Minute No. 310
Report - Standing Policy Committee on Property and Development - June 2, 2009

Item No. 14 **Joint Funding Partnership - Veterans Affairs Canada - Refurbishment of the Military Field of Honour at Brookside Cemetery**
eFile PC-1

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Property and Development and submits the following to Council:

1. That the 2009 Capital Budget for the Planning, Property and Development Department be amended to facilitate expenditure of funding received from the Government of Canada (Veterans Affairs Canada) by inclusion of a budget line in the amount of $320,000.00 for a Brookside Cemetery Military Field of Honour Refurbishment program.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

Minutes - Executive Policy Committee - June 10, 2009

Report - Standing Policy Committee on Property and Development - June 2, 2009

DECISION MAKING HISTORY:

Moved by Councillor Fielding,

That the recommendation of the Standing Policy Committee on Property and Development be concurred in and forwarded to Council.

Carried

STANDING COMMITTEE RECOMMENDATION:

On June 2, 2009, the Standing Policy Committee on Property and Development concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Finance and submits the following to Council:

ADMINISTRATIVE REPORT

ISSUE: **Council approval is required to amend the 2009 adopted capital budget to facilitate the expenditure of funds received from Veterans Affairs Canada (VAC), under a joint funding partnership for the refurbishment of the Military Field of Honour at Brookside Cemetery.**

Critical Path: **Standing Policy Committee on Property and Development – Executive Policy Committee - Council**

AUTHORIZATION

Author	Department Head	CFO	CAO
Jane Saxby	Deepak Joshi	--	G Laubenstein

RECOMMENDATIONS

1. That the 2009 capital budget for the Planning, Property and Development Department be amended to facilitate expenditure of funding received from the Government of Canada (Veterans Affairs Canada) by inclusion of a budget line in the amount of $320,000 for a Brookside Cemetery Military Field of Honour Refurbishment program.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

IMPLICATIONS OF THE RECOMMENDATIONS

The Brookside Cemetery Military Field of Honour is considered a military interment site of significant importance in Canada, by both VAC and the Commonwealth War Graves Commission. The site is now regularly used as an educational resource by schools wanting to provide students with education in Canadian military history via an interactive learning experience.

Workplace Health & Safety Regulations require the City to ensure the safety of both employees and members of the public while on City property. As the beam foundations crack and holes appear, the military monuments become loose causing some to topple over. The toppling monuments and cracked or holed foundations have potential to cause injury to Cemetery Branch grounds employees at work, and members of the public visiting in the areas.

In March 2009, the City signed an Intergovernmental Letter of Agreement with Veterans Affairs Canada to receive $120,000 funding in the 2008-09 financial year. A Joint Funding Agreement is currently being prepared by VAC for approval and signing by the City of Winnipeg for the 2009 -10 financial year (VAC financial year is April 1 to Mar 31) in the sum of $200,000.

The City of Winnipeg will contribute $80,000 to the refurbishment project for the 2009 financial year, funded from the Cemeteries Branch adopted capital budget for 2009.

The City will initially finance project expenditures with the VAC contributions to be reimbursed to the City upon submission of appropriate documentation. Authorization for receipt and disbursements of these funds cannot take place until the Cemeteries Branch capital budget is increased.

HISTORY

During the past four years, the Cemeteries Branch has been negotiating with VAC to establish a working partnership involving joint funding agreements, to create a refurbishment program for the Brookside Military Field of Honour. The full refurbishment program is anticipated to take 10 to 15 years to complete, with funding for future years being renegotiated annually. The program involves replacement of the existing concrete beam foundations, into which are pinned the upright military monuments at each interment site along the beam. Some of the beams will require the installation of concrete support piers and all interment sections will need landscaping repairs and renewals following the beam replacements. The beam foundations are already failing in significant numbers and over the past two years there have been public complaints about the condition of the site and the disrespect they consider is being shown by allowing the failures to continue.

The Brookside Cemetery Military Field of Honour is owned by the City of Winnipeg, with the City as owner being liable to fund the cost of all repairs. In March 2009, the City signed an Intergovernmental Letter of Agreement with Veterans Affairs Canada (see ATTACHMENT 1) to receive $120,000 funding in the 2008-09 financial year (VAC financial year is April 1 to Mar 31), for the cost of purchasing replacement concrete beams.

In late 2008, the City established three-year contracts for supply of the concrete beams and the Military monument refurbishments. These contracts have positioned the Cemeteries Branch to be able to make use of additional funding from VAC if it becomes available at short notice and with strict timelines.
A Joint Funding Agreement is currently being prepared by VAC for approval and signing by the City of Winnipeg for the 2009-10 financial year (VAC financial year is April 1 to Mar 31). It is expected this agreement will be finalized in time for 2009 summer/fall construction season.

On December 16th, 2008, Council approved the 2009 Capital Budget and Five-Year Forecast that did not include funding for the Veterans Affairs Canada contribution to the refurbishment Program.
The partnership with VAC to refurbish the Brookside Cemetery Military Field of Honour will require the City to provide capital funding on an estimated 1:4 ratio for at least the next four years, with the potential for another ten years of funding being required to complete the refurbishment project.

