



**TOWN OF ALTONA
Cemetery Burial Policy**

1. All cemetery plots to be purchased at the Altona Town Office.
2. Location of plots purchased shall be marked for excavation by the Town of Altona Public Works Staff.
3. A plot may be purchased prior to the passing of an individual and there shall be no maximum on the number of plots an individual may purchase, unless deemed otherwise by the Community and Social Development Committee. Individuals are not required to purchase the next available plot but may request a specific plot to be reserved at another location in the cemetery. The Committee may deny a request if it is deemed an unreasonable request.
4. Upon purchase of a plot prior to the passing of an individual, a certificate shall be issued listing who the plot is reserved for, the location of the plot, and the purchase price of the plot.
5. Cemetery plots purchased shall not be resold or transferred without the approval of the Committee. Refunds may be approved by the Committee at the original purchase price.
6. When a funeral home from outside of Altona purchases a plot, that funeral home is responsible for arranging and incurring the costs associated with the excavation and closing of the grave.
7. Excavation for a cremation urn shall be done by the Town of Altona Public Works Department.
8. A maximum of four urns may be interred on a regular plot. The urn must fit in a hole no larger than 1.5 x 1.5 sq. ft. Each urn must be marked with a permanent plaque marker which is flush with the ground surface, a maximum of four markers per plot.

9. A cremation urn only, may be placed on a plot that already has had a prior interment. This may be done in the case of a child cremation being interred on a parent's plot when the parent passes away prior to the child, etc. The fee charged for this second interment will be the same as a regular cremation plot.
10. In the case of a child passing away prior to parents, plots may be reserved next to the child plot so the parents may be interred next to the infant.
11. There shall be no more than one monument erected per plot with the exception of a cremation plot as outlined above in (9) or where there is a cremation interred on a plot already occupied and a monument erected, a permanent flat marker may be placed on the plot to mark the cremation urn.
12. As per the most recent Fees & Charges By-law (#1747/2016), the cemetery plot fees are as follows:

Plot	\$500.00 + GST per plot
Cremation*	\$100.00/urn + GST, up to a maximum of 4 urns per plot
Baby plot	No Charge
12 & under	No Charge (must pay the perpetual care fee)
Perpetual Care	\$150.00
Disinterment	Actual costs plus \$50.00

* Cremation plot fees include the opening and the closing of the grave.



TOWN OF ALTONA
Altona Cemetery Donation Policy

The Town of Altona is committed to the beautification of the existing cemetery and the area set aside for future expansion. These improvements will be carried out according to the Council adopted *Cemetery Development Plan* and scheduled as funds become available. In that regard the community is encouraged to participate by making tax deductible contributions under one of the following programs. All contributions will be recognized on a permanent donor wall if desired.

1) General Improvements - under this program, as funds become available, improvements shown within the Council approved *Cemetery Development Plan* will be done.

2) Commemorative Trees - under this program a commemorative tree may be planted in a location designated within the *Cemetery Development Plan*. The donor may affix a small plaque, of a pre-approved size, at their own expense.

The Town will assume maintenance of responsibility for all upgrades funded through this program, with the exception of plaques. Donations may be sent to the Town's Administration Office.