner” for the purposes of this Bylaw, a Parishioner means:
- (a) those faithful who belong to Corpus Christi Parish because of their enrollment therein, their habitual participation in parish activities, primarily the Mass, and their active support of the parish facilities insofar as their resources allow and
 - (b) member of Corpus Christi Parish for one year preceding death
 - (c) at the discretion of the cemetery committee, a former parishioner of St. Theresa or Holy Spirit Parishes or former or current parishioner of Corpus Christi Parish
- “Plot” Means a space within a Place of Interment used or intended to be used for the interment of human remains or cremated human remains under a Right of Interment, and includes a grave.
- “Plot Holder” means the same as Interment Rights Holder and Owner
- “Right of Interment” means a right in perpetuity, for the interment of human remains or cremated human remains in a plot, and includes all licenses for grave space previously issued by St. Theresa Roman Catholic Cemetery.
- “Spouse” means a person who is married to another person according to the Rite and tradition of the Catholic Church.
- “Stillborn Infant” means a product of conception that underwent a stillbirth, as defined in the Vital Statistics Act.
- “Transfer Fee” means the fee for the transfer of a right of interment for an unoccupied grave space.

ST THERESA ROMAN CATHOLIC CEMETERY

Location: 2860 Sexsmith Road
Kelowna, BC V1X 7S6

Office: 750 Rutland Road North
Kelowna, BC V1X 3B7
(250) 765-6869

SCHEDULE B – FEE SCHEDULE

CEMETERY SERVICE AND CHARGES (GRAVE SPACES REMAIN THE PROPERTY OF THE CEMETERY AT ALL TIMES. PLEASE NOTE: No GST or PST charges on any services).

1) USE OF GRAVE SPACES

Effective Date: February 01, 2022

a) Adult Size (6 feet by 10 feet)	\$1,500.00
b) Child Size (3 feet by 6 feet)	\$500.00
c) Infant Size (2 feet by 4 feet)	\$500.00
d) Cremation Size (3 feet by 4 feet)	\$600.00

2) OPENING AND CLOSING OF GRAVES

a) Adult (single grave)	\$1,000.00
b) Adult (multiple) 1st Burial	\$1,000.00
c) Adult (multiple 2 nd Burial	\$1,000.00
d) Child or Infant	\$500.00
e) Cremated remains	\$425.00

3) HAND-DUG GRAVES: Cost based on the number of hours needed to dig the grave. Rate is \$50.00 per hour. ADDITIONAL COST FOR OPENING and CLOSING GRAVES, such as rental of special tool for use in rocky areas, removal of pre-existing curbs and concrete, etc., will be charged for at cost.

4) GRAVE LINERS

Note: No taxes are charged on liners.

a) Burial Liners	\$550.00
b) Cremation Liners	\$200.00 (11 x 11 x 11 inches or 27.9 cm Square)

5) OTHER FEES

a) Transfer fee	\$50.00
b) Cancellation Fee and Refunds	See Bylaw 3.10, 3.17 and 3.18
c) Placement of Marker	\$200.00
d) Disinterment Fee (Standard Plot Adult)	\$1,500.00
e) Disinterment Fee (Standard Plot Child)	\$500.00
f) Disinterment of cremated remains	\$425.00

ST THERESA ROMAN CATHOLIC CEMETERY

Location: 2860 Sexsmith Road
Kelowna, BC V1X 7S6

Office: 750 Rutland Road North
Kelowna, BC V1X 3B7
(250) 765-6869

SCHEDULE C – INTERMENT RIGHT CONTRACT (PLOT RESERVATION LICENSE)

PLOT HOLDER/PURCHASER/APPLICANT	EXECUTOR/NEXT OF KIN
NAME:	NAME:
ADDRESS:	ADDRESS:
CITY/PROV.:	CITY/PROV.:
EMAIL:	EMAIL:
TELEPHONE:	TELEPHONE:

INTERMENT INFORMATION	FORM OF BURIAL
FULL LEGAL NAME OF DECEASED:	HUMAN REMAINS <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> CREMATED REMAINS <input type="checkbox"/>
DATE OF INTERMENT: TIME:	PLOT NUMBER