FINANCIAL IMPACT

Financial Impact Statement

Date: May 20, 2009

Project Name:

First Year of Program 2009

Council approval is required to amend the 2009 adopted capital budget to facilitate the expenditure of funds received from Veterans Affairs Canada (VAC), under a joint funding partnership for the refurbishment of the Military Field of Honour at Brookside Cemetery.

	2009	2010	2011	2012	2013
Capital					
Capital Expenditures Required	$ 320,000	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ 320,000	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Veterans Affairs Canada	320,000	-	-	-	-
Total Funding	$ 320,000	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ 320,000				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ -	$ -	$ -	$ -	$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ -	$ -	$ -	$ -	$ -
Less: Existing Budget Amounts	-	-	-	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: A capital budget adjustment of $320,000 is required. The $320,000 budget increase is to be funded by the federal government (Veterans Affairs Canada).

"Original signed by"
Mike McGinn, CA
Manager of Finance

CONSULTATION

5220

In preparing this Report there was consultation with:

Veterans Affairs Canada

SUBMITTED BY

Department: Planning, Property and Development
Division: Office of the Director, Cemeteries Branch
Prepared by: Jane Saxby
Date: May 25, 2009
File No.

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ATTACHMENT 1

LETTER OF AGREEMENT # 3845-08-0012

Marker Mounting Beam Replacement Pilot Project
Brookside Cemetery, Winnipeg, MB

BETWEEN:

Veterans Affairs Canada

AND

the City of Winnipeg

WHEREAS Veterans Affairs Canada (hereinafter referred to as "VAC") and the City of Winnipeg (hereinafter referred to as "the City") have agreed to undertake the replacement and installation of beams for markers in the Veterans' sections of Brookside Cemetery, Winnipeg, Manitoba;

AND WHEREAS the Parties have obtained detailed cost breakdown estimates of the proposed work and have negotiated a cost-sharing arrangement;

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

Background

The Field of Honour at Brookside Cemetery in Winnipeg, Manitoba is the oldest and the largest of its kind in Canada. There are approximately 12,000 Veterans buried at Brookside's Field of Honour. The Field of Honour sections contain concrete beams, into which are mounted the military monuments that mark each interment site. The concrete beams used in the past consisted of a) a solid trough or b) a precast hollow core. Both types of beam design are experiencing levels of failure due to age and weather deterioration. Veterans Affairs Canada and the City of Winnipeg (Cemeteries Branch) have been working in partnership to identify a beam design that will provide a longer lifespan, durability and require minimal or no maintenance.

Statement of Work

Following several years of testing by the University of Manitoba, Public Works Government Services Canada (PWGSC) created and produced the necessary specifications for new beams to be installed at Brookside Cemetery. The precast concrete beams will improve the stability of the Veteran grave markers. This will be a shared project between Brookside and VAC, in conjunction with PWGSC and all beams must be tendered and fabricated as per the specifications provided through PWGSC.

Veterans Affairs Canada / Anciens Combattants Canada

FACSIMILE TRANSMISSION

ENVOI PAR TÉLÉCOPIEUR

Routine - Normal ☐ Urgent ☐	
Log No.: N° de registre :	3845-08-0012
Date sent: Envoyé le :	2009-03-03 Refused 09/03/04
Number of pages: Nombre de pages :	1 + 4
Operator's telephone No.: N° de téléphone de l'opérateur(trice) :	(902) 368-0237

To: À:	Jane Saxby		
Address: Adresse :	Administrator, Cemeteries Branch, City of Winnipeg		
Telephone No.: N° de téléphone :	(204) 986-4392	Facsimile No.: N° de télécopieur :	(204) ~~204-4254~~ 986-4298

From: De :	Elva Ellis-MacDonald, Corporate Procurement Officer		
Address: Adresse :	Veterans Affairs Canada		
Telephone No.: N° de téléphone :	(902) 368-0237	Facsimile No.: N° de télécopieur :	(902) 368-0397

Remarks - Remarques :

Good Afternoon Mr. Saxby

Please find attached an Intergovernmental Letter of Agreement between Veterans Affairs Canada and the City of Winnipeg for the fabrication and delivery of foundation beams for Brookside Cemetery.

Please review and if agreeable with you, please sign on the signature line, below "Approval For"(the 2nd page of transmission) and return the signed page to me, by fax, at the above number. I will then sign the Agreement and return a copy of the page to you by fax.

If you have any questions or concerns, please contact me at the number above or my email address: Elva.Ellis-MacDonald@vac-acc.gc.ca

Thank you, Elva

This facsimile service is a non-secure facility. Information that is classified as top secret, secret, confidential or medically-related client/personnel information shall not be transmitted on the facsimile network.

Protected information, including particularly sensitive information (except for medically-related client/personnel information), may be sent over the facsimile network if authorized by the responsible manager.

Le présent service de télécopieur est un service non protégé. Il ne doit pas être utilisé pour transmettre des renseignements classifiés très secrets, secrets, confidentiels ou des renseignements d'ordre médical de clients ou du personnel.

