

STAFF REPORT: RECREATION DEPARTMENT

REPORT TO: Infrastructure & Recreation Committee
MEETING DATE: April 12, 2011
REPORT NO.: DOR 11 22
SUBJECT: Process for Monument Removal at the Thornbury Clarksburg Union Cemetery - Update
PREPARED BY: Ryan Gibbons, Harbour Manager

A. Recommendations

THAT Council receive Staff Report DOR 11 22 entitled "Process for Monument Removal at the Thornbury- Clarksburg Union Cemetery - Update for information purposes.

B. Background

The purpose of this report is to inform Council of the process that was followed with respect to the removal of a monument at the Thornbury Clarksburg Union Cemetery. Council and Staff were contacted by both families involved in this issue. There is currently a "temporary" plaque covering the name on the monument that is in contravention of the Cemetery Rules and Regulations. Staff will continue to work with both families and will update Council once a permanent solution has been established.

Council previously received Staff DOR.10.64 entitled, "Removal of Name on Monument at the Thornbury Clarksburg Union Cemetery". This Report detailed that lettering was on the side of a monument facing an adjoining lot where there is no room for a grave between the monument and the boundary of the lot. The revised Thornbury Clarksburg Union Cemetery Rules and Regulations of 2006 state that unless adjoining plots are owned, both sides of the stone cannot be used. It was determined that this monument is therefore in contravention of the Cemeteries Rules and Regulations and has been for some time.

It was also determined that the Rules and Regulations were not adhered to and this particular monument was put in place in the mid to late 1990's.

Following Council's adoption of the Report, Staff forwarded correspondence to the family member responsible for the monument in contravention. This family member had previously been contacted regarding this by staff.

Staff then attempted to contact the provider of the monument for removal and re-facing. Several messages were left with the monument dealer and Staff did not receive a response. Staff eventually discovered that the monument business had changed ownership and was no longer in operation.

Staff did not receive any further information regarding this issue until December 21st 2010, when the party requesting the removal of the east facing inscription entered the Municipal Office and requested information pertaining to the status of the process. Staff

were then directed to remove the monument. The monument was removed and covered by Town Staff and placed behind the chapel at the Thornbury-Clarksburg Union Cemetery.

Staff has now been able to contact the new ownership of the monument dealer and have requested that the monument be removed from the Cemetery Chapel. Staff have now been contacted by the family in contravention and they have requested that the monument not be removed or modified.

Staff then contacted the monument dealer March 2nd 2011, and notified them not to remove or modify the monument until they are further directed by Town Staff.

C. The Blue Mountains' Strategic Plan

- Preserving and enhancing natural and environmental features, and cultural heritage of the community

D. Environmental Impacts

N/A

E. Budget Impact

N/A

F. Attached

1. Staff report DOR.10.64 "Removal of Name on Monument at the Thornbury Clarksburg Union Cemetery"
2. Letter sent to Ann Kennedy

Respectfully submitted,
Ryan Gibbons, Harbour Manager

For more information, please contact:

Ryan Gibbons, Harbour Manager
rgibbons@thebluemountains.ca
Winter Office 519-599-1244

DOR 11 22 Attachment # 1

STAFF REPORT: Recreation



REPORT TO: Council
MEETING DATE: November 22, 2010
REPORT NO.: DOR.10.64
**SUBJECT: Removal of Name on Monument
at the Thornbury Clarksburg
Union Cemetery**
**PREPARED BY: Shawn Everitt
Director of Recreation**

A. Recommendations

THAT Council receive DOR.10.64 "Removal of Name on Monument at the Thornbury Clarksburg Union Cemetery" for information purposes.

B. Background

This report is in regards to removing the surname from a monument. The remedy for this issue is supported by 1985 Thornbury Clarksburg Union Cemetery Rules and Regulations relating to the inscription of lettering on the side on any monument facing an adjoining lot where there is no room for a grave between the monument and the boundary of the lot. This section is consistent and is supported by the revised Thornbury Clarksburg Union Cemetery Rules and Regulation of 2006 with wording that unless adjoining plots are owned, both sides of the stone cannot be used.

Staff has been requested to have a name removed from a Monument at the Thornbury Clarksburg Union Cemetery. In response to this request the family members of the monument in question were notified by Town Staff to advise of this request. The family were also made aware of the Rules and Regulations that indicate clearly that "No Lettering will be allowed on the side of a monument facing an adjoining lot where there is no room for a grave between the monument and the boundary of the lot".

In this particular scenario, the rules and regulations were clearly not adhered to, and the monument was put in place in the mid to late 1990's. It has been determined that it was not common practice to inspect monuments upon monument delivery to ensure compliance with the Rules and Regulations.

Staff has recently developed a permit application that is supplied to the purchaser of an Interment or niche that requires the purchaser to provide the proposed wording and size as well as overall layout of the monument or niche cover, Town staff will then provide their approval of acceptance based on the Rules and Regulations requirements.