INTERMENT DETAILS		
DATE OF DEATH:	DATE OF BIRTH:	AGE:
ARRIVAL TIME:		
FUNERAL PROVIDER:		
FUNERAL PROVIDER ADDRESS:		
FUNERAL PROVIDER CONTACT PERSON NAME:		
FUNERAL PROVIDER CONTACT PERSON TELEPHONE:		EMAIL:

In Consideration of Payment by the Applicant to St. Theresa Roman Catholic Cemetery of applicable fees provided for in St. Theresa Roman Catholic Bylaws, and the presentation of “Notice of Registration of Death” or a “Warrant to Bury” issued by a coroner, St. Theresa Roman Catholic Cemetery grants a permit to the Applicant to use the plot space for the purpose of interment of the remains of the individual named as the deceased, such permit being subject to the Terms and Conditions contained in this license and to the provisions of the Bylaw and the “Cremation, Interment and Funeral Services Act”.

1. The applicant acknowledges and agrees to comply in all aspects with the Terms and Conditions of St. Theresa Roman Catholic Cemetery Bylaws attached to and part of this permit, and the Cremation, Interment and Funeral Services Act.
2. Failure by the applicant to so comply will entitle St. Theresa Roman Catholic Cemetery to either correct the failure at the Applicant’s cost, or, where interment in the plot has not yet occurred, revoke this permit upon repayment to the Applicant of the total fees, without interest, paid pursuant to the permit.
3. This permit may not be transferred or assigned and changes to the same may only be made with the prior written authorization of the Office Manager.
- 4. Terms and Conditions of the Right of Interment Contract are listed on pages 23 to 25 of this contract and form part of this Contract.**

FEE AMOUNTS	BURIAL PLOT	CREMATION PLOT	FEE
PLOT FEE - ADULT	\$ 1,500.00	\$ 600.00	\$
PLOT FEE - CHILD/INFANT	\$ 500.00	\$ 500.00	\$
GRAVE LINER	\$ 550.00	\$ 200.00	\$
OPENING/CLOSING FEE - ADULT	\$ 1,000.00	\$ 425.00	\$
OPENING/CLOSING FEE - CHILD	\$ 500.00	\$ 425.00	\$
PLACEMENT OF MARKER FEE	\$ 200.00	\$ 200.00	\$
CANCELLATION FEE: SEE BYLAW 3.17 & BYLAW 3.18			\$
TRANSFER FEE	\$ 50.00	\$ 50.00	\$
DISINTERMENT FEE – ADULT	\$ 1,500.00	\$ 425.00	\$
DISINTERMENT FEE – CHILD	\$ 500.00	\$ 425.00	\$
	*NO GST OR PST	TOTAL	\$

Plot Holder/Purchaser/Applicant

X _____

Note: If a funeral services provider is acting on behalf of a surviving family member, the surviving family member is deemed to be the purchaser.

WHEN PERSONS SIGNING IS NOT THE PURCHASER

x _____

Signature of Guarantor

I hereby guarantee in any event, Payment of all sums on due date herein provided, absence or purchaser's signature notwithstanding

