

August 28, 2014

Report To: Mayor and Council

From: Doug Brown, Manager of Operations & Facilities



SUBJECT: Damage to Hoard Family Headstone – Riverview Cemetery

It appears that the damage to the Hoard Family headstone was caused by Parks staff resetting the headstone as a result of it falling over. Please find attached a copy of the administration report dated April 29, 2014, which was reviewed by the O & F executive committee at its May 7, 2014 meeting.

Please find attached two quotes; Brunet Monuments Inc. & Lakehead Monuments to replace or repair the Hoard family Headstone;

Brunet Monuments Inc.

- 1) Bevel all four corners and transport - \$2600 HST included.
- 2) To cut down, reduce the size of all edges and transport - \$3500 HST included
- 3) To replace with new stone and install new stone - \$7520 HST included.

It should be noted that Brunet Monuments cannot be certain of the actual best repair method until they have a chance to assess the headstone (density or condition of the black granite).

Lakehead Monuments

- 1) To replace with new stone and install new stone - \$7339.35 HST included.

Administration is of the opinion that the subsection 8.17 of the Cemetery by-law was included in the by-law to provide protection for the Town against any liability for damages to any monument or markers through normal routine maintenance within the cemetery. On a regular basis Town staff have to reset headstones which fall over due to frost action or settlement. The Hoard family headstone was already replaced in the past before my employment with the Town.

Administration is of the opinion that Council should consider the ramification of being responsible for all the costs in repairing the damages to the Hoard family headstone and there are a lot of headstones which are **not owned** by the Town where damages have occurred due to normal maintenance activities in the cemeteries over the years and resetting headstones is considered a normal maintenance activity.

The Operations & Facilities Executive Committee recommends the following;

- 1) That Administration meet & discuss repair and replacement options with Stan Hoard in regards to the Hoard family headstone damages as per quotation supplied by Brunet Monuments Inc. & Lakehead Monuments.
- 2) That Council authorize administration to utilize one of the three repair or replacement options in regards to the Hoard Family headstone and that the selected option be funded out of the Cemetery Care and Maintenance Reserve Funds.

Respectfully Submitted
Operations & Facilities Division,

Doug Brown

Doug Brown, P. Eng.
Operations & Facilities Manager

RECOMMENDED

SEP 03 2014

DIV. MNG.

Doug Brown

EXECUTIVE COMM.

R. Widenhoff

Council approval of this report will ensure the following:

- 1) That Administration meet & discuss repair and replacement options with Stan Hoard in regards to the Hoard family headstone damages as per quotation supplied By Brunet Monuments Inc. & Lakehead Monuments.
- 2) That Council authorize administration to utilize one of the three repair or replacement options in regards to the Hoard Family headstone and that the selected option be funded out of the Cemetery Care and Maintenance Reserve Funds.

w/order - quote

PLEASE SEND PAYMENT TO:
S.V.P. ENVOYER PAIEMENT À:

DATE: 26-Aug-14

CONTRACT NUMBER:

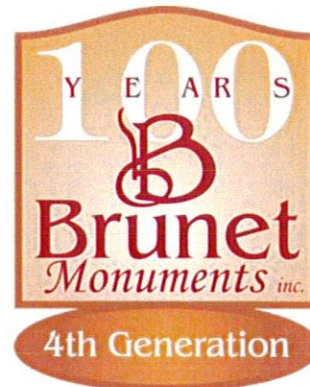
NUMÉRO DU CONTRAT:

DATE SHIPPED/INSTALLED:

DATE DE LIVRAISON:

w/ord

BRUNET MONUMENTS INC.
405 RUE BERTRAND STREET
WINNIPEG, MB R2H 0P4
PHONE: (204) 233-7864
1-888-733-3323
FAX: (204) 233-FAXX



