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**CITY OF KELOWNA**

**MEMORANDUM**

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**Date:** July 26, 2001  
**File No.:** 4100-01

**To:** City Manager, Ron Born

**From:** Cemetery Manager, Dennis Radford

**Subject:** Kelowna Memorial Park Cemetery Bylaw Amendment

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RECOMMENDATION

THAT Kelowna Memorial Park Cemetery Bylaw No. 7627 be amended to include the Regulations and Tariffs for the Promontory Green Interment Gardens (P.G.I.G.) as outlined in Draft Bylaw No. 8703;

AND THAT the Cemetery Manager be authorized to enter into an Agency Agreement with local Funeral Directors to market the various options on behalf of the City in accordance with similar agreements for the Bennett Memorial Public Columbaria signed in 1999.

BACKGROUND

The Parks and Leisure Services Department are continuing to implement the Cemetery Plan adopted by Council. The first initiative to introduce new options for interment was the Bennett Memorial Public Columbaria, which began sales August 1, 1999.

In order to market the Columbaria it was recommended and adopted by City Council, that the City enter into an Agency Agreement with local Funeral Directors. Funeral Directors are usually the first contact upon "at-need" service and are actively selling pre-need agreements. The first phase of the Bennett Columbaria had 128 niches. In less than 20 months 110 niches have sold. Out of the 110 niches, over 60 niches were sold through the Agency Agreements. Commission paid to market options in the Promontory Green Interment Gardens is more cost effective than the City marketing the product with city staff.

The rates for the P.G.I.G. and Regulations have received pre-approval from the Registrar of Cemetery and Funeral Services (Certificate of Public Interest enclosed). The Mausoleum crypts and niches are being offered as a package that will include a bronze nameplate, flower vase and opening/closing. It has been proven in the Death Care profession that consumers for these types of services have a myriad of decision making. Packaging our service will assist the many decisions to be made. The P.G.I.G. has many options to choose from and economics will not restrict those whom wish to choose an option within the P.G.I.G. The most affordable option is offered at \$400 including a memorial nameplate for the Scattering Garden.

SUMMARY

The proposed Regulations and Fees have met pre-approval from Victoria and the proposed rates are at fair market value. The success of Bennett Memorial Public Columbaria over the last two years has proven that the public are interested in burial options and that the Agency Agreement is very effective in the marketing cemetery product.

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Dennis Radford  
Cemetery Manager

CC. Acting Director Parks and Leisure Services  
Parks Manager

# CITY OF KELOWNA

## BYLAW NO. 8703

### Amendment No. 5 to Kelowna Memorial Park Cemetery Bylaw No. 7627

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The Council of the City of Kelowna, in open meeting assembled, enacts the following:

1. THAT Kelowna Memorial Park Cemetery Bylaw No. 7627 be amended as follows:
  - (a) Adding the following definitions to subsection 1.1 of PART 1 DEFINITIONS in the appropriate locations:

**"Mausoleum"** means a structure or building that contains interior or exterior crypts and niches designed for the entombment of human remains,

**"Promontory Green Interment Garden"** means the area in Section G of the Cemetery consisting of a mausoleum, columbarium, in ground burial for cremated remains and a scattering garden for cremated remains,

**"Scattering Garden"** means a designated area for the placement of non-recoverable, commingled cremated remains placed within a ossuary or scattered within the designated garden area."
  - (b) Replacing the following definition in subsection 1.1 of PART 1 - DEFINITIONS as follows:

**"Niche"** means each individual compartment to be used for the interment of cremated remains in a columbarium or mausoleum.
  - (c) THAT subsection 6.10 of PART 6 – INTERMENT IN THE CEMETERY be replaced with the following

"6.10 **Scattering of Cremated Remains.** It shall be unlawful for any person to scatter cremated remains within the confines of the cemetery except within the scattering garden located in the Promontory Green Interment Garden."
  - (d) THAT subsection 6.20 be added to PART 6 – INTERMENT IN THE CEMETERY as follows:

"6.20 **Promontory Green Interment Garden.** Notwithstanding the provisions of this section, the remains of a deceased person may be interred in the Promontory Green Interment Garden. The administration and operation of the Promontory Green Interment Garden shall be carried out in accordance with this bylaw, including Schedule "G" and the Cemetery and Funeral Services Act."
  - (e) THAT Schedule 'G' – Promontory Green Interment Garden Regulations, as attached to this bylaw, be added.

