



## REPORT FIN-2025-030

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TO: Mayor and Members of Council

PREPARED BY: Max Artuso, Asset Management and Capital Co-op Student

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: December 17, 2025

SUBJECT: 2026 Grant Application Program  
File: F11 – GRA and A09 GRA

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### RECOMMENDATIONS

THAT Report FIN-2025-030 entitled 2026 Grant Application Program be received; and

That Council approves the grant allocations amounting to \$\_\_\_\_\_ as outlined below:

Organization	2026 Approved Grant Allocation
Aberfoyle Agricultural Society	
Crieff Hills Retreat Centre	
Friends of Mill Creek	
Optimist Club of Puslinch	
Puslinch Pioneer	
Sunrise Therapeutic Riding and Learning Centre	
Whistle Stop Cooperative Preschool Inc.	

### Purpose

The purpose of this report is to provide Council a summary of the 2026 Community Grant Requests to determine Council approved allocations as part of the 2026 budget process in accordance with the Township's Grant Application Policy adopted by Council on October 18, 2017 attached as Schedule H to this Report.

## Background

The applications from each community group are attached as Schedule A to Schedule G to this Report.

Outlined in the table below are the 2025 grant payments processed based on the 2025 approved budget and the 2026 grant requests received:

Organization	2025 Payments	2026 Request	Attachment	Notes
Aberfoyle Agricultural Society	\$3,000	\$3,000	Schedule A	
Crieff Hills Retreat Centre	N/A	\$500	Schedule B	
Friends of Mill Creek	\$3,000	\$3,000	Schedule C	Note A
Optimist Club of Puslinch	\$5,085	\$5,198	Schedule D	
Puslinch Minor Soccer Club	\$4,785	N/A		
Puslinch Pioneer	N/A	\$3,000	Schedule E	
Sunrise Therapeutic Riding and Learning Centre	\$5,000	\$2,900	Schedule F	
Whistle Stop Cooperative Preschool Inc.	\$1,000	\$1,415	Schedule G	
Total	\$21,870	\$19,013		

**Note A:** At its meeting held on November 27, 2024, Council requested clarification regarding the \$3,800 fee paid to the Grand River Conservation Foundation, as noted in the financial statements submitted with the previous year's grant application from the Friends of Mill Creek. Based on discussions with the Friends of Mill Creek, it was confirmed that this fee represented a 20% administration charge applied to donations. The Friends of Mill Creek have since established their own account in 2025 to avoid incurring this fee in the future.

## Financial Implications

Grant allocations are approved by Council as part the annual budget process in accordance with the Grant Application Policy.

The Grant Application Policy approved by Council sets a dollar threshold as outlined below:

*Funds available under this program are limited to a maximum of 0.50% of the previous year's taxation levy per calendar year.*

Based on the tax levy of \$5,672,143 approved in the 2025 budget, this would amount to \$28,361 in grant funds to be provided in 2026 (2025 amount was \$26,795).

## Applicable Legislation and Requirements

*Municipal Act, 2001*

## Engagement Opportunities

The Township incorporates a number of engagement opportunities associated with the annual Grant Application Program as outlined below:

- Social Media Posts and/or Advertisements at
  - [Facebook.ca/TownshipofPuslinch](https://www.facebook.ca/TownshipofPuslinch)
  - [Twitter.com/TwpPuslinchON](https://twitter.com/TwpPuslinchON)
  - [Instagram.com/TownshipofPuslinch](https://www.instagram.com/TownshipofPuslinch)
- Township Website Banner and Public Notice
- [EngagePuslinch.ca](https://www.engagepuslinch.ca) Advertisement
- Puslinch Pioneer Advertisement
- Community Newsletter sent with the final tax bill in August 2025.

## Attachments

Schedule A - Aberfoyle Agricultural Society

Schedule B - Crieff Hills Retreat Centre

Schedule C - Friends of Mill Creek

Schedule D - Optimist Club of Puslinch

Schedule E - Puslinch Pioneer

Schedule F - Sunrise Therapeutic Riding and Learning Centre

Schedule G - Whistle Stop Cooperative Preschool Inc.

Schedule H - Township's Grant Application Policy adopted by Council on October 18, 2017

Respectfully submitted:

Reviewed by:

Max Artuso  
Asset Management and Capital Co-op Student

Mary Hasan  
Director of Finance/Treasurer

**Organization Name**

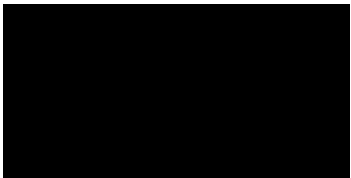
Aberfoyle Agricultural Society

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**Contact Name and Position**

Barbara Hagey Second Vice President

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**Organization Mailing Address****Website**

<https://aberfoyleagriculturalsociety.com>

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**Telephone Number**

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**Email Address**

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**Grant Amount Applied For**

\$3,000.00

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**Organization's goals and objectives related to the grant request**

The society has as it's mandate to "increase the awareness of, and to improve the quality of, agriculture, homecrafts and the rural lifestyle, by presenting an annual Fall Fair to exhibit animals, produce, crafts, pets, seeds, grains, forage, and equipment." We also assist in supporting Junior Garden Club activities. Our fair also increases awareness of homecrafts including quilts, baking, canning and horticulture.

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**Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.**

On September 5 & 6 2025 the society held a successful fall fair on the Puslinch Community Centre grounds. It is our intent to hold a similar event September 11 & 12 2026 at the same location demonstrating the quality of agriculture, homecrafts, and the rural lifestyle by exhibiting produce, grains, seeds, crafts and equipment. The grant funding will support the installation of the tents,

sanitation, and security. This will be our 184th year in which the Society will have provided a fall fair for the residents of Puslinch and surrounding communities.

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**Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.**

Financing of the fair is from donations, provincial and municipal grants, corporate and private sponsorships from the and from membership and fair admissions. Township support will help the society to leverage funding from corporate and private individuals by demonstrating that the township believes in and supports the mission and goals of the Society and sees the benefits to the community of holding an annual fall fair.

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**If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?**

If the Society does not receive a grant from the Township the fair will still go ahead, however it will make it harder to leverage funds from corporate and private supporters. As well it would send a message to Puslinch residents that the Township is not supportive of maintaining the efforts by the Aberfoyle Agricultural Society supporting 184 years of increasing awareness of agriculture and the rural lifestyle.

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**Choose one category of funds requested**

Category 2: Sponsor or contributor (funds requested - \$500 to \$3000)

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**Please provide a copy of the most current budget**

 [doc20250920112505.pdf](#)

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**Please provide a copy of the most current financial statements**

 [doc20250920112702.pdf](#)

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**Please provide a copy of mandate, constitution and by-laws, as applicable**

 [doc20250920112811.pdf](#)

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**Dated This Day**

09/20/2025

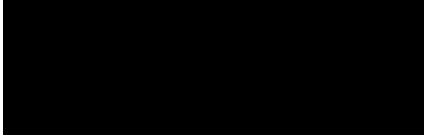
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**Name and Office/Position: I/We have authority to bind the  
Corporation/Organization**

Barbara Hagey Second Vice President

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**Signature of Applicant on behalf of Organization**



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**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Vinnie Klimkosz

Sent from [Township of Puslinch](#)



# Aberfoyle Agricultural Society Budget

Schedule A to Report FIN-2025-030

January through December 2025

Jan - Sep 25

## Ordinary Income/Expense

### Income

#### Donations

Donations - General	\$ 3,130.00
Donations - Junior Exhibits	\$ 600.00
Donations - Junior Garden Club	\$ 2,150.00

Total Donations	\$ 5,880.00
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#### Fair Revenue

Fair - ATV/Tractor Pull	\$ 7,455.00
Fair Entry Fees	\$ 390.00
Fair Gate Admissions	\$ 15,040.00
Food Vendors	\$ 50.00
Pickleball	\$ 395.00
Vendor Tent	\$ 250.00
Fair Revenue - Other	\$ 10.00

Total Fair Revenue	\$ 23,590.00
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#### Fundraising Activities

##### Chicken BBQ - Revenue

Chicken BBQ - Silent Auction	\$ 1,056.00
Chicken BBQ Expenses	\$ (3,766.92)
Chicken BBQ - Revenue - Other	\$ 8,447.08

Total Chicken BBQ - Revenue	\$ 5,736.16
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Total Fundraising Activities	\$ 5,736.16
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#### Government & Municipal Grants

Govt & Municipal Grants-Guelph	\$ 100.00
Govt & Municipal Grants-Omafra	\$ 4,000.00
Govt & Municipal Grants-Fusline	\$ 3,000.00
Govt & Municipal Grants-Welling	\$ 1,000.00
Grand River Grant	\$ 3,000.00

Total Government & Municipal Grants	\$ 11,100.00
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Miscellaneous Income	\$ 80.00
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Paid Memberships	\$ 600.00
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#### Sponsorships

Corporate Donations/Sponsorship	\$ 2,950.00
Sponsored Contests	\$ 385.00
Sponsorships - Other	\$ 590.00