Trevor McKinnon

info@brunetmonuments.com

www.brunetmonuments.com

tmckinnon@fortfrances.com

DESCRIPTION	DEBIT	CREDIT	BALANCE
Quote to replace a 4-6 x 0-8 x 2-6 all polished black granite memorial with two corner checks. Includes carving to match existing.			
Monument 4-6 x 0-8 x 2-6 includes pick up and install	\$ 7,520.00		
Quote for two replacement Black Crest vases \$250 each	\$ 500.00		
HST INCLUDED	included		
To discard existing memorial	\$ 450.00		\$ 8,470.00
To pick up, bevel all 4 corners on both sides of memorial and reinstall in the Riverview cemetery. HST included.	\$ 2,600.00		
OR To pick up, cut down all edges which will make the monument 6-7 inches thick verses 8". Repolish, recarve and install in the cem.			
Possible removal of 1 inch on bottom of memorial to remove bottom chips. Memorial will shrink by approx 1 in.	\$ 3,500.00		
HST INCLUDED			
Please note that we cannot be certain of the actual best repair route until we have the memorial at hand.			
We can counsel the client and or Trevor with every step before proceeding with the repair of choice.			
The monument can be picked up this week.			
To replace or repair can only be completed in the summer of 2015.			
MERCI - THANK YOU !			

The vendor reserves the right to reclaim merchandise if not paid within 6 months after completion of work unless otherwise mentioned in the contract.
The vendor will not be held responsible for errors of the given inscription

Terms: Net 30

INVOICE TOTAL DUE:
CETTE FACTURE EST DUE LE:

A SERVICE CHARGE OF 1.5% PER MONTH WILL BE ASSESSED ON
OVERDUE ACCOUNTS. TOUTE FACTURE EN SOUFFRANCE EST SUJET À
UN TARIF DE SERVICE DE 1.5% PAR MOIS.

"Au service des franco-manitobains depuis 1910..."
"Perpetuating the memory of Manitobans since 1910..."

April 29, 2014

To: Operations & Facilities Executive Committee

From: Doug Brown, Operations & Facilities Manager

SUBJECT: Damage to Hoard Family Head Stone – Riverview Cemetery

The letter dated April 16, 2014 from Mr. Stanley Hoard was referred to the Operations & Facilities Executive committee for review. The Operations & Facilities Executive Committee is considered the "Board" in regards to the operations and maintenance of the Town's cemeteries.

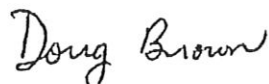
Mr. Stanley Hoard brought the damage to the headstone to administration attention in July of 2013. Please find pictures of the damage to the headstone. Mr. Hoard was given a copy of the Cemetery By-law No. 22/12 in September of 2013 where section **No. 8- Monuments and Markers** subsection 8.16 & 8.17 were pointed out to Mr. Hoard at that time. See attached pertinent subsections 8.16 & 8.17.

In discussion with Trevor McKinnon, Parks Working Foreman, the damage is quite high on the headstone other than the missing vase on the north side of the base. Thus it is difficult to correlate the damage to normal lawn care and flower bedding maintenance activities. In regards to the missing vase from the base, water in the fall time is left in the vase over the winter this water freezes and splits the vase where eventually it breaks away from the base. This is a common occurrence with vases in the cemetery. No monument or head stone setting contractor has reported damaging the Hoard family headstone in the past five years.

I am no expert in manufacturing granite or marble headstones, but it appears that the edging of the headstone (cornering) is very smooth with nominal beveling and that chips of granite were displaced. Most of the newer headstones have rougher beveled corners, thus less chance of a chipping issue. I don't know for sure but the freeze –thaw action of water could have had an impact on the damage if there was an imperfection in the granite headstone material.

Mr. Hoard has been invited to the next Operations & Facilities Executive committee meeting scheduled for Wednesday May 7th, 2014 at 7:30 am. Also I suggested that the committee complete a site inspection of the headstone to get a perceptive on the damage.

Respectfully submitted,

A handwritten signature in cursive script that reads "Doug Brown".