Staff is unsure at this time how many non-compliant monuments are currently in place, however staff does recommend that this be dealt with on individual cases. It is difficult

for staff to detect these stones without going through each interment rights certificate individually.

C. The Blue Mountains' Strategic Plan

- ▶ Preserving and enhancing natural and environmental features, and cultural heritage of the community.

D. Environmental Impacts

None at this time

E. Budget Impact

It has not been determined who will be responsible for the supply of the monument

F. Attached

- 1) Section of Rules and Regulation 1985
- 2) Section of Rules and Regulations 2006

Respectfully submitted,

Shawn Everitt

For more information, please contact:

Shawn Everitt
severitt@thebluemountains.ca
519-599-3131 ext 281

Attach 1

47. **Monuments:** For the purpose of these rules a monument shall be understood to be any permanent memorial structure projecting above the level of the ground. Monuments are not permitted on single graves.

48. **Inscriptions:** No inscription shall be placed on any monument, marker or mausoleum tablet which in the opinion of the Board is not in keeping with the dignity and decorum of the cemetery.

No lettering will be allowed on the side of a monument facing an adjoining lot where there is not room for a grave between the monument and the boundary of the lot.

1985

49. **Lot and Grave Number Markers:** Corner markers designating the lot or grave are supplied by the Board at the time of purchase. Should the owner desire other corner markers they shall be of granite between six and ten inches square, not less than six inches or more than ten inches deep, dressed on all sides, and having the correct designation of the lot or grave legibly and permanently marked.

These will be set level with the ground by cemetery employees for a fee determined by the Board. If preferred, corner markers of bronze six inches square may be used.

50. **Only One Monument to a Lot:** Not more than one monument shall be erected on any one lot.

51. **Dimensions of Monuments:** On all lots the face area of the monument shall not exceed ten per cent of the area of the lot and the length of the base shall not exceed fifty per cent of the width of the lot. The base area of the monument shall not exceed six per cent of the area of the lot. The monument shall not be less than 6 inches in thickness and monuments eight inches in thickness shall not exceed three feet six inches in height including the base. Neither the diestone, nor any part of a monument, may exceed the length or width of the base.

Attach 2
2006

MONUMENTS CON'T

8. The maximum size monument allowed on a double lot is:
Height 1.22 meters (4 feet).
Width 1.22 meters (4 feet).
Base (maximum) 35.56cm (14 inches).
Die (minimum) 15.24 (6 inches).
Die (maximum) 25.40cm (10 inches).
9. The minimum thickness of a die should be 15.24cm (6 inches). Should the monument exceed 100cm (3 feet) overall height, the die must be 20.56cm (8 inches).
10. The die stones must be installed on a granite base. The height of the base shall be a minimum of 20.3cm (8 inches). The top surface of the base must be both wider and longer than the die in order to provide a minimum border of .6cm (3 inches) of the surface of the base exposed on all sides. Bottoms of the base shall be smooth sawn.
11. Unless adjoining plots are owned, both sides of the stone cannot be used. Monuments cannot be placed "back-to-back" against another.
12. Monuments must be placed at the centre of the head end of the lot where alignment with existing nearby monuments justifies another location. Approval of the location must be obtained from the Superintendent before a monument is set.
13. No inscription shall be placed on any monument which is not in keeping with the dignity and decorum of the cemetery.
14. All photographs attached to any memorials or placed within the cemetery shall be the sole responsibility of the owner.

DOR 11 22 Attachment # 2

November 30, 2010

To: Ann Kennedy

From: Ryan Gibbons
Cemetery Superintendent

Please accept this correspondence as a follow up from our previous discussions in regards to the East Side family name inscription on the Monument at the Thornbury Clarksburg Union Cemetery.

The report that has been attached was put forward to Council on November 22, 2010 where staff advised Council that the family name inscription on the East Side of the Monument was non-compliant, and that a request from the family of the neighboring monument and East facing lots sought to have the inscription removed as the inscription on the back of the monument appears to identify the lots on the East.

In reviewing the Thornbury Clarksburg Union Cemetery Rules & Regulations it has been determined that the inscription on the East side of Monument is non-compliant and that the inscription therefore needs to be removed. There is two options for removal, one option is to have the inscription shaved off which requires the entire East face of the Monument being shaved and re-polished. The second option is to have a new Monument made with duplication of all inscriptions on the West side and no inscription on the East Side. The new monument would be identical in size and shape. Both of these options will provide compliance to the Rules & Regulations.

Please advise as to what option you wish to have the Town move forward with. It is expected that payment from the Care and Maintenance fund of the Thornbury Clarksburg Union Cemetery will cover all expenses of either option. I can be reached at (519)- 599-1244.

Respectfully yours

Ryan Gibbons
Cemetery Superintendent

and

Shawn Everitt,
Director of Recreation

Encl.