Address/Telephone

Email Address

Terms and Conditions of Right of Interment Contract – Page 3 of 5

1. Interment in such plot shall be subject to the Bylaws of St. Theresa Roman Catholic Cemetery, both those endorsed hereon and all others now in force hereafter prescribed (to all of which the Purchaser or Guarantor agrees in completing the order).
2. Arrangement for burial must be made at the Cemetery Office by a person with the right to control the disposition of the human remains or cremated remains as provided in Section 5 of the CFSA or a representative authorized in writing by them to make such arrangement for the deceased, or by other authorized persons.
3. No interment shall be made in the Cemetery, nor shall the remains of a deceased person be accepted for burial, except upon presentation of the Burial Permit and Acknowledgement of Death of the deceased issued by a Registrar or Vital Statistics.
4. No said assignment or transfer of plots or rights of interment therein shall be made without the written consent of the Cemetery Committee. Such transactions shall not be recognized unless and until recorded on the Cemetery Books and the payment of such fees prescribed for amending the Records of the Cemetery.
5. Until an interment has been made in a plot an assignment or transfer of interment rights therein may be made by the registered Holder, subject to the Bylaws of St. Theresa Roman Catholic Cemetery. After an interment has been made in a plot, no assignment or transfer of any right therein may be made or will be recognized by the Office Manager.
6. All interments, exhumations, disinterment and removals including all openings and closings of graves shall be made only in accordance with Part 6 of the CIFSA.
7. To adequately provide for the “care” of the Cemetery, burials interments must have a grave or cremation liner.
8. In consideration of any multiple burial privileges which may be granted by the Office Manager in certain designated areas, burial of human remains or cremated human remains will only be allowed as specified in the Bylaws.
9. No marker or memorial privileges shall be allowed until graves, plots or liners and all other charges are fully paid, including the setting and installation charges for the memorial.
10. So long as an interment has not taken place, this contract can be cancelled by the purchaser and a refund may be issued for fees that were in effect at the time of purchase in accordance with provisions of the Bylaws.
11. While the plot Holder is entirely free in selecting the supplier, the size, materials and form of the memorial must be pre-approved by the Cemetery Administrator, especially as applicable to the particular area, and the Cemetery Committee or Cemetery Administrator reserves to itself the placement or removals of any and all memorials.
12. All improvements, alterations or embellishments of plots in the Cemetery shall be under the direction of the Cemetery Committee, and should any be made without its written consent, the Cemetery Committee reserves the right to remove, alter or change such improvement, alterations or embellishments at the expense of the plot Holder. The Cemetery Committee reserves the right to remove anything which is unsightly, dangerous or impedes the progress of “care”.
13. The planting of trees, shrubs or plants of any kind is not allowed at any time on said grave or plot and the placements of adornments shall be subject to the Bylaws as then in force.
14. (1) Where an error is made in the Purchase Agreement, description or transfer of a plot, and the plot is unavailable, the office manager shall (a) amend the contract to provide another plot of equal or greater value and similar location acceptable to the plot Holder or a personal representative of the plot Holder, or (b) cancel the contract and refund the full amount of monies paid. without interest

- (2) Where human error is made and cremated human remains are interred in the wrong plot, the Cemetery Committee shall, upon receiving the permission from the person authorized and designated by the Cremation and Funerals Services Act (CIFSA), (a) disinter the cremated human remains from the wrong plot and inter them in the correct plot if available, or (b) if the correct plot is not available, disinter the cremated human remains from the wrong plot and inter them in a plot in St. Theresa Roman Catholic Cemetery acceptable to the representative of the plot holder, and shall, within thirty (30) days after that, notify the registrar of disinterment and interment.
- (3) Where the parties fail to agree on a settlement under subsection (1b) or (2b), either party may apply to the Director of Consumer Protection B.C., who may resolve the matter in any way the registrar considers appropriate in the circumstances as per section 43 of the CIFSA.
15. (1) With prior approval of the Director, an operator may sell a right of interment for a plot in a place of interment where the right of interment for the plot has been sold previously, but only if (a) the owner of the right of interment is at least 90 years of age or, if living, would be at least 90 years of age, (b) a period of at least 50 years has elapsed from the date the prior right of interment was sold, (c) at least 90 days have passed since the date the operator sent a notice of the operator's intention to resell the right of interment to the last known address of the Interment Right Holder and the operator has not received a response from the Interment Right Holder, and (d) the operator has made diligent attempts to contact the Interment Right Holder but is not able to locate or contact the Interment Right Holder.
- (2) On receipt of an application, the Director may approve or reject the application for a sale of the right of interment with or without conditions.
- (3) If the Director refuses the application, the Director must give the applicant written reasons for the decision.
- (4) If a right of interment for a plot is sold in the circumstances described in subsection (1), and the right of interment is subsequently required for use by the original Interment Right Holder, the operator must provide another right of interment of equal or greater value that is acceptable to the original Interment Right Holder, or the person who has authority under Section 5 of the Act with respect to the deceased interment rights Holder.
16. The Right's Holder has the right to cancel and forfeit an Interment Rights contract subject to the conditions outlined below, provided (a) that no portion of the Interment Rights have been exercised; (b) written notice of the cancellation is provided to the Office Manager on Schedule D of these bylaws; (c) the original Right of Interment is surrendered and (d) the cost for removal of any Memorials are paid. .
- 1)) if notice is received within thirty (30) days of the date of signing the Interment Rights contract a full refund of the original purchase price of the plot identified, without interest, less the cancellation fee as outlined in Schedule B of these bylaws will be refunded.
- 2)) if notice is received after thirty (30) days of the date of signing the Interment Rights contract a refund equal to 75% of the original purchase price of the plot identified without interest, less the cancellation fee as outlined in Schedule B of these bylaws will be refunded.
17. The user of St. Theresa Roman Catholic Cemetery and its interment spaces shall be subject to such other conditions as may be prescribed in the Bylaws of the Cemetery.
18. St. Theresa Roman Catholic Cemetery does not insure personal property. Grave markers, monuments, and similar items are the personal property of individual plot owners and/or their families. They are not the property of the Cemetery. Accordingly, plot owners are encouraged to speak with their personal insurer if they wish to insure their personal property which is present at the Cemetery.
19. This agreement is binding on the signatory parties, their heirs, successors, personal representatives and permit assigns. The contract is subject to the Business Practices and Consumer Protection Act, Cremation Interment and Funeral Services Act and related Regulations and the rules and discipline of the Roman Catholic Church.