2. This bylaw shall come into full force and effect and be binding on all persons as and from the date of adoption.
3. This bylaw shall be cited for all purposes as 'Bylaw No. 8703, being Amendment No. 5 to Kelowna Memorial Park Cemetery Bylaw No. 7627.'

Read a first, second and third time by the Municipal Council this

Receive the approval of the Cemeteries and Funeral Services Branch, Ministry of Attorney General this

Adopted by the Municipal Council of the City of Kelowna this

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Mayor

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City Clerk

## Schedule "G"

### PROMONTORY GREEN INTERNMENT GARDEN REGULATIONS

1. External dimensions of a casket to be placed in any crypt shall not exceed 2'0 (64cm) high by 2'6" (76cm) wide by 7'3" (221cm) long.
2. No memorial (inscription) may be placed until crypt, niche or plot and all other charges are paid, including the applicable inscription and installation charges for the memorial.
3. Such memorial shall be in the form approved by the City for the particular section.
4. Columbarium Niche Nameplate. The minimum requirements for the niche Nameplate shall be:
  - (i) a single bronze cast niche wreath 26 cm (10 inches) wide by 18 cm (7 inches) high, centred on the niche door,
  - (ii) the lettering to consist of surname and given name and/or initials for an individual and/or companion; lettering shall be on three (3) separate lines as follows:

First line – to include surname in lettering 1.9 cm ( $\frac{3}{4}$  inch) in height;

Second line – to include the given name and/or initials in lettering 1.3 cm ( $\frac{1}{2}$  inch) in height; and

Third line – to include year of birth and year of death, in lettering 0.65 cm ( $\frac{1}{4}$  inch) in height,

with lettering sizes to be adjusted accordingly in the event of a long surname,
  - (iii) lettering to be in Renic font, and name plate to be hand chased and polished,
5. Mausoleum Crypt Nameplate. The minimum requirements for the niche nameplate shall be:
  - (i) a single bronze cast crypt plate 60 cm (24 inches) wide by 28 cm (11 inches) high, centred on the crypt door,
  - (ii) the lettering to consist of surname and given name and/or initials for an individual and/or companion; lettering shall be on three (3) separate lines as follows:

First line – to include surname in lettering 1.9 cm ( $\frac{3}{4}$  inch) in height;

Second line – to include the given name and/or initials in lettering 1.3 cm ( $\frac{1}{2}$  inch) in height; and

Third line – to include year of birth and year of death, in lettering 0.65 cm ( $\frac{1}{4}$  inch) in height,

with lettering sizes to be adjusted accordingly in the event of a long surname,
  - (iii) lettering to be in Renic font, and name plate to be hand chased and polished,

6. All improvements, alterations, or embellishments of Lots or areas in the **Promontory Green Interment Garden** shall be under the direction of the City and should any be made without its written consent, the City reserves and shall have the right to remove, alter or change such improvements, alterations or embellishments at the expense of the plot holder; the City reserves the right to remove anything which, in the sole judgement of the City is unsightly, dangerous or impedes the progress of "care".
7. The placing of fresh flowers shall not be permitted on crypts/niches, artificial and fresh flowers shall be subject to the applicable Rules and Regulations of the City as then in force. At no time will open flame be permitted.
8. **Promontory Green Interment Garden** burial plots consist of:
  - 8.1 **Double Cremated Remains plot 3'x3'** for the interment of 2 sets of cremated remains. The Double cremation plot will be memorialized with a 12"x 20" bronze marker on a granite base and centred at the head of the plot.
  - 8.2 **Family Cremated Remains plot 3'x 6'** for the interment of a maximum of six sets of cremated remains. The Family cremated remains plot will be memorialized by an upright marker 12" wide x 3" deep x 20"above the ground and centred at the head of the plot.
  - 8.3 **Cremation Scattering Garden** for the placement of non-recoverable, commingled cremated remains in an ossuary. The memorialization will consist of a single nameplate placed within the garden area.
  - 8.4 **Lawn Crypts plots** for the interment of 2 caskets. The first interment will be placed at the lower level. The Lawn Crypt plot will be memorialized by an upright marker centred at the head of the plot.
9. The fees and charges for a licence for the use of a mausoleum crypt, columbaria niche, burial plot or cremated remains scattering in the **Promontory Green Interment Garden** and for the interment, disinterment and supply of goods and services shall be as follows:

Description				Total
<b>Mausoleum Single Crypt – Level 1</b> comes with a standard crypt plate, Fiore vase, incl. Open/close				\$9,000.00
<b>Mausoleum Single Crypt – Level 2</b> comes with a standard crypt plate, Fiore vase, incl. Open/close				\$10,200.00
<b>Mausoleum Couch Crypt – Level 1</b> comes with a standard crypt plate, Fiore vase, incl. Open/close				\$12,240.00
<b>Mausoleum Couch Crypt – Level 2</b> comes with a standard crypt plate, Fiore vase, incl. Open/close				\$12,840.00
<b>Mausoleum Couch Crypt – Estate Level 1</b> Comes with a standard crypt plate, Fiore vase, incl. Open/close				\$13,500.00
<b>Mausoleum Couch Crypt – Estate Level 2</b>				\$14,160.00

Description				Total
Comes with a standard crypt plate, Fiore vase, incl. Open/close				
<b>Mausoleum Couch Crypt – Level 3</b> comes with a standard crypt plate, Fiore vase, incl. Open/close				\$16,992.00
<b>Niche – Level 1</b> Comes with a standard niche plate, Fiore vase, incl. Open/close				\$2,500.00
<b>Niche – Level 2</b> Comes with a standard niche plate, Fiore vase, incl. Open/close				\$2,650.00
<b>Niche – Level 3</b> Comes with a standard niche plate, Fiore vase, incl. Open/close				\$2,750.00
<b>Niche – Level 4</b> Comes with a standard niche plate, Fiore vase, incl. Open/close				\$2,650.00
<b>Niche – Level 5</b> Comes with a standard niche plate, Fiore vase, incl. Open/close				\$2,500.00
<b>Cremated Remains Plots (3 'x 6')</b> Family Plot to inter a maximum of 6 human remains must have upright marker 12" wide x 3"deep x 20" above the ground				\$1,200.00
<b>Cremated Remains Plot (3 'x 3')</b> Double plot to inter a maximum of 2 human remains must have a flat ground marker 12"x20"				\$650.00
<b>Cremated Remains Scattering Garden</b> For the placement of non-recoverable commingled cremated remains in an ossuary. The memorialization will consist of a single nameplate placed within the garden area. Memorial nameplate included.				\$400.00
<b>Double Depth In Ground Lawn Crypts</b> No Liner Required – Section "G"				\$2,500.00
<b>Large Plots Section "G"</b> Without Lawn Crypts (Liners Required)				\$1,680.00
<b>Optional Crypt Name Plate c/w inscription</b>				\$812.50
<b>Mausoleum Cameo Ceramic Portraits</b> 3 ¼" x 4" color, c/w open Frame				\$495.00
<b>Mausoleum 7" Fiore Eternal Lamp Installed</b>				\$440.00
<b>Mausoleum Crypt Name Plate Emblems</b>	Prices Available Upon Request			
<b>Floral Tributes – Ground Vases</b>	Prices Available Upon Request			
<b>Memorial Urns</b>	Prices Available Upon Request			

Description				Total
<b>Memorial Book Space- Single</b>	Prices Available Upon Request			
<b>Memorial Tree c/w plaque</b>	Prices Available Upon Request			
<b>Memorial Benches</b>	Prices Available Upon Request			
<b>Disinterment of Human Remains in either crypts or lots</b>	\$1,000.00			
<b>Disinterment of Cremated Remain in either a niche or burial lot</b>	\$200.00			