Total Sponsorships	\$ 3,925.00
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Total Income	\$ 50,911.16
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# Aberfoyle Agricultural Society Budget

Schedule A to Report FIN-2025-030

January through December 2025

	Jan - Sep 25
<b>Gross Profit</b>	<b>\$ 50,911.16</b>
<b>Expense</b>	
Amortization	\$ 500.00
Bank Service Charges	\$ 775.00
Dues/Conventions	\$ 420.00
Fall Fair Expenses	
ATV Pull	\$ 3,950.00
Entertainment	\$ 22,500.00
Judges Fees	\$ 900.00
P.A. Systems	\$ 252.00
Prize Money	
Games	\$ 344.00
Prize Money - Other	\$ 5,242.00
Total Prize Money	\$ 5,586.00
Sanitation	\$ 785.00
Tent Rentals	\$ 2,345.00
Tractor Pull Expenses	\$ 2,660.00
<b>Total Fall Fair Expenses</b>	<b>\$ 38,978.00</b>
HST Expense	\$ 1,000.00
Insurance	\$ 2,785.00
Jr. Garden Club	\$ 585.00
Office Supplies	\$ 1,245.00
Postage/Delivery	\$ 250.00
Supplies	
Office	\$ 35.00
Total Supplies	\$ 35.00
Wages/Honorarium	\$ 1,750.00
<b>Total Expense</b>	<b>\$ 48,323.00</b>
<b>Net Ordinary Income</b>	<b>\$ 2,588.16</b>
<b>Net Income</b>	<b>\$ 2,588.16</b>

# Aberfoyle Agricultural Society

## Profit & Loss

Schedule A to Report FIN-2025-030

January through August 2025

	Jan - Aug 25
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Donations</b>	
Donations - General	\$ 3,110.00
Donations - Junior Exhibits	\$ 600.00
Donations - Junior Garden Club	\$ 2,150.00
<b>Total Donations</b>	<b>\$ 5,860.00</b>
<b>Fair Revenue</b>	
Fair - ATV	\$ 800.00
Food Vendors	\$ 50.00
Vendor Tent	\$ 100.00
<b>Total Fair Revenue</b>	<b>\$ 950.00</b>
<b>Fundraising Activities</b>	
Chicken BBQ - Revenue	
Chicken BBQ - Silent Auction	\$ 1,056.00
Chicken BBQ Expenses	\$ (3,766.92)
Chicken BBQ - Revenue - Other	\$ 8,447.08
<b>Total Chicken BBQ - Revenue</b>	<b>\$ 5,736.16</b>
<b>Total Fundraising Activities</b>	<b>\$ 5,736.16</b>
<b>Government &amp; Municipal Grants</b>	
Govt & Municipal Grants-Guelph	\$ 100.00
Govt & Municipal Grants-Omafra	\$ 4,000.00
Govt & Municipal Grants-Puslinic	\$ 3,000.00
Govt & Municipal Grants-Welling	\$ 1,000.00
<b>Total Government &amp; Municipal Grants</b>	<b>\$ 8,100.00</b>
Miscellaneous Income	\$ 88.00
Paid Memberships	\$ 60.00
<b>Sponsorships</b>	
Corporate Donations/Sponsorship	\$ 2,000.00
Sponsored Contests	\$ 385.00
<b>Total Sponsorships</b>	<b>\$ 2,385.00</b>
<b>Total Income</b>	<b>\$ 23,179.16</b>
<b>Gross Profit</b>	<b>\$ 23,179.16</b>
<b>Expense</b>	
Bank Service Charges	\$ 127.11
Donation	\$ 200.00
Dues/Conventions	\$ 370.00
Fall Fair Expenses	
Entertainment	\$ 5,555.64
Judges Fees	\$ 900.00
Prize Money	
Games	\$ 44.25
Prize Money - Other	\$ (657.44)
<b>Total Prize Money</b>	<b>\$ (613.19)</b>
Sanitation	\$ 785.00
Tent Rentals	\$ 1,769.91

**Aberfoyle Agricultural Society****Profit & Loss**

Schedule A to Report FIN-2025-030

January through August 2025

	<u>Jan - Aug 25</u>	
Total Fall Fair Expenses	\$	8,397.36
HST Expense	\$	609.47
Office Supplies	\$	1,244.33
Postage/Delivery	\$	35.40
Supplies		
Office	\$	33.53
Total Supplies	\$	33.53
Wages/Honorarium	\$	1,750.00
Total Expense	\$	12,767.20
Net Ordinary Income	\$	10,411.96
Net Income	\$	10,411.96

**Organization Name**

Crieff Hills Retreat Centre

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**Contact Name and Position**

Kristine O'Brien, Executive Director

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**Organization Mailing Address**

7098 Concession 1  
Puslinch, ON  
N0B 2J0

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**Website**

<https://www.crieffhills.com>

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**Telephone Number**

+15198247898

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**Email Address**

[director@crieffhills.com](mailto:director@crieffhills.com)

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**Grant Amount Applied For**

\$500

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**Organization's goals and objectives related to the grant request**

Located on 250 of forest and historic farmland, Crieff Hills Retreat Centre provides day and overnight experiences for those seeking rest and renewal. Serving people of all faiths, we provide affordable rental space for non-profit organizations and community groups of up to 100 people, individual suites for those seeking refuge, and our own enrichment programs. With the help of our Wellness Fund, we increasingly support staff from local nonprofit organizations, professional caregivers and local community organizations. We know that many people in our world are weary, but close encounters with nature are healing and restful. Educational activities help people experience nature in meaningful ways. Our On-Farm Dinners, for example, offer a hands-on farm experience followed by a four-course fine dining meal. We also lead guests in labyrinth walks (such as the lantern walk on December 21 each year) and host 'lamb therapy' each spring when folks have time in the barn with ewes and lambs.

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**Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.**

We would like to participate in the Spring and Fall Rural Romp events organized by Wellington County. This grant would allow us to pay the registration fee which was \$50 each time in 2024. An additional \$200 each time would help offset the cost of program materials (signage, interactive displays, etc.)

We envision opening up our historic barn for tours, showing off our vegetable fields and inviting people to meet the Soay sheep, chickens, ducks, pigs and Galway heifers. We would also like to offer interactive stations such a bonfire to roast marshmallows or bee tours to get into our hives (bee suits provided!). The hiking trails, labyrinth and gardens would also be open for people to explore.

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**Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.**

We notice that there are no Rural Romp participants in our corner of Puslinch and we want to draw new folks into our neighbourhood. We also want to offer neighbours an opportunity to get to know us better so that they know how we can support them through our offerings.

Even after fifty years, guests and neighbours often tell us they have never heard of Crieff Hills or don't know what we offer. This is a wonderful opportunity to take advantage of the marketing provided by Wellington County so that more people know how their families and community groups can benefit from all that we offer.

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**If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?**

Not receiving a grant from Puslinch Township would require a reassessment of our 2026 program budget and how those funds are currently allocated.

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**Choose one category of funds requested**

Category 1: Donation (funds requested - less than \$500)

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**Please provide a copy of the most current budget**

 [Crieff-Hills-Budget-2025-approved-summary.pdf](#)

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**Please provide a copy of the most current financial statements**

 [Crieff-Hills-Financial-Statement-2024.pdf](#)

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**Dated This Day**

09/25/2025



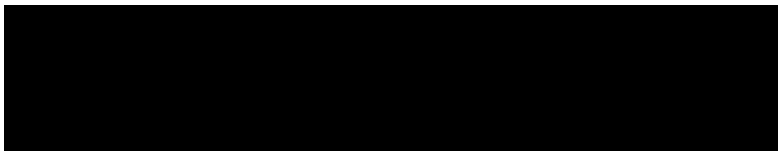
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**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Kristine O'Brien, Executive Director

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**Signature of Applicant on behalf of Organization**

A large black rectangular redaction box covering the signature of the applicant.