Les renseignements protégés, incluant ceux de nature particulièrement délicate (excluant les renseignements d'ordre médical de clients ou du personnel), peuvent être transmis par télécopieur avec l'autorité du gestionnaire responsable.

Manager's signature - Signature du gestionnaire | Date

Our mission is to provide exemplary, client-centred services and benefits that respond to the needs of veterans, our other clients and their families, in recognition of their services to Canada; and to keep the memory of their achievements and sacrifices alive for all Canadians.

Notre mission est de dispenser des services et des avantages axés sur le client qui soient exemplaires et adaptés aux besoins des anciens combattants, de nos autres clients et des familles de ceux-ci de manière à reconnaître les services qu'ils ont rendus au Canada et à graver dans la mémoire de tous les Canadiens et de toutes les Canadiennes le souvenir de leurs réalisations et de leurs sacrifices.

DVA 1346 (2003-07)

Canada

Government of Canada / Gouvernement du Canada

Intergovernmental ~~Interdepartmental~~ Letter of Agreement
Lettre d'Entente Interministérielle

Requested by/Demandé par :

Cemetery Maintenance
Veterans Affairs Canada
PO Box 7700
191 University Ave
Internal Box 304
Charlottetown, PE C1A 4L2
Canada

Services Offered by / Services offerts par :

The City of Winnipeg
Planning, Property and Development (Cemeteries Divisi
3001 Notre Dame Ave.
Winnipeg, MB R3H1B8
Canada
Attn: Jane Saxby

Financial Code/ Code Financier :

518-3104-3845-330-000
130-9292-5099-932-000

Requisition No / No de commande :

3845-08-0012

Order Date: Date de commande:

2009/03/03

Amendment No. No de modification	Cost/Previous Cost Coût ou coût antérieur	GST - TPS	Increase/Decrease Augmentation ou Diminution	GST - TPS	TOTAL
	$120,000.00	$6,000.00			$126,000.00

Description of Work: / Description du travail :

[X] Professional Services - Services professionels
[ ] Other than Professional Services - Autres que des services professionels

CEMETERY MAINTENANCE > $5000

An Intergovernmental Letter of Agreement between Veterans Affairs Canada and the City of Winnipeg for the Marker Mounting Beam Replacement Pilot Project at Brookside Cemetery, Winnipeg, Manitoba, as per the Letter of Agreement attached.

Delivery by March 31, 2009 required for the fabrication and delivery of foundation beams required for Veterans graves in Brookside (Municipal) Cemetery, Winnipeg.

The term of the Agreement is from March 3, 2009 to March 31, 2009.

Veterans Affairs Canada agrees to pay you an amount not to exceed one hundred and twenty thousand dollars ($120,000.00), GST extra.

Payment will be made upon satisfactory completion of the work and presentation of an original invoice with receipts, if applicable, to Rita MacKenzie, Veterans Affairs Canada, Project Authority, Ph (902) 566-7712, as per the address in the attached Terms of Agreement.

This agreement may be terminated by either party giving ten (10) days written notice to the other.

The office of prime interest will be the Canada Remembers Division, Veterans Affairs Canada.

If the foregoing is acceptable to you, please sign and return a copy of this Agreement to:

Veterans Affairs Canada, Procurement & Contracting Services, PO Box 7700, IB 018, Charlottetown, PE, C1A 8M9, Attn: Elva Ellis-MacDonald, VAC Contracting Authority, Ph (902) 368-0237, Fax (902) 368-0397.

VAC Internal Reference # 51556-8-0528

Approval on behalf of the Requestor: VAC
Approbation au nom du demandeur :

Date : _____

Signature : _____

Title - Titre : _____

Approval for:
Approbation pour : City of Winnipeg

Date : _____

Signature : _____

Title - Titre : _____

b) the City of Winnipeg will be responsible for all labour costs associated with the pilot project.

Basis of Budget and Payment

4. The City of Winnipeg will invoice VAC for reimbursement of the costs associated with the production of the foundation beams:

   Fiscal Year 2008-2009: To be invoiced by April 30, 2009 - Costs not to exceed $120,000.00 plus GST.

Indemnification

5. The supplier shall indemnify and save harmless Her Majesty the Queen in Right of Canada and VAC from and against all claims, losses, damages, costs, expenses, actions and other proceedings made, sustained, brought, threatened to be brought or prosecuted, in any manner based upon, occasioned by or attributable to any injury to or death of a person or damage to or loss of property arising from any wilful or negligent act, omission or delay on the part of the City, the City's servants or agents in performing the work or as a result of the work carried out under the terms of this agreement.

PROJECT CONTACTS:

Jane Saxby, Administrator
Cemeteries Branch
City of Winnipeg Cemeteries
Brookside Cemetery
3001 Notre Dame Avenue
Winnipeg, MB
R3H 1B8 986-4392
Telephone (204) ~~386-4392~~
Cell: (204) 794-4254
e-mail: jsaxby@winnipeg.ca

Rita MacKenzie, Program Officer
Canada Remembers Division
Veterans Affairs Canada
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