



Township of Brock Interoffice Memorandum

To: Mayor and Member of Council
From: Maralee Drake, Deputy Clerk and Wayne Ward Manager, Facilities & IT
Subject: Annual Review of the Commemorative Donation Program
Date: Monday, April 8, 2024

At the June 13, 2022 Committee of the Whole Meeting, Report 2022-PRF-004 Update to the Commemorative Donation Program (attached) was received and endorsed to allow for Council consideration of an increase of fees to the [Commemorative Donation Program](#) and an annual review of the program.

Staff have reviewed pricing for the 3 items available in the program (tree, bench, picnic table) and recommend the following price increases to ensure that costs of the item, plaque and installation are covered without the municipality incurring additional fees.

- Tree
Current price: \$750.00
Suggesting price for 2024: \$850.00
- Bench
Current price: \$1721.85
Suggested price for 2024: \$2,000.00
- Picnic Table
Current price: \$2840.85

The online application for the commemorative donation program was launched in 2020. 3 requests have been received and fulfilled for commemorative trees. Staff are currently working on a pending request for a bench.

End of Memorandum

Respectfully submitted,

Maralee Drake, Deputy Clerk
Wayne Ward, Manager, Facilities & IT