



Hamilton

City of Hamilton
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Tourism and Culture Division, Planning and Economic Development Department

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October 18, 2019.

The Rwandan Canadian Community of Hamilton
c/o Kosita Musabye, President
220 Brigade Drive,
Hamilton, ON L9B 2G4
(sent via e-mail)

Re: Proposed donation of a Monument Commemorating the Genocide against Tutsi of Rwanda in 1994 at Hamilton City Hall

Dear Ms. Musabye and members of The Rwandan Canadian Community of Hamilton,

Thank you for your offer of donation and detailed Donation Proposal.

Your Donation Proposal has been circulated to relevant city staff for review to identify any concerns or additional requirements. I am happy to inform you that generally your proposal was well received. Based on our visit to the site with your contractor you will already be aware of most of the conditions noted in this letter and they should be easily addressed.

In order for staff to finalize the donation and to meet the criteria and requirements outlined in the City's Art and Monuments Donation Policy the Rwandan Canadian Community of Hamilton shall agree to satisfy the following conditions:

- That the monument shall be installed at Location B with Location C as an alternate in case of conflict with underground utilities. (See figures 6 and 8 in the Donation Proposal attached);
- That the foundation design shall be reviewed by a structural engineer to ensure the long-term stability of the memorial and that a stamped drawing or report shall be provided to the Tourism and Culture Division for approval before installation can begin;
- That the concrete foundation shall extend a minimum of 76 mm above grade to protect the memorial from lawn maintenance equipment;
- That the memorial shall be attached to the foundation with stainless steel pins in epoxy;

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- That an approximately 1.2 m x1.2 m area of black granite paving with non-slip finish on compacted granular fill shall be installed between the memorial and the existing paved area;
- That all work on site shall be conducted in such a way as meet the Conditions of Approval of Permit #174-2019 to Remove or Injure Trees on Public Property (attached to this document) as the foundation may affect tree roots;
- That an amount of \$800.00, based on 10% of the stated cost of the fabrication and installation of the donation, will be paid to the City to partially offset the costs for the long-term maintenance of the memorial;
- That the contractor(s) installing the Monument and foundations have Commercial General Liability Insurance including but not limited to bodily and personal injury liability, property damage, and having an inclusive limit of not less than \$2,000,000 per occurrence and \$4,000,000 in the aggregate and endorsed to include the City of Hamilton as additional insured;
- That the fabrication and installation shall be as described in the Donation Proposal unless changed by these conditions; and
- That the Rwandan Canadian Community of Hamilton will enter into a donation agreement with the City of Hamilton.

Please provide written confirmation that you are able and agree to satisfy the above conditions.

Feel free to contact us if you have any questions or concerns.

Ken Coit
Manager Placemaking Public Art and Projects
Tourism and Culture Division