



VILLAGE OF BITTERN LAKE

Bylaw #02/26 Cemetery Bylaw

Bylaw# 02/26 of the Village of Bittern Lake in the Province of Alberta, being a bylaw respecting the management and control of the Rosenroll Cemetery.

WHEREAS The Village of Bittern Lake is the owner of the Rosenroll Cemetery located on part of the SW-29-46-21-W4 in the Province of Alberta, also described as Plan 782 2013, Lot 2, containing 6 acres.

WHEREAS The Cemeteries Act (RSA 2000) requires every operator of a cemetery to make bylaws, including bylaws respecting the organization operation and management of the cemetery operator.

NOW THEREFORE, the municipal council of the Village of Bittern Lake, in the Province of Alberta, enacts a bylaw to as the "Cemetery" Bylaw.

TITLE

This Bylaw may be cited as the "Cemetery Bylaw"

DEFINITIONS

- a) "Council" Shall mean the Council of the Village of Bittern Lake.
- b) "Lot" Shall mean a single grave.
- c) "Owner" Shall mean the person or executor of an estate of a person who purchases a lot in the cemetery.
- d) "Plot" Shall mean two or more lots.
- e) "Village" means the Village of Bittern Lake in the Province of Alberta.
- f) "Village Administrator" means the Village Chief Administrative Officer or their delegate.

REGULATIONS

1. The subdivision of the Cemetery is shown in Appendix A and special zones as noted below:
 - a) Phase One (Old Cemetery) Plots 3-10, 15-22, 41-43 Inclusive.
 - b) Phase Two (New Cemetery) Plots 1-2, 11-14, 23-27, 33-40, 44-48 Inclusive.
2. That the Village of Bittern Lake shall have general supervision, charge and control of the operation of the Cemetery so established, and the Village Administrator shall be responsible for all books, plans, records, and documents relating thereto.
3. The Village Administrator shall make all sales of burial rights in lots within the Cemetery and shall receive and account for all money derived therefrom and shall enter all particulars of such sales on records kept only for such purposes and shall keep a record of the name or names of any person or persons buried in any lot (grave) together with the date of any such burial.



VILLAGE OF BITTERN LAKE

Bylaw #02/26 Cemetery Bylaw

4. The Village Administrator shall issue to each purchaser of burial rights in any lot, an approved application in the form as prescribed from time to time, and shall collect any and all fees.
5. Documentation and Permits:
 - a) No burial shall be permitted in the Cemetery unless and until there shall have been produced and given to the Village Administrator the following documents:
 - i. Burial permit, issued by the proper official of the Province of Alberta, or such other written authority as may be required from time to time under the laws of the Province of Alberta.
 - ii. Approved application from the Village Administrator, acknowledging payment of fees and charges.
 - b) The Village Administrator shall not approve the application note in clause (ii) of Section 5 a) of this Bylaw unless it has been filled out and signed by the owner of the burial rights or a qualified representative or custodian of the body in the lots in which burial is to be made, in which form the following particulars shall be set forth, namely:
 - Name of deceased
 - Date of birth
 - Gender
 - Date of death
 - Number of plot and lot in which burial is to be made
 - Date and time of burial
 - Name of Funeral Home
 - c) Applications must be made at least two business days prior to the time established for burial. This notification may be waived with the body to be interred died from a contagious disease or if special circumstances so require to allow for the lot (grave) to be marked out.
 - d) Approval shall be obtained from the Village Administrator before erection of monuments, markers, or vases by any owner, or by any company or contractor or individual hired for this purpose by the owners of the lot. The owner shall be responsible for the removal of all damaged concrete, markers, covers, or vases etc. from the cemetery property.
 - e) A completed application form must be approved by the Village Administrator for the opening and closing of graves.
 - f) Disinterment of a body shall not take place until a disinterment permit has been issued in accordance with Section 42 of the Vital Statistics Act.
 - g) Council may by resolution, set a fee for any approvals.