Sent from [Township of Puslinch](#)


**2025  
APPROVED  
BUDGET**

<b>INCOME</b>	
401000 - Accommodation Rentals	509,244
402000 - Kitchen Income	401,000
403000 - Donations & Grants	178,966
404000 - Event Income	103,000
405000 - JB Maclean Investment Fund Income	170,000
460000 - Additional Income	58,650
407000 - Rental Home Income	55,232
408000 - Farm Income	75,700
409000 - Merchandise Sales	7,000
500000 - Cost of Goods Sold	(4,400)
<b>TOTAL INCOME</b>	<b>1,554,392</b>

<b>EXPENSES</b>	
501000 - PERSONNEL	883,904
502000 - KITCHEN EXPENSES	212,300
503000 - ADMIN EXPENSES	88,159
504000 - EVENT EXPENSES	10,000
506000 - PROPERTY EXPENSES	128,694
507000 - PAYROLL EXPENSES	160,336
508000 - FARM EXPENSES	18,370
509000 - HOUSEKEEPING EXPENSES	17,500
<b>TOTAL EXPENSE</b>	<b>1,519,263</b>

<b>OTHER INCOME &amp; EXPENSES</b>	
JB Maclean Investment Fund Drawdown Income	170,000
NonCapital Maintenance & Repairs Expenses	(170,000)
<b>NET OTHER INCOME (LOSS)</b>	<b>0</b>

<b>GRAND TOTAL INCOME (LOSS)</b>	<b>35,129</b>
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**CRIEFF HILLS RETREAT CENTRE**  
**STATEMENT OF FINANCIAL POSITION**  
**DECEMBER 31, 2024**

Schedule B to Report FIN-2025-030

	2024	2023
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 175,591	\$ 397,365
Accounts receivable	526	23,810
Inventory	-	2,352
Prepaid expenses	20,000	791
	196,117	424,318
<b>PROPERTY AND EQUIPMENT</b> (Note 3)	1,250,861	1,064,292
<b>LONG-TERM INVESTMENTS</b> (Note 4)	2,306,309	2,341,743
	<u>\$ 3,753,287</u>	<u>\$ 3,830,353</u>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts, payable and accrued	\$ 48,254	\$ 45,245
Current portion of long-term debt	-	40,000
Government remittances payable	16,956	26,446
Deferred revenue (Note 5)	185,593	173,143
	250,803	284,834
<b>NET ASSETS</b>	<u>3,502,484</u>	<u>3,545,519</u>
	<u>\$ 3,753,287</u>	<u>\$ 3,830,353</u>

**ON BEHALF OF THE BOARD**

\_\_\_\_\_ Director

\_\_\_\_\_ Director

Schedule B to Report FIN-2025-030

**CRIEFF HILLS RETREAT CENTRE**  
**STATEMENT OF CHANGES IN NET ASSETS**  
**YEAR ENDED DECEMBER 31, 2024**

	2024	2023
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 3,545,518	\$ 3,381,776
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<u>(43,034)</u>	<u>163,743</u>
<b>NET ASSETS - END OF YEAR</b>	<u>\$ 3,502,484</u>	<u>\$ 3,545,519</u>

Schedule B to Report FIN-2025-030

**CRIEFF HILLS RETREAT CENTRE**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**YEAR ENDED DECEMBER 31, 2024**

	2024	%	2023	%
<b>REVENUES</b>				
Accommodation and event rentals	\$ 621,798	56.90	\$ 643,473	51.65
Kitchen and market income	351,052	32.13	333,240	26.75
Donations and grants	79,428	7.27	223,396	17.93
Rental income	40,487	3.71	45,665	3.67
	<u>1,092,765</u>	<u>100.01</u>	<u>1,245,774</u>	<u>100.00</u>
<b>EXPENSES</b>				
Advertising and promotion	1,571	0.14	516	0.04
Amortization	101,242	9.26	73,537	5.90
Business taxes, licenses and memberships	576	0.05	244	0.02
Insurance	35,270	3.23	35,346	2.84
Interest and bank charges	17,750	1.62	15,237	1.22
Interest on long-term debt	-	-	1,200	0.10
Laundry	13,712	1.25	12,828	1.03
Office and general	22,399	2.05	14,653	1.18
Professional fees	10,652	0.97	6,373	0.51
Programs	167,549	15.33	176,642	14.18
Property taxes	9,667	0.88	9,312	0.75
Repairs and maintenance	86,908	7.95	70,953	5.70
Salaries and wages	879,181	80.45	758,654	60.90
Salaries and wages (employee benefits)	76,699	7.02	64,782	5.20
Telephone	7,330	0.67	9,363	0.75
Travel	231	0.02	505	0.04
Utilities	83,371	7.63	86,455	6.94
	<u>1,514,108</u>	<u>138.52</u>	<u>1,336,600</u>	<u>107.30</u>
<b>DEFICIENCY OF REVENUES OVER EXPENSES FROM OPERATIONS</b>	<u>(421,343)</u>	<u>(38.51)</u>	<u>(90,826)</u>	<u>(7.30)</u>
<b>OTHER INCOME &amp; EXPENSES</b>				
Unrealized gain (loss) on long-term investments (Note 4)	378,309	34.62	190,948	15.33
Investment income (Note 4)	-	-	63,621	5.11
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>378,309</u>	<u>34.62</u>	<u>254,569</u>	<u>20.44</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<u>\$ (43,034)</u>	<u>(3.89)</u>	<u>\$ 163,743</u>	<u>13.14</u>

**CRIEFF HILLS RETREAT CENTRE**  
**STATEMENT OF CASH FLOWS**  
**YEAR ENDED DECEMBER 31, 2024**

Schedule B to Report FIN-2025-030

	2024	2023
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenues over expenses	\$ (43,034)	\$ 163,743
Items not affecting cash:		
Amortization of property and equipment	101,242	73,537
Unrealized gain (loss) on long-term investments <i>(Note 4)</i>	(378,309)	(190,948)
	(320,101)	46,332
Changes in non-cash working capital:		
Accounts receivable	23,284	1,736
Inventory	2,352	190
Accounts, payable and accrued	3,007	5,924
Government remittances payable	(9,490)	433
Deferred revenue	12,450	52,330
Prepaid expenses	(19,209)	2,218
	12,394	62,831
Cash flow from (used by) operating activities	(307,707)	109,163
<b>INVESTING ACTIVITIES</b>		
Purchase of property and equipment	(287,811)	(130,015)
Portfolio distributions under (over) withdrawals <i>(Note 4)</i>	413,744	9,519
Portfolio distributions from prior year deficiency <i>(Note 4)</i>	-	-
Cash flow from (used by) investing activities	125,933	(120,496)
<b>FINANCING ACTIVITY</b>		
Repayment of long-term debt	(40,000)	(10,000)
<b>DECREASE IN CASH FLOW</b>	(221,774)	(21,333)
Cash - beginning of year	397,365	418,698
<b>CASH - END OF YEAR</b>	\$ 175,591	\$ 397,365
<b>CASH CONSISTS OF:</b>		
Cash	\$ 175,591	\$ 397,365

**CRIEFF HILLS RETREAT CENTRE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2024**

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Schedule B to Report FIN-2025-030

**1. PURPOSE OF THE ORGANIZATION**

Crieff Hills Retreat Centre (the "to sustainably honour its land and community, encourage education, and provide a place of sanctuary. It is a mission that inspires rest, renewal and transformation through spiritual connection, encounters with nature, and engaging experiences. ") is a not-for-profit organization of Ontario. The operations first started from a donation of major capital assets to The Presbyterian Church in Canada in the 1950s as an endowment in order for it to run programming for the late estate of Col. MacLean. This operation was registered as an independent charity as of June 10, 1983 to continue operations in line with the original endowment fund. Its Registered Charitable Number is 10699 3272 RR0001.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Long-term investments

Long-term investments are made up entirely of the Centre's share of consolidated portfolio of The Presbyterian Church in Canada. The Centre's proportionate share is valued at fair market value rates. Consistent with the reporting policy of The Presbyterian Church in Canada the net change in unrealized market value of investments is included in the determination of excess revenues over expenses.

Property and equipment

Property and equipment are recorded at cost and amortized over their estimated lives using the methods outlined below at the following annual rates. When the organization observes conditions that indicate that a tangible property and equipment is impaired, the net carrying amount of the tangible property and equipment is written down to the asset's fair value or replacement cost. The write-downs of tangible property and equipment are accounted for as expenses in the statement of operations. These related rates are also used to recognize revenue donated for the the explicit use of purchasing capital property.

Buildings	4%	declining balance method
Septic and water systems	4%	declining balance method
Furniture and equipment	20%	declining balance method
Signs	20%	declining balance method
Vehicles	30%	declining balance method

Amortization is calculated at one-half of the normal rate in the year of acquisition.

Property and equipment acquired during the year but not placed into use is not amortized until it is placed into use.

Rates have been adjusted from 2022 levels to be in line with industry standard rates. These adjustments are to be applied on a prospective basis.

Revenue recognition

The organization's activities are supported through short-term rentals of property, registrations for events, sale of food as part of rental agreements, long-term rentals to staff, investment income, donations and grants.

The organization follows the deferral method of accounting for contributions.

Rental fees, registrations for events and sale of food as part of rental agreements are recognized as deferred revenue when received then recognized as revenue when the programming is completed or the event has occurred.

Long-term rentals are recognized on each period end, resulting from decreased payout to related staff.

Interest revenue is recognized using the effective interest method.

*(continues)*

**CRIEFF HILLS RETREAT CENTRE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2024**

Schedule B to Report FIN-2025-030

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Investment income is recognized upon periodic updates from investment manager, based on fair market values.

Donation and grant revenue is recognized when received from donors unless there is a restriction on use, in which case funds are recognized using the deferral method.

Cash and short-term investments

The Centre's policy is to disclose bank balances, and cashable investments that mature in 90 days or less, under cash.

Inventory

Inventory consists of resale materials and are valued at the lower of cost and net realizable value. Net realizable value is the estimated selling price less estimated costs to sell the inventory item in the ordinary course of business. Cost is determined on a first-in, first-out basis.

