

January 9, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Letter Dated November 26, 2018 – RE: Columbarium Construction at Riverview Cemetery

At the December 10, 2018 meeting of Council a letter from John Myers regarding the construction of a third columbarium at the Riverview Cemetery was referred to the Operations and Facilities Executive Committee.

Members of Council will note that the construction of a columbarium foundation is included in the 2019 Operations and Facilities Capital Budget as a carry over from 2018. The construction of a columbarium has typically been a phased construction whereby the foundation is constructed in one year, with the superstructure erected the following year. In 2018 the plan was to utilize our newly hired tradesperson and some Parks and Cemeteries labour coupled with a less complicated foundation design to get the foundation in the ground late in summer, however with our tradesperson leaving unexpectedly and being one person short in Parks for most of the season, construction did not get started. Construction of the foundation will commence this year late in the summer once the Cemeteries have been fully planted and resources can be allocated to this work. In 2020 the superstructure will be installed on the new foundation. Construction was delayed after the last unit was filled as it was hoped that, without spots available in Riverview Cemetery, the Columbarium in Fort Frances Cemetery would be better utilized. This has not been the case.

In Respect to Mr. Myers letter, the Town has not historically pre-sold niches in a columbarium that is not constructed as this would be very difficult to complete as, at this point, the Town is not sure on the final orientation and layout of the columbarium. It is the recommendation of the Operations and Facilities Executive Committee that pre-sale of niches be opened up once the supply of a structure has been tendered and awarded and the layout and rates have been finalized. It is suggested that no list be kept of interested parties as this opens up the Town to too much risk of error. It is further recommended that the tendering of the columbarium structure in 2019 as opposed to 2020 be considered in the 2019 Capital Budget opening the structure up for sales sooner than later.

Respectfully Submitted



Travis Rob, P.Eng
Manager of Operations and Facilities

Council approval of this report will ensure the following:

- 1. That the construction of a columbarium foundation as presented in the 2019 Capital Budget be given a high priority and the allocation increased to include the tendering of the stone structure.**
- 2. That no niche pre-sales be entertained at least until the structure has been tendered and awarded**