VILLAGE OF BITTERN LAKE

Bylaw #02/26 Cemetery Bylaw

6. General Rules and Conditions – Burial Plot Purchases and Utilization
 - a) Purchase of a lot in the Bittern Lake Rosenroll Cemetery shall be as stated in Appendix B.
 - b) Funeral Homes must provide the necessary lowering devices and wooden rough boxes (if necessary) and make their own arrangements for the placing of mats, wreaths, flowers, etc. around the grave.
 - c) Digging for the burial of a casket shall be the responsibility of the Funeral Home with access to the cemetery provided by the Village of Bittern Lake.
 - d) Digging for the burial of an urn shall be the responsibility of the Funeral Home under the supervision of the Village of Bittern Lake.
 - e) No more than one body shall be buried in a lot (single grave) except a parent and their infant child when both are in the same casket or coffin, except in sections set aside for double depth burials.
 - f) No burial of an adult as defined in the Age of Majority Act will be permitted in the cemetery unless a concrete grave liner is first placed in the lot (grave). Such concrete grave liner and cost thereof shall be borne by the purchaser.
 - g) Double depth graves shall be those lot (grave) sites constructed to a depth of 8 feet deep which shall accommodate two bodies in separate caskets at the same or different times in such a manner that one casket is placed immediately above the other at minimum depths as required by the Alberta Cemeteries Act. All double depth lots (graves) shall be limited to a single ownership and purchased specifically for this purpose on the opening for the first casket. It is mandatory that the first casket placed in a double depth grave be placed in a concrete grave liner.
 - h) One cemetery lot (grave) can accommodate one standard casket or up to a maximum of six (6) urns. Any other variation must be presented to Council for approval.
 - i) If an applicant wishes to inter a body in a lot not owned by them, they shall obtain an order from the owner of the lot (grave) in which such interment is to be made or from the legal representative of the owner of such lot (grave).
 - j) Urn burials are permitted only after casket burials have occurred or when no casket burials will occur.
 - k) No lots (graves) shall be raised above the level of the surrounding ground.
 - l) An owner of a reserve lot (grave) may not resell the unused lot (grave) on the open market.
 - m) An owner of reserved lots (graves) may cancel his/her reservations by advising the Village in writing. The Village's refund shall be based on a percentage of the value of the plot at the time of cancellation in accordance with Section 2, Alberta Regulation 249/98, Cemeteries Act.



VILLAGE OF BITTERN LAKE

Bylaw #02/26 Cemetery Bylaw

- n) It is a condition of sale of every burial lot (grave) that the Village has the right to reclaim all unused burial lots (grave) after the period of twenty years has expired, pursuant to the Cemeteries Act C-3 RSA 2000, Section 18 (2), of the Province of Alberta.
7. General Monument Regulations
- a) Monument shall mean a headstone, tombstone, upright or vertical monument, pillow monument, a flat monument, that is made of granite, marble, metallic materials, or other material acceptable to Village Council. All of these must be supported by a concrete or granite foundation which is somewhat lower but level with the surrounding ground contour of that particular lot (grave). Secondary flush monuments are allowed and must be installed flush with the ground. All secondary flush monuments must have a 4 inch border of concrete poured around it with a maximum foundation size of 48 inches by 24 inches.
 - b) Stones added to existing lot (grave) sites to commemorate a cremation addition may be placed on the lot (gravesite) but must be at a level to permit the mower to pass over them with a two inch border around the flat monument.
 - c) The total maximum height of any monument shall be 48 inches.
 - d) All costs of construction, erection, and installation of any monuments, markers, or vases shall be borne by the person requiring same and the work in the cemetery in connection therewith shall be done with the approval of the Village Administrator.
 - e) No fence, railing, coping or any other enclosure or structure of any kind other than a monument, marker, or vase which is in accordance with the provisions of this bylaw, shall be erected or installed on any lot (grave) of the Cemetery.
 - f) There shall be one (1) monument permitted on each burial lot (grave) for urn burials. A double monument shall be allowed and placed between two graves for casket burials only.
 - g) The installation of lot (grave) covers (structures of concrete, marble, granite, or similar material placed on the entire burial lot for memorial purposes and set level with the contour of the ground) are not permitted.
8. Maintenance:
- a) Care and maintenance provided by the Village will include filling and reseeding of any sinking lot (grave) and generally to do and perform all things necessary and expedient to preserve the said lot (grave) in a neat and tidy condition, and to properly care for and protect the same. Maintenance and care by the Village does not include any responsibility for repair and maintenance of the monument or the concrete foundation.
 - b) No trees, plants, shrubs, flowers or any other thing intended for growth shall be planted, seeded, grown or maintained on any lot (grave). The Village may remove or prevent the placing of any stand, holder, vase, solar lights or other receptacle which they deem to



VILLAGE OF BITTERN LAKE

Bylaw #02/26 Cemetery Bylaw

- be unsuitable for such purpose or unsightly in appearance. Vases to hold flowers must be attached to the monument and cannot be placed in the ground.
- c) The Village Administrator may, from time to time, report to the owners or next of kin on the condition of any monument in need of repair, and it shall be the duty of the owner of such monument, or the next of kin, to repair same without delay, to the satisfaction of the Village Administrator.
9. The Village is not required to keep a perpetual care fund as it is a municipality as defined in the Cemeteries Act Part 3 section 32.1.
10. Disinterment of a body shall not take place until a permit, signed by the Department of Vital Statistics, is presented to the Village Administrator.
11. Any person who willfully defaces or damages any monument or structure, trees, or shrubs or commits a nuisance in the cemetery, is guilty of an offense and subject to a fine under section 430 of the Criminal Code.
12. Any activity, request, or circumstance not expressly provided for in this Bylaw must receive approval from Council.
13. Indigent burials shall be subject to the approval of the Provincial Department of Social Assistance and burial rights shall be charged by the Village in accordance with rates established in the Fee Schedule of the Village of Bittern Lake.

REPEAL OF EXISTING BYLAWS

The Village of Bittern Lake Bylaws #347 and #11/01 are repealed.

AUTHENTICATION

This Bylaw shall come into full force and effect on the day that it is finally passed by Council by giving it third and final reading and it is signed in accordance with the Municipal Government Act.