Use of estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the reporting date, and the reported amounts of revenues and expenses for the reporting period. Actual results could differ from these estimates. Significant financial statement items that require the use of estimates are the estimated useful life of property and equipment. These estimates are reviewed periodically, and adjustments are made, as appropriate, in the statement of operations in the year they become known.

**3. PROPERTY AND EQUIPMENT**

	Cost	Accumulated amortization	2024 Net book value	2023 Net book value
Land	\$ 20,256	\$ -	\$ 20,256	\$ 20,256
Buildings	2,509,334	1,686,306	823,028	787,807
Septic and water systems	129,025	39,151	89,874	93,618
Furniture and equipment	509,347	398,698	110,649	120,647
Signs	10,630	4,860	5,770	7,213
Vehicles	119,549	87,149	32,400	34,751
Other machinery and equipment	159,053	23,858	135,195	-
Fence	35,462	1,773	33,689	-
	<u>\$ 3,492,656</u>	<u>\$ 2,241,795</u>	<u>\$ 1,250,861</u>	<u>\$ 1,064,292</u>



**CRIEFF HILLS RETREAT CENTRE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2024**

Schedule B to Report FIN-2025-030

**4. LONG-TERM INVESTMENTS**

As part of the bequest from the J.B.MacLean Bequest Fund, the Centre had received an investment on its behalf of capital in the consolidated portfolio of The Presbyterian Church in Canada, and shares in the investment income, both realized and unrealized, based on the proportion of the amount invested by the Centre to the total amount invested in the consolidated portfolio. The portfolio investments and investment income transactions are as follows.

	2024	2023
Share of consolidated portfolio, capital account	2,306,309	2,341,743
Total investment income	\$ -	\$ 63,621
Less: other investment income	-	(825)
Less: distributions from portfolio	(413,743)	(72,000)
Over-paid income account	\$ (413,743)	\$ (9,204)
Unrealized gain (loss) in value of investments	\$ 378,299	\$ 190,948

The investment pool is broken down as follows as of year end 2023; 32% of funds are invested in fixed income securities, 21% in Canadian capital equities, 31% in US equities, and 14% in international equities.

**5. DEFERRED REVENUE**

	2024	2023
Deferred revenue, beginning	\$ 173,143	\$ 120,813
Add (less): change in rent deposits	110	1,300
Less: deposits recognized during the year	(89,508)	(108,113)
Add: new deposits received in advance	107,927	89,508
Add (less): new grants received and deferred	(6,079)	69,635
Deferred revenue, ending	\$ 185,593	\$ 173,143

**Organization Name**

Friends of Mill Creek (FOMC)

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**Contact Name and Position**

Ron Van Ooteghem

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**Organization Mailing Address**

c/o Township of Puslinch, 7404 Wellington County Roadf 34  
Puslinch, ON  
N0B 2J0

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**Website**

<https://friendsofmillcreek.org>

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**Telephone Number**

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**Email Address**

[REDACTED]

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**Grant Amount Applied For**

\$3,000

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**Organization's goals and objectives related to the grant request**

Our mission is to develop, promote, and implement project that maintain and enhance Mill Creek as a cold water stream. This is done primarily through the FOMC Stewardship Ranger Program that has been on-going since 2003. This grant, in part, will provide funding to ensure that the Ranger Program can continue successfully in 2026.

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**Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.**

The Mill Creek Ranger crew is a environmental stewardship work team typically comprised of four local grade 11 and 12 students and a crew leader. In-stream projects are completed over a period of 8 weeks during July and August under the direction of the FOMC technical committee and the GRCA. As part of this work plan, restoration was completed in and around Mill Creek

as identified by the committee and notably near the Puslinch Community Center and in the Aberfoyle Creek tributary.

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**Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.**

The primary focus of the FOMC and the Ranger Program is to enhance the health of Mill Creek, a valuable natural resource in the Township of Puslinch. In addition, this program continues to support local youth and inspire them to pursue careers in environmental studies.

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**If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?**

The FOMC is very proud of what the Ranger Program has achieved. Without on-going funding from the Township of Puslinch and other community partners, continuation of the program and the benefits of this work to Mill Creek would be at risk. There has been a significant amount of work completed in the creek by the hard working Ranger crews over the past 21 years. A lot of work still needs to be done. Also, the opportunity for the Ranger Program to develop future environmental leaders by providing hands-on skills and education would be equally at risk.


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**Choose one category of funds requested**

Category 2: Sponsor or contributor (funds requested - \$500 to \$3000)


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**Please provide a copy of the most current budget**

 [2025-Ranger\\_Program\\_Financials-as-of-Dec-312024-Statement-of-Operations-Budget.pdf](#)

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**Please provide a copy of the most current financial statements**

 [2025-Ranger\\_Program\\_Financials-as-of-Dec-312024-Statement-of-Financial-Position.pdf](#)

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**Dated This Day**

09/27/2025

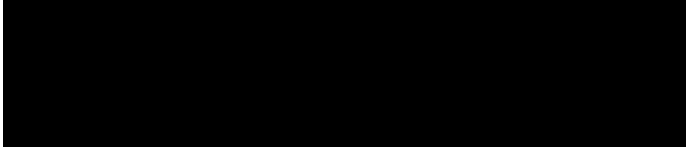
---

**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Don McKay, President

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**Signature of Applicant on behalf of Organization**

A large black rectangular redaction box covering the signature of the applicant.

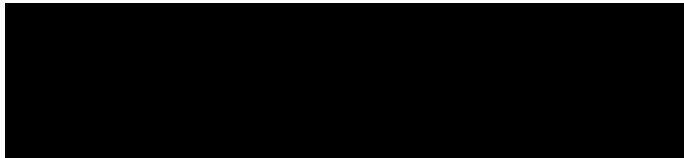
---

**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Ron Van Ooteghem, Treasurer

---

**Signature of Applicant on behalf of Organization**

A large black rectangular redaction box covering the signature of the applicant.

Sent from [Township of Puslinch](#)

## MILL CREEK RANGERS PROGRAM FUND

### Statement of Operations

For the twelve months ending 31 December 2024 with comparative figures for 2018, 2019, 2022 and 2023

	2018 Actual	2019 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Budget
<b>Revenue</b>	\$	\$	\$	\$	\$	\$
Grants (Gov't)						
City of Cambridge	1,200.00	1,000.00	0.00	0.00	0.00	0.00
Township of Puslinch	1,250.00	1,250.00	3,000.00	3,000.00	3,000.00	3,000.00
Wellington County	500.00	500.00	0.00	0.00	0.00	0.00
Canadian Parks and Recreation Association	12,232.24	9,613.00	0.00	0.00	5,062.00	5,000.00
Donations	18,553.50	17,700.00	15,300.00	16,150.00	62,487.00	20,000.00
Interest				3,528.00	0.00	3,000.00
<b>Total revenue</b>	<b>33,735.74</b>	<b>30,063.00</b>	<b>18,300.00</b>	<b>22,678.00</b>	<b>70,549.00</b>	<b>31,000.00</b>
<b>Expenditures</b>						
Wages - Crew Leader/ Rangers/Support Staff	23,776.22	24,770.54	27,568.38	32,538.96	36,267.01	37,000.00
H & S Equipment	407.80	350.88	500.00	500.00	500.00	500.00
Equipment & materials - Ranger Crew	1,375.72	1,413.20	1,500.00	1,500.00	1,500.00	1,500.00
Vehicle rental - Crew Leader/ Rangers	3,089.90	0.00	0.00	0.00	0.00	0.00
Donor plaques	0.00	252.77	0.00	0.00	0.00	0.00
Website Maintenance & Account Fees	0.00	4.95	0.00	0.00	0.00	0.00
Liability Insurance	1,244.16	1,242.00	758.16	793.80	815.40	830.00
GRC Foundation Admin. Fees (- Interest)	0.00	500.00	500.00	3,830.00	13,097.40	5,600.00
Puslinch Community Center Room Rental	121.16	133.03	30.88	133.03	0.00	0.00
Ranger Crew Appreciation Event	0.00	143.48	0.00	200.00	200.00	200.00
<b>Total expenditures</b>	<b>30,014.96</b>	<b>28,810.85</b>	<b>30,857.42</b>	<b>39,495.79</b>	<b>52,379.81</b>	<b>45,630.00</b>
<b>Net income (loss) from operations</b>	<b>3,720.78</b>	<b>1,252.15</b>	<b>-12,557.42</b>	<b>-16,817.79</b>	<b>18,169.19</b>	<b>-14,630.00</b>

**Note:**

There was no FOMC Ranger crew activity in 2020 and 2021 due to Covid-19

FOMC Ranger crew activity resumed in 2022

In November of 2024, the FOMC received a one-time donation of \$40,000 from the Patrick McNally Charitable Foundation

## MILL CREEK RANGERS PROGRAM FUND

### Statement of Financial Position

For the twelve months ending 31 December 2024 with comparative figures for years 2018 to 2023

