



Town of Arnprior
Regular Meeting of Council: August 25th, 2025
Correspondence Package Number A-25-AUG-08

Recommendation:

That the Correspondence Package Number. A-25-AUG-08 be received, and that the recommendation(s) outlined be brought forward for Council's consideration.

Action Item:

1. Municipal Grants Application – In-Kind Support – Grace St. Andrew's United Church Women (2025 Christmas Craft Sale)

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Grace St. Andrew's United Church Women; and

Whereas the Grace St. Andrew's United Church Women is an eligible organization under the Municipal Grants Policy and supports residents in our community through worship, study groups, community activities and charity work.

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$365.00 plus HST) for the Christmas Craft Sale to be held on November 1st, 2025; and

Further That Grace St. Andrew's United Church Women be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.

2. Municipal Grant Application – In-Kind Support – Two Rivers Musical Productions

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Two Rivers Musical Productions; and

Whereas Two Rivers Musical Productions is an eligible organization under the Municipal Grants Policy and supports residents in our community by bringing entertainment and joy, and helping the arts flourish in Arnprior.

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$365.00 plus HST) for the Two Rivers Musical Productions' Annual Fundraiser to be held on September 20th, 2025; and

Further That Two Rivers Musical Productions be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.

3. Municipal Grant Application – In-Kind Support – L'Arche Arnprior

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from L'Arche Arnprior; and

Whereas L'Arche Arnprior is an eligible organization under the Municipal Grants Policy and supports residents in our community by bringing to life the vision of people with and without disabilities sharing life in community with a wide circle of family, friends, and neighbours.

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$470.00 plus HST) for the L'Arche Arnprior 50th anniversary Hootenanny to be held on September 14th, 2025; and

Further That L'Arche Arnprior be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.

Municipal Grants Application

General Information	Submission Date: _____		
Name of Organization:	Grace-St. Andrews United Church Women		
Street Address:	269 John St. N.		
City/Town:	Arnprior	Postal Code:	K7S 2P3
Contact Person:	Lenna Whyte	Position/Title:	CHRISTMAS CRAFT Market Co-Ordinator
Telephone:	[REDACTED]	Cell Fax Number:	[REDACTED]
E-mail:	[REDACTED]		
What is your organization's status?	Charitable	Not-for-profit	Other
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Authorization:	I declare that I am authorized to sign this grant request on behalf of		Name (print):
	G.S. A United Church Women		Lenna Whyte
	[insert name of organization]		Position/Title:
	[REDACTED]		Christmas Craft Market CHAIR
	[signature]		Phone:
	Jan. 17, 2025		[REDACTED]
	[date]		
Please provide project/event date(s) or any relevant timelines related to this request.			
Use of Nick Smith Centre HALL on Sat. Nov. 8, 2025 from 7:00 Am to 4:30pm Craft Sale to start at 9:30am & conclude at 3:30pm Need Tables set up & torn down. Floor plan will be provided			

Grant Request	Please check applicable request	Brief description of request (i.e. dollar amount and/or type of in-kind support, staffing requirements)
Support Funding (complete Parts A and B)	<input type="checkbox"/>	
In-Kind Support (Partnership) (complete Parts A and B)	<input type="checkbox"/>	
In-Kind Support (Single) (complete Part A)	<input type="checkbox"/>	
Festivals and Events Support Funding (complete Parts A and B)	<input checked="" type="checkbox"/>	- use of Hall @ No Charge - put up & take down tables for Christmas Craft Market Vendors


Part A (to be completed for all municipal grant requests)

Organization/Grant Information	
<p>What is the function of your organization (mandate/key objectives)?</p> <p><i>The United Church women (UCW)'s PURPOSE To unite women of the congregation for the total mission of the church and to provide a medium through which they may express their loyalty & devotion to Jesus Christ in Christian witness, study, fellowship & service</i></p>	
<p>Please provide an overview of the service, program or event being supported with this funding.</p> <p><i>Our Christmas Craft Market is a major fund raising event for our U.C.W. Money we raise from any & all of our events goes towards our church's programs within our church family as well as into the Community (Hospital, Neighbourlink, Food Bank, T.A.P., Longer Table, - to name a few).</i></p>	
<p>Please explain how this service, program or event benefits the Town of Arnprior and its residents.</p> <p><i>By supporting various initiatives within our town through donations made by our members financially & giving up our time & talents, we give assistance to our town & its residents. We strive to be an out-reach Christian Community.</i></p>	
<p>Does your organization use volunteers?</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If yes, how many volunteers are involved and in what capacity? (e.g. administration, service level, etc.)</p> <p><i>UCW - Active Members ~ 30</i> <i>Market Volunteers ~ 15-20 ladies + 2 conscripted husbands</i> <i>- Chair of Event - books Vendors</i> <i>- Organizes table floor plan</i> <i>- Bake Table Co-ordinator - procures donations of baked goods from all members of our congregation</i> <i>This year we are presently not planning for door prize baskets</i></p>