VILLAGE OF BITTERN LAKE

Bylaw #02/26 Cemetery Bylaw

RECEIVED FIRST READING THIS
12th DAY OF **MARCH**, A.D. 2026
IN THE VILLAGE OF BITTERN LAKE,
IN THE PROVINCE OF ALBERTA

* _____
* MAYOR
* _____
* _____
CHIEF ADMINISTRATIVE OFFICER

RECEIVED SECOND READING THIS
13 DAY OF May, A.D. 2026
IN THE VILLAGE OF BITTERN LAKE,
IN THE PROVINCE OF ALBERTA

* _____
* MAYOR
* _____
* _____
CHIEF ADMINISTRATIVE OFFICER

RECEIVED THIRD AND FINAL
READING THIS 13 DAY OF
May, A.D. 2026
IN THE VILLAGE OF BITTERN LAKE,
IN THE PROVINCE OF ALBERTA

* _____
* MAYOR
* _____
* _____
CHIEF ADMINISTRATIVE OFFICER



VILLAGE OF BITTERN LAKE

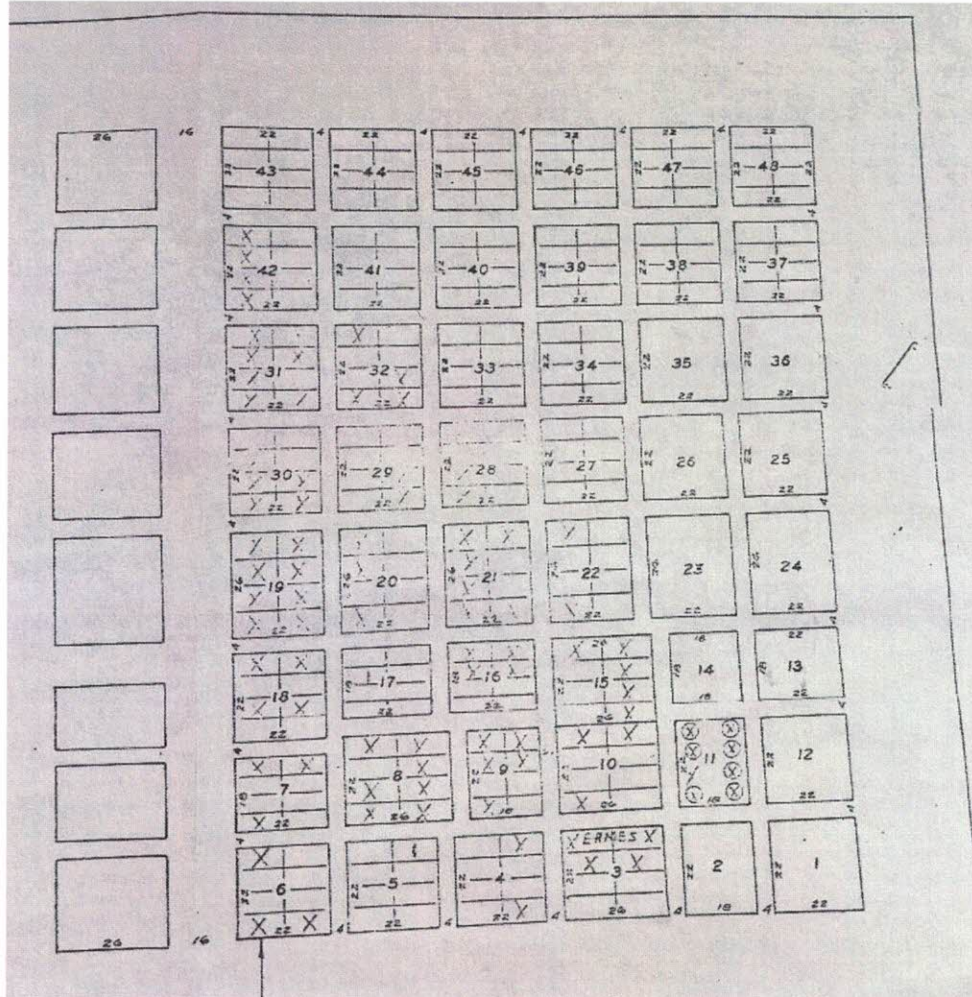
Bylaw #02/26 Cemetery Bylaw

Appendix "A"

Map of Bittern Lake Rosenroll Cemetery

Bittern Lake Rosenroll Cemetery Plot Directory

Note: Location markers are situated at ground level at the Southwest corner of each plot.
There is a 4 ft walkway between each plot.





VILLAGE OF BITTERN LAKE

Bylaw #02/26 Cemetery Bylaw

Appendix "B"

The cost for a lot in the Bittern Lake Rosenroll Cemetery shall be:

\$300.00 per lot for a Village resident

\$600.00 per lot for non-resident

A plot of 8 lots is to be approved by the Council of the Village of Bittern Lake for an agreed price that is to be paid within 90 days of the invoice date, or the agreement will be void.