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual
	\$	\$	\$	\$	\$	\$	\$
<b>Assets</b>							
Restricted funds held in Trust	50,052.83	51,304.98	63,331.42	66,922.81	55,154.43	39,463.47	57,898.64
<b>Total assets</b>	<b>50,052.83</b>	<b>51,304.98</b>	<b>63,331.42</b>	<b>66,922.81</b>	<b>55,154.43</b>	<b>39,463.47</b>	<b>57,898.64</b>
<b>Liabilities &amp; reserve balances</b>							
Mill Creek Ranger reserve fund	46,332.05	50,052.83	51,304.98	63,331.42	66,922.81	55,154.43	39,463.47
Accumulated net revenue	3,720.78	1,252.15	12,026.44	3,591.39	-11,768.38	-15,690.96	18,435.17
<b>Total liabilities &amp; reserve balances</b>	<b>50,052.83</b>	<b>51,304.98</b>	<b>63,331.42</b>	<b>66,922.81</b>	<b>55,154.43</b>	<b>39,463.47</b>	<b>57,898.64</b>



**Organization Name**

Optimist Club of Puslinch

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**Contact Name and Position**

Gregg Allan

---

**Organization Mailing Address**

7404 Wellington County Road 34  
Puslinch, ON  
N0B 2J0

---

**Website**

<https://optimistclubofpuslinch.com>

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**Telephone Number**

[REDACTED]

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**Email Address**

[REDACTED]

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**Grant Amount Applied For**

\$5198 to cover the Fireworks expense for Canada Day

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**Organization's goals and objectives related to the grant request**

Founded in 1976, the Optimist Club of Puslinch is dedicated to serving the local community through various service and fundraising projects. The purpose of our Club is to develop and encourage an 'Optimistic' philosophy of life for our members by aiding and encouraging the youth of our community. This club's membership reflects the diversity of our community: ranging from five original charter members to a variety of current members including local business owners, commuters, retirees, young parents and new community residents.

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**Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.****Canada Day Celebrations**

To celebrate our country's birthday on July 1st, the Optimist Club hosts a country breakfast (bacon, eggs, pancakes with locally sourced maple

syrup). Families get to enjoy the new fabulous grounds of the Community Centre. At dusk we treat the community to a fireworks show. All aspects of Canada Day are free of charge

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**Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.**

The Optimist Club, like many other organizations, is experiencing a challenge to keep ahead of current economic climate. Last year we unfortunately experienced a significant financial loss as we found need in the Community in our Township increased.

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**If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?**

The grant will allow the Optimist Club of Puslinch to continue with a very important Community event - Canada Day Celebrations. With increasing costs for all aspects of these events the grant will be used to supplement our fund raising activities that will allow the Community to enjoy the events that have become "Traditions" in our Township.

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**Choose one category of funds requested**

Category 3: Project funder (funds requested - greater than \$3000)

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**Please provide a copy of the most current budget**

 [2026-Optimist-Township-Grant-Canada-Day-Budget.xlsx](#)

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**Please provide a copy of the most current financial statements**

 [Optimist-Club-Financials-AGM-2025.pdf](#)

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**Please provide the annual reporting requirements in accordance with Section 8 of the Township Grant Application Policy if your organization was a successful applicant in a previous year (mandatory for previous funds received of greater than \$3000)**

 [2025-Optimist-Township-Grant-Event-Report.docx](#)

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**Dated This Day**

09/10/2025

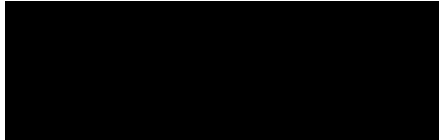
---

**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Gregg Allan Past President

---

**Signature of Applicant on behalf of Organization**



Sent from [Township of Puslinch](#)

## 2026 Optimist Township Grant Canada Day Budget.

	Reveune	Expenses				
Breakfast Inout Costs		\$3547.50				
Fireworks Permit		\$200.00				
Fireworks		\$4600.00				
Fireworks tax		\$598.00				
Total		\$8945.50				
Donations	\$3000.00					
Profit/Loss		-\$5945.50				

10:42 AM

## Optimist Club of Puslinch

## Profit &amp; Loss

05/12/25

Accrual Basis

October 2023 through September 2024

	Oct '23 - Sep 24
<b>Income</b>	
4090 · Christmas Dinner	2,258.00
4000 · Community Grants	5,000.00
4010 · Membership Activities	
4074 · Oratorical	0.00
4073 · Zone 3 LG Expenses	1,300.00
4011 · Membership dues	2,933.37
4012 · Dinner Meetings	
4013 · Meal	1,225.00
4012 · Dinner Meetings - Other	405.00
<b>Total 4012 · Dinner Meetings</b>	<b>1,630.00</b>
4020 · Apparel sales	80.00
4010 · Membership Activities - Other	250.00
<b>Total 4010 · Membership Activities</b>	<b>6,193.37</b>
4300 · Fund Raising Activities	
4310 · Fall Classic	
4311 · Ticket sales	11,175.00
4312 · Bar	5,655.00
4313 · Raffle tickets	1,115.00
4314 · 50/50 Draw	2,330.00
4315 · Food	185.00
4317 · Other	40.00
<b>Total 4310 · Fall Classic</b>	<b>20,500.00</b>
4370 · Fish Fry	
4371 · Ticket sales	11,712.87
4373 · Bar sales	1,216.00
<b>Total 4370 · Fish Fry</b>	<b>12,928.87</b>
4382 · Fireworks Canada Day	162.00
4440 · Family Day - Hockey Tournament	3,875.00
4435 · Family Day - Community Events	245.00
4500 · Food Trailer Sales	
45003 · Aberfoyle Fall Fair	5,182.00
4500 · Food Trailer Sales - Other	180.00
<b>Total 4500 · Food Trailer Sales</b>	<b>5,362.00</b>
4700 · Donations	200.00
<b>Total 4300 · Fund Raising Activities</b>	<b>43,272.87</b>
43000 · Community Activities	
4077 · Canada Day DONATIONS	684.00
4075 · Canada Day Breakfast	2,331.00
4490 · Santa Claus Parade	5,595.00
<b>Total 43000 · Community Activities</b>	<b>8,610.00</b>
49000 · Adminisitrative	
4050 · Interest income	3,698.52
<b>Total 49000 · Adminisitrative</b>	<b>3,698.52</b>
<b>Total Income</b>	<b>69,032.76</b>
<b>Gross Profit</b>	<b>69,032.76</b>
<b>Expense</b>	
67951 · Volleyball Donation/Sponsor	2,500.00
6808 · lunch/dinner meeting	58.57
6968 · Food Safety Course	2,731.72
6721 · Wellington County 4/H	1,000.00
67595 · Link-Up with Duffs-Donation	500.00

10:42 AM

## Optimist Club of Puslinch

## Profit &amp; Loss

05/12/25

Accrual Basis

October 2023 through September 2024

	Oct '23 - Sep 24
67589 · Hospice Donation	1,000.00
6010 · Membership Activities - Exp	
6022 · Christmas Dinner	2,254.00
6011 · Membershio dues-District	830.00
6012 · Membership dues-International	4,417.68
6013 · New member expenses	75.02
6015 · Dinner meetings	
6017 · Food	1,244.00
6040 · Other Items	300.00
6015 · Dinner meetings - Other	356.00
Total 6015 · Dinner meetings	1,900.00
6020 · General meetings	
6021 · Hall rental	176.64
Total 6020 · General meetings	176.64
6025 · Apparel	120.98
6030 · Internat Brd meetings	500.00
6370 · Appreciation Night	
6371 · Food	955.74
Total 6370 · Appreciation Night	955.74
Total 6010 · Membership Activities - Exp	11,230.06
6300 · Fund Raising Activities - Exp	
6310 · Fall Classic	
6317 · lottery license	42.00
6311 · Hall rental	566.12
6312 · Bar	1,648.00
6315 · Food	4,661.35
6316 · Other items	755.82
6319 · Draw prizes	2,314.99
Total 6310 · Fall Classic	9,988.28
6380 · Fish Fry	
6381 · Food	4,165.46
6382 · Bar costs	815.00
6383 · Hall rental & costs	412.21
Total 6380 · Fish Fry	5,392.67
6435 · Family Day - Community Events	840.99
6800 · Food trailer	
68007 · Bryan's Farm Event	2,316.26
6805 · Maintenance	29.99
68003 · Aberfoyle Fall Fair	2,410.75
Total 6800 · Food trailer	4,757.00
68100 · Community Contributions	
68108 · Donation	4,000.00
68107 · BIG Brothers/Sisteres Donation	100.00
68102 · Aberfoyle PS Barbeque	1,378.43
68103 · Friends of Millcreek	3,500.00
Total 68100 · Community Contributions	8,978.43
Total 6300 · Fund Raising Activities - Exp	29,957.37
6700 · Community Contributions	
67596 · Aberfoyle PS Christmas Meals	2,100.00
67588 · Empowerment Day (DraytonHeights	2,500.00
67001 · Priority	
6710B · oratorical expense	615.00
6710 · Oratorical contest prizes	550.00
6745 · Aberfoyle School	3,263.86