Doug Brown, P. Eng.
Operations & Facilities Manager

16 April 2014

Mayor and Council

I would like to bring to Council's attention a matter of maintenance and damage to my parents' head stone in Riverview Cemetery. I would be pleased to attend at a meeting of Council or the Operations & Facilities Executive Committee of Council to speak to this further.

Yours truly,



Stanley Hoard
1213 Elizabeth East
Fort Frances, ON P9A 3R8
Ph.: 274-5083



8.11. One marker with a flat and level surface set flush with the ground may be placed at each grave in addition to the monument. The marker shall be placed at the end of the grave farthest from the monument. All additional markers shall be approved by the Superintendent or his designate.

8.12. Markers or footstones of marble or granite are permitted but must not exceed 50.8 centimetres or 20 inches by 76.2 centimetres or 30 inches with a depth of eight (8) centimetres or 3 inches to thirteen (13) centimetres or 5 inches. The upper surface must be flat with no projections and shall be set level with the ground surface. All markers shall be set by employees of the Corporation at the expense of the lot owner in accordance with the current Price List.

8.13. Corner posts may be provided by the Corporation at the expense of the lot owner. Installation of corner posts shall be under supervision of the Superintendent or his designate.

8.14. Any monument or other structure or any inscription placed in or upon any lot shall be in keeping with the dignity and decorum of the cemetery.

8.15. When any monument, gravestone or memorial of any kind is to be removed or any inscription made or cleaning done, permission shall be obtained from the Superintendent or his designate. Application for such permission shall be made in writing by the owner of the lot with a description of the work proposed.

8.16. Minor scraping on the monument base of an upright monument due to grass/lawn maintenance is considered to be normal wear.

8.17. The Cemetery staff will take reasonable precautions to protect the property of the interment rights holder, but it assumes no liability for the loss of, or damage to, any monument, marker, or other structure, or part thereof.

9. SECTION NINE - RULES FOR MONUMENT DEALERS, CONTRACTORS & THEIR WORKERS

9.1. Every contractor employed to erect vaults, mausoleums or monuments or to do any other work in the cemetery as permitted within this by-law shall first present an application to the Superintendent or his designate signed by the lot owner or his representative requesting permission to employ such contractor to do the work herein specified. This application shall designate the section and lot.

9.2. Prior to the start of any said work, contractors must provide proof of the following:

- a) Current Clearance Certificate of good standing with WSIB,
- b) WSIB Coverage Number
- c) Executed Occupational Health and Safety agreement with the Town.
- d) Evidence of liability insurance of not less than \$3,000,000.00.

9.3. The demeanor and behavior of all workers employed by others in the cemetery shall be subject to the control of the Superintendent or his designate.

9.4. Contractors, masons and stone-cutters shall lay planks on the lots and path over which heavy materials are to be moved in order to protect the surface from damage.

9.5. Workers shall cease work if in the immediate vicinity of a funeral until the conclusion of the service.

9.6. All work must be done during regular cemetery hours unless by special permission of the Superintendent or his designate.

9.7. No work shall be commenced on Saturday that cannot be finished and the litter and debris removed by the hour of noon of that day.

9.8. Heavy loads shall not be permitted in the cemetery when the roads or grounds are in an unfit condition.

9.9. No monuments shall be delivered at the cemetery until the foundation is completed and the contractor is ready to proceed with the work of the erection.