<p>Please select target population that will benefit from this request.</p>	<p>Age Range:</p> <p><input checked="" type="checkbox"/> Children (Ages 0-12)</p> <p><input checked="" type="checkbox"/> Youth (Ages 13-18)</p> <p><input checked="" type="checkbox"/> Adults (Ages 19-59)</p> <p><input checked="" type="checkbox"/> Seniors (Ages 60+)</p>	<p>Number of participants benefitting from this request:</p> <p><input type="checkbox"/> 1-50</p> <p><input checked="" type="checkbox"/> 51-100</p> <p><input type="checkbox"/> 101-499</p> <p><input type="checkbox"/> 500-1000</p> <p><input type="checkbox"/> >1000</p>
<p>Does this request align with the Town of Arnprior's <u>Strategic Plan</u>, as determined by Council? Please explain.</p>		
<p><u>Key Priorities</u></p> <ul style="list-style-type: none"> Economic Development – <u>Attraction</u> retention and marketing initiatives and <u>economic impact</u> 	<p><i>Our market draws vendors from outside the town's drawing area</i></p> <p><i>We have people coming to the market from Ottawa, Pembroke, Perth, Carleton Place who shop at the market then visit stores & restaurants in town</i></p>	

Conditions of Assistance

- a) Any Grant funding provided by the Town of Arnprior must be applied to current expenses associated with the approved project, and not be used to subsidize any other project of the applicant, or to reduce or eliminate accumulated deficits.
- b) The Town of Arnprior must be notified in writing of any significant changes and/or purpose of the supported activity or event. In the event that the activity or event is not completed, or does not move forward, the Town of Arnprior reserves the right to request the return of any grant funding provided.
- c) Receipt of a grant does not guarantee funding the following or any subsequent year.
- d) The applicant acknowledges and agrees that the Town of Arnprior shall not be liable for any incidental, indirect, special or consequential damages, injury or any loss of use, revenue or profit of the organization arising out of or in any way related to the approved program/event/ service.
- e) Where applicable, the Town of Arnprior must be acknowledged on promotional materials related to the funded activities/event, including but not limited to brochures, print ads, programs, posters, signage and media releases, as well as websites, e-newsletters, and social media campaigns, where possible. The Marketing and Economic Development Officer will require information from the applicant, in advance on what materials/ electronic formats the Town's logo will be included on to ensure compliance with the Town's brand guidelines.
- f) The Town of Arnprior reserves the right to an onsite presence, or formal role, at Festivals and Events. Failure to acknowledge the Town's support may result in the inability of an organization to obtain grant support in future years.

 _____ (initial)	I acknowledge that I have read and understand the Condition of Assistance for receipt of Town of Arnprior Municipal Grants. I also acknowledge that I have read and agree to follow the Town of Arnprior's Municipal Grants Policy.
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Municipal Grants Application

General Information	Submission Date: June 22, 2025		
Name of Organization:	Two Rivers Musical Productions		
Street Address:	[REDACTED]		
City/Town:	Arnprior	Postal Code:	[REDACTED]
Contact Person:	Emily Terry	Position/Title:	Fundraising Director
Telephone:	[REDACTED]	Fax Number:	
E-mail:	trmpfundraising@gmail.com		
What is your organization's status?	Charitable	Not-for-profit	Other
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Authorization:	<p>I declare that I am authorized to sign this grant request on behalf of</p> <p style="text-align: center;">Two Rivers Musical Productions</p> <p style="text-align: center;">[insert name of organization]</p> <p style="text-align: center;">Emily Terry <small>Digitally signed by Emily Terry Date: 2025.06.22 12:25:09 -04'00'</small></p> <p style="text-align: center;">[signature]</p> <p style="text-align: center;">June 22, 2025</p> <p style="text-align: center;">[date]</p>		Name (print):
			Emily Terry
			Position/Title:
			Fundraising Director
			Phone:
			[REDACTED]
Please provide project/event date(s) or any relevant timelines related to this request.			
<p>Fundraiser event at the Nick Smith Centre on September 20, 2025</p> <ul style="list-style-type: none"> - Craft fair from 9 am to 4 pm - Concert starting at 7 pm 			