10:42 AM

## Optimist Club of Puslinch

05/12/25

## Profit &amp; Loss

Accrual Basis

October 2023 through September 2024

	Oct '23 - Sep 24
6751 · Scholarship	4,500.00
67578 · Junior Garden Club	1,000.00
<b>Total 67001 · Priority</b>	<b>9,928.86</b>
67565 · Special Olympics	5,000.00
<b>Total 6700 · Community Contributions</b>	<b>19,528.86</b>
<b>67000 · Community Activities - Exp</b>	
6720 · Bike Rodeo	31.78
6027 · Recognition awards	380.00
6703 · Remembrance Day	300.00
6740 · Santa Claus Parade	
6327 · costumes & safety clothing	54.95
6321 · Toys for kids	1,000.00
6322 · Candy for Kids	659.10
6323 · Bands	1,600.00
6324 · Food	581.93
6326 · misc	343.42
<b>Total 6740 · Santa Claus Parade</b>	<b>4,239.40</b>
6742 · Canada Day celebrations	
6743 · Cananda Day Breakfast	1,301.77
6744 · Canada Day Fireworks	3,628.78
6742 · Canada Day celebrations - Other	976.87
<b>Total 6742 · Canada Day celebrations</b>	<b>5,907.42</b>
<b>Total 67000 · Community Activities - Exp</b>	<b>10,858.60</b>
<b>6960 · Administrative Expenses</b>	
6964 · LG Expenses	1,000.00
6810 · Miscellaneous	956.94
6820 · Bank service charges	
6826 · Bank Service Charges - RB	49.76
6825 · VISA MasterCard Charges	4.84
6824 · Square Canada / PAYPAL Charges	22.57
6821 · Bank Service Charges-TD	85.69
<b>Total 6820 · Bank service charges</b>	<b>162.86</b>
6963 · Website cost & maintenance	645.47
6965 · Zone 3 Expenses	38.89
6970 · HST ITCs Recoverable in Expense	1,410.69
6960 · Administrative Expenses - Other	91.39
<b>Total 6960 · Administrative Expenses</b>	<b>4,306.24</b>
<b>Total Expense</b>	<b>83,671.42</b>
<b>Net Income</b>	<b>-14,638.66</b>

## 2025 Optimist Club Canada Day Summary

### Feedback

"Wow what a day!! Great weather! Fantastic Playground!!"

"Evening festivities were lively". Music filled the warm summer air. Kids explored the firetruck, played in the new soccer fields and playground."

"My Family were so impressed with the whole day - especially the evening event. The kids were super excited when they received the glow in the dark brackets.. THANK YOU"

And one from the Wellington Advertiser Letter to the Editor

....."thank you to the Puslinch Optimist Club for a wonderful Canada Day

Celebration.....pancake breakfast is always a hit and brings in neighbours from every corner of our township together to sit and chat enjoying great food and conversation. They end the day with a bang -an awesome fireworks display.

The grounds of our community centre were absolutely full of all ages enjoying the evening together, all thanks to our Optimist Club"

### Optimist Canada Day Committee Comments

Morning breakfast was a hit, with wonderful turnout of Guests of all ages dressed in their best Canada Day red and white. We served around 600 breakfasts with not a single pancake, glass of juice cup or coffee left. Chocolate cake was the favourite edging out vanilla.

Notes for 2026

Increase volume of beverages and bacon

Decrease cake purchases

Financials (subject to final audit)

Food and Supplies	\$ 3525
Fireworks	\$ 5000
Misc.	\$ 500
Total	\$ 9025

Revenue (Donations)	\$ 3400
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**Organization Name**

Puslinch Pioneer

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**Contact Name and Position**

Anne Day, Editor

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**Organization Mailing Address**

29 Brock Road South,  
Puslinch, ON  
N0B 2J0

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**Website**

<https://www.puslinchpioneer.com>

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**Telephone Number**

[REDACTED]

---

**Email Address**

[editorpuslinchpioneer@gmail.com](mailto:editorpuslinchpioneer@gmail.com)

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**Grant Amount Applied For**

\$3,000

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**Organization's goals and objectives related to the grant request**

The Puslinch Pioneer has been an integral part of the Puslinch community for the past 50 years. In July, 2026, the Pioneer will be celebrating its 50th anniversary.

Produced entirely by volunteers since its inception in 1976, the Board wishes to acknowledge this achievement and the volunteer commitment it has taken for the paper to be published ten times a year since then.

Our goal is to draw attention and create awareness of this unique publication, as unlike many community newspapers that have closed their doors, we continue to inform and educate the community on what is happening here.

The distribution of the paper has grown from 1,200 in 1976, to today's circulation of 3,300 – delivered to every household in Puslinch. With the uncertainty of Canada Post's future, we also distribute around 1,000 digitally and are exploring different digital options for the future.

---

**Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.**

We are proposing to have four additional pages, in the July/August issue that will focus on and highlight the history of the Pioneer, also drawing attention to the volunteers who have been and those who are still involved.

As well as the anniversary issue, we propose to hold an Open House at the Community Centre, to which writers, volunteers, advertisers and the community will be invited. We will also be inviting members of the Optimist Club of Puslinch, who generously delivered the paper on our behalf during the postal strike and members of Council.

Special acknowledgement will be paid to key volunteers who continue to ensure the paper is produced. Light refreshments would be served.

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**Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.**

Steeped in its history within Puslinch, this grant would honour the role the Pioneer has played in bringing information to the community and emphasize the Township's support of the publication.

It would also serve to promote the value of volunteering, and how as a community we can continue this tradition and attract others to get involved, submit articles and advertise.

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**If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?**

It wouldn't happen! We would not be able to celebrate with the community which would be unfortunate as the Puslinch Pioneer deserves the recognition for this achievement, and is valued by the community.

---

**Choose one category of funds requested**

Category 2: Sponsor or contributor (funds requested - \$500 to \$3000)

---

**Please provide a copy of the most current budget**

 [BUDGET-PL-July-1-2025-to-June-30-2026.xlsx](#)

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**Please provide a copy of the most current financial statements**

 [Puslinch-Pioneer-Balance-Sheet-as-of-June-30-2025.pdf](#)

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**Please provide a copy of mandate, constitution and by-laws, as applicable**

 [The-Puslinch-Pioneer-Constitution.docx](#)

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**Dated This Day**

09/23/2025

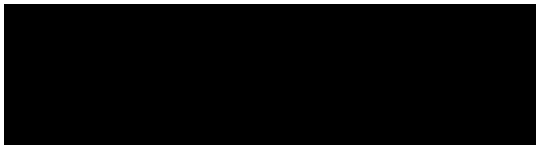
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**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Anne Day, Signing officer.

---

**Signature of Applicant on behalf of Organization**

A solid black rectangular box used to redact the signature of the applicant on behalf of the organization.

---

**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Anne Day, Signing Officer

---

**Signature of Applicant on behalf of Organization**



Sent from [Township of Puslinch](#)



		Sept Issue
	<b>Jul 25</b>	<b>Aug 25</b>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Donation	0.00	0.00
Advertising Sales	90.00	11,280.00
Subscription	0.00	0.00
<b>Total Income</b>	<b>90.00</b>	<b>11,280.00</b>
<b>Expense</b>		
Ampersand Printing	0.00	4,890.00
Ampersand Printing - Collating	0.00	543.00
Postage - Mailing Township papers	0.00	510.00
Credit Card Processing charges	84.17	35.00
Award to Aberfoyle School Student	0.00	10.00
Insurance	244.75	244.75
Office Supplies Expense	0.00	20.00
Postage Expense- Subscriptions	0.00	47.00
Website	34.00	34.00
<b>Total Expense</b>	<b>328.92</b>	<b>6,333.75</b>
<b>Net Ordinary Income</b>	<b>-238.92</b>	<b>4,946.25</b>
<b>Net Income</b>	<b>-238.92</b>	<b>4,946.25</b>

Oct Issue	Nov Issue	Dec Issue		Feb Issue
Sep 25	Oct 25	Nov 25	Dec 25	Jan 26
0.00	100.00	0.00	0.00	0.00
1,870.00	4,970.00	5,635.00	0.00	7,000.00
88.50	88.50	44.25	0.00	132.75
1,958.50	5,158.50	5,679.25	0.00	7,132.75
4,023.00	4,890.00	4,890.00	0.00	5,035.00
543.00	543.00	543.00	0.00	543.00
503.00	510.00	510.00	510.00	510.00
87.54	90.00	60.00	0.00	35.00
10.00	10.00	10.00	0.00	10.00
244.75	244.75	244.75	244.75	244.75
20.00	20.00	20.00	0.00	20.00
47.00	50.00	60.00	0.00	60.00
34.00	34.00	34.00	34.00	34.00
5,512.29	6,391.75	6,371.75	788.75	6,491.75
-3,553.79	-1,233.25	-692.50	-788.75	641.00
-3,553.79	-1,233.25	-692.50	-788.75	641.00