HOARD

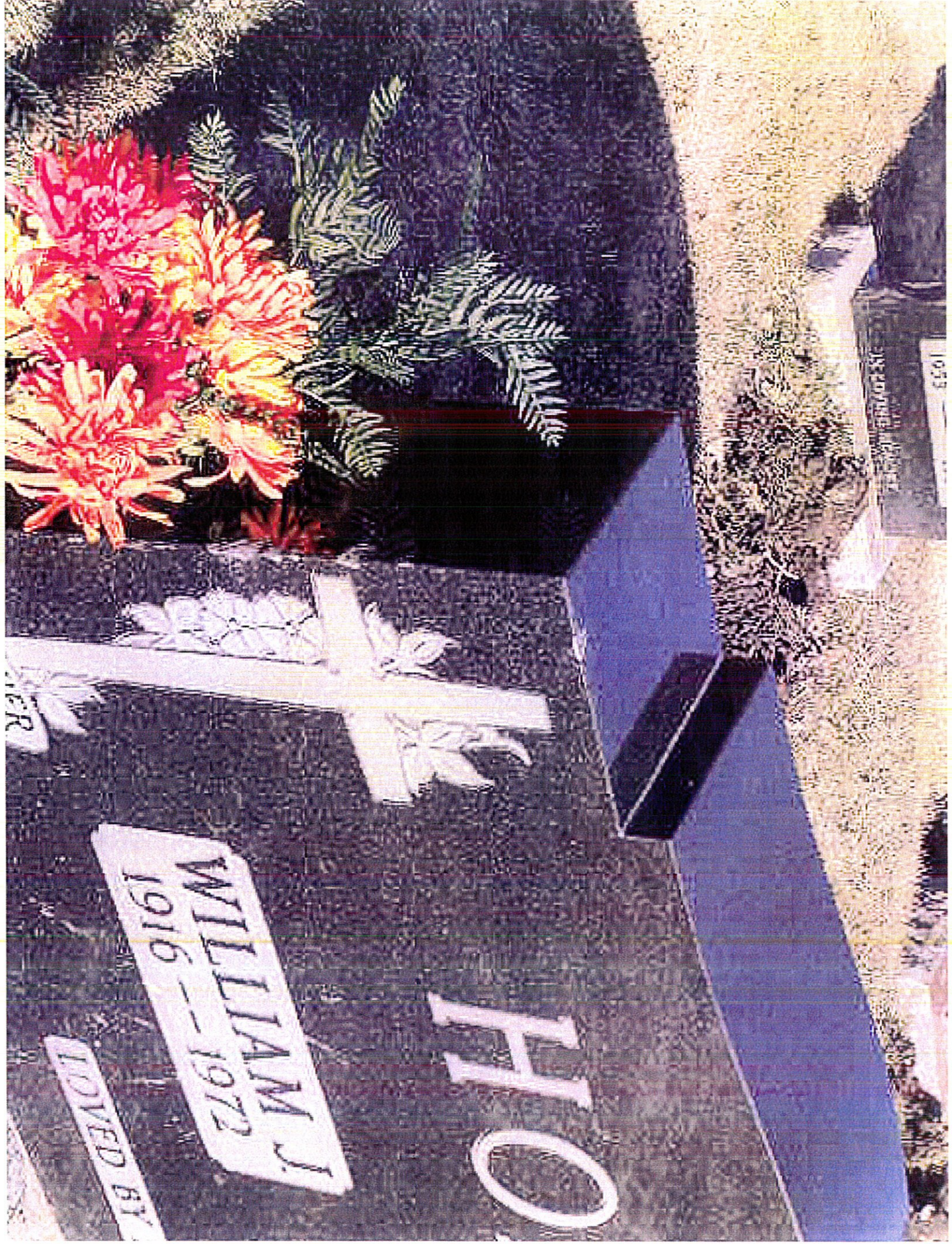
WILLIAM J.
1916—1972

HELEN M.
1915—1994

LOVED BY ALL

FOREVER





HO

WILLIAM J
1916 -- 1972

LOVED BY

JACK EDWARDS
1953

BOARD

M. J.
1972

HELEN M.
1915 -- 1994

LOVED BY ALL

FOREVER

MULHOLLAND

DEBRA SUSAN
1953 -- 1974

IN MEMORY OF



1903-1939

WILLIAM J.
1916 — 1972

HELEN M.
1915 — 1994

LOVED BY ALL

HOARD

HOLLAND