Grant Request	Please check applicable request	Brief description of request (i.e. dollar amount and/or type of in-kind support, staffing requirements)
Support Funding (complete Parts A and B)	<input type="checkbox"/>	
In-Kind Support (Partnership) (complete Parts A and B)	<input type="checkbox"/>	
In-Kind Support (Single) (complete Part A)	<input type="checkbox"/>	Upon further clarification with the organization, this is an In-Kind Support request, not a Festivals and Events Support Funding Request
Festivals and Events Support Funding (complete Parts A and B)	<input checked="" type="checkbox"/>	Fundraiser to continue providing scholarships to graduating students in the arts, consisting of a craft fair and a concert

Part A (to be completed for all municipal grant requests)

Organization/Grant Information	
What is the function of your organization (mandate/key objections)?	
Community-based not-for-profit musical theatre corporation - we are a volunteer organization who strive to bring entertainment and joy to our community. It is our hope and endeavor to see the arts flourish in our community	
Please provide an overview of the service, program or event being supported with this funding.	
The Andrea Award is typically rewarded to graduating students, with a focus on those who are continuing their post-secondary education in the arts. We are hoping to create a fund to continue supporting these students for many years to come	
Please explain how this service, program or event benefits the Town of Arnprior and its residents.	
The craft fair features local artists of various disciplines, drawing people from our community and surrounding area to support our residents. The fundraising concert will feature the talent that has been nurtured here, drawing people in to future theatre productions in our town, including those put on by ADHS. The craft fair may also be a draw for next year's Arnprior Market, as some vendors can be participants at both events	
<p>Does your organization use volunteers?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>If yes, how many volunteers are involved and in what capacity? (e.g. administration, service level, etc.)</p> <p>Unknown number of total volunteers, but central board structure consists of 13 members</p>

Please select target population that will benefit from this request.	Age Range: <input checked="" type="checkbox"/> Children (Ages 0-12) <input checked="" type="checkbox"/> Youth (Ages 13-18) <input checked="" type="checkbox"/> Adults (Ages 19-59) <input checked="" type="checkbox"/> Seniors (Ages 60+)	Number of participants benefitting from this request: <input type="checkbox"/> 1-50 <input type="checkbox"/> 51-100 <input checked="" type="checkbox"/> 101-499 <input type="checkbox"/> 500-1000 <input type="checkbox"/> >1000
Does this request align with the Town of Arnprior's Strategic Plan , as determined by Council? Please explain.		
<p><u>Key Priorities</u></p> <ul style="list-style-type: none"> Economic Development – Attraction, retention and marketing initiatives and economic impact 	<p>3.1 - Tourism opportunities</p> <p>This event, particularly the concert, is featuring several semi-professional and professional performers, including those who have traveled across the country and the world to perform. Providing a concert featuring these individuals for only \$25 is a rare opportunity and a draw for people in and out of the community. In addition, Two Rivers' annual productions bring people into our town year after year, increasing local tourism and economic growth when they support small businesses. The craft fair also supports local artists, and therefore the local economy</p>	

<ul style="list-style-type: none"> Community Well Being – Community support, arts and culture, recreational and leisure, health and well being support initiatives 	Supports various forms of art in our community	
Has your organization received support from the Town of Arnprior in previous years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, please provide additional details below.	
	Dollar (\$) value received:	
	Service/ Program/ Festival/ Event grant support was received for:	
	Type of grant support received:	<input type="checkbox"/> Support Funding <input type="checkbox"/> In-Kind Support <input type="checkbox"/> In-Kind Partnership <input type="checkbox"/> Festival and Event Support Funding
	Was Town staff support provided? If yes, in what capacity?	



Town of Arnprior
105 Elgin Street West
Arnprior, ON.
K7S 0A8
613-623-4231


	If this submission/request differs from previous year(s), please describe the difference?
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NOTICE WITH RESPECT TO COLLECTION OF PERSONAL INFORMATION: Personal information collected on this application form is collected under the authority of the Municipal Act, 2001 and will be used for the purpose of processing the application and for administrative purposes. Questions about the collection and use of this information in accordance with the Municipal Freedom of Information and Protection of Privacy Act may be made to the Town Clerk, 105 Elgin Street West, Arnprior, ON K7S 0A8 or by phone: (613) 623-4231 ext. 1817.