Mar Issue	Apr Issue	May Issue	June Issue	July/Aug Issue
Feb 26	Mar 26	Apr 26	May 26	Jun 26
50.00	50.00	100.00	10.00	75.00
8,080.00	7,100.00	7,100.00	6,000.00	6,500.00
88.50	88.50	88.50	177.00	88.50
8,218.50	7,238.50	7,288.50	6,187.00	6,663.50
5,035.00	5,035.00	5,035.00	5,035.00	5,035.00
543.00	543.00	543.00	543.00	543.00
510.00	510.00	510.00	510.00	510.00
70.00	35.00	63.00	110.00	65.00
10.00	10.00	10.00	10.00	10.00
244.75	244.75	244.75	244.75	244.75
20.00	20.00	20.00	20.00	20.00
60.00	60.00	60.00	60.00	60.00
34.00	34.00	34.00	34.00	34.00
6,526.75	6,491.75	6,519.75	6,566.75	6,521.75
1,691.75	746.75	768.75	-379.75	141.75
1,691.75	746.75	768.75	-379.75	141.75

**TOTAL**  
**Jul '25 - Jun 26**

385.00
65,625.00
885.00
66,895.00
48,903.00
5,430.00
5,603.00
734.71
100.00
2,937.00
200.00
564.00
408.00
64,879.71
2,049.29
2,049.29

**Puslinch Pioneer**  
**Balance Sheet**  
 As of 30 June 2025

	30 Jun 25
<b>ASSETS</b>	
Current Assets	
Chequing/Savings	
Bank	
Bank-Auction Online/Fundraisers	2,866.00
Bank - Other	39,476.90
Total Bank	42,342.90
Total Chequing/Savings	42,342.90
Accounts Receivable	
Accounts Receivable	16,715.52
Total Accounts Receivable	16,715.52
Total Current Assets	59,058.42
Fixed Assets	
Accum. Deprec - Capital Assets	-980.03
Computer Equipment	980.03
Total Fixed Assets	0.00
<b>TOTAL ASSETS</b>	<b>59,058.42</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
GST/HST Payable	-193.01
Total Other Current Liabilities	-193.01
Total Current Liabilities	-193.01
Total Liabilities	-193.01
Equity	
Opening Bal Equity	7,966.38
Retained Earnings	49,438.89
Net Income	1,846.16
Total Equity	59,251.43
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>59,058.42</b>

**Organization Name**

Sunrise-Therapeutic Riding & Learning Centre

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**Contact Name and Position**

Lynne O'Brien, Executive Director

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**Organization Mailing Address**

6920 Concession 1  
Puslinch, ON  
N0B 2J0

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**Website**

<https://www.sunrise-therapeutic.ca>

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**Telephone Number**

+15198370558

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**Email Address**

[lynne@sunrise-therapeutic.ca](mailto:lynne@sunrise-therapeutic.ca)

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**Grant Amount Applied For**

\$2,900.00

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**Organization's goals and objectives related to the grant request**

Sunrise Therapeutic Riding & Learning Centre is applying to the Township of Puslinch grant program for \$2,900.00 for the installation of a water line in the Sunrise Therapy/Memorial Forest.

Sunrise Mission Statement: To develop the full potential of children and adults with special needs through therapy, education, horse riding, recreation, and life skills programs, farm-related and social activities, and to further develop and expand Sunrise's programming to support a Respite and Residence Village community.

---

**Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.**

This grant will benefit hundreds of children and adults with special needs in our community who attend Sunrise programs. Sunrise has provided therapeutic riding, life skills, and recreational programs for children and adults

with a wide range of physical, cognitive, and behavioural/emotional special needs since 1982.

The emerging Sunrise Therapy/Memorial Forest is an important newer component of Sunrise's programming and is in keeping with the following Sunrise values:

"Sunrise is committed to the physical and mental well-being of our horses and the protection of the environment and wildlife. This is reflected in the learning experience and training available to all the children and adults in our Sunrise programs."

The installation of a new water line, linked into Sunrise's existing water system, will allow for the proper maintenance of the annual new plantings at the Sunrise Forest entrance and along the pathways leading to the wider forest of 20,000 saplings planted in 2019 as p

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**Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.**

Proper forest maintenance is an important part of Sunrise's commitment to:

- be good stewards of the 102 acres upon which our programs take place.
- provide sustainability for Sunrise through annual donations to the Forest, often in memory and in honour of loved ones
- provide ongoing nature/forest programming for vulnerable children and adults from our local communities
- provide a space for learning about nature and the benefits of forests for all Sunrise program participants and visitors
- provide a gathering place for community members to visit
- provide a natural space with all of the mental health benefits that forests inherently offer
- finally, the new water line will support the work of Sunrise's Forest partners:
- Green Legacy who donate saplings to the Sunrise Forest each spring



- Forests Canada and Forests Ontario who support the Sunrise Forest with teaching workshops and learning materials
- donor Ted Arscott who brings trees and equipment for planting once a year to S

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**If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?**

This item for which funding is requested is essential to the ongoing maintenance and health of the Sunrise Therapy/Memorial Forest, therefore additional sources of funding would need to be found. Appropriate signage will recognize the grant of The Township of Puslinch.

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**Choose one category of funds requested**

Category 2: Sponsor or contributor (funds requested - \$500 to \$3000)

---

**Please provide a copy of the most current budget**

 [2024-2025-Sunrise-Budget.pdf](#)

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**Please provide a copy of the most current financial statements**

 [Xerox-Scan\\_09302025102915.PDF](#)

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**Please provide the annual reporting requirements in accordance with Section 8 of the Township Grant Application Policy if your organization was a successful applicant in a previous year (mandatory for previous funds received of greater than \$3000)**

 [Township-of-Puslinch-2025-Grant-Final-Report.docx](#)

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**Dated This Day**

09/30/2025

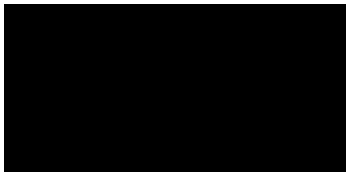
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**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Lynne O'Brien, Sunrise Executive Director

---

**Signature of Applicant on behalf of Organization**



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**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Ann Caine, Chair, Sunrise Advisory Council

---

**Signature of Applicant on behalf of Organization**

A large black rectangular redaction box covering the signature of the applicant.

Sent from [Township of Puslinch](#)

**Sunrise Therapeutic Riding & Learning Centre**  
**Operations BUDGET**

**Fiscal Year 2024-2025**

	<b>Projected 23/24</b>	<b>Actual 23/24</b>	<b>Projected 24/25</b>
<b>REVENUE</b>			
<b>General Donations</b>			
Donations	150,000	187,834.00	160,000.00
Foundations	52,500	38,186.00	50,000.00
<b>Total General Donations</b>		<b>226,020.00</b>	<b>210,000.00</b>
<b>Property Revenues</b>			
Rental- Agricultural Land	600	600.00	600.00
<b>Total Property Revenue</b>		<b>600.00</b>	<b>600.00</b>
<b>Fundraising Revenues</b>			
Grants/Foundations	65,000	13,000.00	20,000.00
Third Party Fundraisers	15,000	32,374.00	15,000.00
Celebrate Sunrise 1 Event	90,000	147,950.00	150,000.00
Forest	7,000	4,930.00	3,000.00
Metal Recycling	3,000	3,188.00	3,000
Merchandise	7,000	5,774.00	6,000.00
Conference/Workshop	0	-	-
<b>Total Fundraising Revenue</b>		<b>207,216.00</b>	<b>197,000.00</b>
<b>Program Revenue</b>			
Therapeutic Riding	135,000	150,776.00	150,000.00
Life Skills	50,000	76,617.00	75,000.00
Equine Assisted Learning	15,000	25,080.00	25,000.00
Equine Facilitated Wellness		3,700.00	5,000.00
Camp Sunrise	110,000	110,490.00	110,000.00
Little Breeches	2,500	2,380.00	2,500.00
Membership Fees	2,300	2,100.00	2,300.00
Other Program Revenue		-	-
<b>Total Program Revenue</b>		<b>371,143.00</b>	<b>369,800.00</b>
<b>Administrative/Misc Revenue</b>			
Misc. Revenue	8,000	28,371.00	28,000.00
<b>Total Administrative/Misc Revenue</b>		<b>28,371.00</b>	<b>28,000.00</b>
Horse Donations		-	-
<b>Total</b>		<b>-</b>	<b>-</b>
<b>Total Capital Income</b>		<b>-</b>	<b>-</b>
<b>TOTAL REVENUE</b>		<b>833,350.00</b>	<b>805,400.00</b>

**EXPENSE**

<b>Property Expense</b>			
Property Rent		-	-
Property Tax	5,500	7,216.00	5,500.00
Utilities	6,700	7,128.00	6,700.00
Utilities - Fuel/Propane	20,000	12,499.00	20,000.00
Insurance (Property)	16,000	4,804.00	5,000.00
Maintenance - Property	5,000	12,323.00	5,000.00
Maintenance - Barn/Arena	1,500	4,228.00	1,500.00
Maintenance - Pool/Pond	2,500	5,412.00	2,500.00
Maintenance - House	1,500	800.00	1,500.00
Equipment Purchase	3,000	273.00	3,000.00
Equipment Maintenance	8,000	12,332.00	8,000.00
<b>Total Property Expense</b>		<b>67,015.00</b>	<b>58,700.00</b>
<b>Administrative Expense</b>			
Office Supplies	2,000	2,058.00	2,000.00
Office Equip&Water Lease/Maintenan	10,000	11,946.00	10,000.00

**Schedule of Report FIN-2025-030**

\$90,000 approx. represents Horse Sponsorships  
 Undesignated grants \$20,000 Adams bequest

Neighbour farmer Will Yzerman

Designated. 23/24 contained the last instalment of a 22/23 Trillium grant.  
 \$10,000 from golf tournament at end of 22/23. Plus \$15,000 from new, unexpected golf tournament.