IN WITNESS WHEREOF the parties have executed this agreement on _____, day of _____, 20_____

Name and Signature of Purchaser
Legal Representative of Deceased

Signature of Cemetery Representative

Please read carefully, sign and return to the Office Manager at the above address for processing. An official copy will be sent to you for your own records. For further information, please contact the Office Manager @ 250-765-6869 during regular office hours.

ST THERESA ROMAN CATHOLIC CEMETERY

Location: 2860 Sexsmith Road
Kelowna, BC V1X 7S6

Office: 750 Rutland Road North
Kelowna, BC V1X 3B7
(250) 765-6869

SCHEDULE D – SURRENDER OR TRANSFER OF RESERVED PLOT PERMIT

Full interment or cremation plot number: _____

I, _____ of _____
(Full legal name – Right of Interment Holder) (Address)

Hereby surrender to St. Theresa Roman Catholic Cemetery the above reserved plot, or hereby

Transfer to _____

I certify that:

- (a) The Right of Interment has not been transferred, sold, or otherwise assigned to any other person, and that I am the sole person entitled to request this application for Surrender;
- (b) No human remains or cremated human remains have been interred nor is any interment pending in the plot to which the Right of Interment applies as of the date of this application for Surrender.
- (c) The amount to which I am entitled to be reimbursed on the surrender of the Right of Interment is the Plot fee paid as described in Bylaw 3.17 and 3.18 and item number 16 of the Terms and Conditions of Interment Right Contract (Plot Reservation Licence).

Dated on this _____ day of _____

Name & Signature of Applicant

St. Theresa Roman Catholic Cemetery hereby acknowledges receipt of the original Right of Interment together with this Application for Surrender and agrees to pay the Holder of such Right of Interment the surrender fee described in paragraph (c) above, within fourteen (14) days of the date of Surrender or Transfer.

Dated at Kelowna, BC this _____ day of _____, 20____

Name & Signature of Cemetery Representative

ST THERESA ROMAN CATHOLIC CEMETERY

Location: 2860 Sexsmith Road
Kelowna, BC V1X 7S6

Office: 750 Rutland Road North
Kelowna, BC V1X 3B7
(250) 765-6869

SCHEDULE E – DISINTERMENT / EXHUMATION PERMIT

No interred human remains shall be disinterred/exhumed except in compliance with the requirements of the Cremation, Interment and Funeral Services Act. No disinterment/exhumation of human remains will proceed until a Disinterment/Exhumation Permit is submitted to and approved by the Director of Consumer Protections BC (if required), the Cemetery Administrator, and all applicable fees and charges have been paid.

The Saint Theresa Roman Catholic Cemetery responsibility during the process of uncovering a casket, urn or other container will end at the point where the soil is sufficiently excavated to permit access to the remains for removal by the attending Funeral Agency. St. Theresa Roman Catholic Cemetery is not responsible for damage sustained to any casket, urn, or other container during disinterment/exhumation.

I, _____ authorized to have the ashes or
(Name of authorizing authority)
Human remains of

_____ disinterred from
(Name of Deceased)

St. Theresa Roman Catholic Cemetery, located at 2860 Sexsmith Road, Kelowna, BC V1X 7S6

in Plot Number _____

on the _____ day of _____, 20_____.