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Municipal Grants Application

General Information	Submission Date: <u>July 15, 2025</u>		
Name of Organization:	L'Arche Arnprior		
Street Address:	16 Edward St S		
City/Town:	Arnprior	Postal Code:	K7S 3W4
Contact Person:	Erica Hamlyn	Position/Title:	Admin Asst/Community
Telephone:	613-623-7323 ext 134	Fax Number:	613-623-9629
E-mail:	erica@larchearnprior.org		
What is your organization's status?	Charitable	Not-for-profit	Other
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Authorization:	I declare that I am authorized to sign this grant request on behalf of L'Arche Arnprior _____ [insert name of organization]  _____ [signature] July 15, 2025 _____ [date]		Name (print): Erica Hamlyn
			Position/Title: Admin Asst/Community
			Phone:
Please provide project/event date(s) or any relevant timelines related to this request.			
Our 50th Anniversary Hootenanny is scheduled at the community hall of the Nick Smith Centre on September 14, 11am-4pm			

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Grant Request	Please check applicable request	Brief description of request (i.e. dollar amount and/or type of in-kind support, staffing requirements)
Support Funding (complete Parts A and B)	<input type="checkbox"/>	
In-Kind Support (Partnership) (complete Parts A and B)	<input type="checkbox"/>	
In-Kind Support (Single) (complete Part A)	<input checked="" type="checkbox"/>	We wish to have the fee waived for use of the community hall during the duration of our event
Festivals and Events Support Funding (complete Parts A and B)	<input type="checkbox"/>	

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Part A (to be completed for all municipal grant requests)

Organization/Grant Information	
What is the function of your organization (mandate/key objections)?	
L'Arche Arnprior brings to life the vision of people with and without disabilities sharing life in community with a wide circle of family, friends, and neighbours. We provide supports for daily living and community participation as well as facilitating programs and initiatives. We help individuals with intellectual disabilities discover their gifts and abilities and support their goals	
Please provide an overview of the service, program or event being supported with this funding.	
a fun-filled family event with live music, give-aways, games, kids activities, food trucks, and more - all in support of L'Arche Arnprior. This event is about having fun while raising essential funds and awareness to help adults with intellectual disabilities live full and meaningful lives in an inclusive and caring community	
Please explain how this service, program or event benefits the Town of Arnprior and its residents.	
It will be a family friendly event to help bring the community together in an inclusive space	
Does your organization use volunteers? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If yes, how many volunteers are involved and in what capacity? (e.g. administration, service level, etc.) we have about 3 volunteers who help us out regularly, but will require many more on the day of the event

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<p>Does this request align with the Town of Arnprior's <u>Strategic Plan</u>, as determined by Council? Please explain.</p>		
<p><u>Key Priorities</u></p> <ul style="list-style-type: none"> Economic Development – Attraction, retention and marketing initiatives and economic impact 	<p>n/a</p>	

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<ul style="list-style-type: none"> Community Well Being – Community support, arts and culture, recreational and leisure, health and well being support initiatives 	yes to all of these initiatives	
<p>Has your organization received support from the Town of Arnprior in previous years?</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	If yes, please provide additional details below.	
	Dollar (\$) value received:	
	Service/ Program/ Festival/ Event grant support was received for:	
	Type of grant support received:	<input type="checkbox"/> Support Funding <input type="checkbox"/> In-Kind Support <input type="checkbox"/> In-Kind Partnership <input type="checkbox"/> Festival and Event Support Funding
	<p>Was Town staff support provided?</p> <p>If yes, in what capacity?</p>	

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	<p>If this submission/request differs from previous year(s), please describe the difference?</p>
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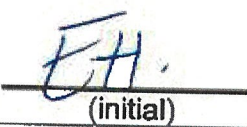
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Conditions of Assistance

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- c) Receipt of a grant does not guarantee funding the following or any subsequent year.
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	I acknowledge that I have read and understand the Condition of Assistance for receipt of Town of Arnprior Municipal Grants. I also acknowledge that I have read and agree to follow the Town of Arnprior's Municipal Grants Policy.
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