



# The Corporation of the Municipality of Arran-Elderslie

## Staff Report

Council Meeting Date: August 14, 2023

Subject: SRW.23.16 Wall Addition to Chesley Cemetery Columbarium

Report from: Scott McLeod, Public Works Manager

Appendices: Appendix A - 3D View of Structure

Appendix B – Current Columbarium Structure

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### **Recommendation**

Be It Resolved that Council hereby,

1. Approve the purchase of a 48 niche curved wall columbarium structure to be single sourced from CFC Supply in the amount of \$25,877.00 including HST;
2. That the purchased be financed through the capital budget account 23-HLTH-0004 BLDG; and
3. That this purchase be exempt in accordance with Article 4.7 of By-law No. 59-09, Purchasing Policies and Procedures, as amended.

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### **Report Summary**

The intent of this report to receive Council approval to proceed with a 48 niche curved wall addition to the Chesley Cemetery Columbarium.

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### **Background**

In 2016, Council approved the installation of a 72 niche Columbarium structure in the Chesley Cemetery which included the installation of a concrete pad with stamped concrete to support the structure. In 2018, the same structure was installed in the Hillcrest Cemetery in Tara.

Each niche is 12" x 12" x 12" capable of holding 2 urns. The door of the niche is engraved similar to a monument placed on a cemetery plot.

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## **Analysis**

The current Columbarium has become very popular and is now at 75% capacity. Staff recommend that a 48 niche curved wall extension be added to the north side of the columbarium.

At the time of the original structure installation, the concrete and footing were poured to support future expansion based on the structure specifications. Staff recommend that the project be single sourced to the original supply company, CFC Supply, so that no additional concrete work will be required.

Staff have been in contact with CFC Supply, and they have indicated that delivery and installation of the 48 niche curved wall structure will be approximately 16 weeks, which would see the structure installed in November. This will provide Staff the time to review the cemetery fee structure and make a recommendation of the fees to be charged for the purchase of a niche in the new structure.

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## **Link to Strategic/Master Plan**

6.1 Protecting Infrastructure, Recreation and Natural Assets

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## **Financial Impacts/Source of Funding/Link to Procurement Policy**

The expansion to the Columbarium was included in the 2023 Capital Budget and \$32,300 was allocated to the project.

The cost to supply, deliver and install the structure is \$25,877.00 including HST.

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Approved by: Sylvia Kirkwood, Chief Administrative Officer