Date: _____

Signature: _____

Fees:

Disinterment/Exhumation Fee \$ _____

TOTAL Due \$ _____

Paid on the _____ day of _____, 20_____. Cheque No. _____

ST THERESA ROMAN CATHOLIC CEMETERY

Location: 2860 Sexsmith Road
Kelowna, BC V1X 7S6

Office: 750 Rutland Road North
Kelowna, BC V1X 3B7
(250) 765-6869

TABLE OF CONTENTS

Cemetery History		3
Purpose of Cemetery		3
Purpose of Bylaws		3
Bylaw 1	Administration	4
1.1	Administration	4
1.2	Severability	4
1.3	Administrative Records	4
1.4	Fiscal Year	4
1.5	Parish Served	4
Bylaw 2	Cemetery Operations	4
2.1	Cemetery Location	4
2.2	Cemetery Administrations	4
2.3	Delegation of Authority	5
2.4	Cemetery Plan	5
2.5	The Cemetery Administrator	5
2.6	The Office Manager	5
2.7	Compliance of Bylaws	5
2.8	Liability, Loss or Damage to Property	5
2.9	Improvements within the Cemetery	6
Bylaw 3	Interment and Disinterment	6
3.1	Arrangements for Interment	6
3.2	Interment Right Contract (Plot Reservation License)	6
3.3	Interment	6
3.4	Reservation of Plots	7
3.5	Human Remains Only	7
3.6	Burial Permit and Acknowledgement of the Registration of Death	7
3.7	Opening and Closing of Graves	7
3.8	Grave Liners	7
3.9	Right of Refusal	7
3.10	Right to Correct Errors	8
3.11	Full Burial/Cremation Plots	8
3.12	Size of Plot Spaces	8
3.13	Number of Interment per Plot	8
3.14	Right of Interment is Not Transferable	9
3.15	Transfer of Plot	9
3.16	Approval of Transfers	9
3.17	Right of Interment Cancellation and Refunds	9
3.18	Cancellation of Right of Interment	10
3.19	Exchange of Plot	10
3.20	Reclamation of Right of Interment Previously Sold	10
3.21	Proof of Inheritance	11

ST THERESA ROMAN CATHOLIC CEMETERY

Location: 2860 Sexsmith Road
Kelowna, BC V1X 7S6

Office: 750 Rutland Road North
Kelowna, BC V1X 3B7
(250) 765-6869

TABLE OF CONTENTS

3.22	Exhumation and Disinterment	11
3.23	Disinterment	11
Bylaw 4	Memorials	11
4.1	Memorial Markers	11
4.2	Application for Placement of Memorial	11
4.3	Temporary Removal of Markers	11
4.4	Damages or Theft	12
4.5	Permitted Marker Sizes	12
4.6	Placement of Markers	12
4.7	Installation of Markers	12
4.8	Prohibited Memorials	12
4.9	Adornment – Statuary, Trees, Flowers, Decorations, Etc.	12
4.10	Exceptions	13
Bylaw 5	Fees and Charges	13
5.1	Fees	13
5.2	Payment of Fees and Charges	13
5.3	Amendments of Fees	14
Bylaw 6	Respect the Place of Interment	14
6.1	Decorum of Cemetery	14
6.2	Vehicles in Cemetery	14
6.3	Alcohol and Controlled Substances	14
6.4	Discharge of Firearms	14
6.5	Animals in Cemetery	14
6.6	Rubbish and Offensive Material	14
6.7	No Solicitations	14
6.8	Damage	14
Bylaw 7	Hours of Closure	15
7.1	Scheduling of Interments	15
Bylaw 8	Collection, Use and Privacy of Personal Information	15
Bylaw 9	Cemetery Bylaws	15
Bylaw 10	Modifications and Amendments	15
Bylaw 11	Payments for Goods and Services	16
Bylaw 12	Authorization	16
Schedule A	Definitions	17
Schedule B	Fee Schedule	19
Schedule C	Terms and Conditions of Right of Interment Contract	21
Schedule D	Surrender or Transfer of Reserved Plot Permit	27
Schedule E	Disinterment / Exhumation Permit	29