Includes angel sales.

Fee increase.  
 Increased number of students from Board of Education  
 Program recommenced mid-year  
 Fee increase 2024 season  
 Starting to approach full attendance

Increased PAWS sessions.

FOSL waives \$2 per year rent.

UPI no longer supporting Jan 1/24  
 new broker

2 new furances: office & barn - 22/23

Operation of water disinfection system, Culligan water stations, photocopier lease

Postage	2,000	3,009.00	3,000.00	Newsletter mailing, general use.	
Computer Software/licenses	7,000	15,142.00	7,000.00	database, camp registration, CANVA, accounting systems	Increase is new database + grant research program.
Communications	9,000	9,568.00	9,500.00	Newsletter printing, internet, telephone	
General Supplies	6,000	3,902.00	5,000.00	Basic maintenance supplies, staff clothing	
Audit Fees	10,000	10,809.00	12,000.00	RLB new service	Schedule F to Report FIN-2025-030
Advertising	500	290.00	500.00		
Mileage Costs	500	433.00	500.00		
Bookkeeping Fees	7,000	10,061.00	10,000.00	RLB price increase	
VISA & MasterCard Costs	5,000	6,252.00	5,000.00		
Bank Service Charges	3,000	1,804.00	3,000.00		
Legal Expense	2,500	4,885.00	5,000.00		
<b>Total Administrative Expense</b>		<b>80,159.00</b>	<b>72,500.00</b>	This does not include legal services regarding FOSL.	
<b>Program/Wage Expense</b>					
Wages	435,000	515,492.00	520,000.00	Includes new Fundraising position, but funds came from Capital funds.	
Sub-contract wages	2,000	1,391.00	2,000.00	PT/OT fees for new client assessments	
CPP	20,000	26,231.00	27,000.00		
E I	9,000	11,905.00	12,000.00		
Group Benefits	8,500	10,467.00	10,500.00		
WSIB	5,000	6,307.00	7,000.00		
Professional Development	1,500	-	1,500.00		
Life Skills	1,500	1,713.00	2,000.00		
Insurance(Cantra)	3,000	2,882.00	3,000.00		
<b>Total Program/Wage Expense</b>		<b>576,388.00</b>	<b>585,000.00</b>		
<b>Horse Expense</b>					
Horse Maintenance	20,000	23,749.00	20,000.00	Farriers now charge but donate 50-75% back.	
Horse & Program Equipment	3,000	4,972.00	5,000.00		
Horse vet care	5,000	8,001.00	5,000.00		
Hay expense	20,000	13,920.00	14,000.00		
<b>Total Horse Expense</b>		<b>50,642.00</b>	<b>44,000.00</b>		
<b>Other Donation Expense</b>					
Donor Recognition/Gifts	1,000	170.00	1,000.00	CanTRA, OCA, Guelph Chamber, Cambridge Chamber, Canadian Forests, ONN,	
Volunteer Recognition	1,500	660.00	1,500.00		
Membership Fees & Dues	2,500	3,826.00	4,000.00		
Public Relations/Marketing	2,000	618.00	2,000.00		
Merchandise-General	5,000	5,940.00	5,000.00	Angels included here.	
Celebrate Sunrise!	25,000	22,265.00	23,000.00		
Forest	1,000	622.00	1,000.00	Event programs & signage.	
		-	-		
		-	-		
		-	-		
<b>Total Other Donation Expense</b>		<b>34,101.00</b>	<b>37,500.00</b>		
<b>Camp Expense</b>					
Summer Camp	7,000	10,226.00	7,000.00		
<b>Total Camp Expense</b>		<b>10,226.00</b>	<b>7,000.00</b>		
<b>TOTAL EXPENSE</b>		<b>818,531.00</b>	<b>804,700.00</b>		
<b>NET INCOME</b>		<b>14,819.00</b>	<b>700.00</b>		

**SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE**  
**NON-CONSOLIDATED STATEMENT OF FINANCIAL POSITION**  
**AS AT OCTOBER 31, 2024**

	<b>2024</b>	<b>2023</b> (note 11)
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 245,412	\$ 134,799
Short term investments (note 4)	227,586	0
Government remittances recoverable	12,199	12,262
Inventories	8,480	8,960
Prepaid expenses	<u>9,626</u>	<u>0</u>
	503,303	156,021
<b>INVESTMENT</b> (note 5)	602,760	416,280
<b>TANGIBLE CAPITAL ASSETS</b> (note 6)	584,243	599,486
<b>HORSE HERD</b> (note 7)	<u>18,294</u>	<u>20,750</u>
	<u><u>\$ 1,708,600</u></u>	<u><u>\$ 1,192,537</u></u>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 63,665	\$ 46,162
Deferred revenue	28,298	34,896
Current portion of long term debt (note 8)	<u>158,539</u>	<u>40,000</u>
	250,502	121,058
<b>LONG TERM DEBT</b> (note 8)	0	149,567
<b>DEFERRED CAPITAL CONTRIBUTIONS</b> (note 9)	<u>715,813</u>	<u>364,109</u>
	966,315	634,734
<b>NET ASSETS</b>		
<b>UNRESTRICTED NET ASSETS</b>	<u>742,285</u>	<u>557,803</u>
	<u><u>\$ 1,708,600</u></u>	<u><u>\$ 1,192,537</u></u>

APPROVED ON BEHALF OF THE BOARD:

[REDACTED]

Director

[REDACTED]

**SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE****NON-CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURES AND CHANGES IN NET ASSETS****FOR THE YEAR ENDED OCTOBER 31, 2024**

	<b>2024</b>	<b>2023</b> (note 11)
<b>REVENUE</b>		
Donations	\$ 398,263	\$ 286,182
Fundraising	197,475	114,780
Lessons, scholarships, and membership fees	166,575	123,824
Camp fees	162,929	117,744
Grants and foundations (note 10)	87,281	86,486
Rental and other	44,837	23,945
	<u>1,057,360</u>	<u>752,961</u>
<b>EXPENDITURES</b>		
Wages and benefits	574,272	496,972
Farm	90,614	64,372
Fundraising	45,899	48,428
Office	33,122	22,514
Professional fees	26,110	24,677
Utilities	21,276	25,565
Equipment lease, repairs, and maintenance	11,947	10,713
Telephone and communications	9,569	9,228
Interest on long term debt	9,280	5,567
Property taxes	7,217	6,959
Credit card merchant charge	6,253	5,025
Insurance	5,765	18,973
Advertising and public relations	5,490	12,749
Interest and finance charges	2,011	2,951
Education	909	1,996
Vehicle and travel	337	560
Raw Carrot expense	0	5,000
	<u>850,071</u>	<u>762,249</u>
<b>SURPLUS (DEFICIT) BEFORE OTHER EXPENDITURES</b>	<u>207,289</u>	<u>(9,288)</u>
<b>OTHER EXPENDITURES</b>		
Recognition of deferred capital contributions (note 9)	25,960	19,946
Horse herd amortization (note 11)	(2,456)	(2,457)
Amortization	(46,311)	(54,965)
	<u>(22,807)</u>	<u>(37,476)</u>
<b>EXCESS (DEFICIT) OF REVENUE OVER EXPENDITURES for the year</b>	184,482	(46,764)
<b>NET ASSETS, beginning of year</b>	<u>557,803</u>	<u>604,567</u>
<b>NET ASSETS, end of year</b>	<u>\$ 742,285</u>	<u>\$ 557,803</u>

**SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE**  
**NON-CONSOLIDATED STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED OCTOBER 31, 2024**

	<b>2024</b>	<b>2023</b> (note 11)
<b>CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>		
Excess (deficit) of revenue over expenditures for the year	\$ 184,482	\$ (46,764)
Items not requiring an outlay of cash		
Amortization	46,311	54,965
Horse herd amortization	2,456	2,457
Interest accrual	(7,586)	0
Donation of FOSL shares	(181,480)	(110,880)
Recognition of deferred capital contributions	<u>(25,960)</u>	<u>(19,946)</u>
	18,223	(120,168)
Changes in non-cash working capital		
Government remittances recoverable	63	6,368
Prepaid expenses	(9,626)	0
Inventories	480	(1,200)
Accounts payable and accrued liabilities	17,503	(4,194)
Deferred revenue	<u>(6,598)</u>	<u>34,896</u>
	<u>20,045</u>	<u>(84,298)</u>
<b>CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES</b>		
Deferred capital contributions received	377,664	66,168
(Repayment of) proceeds from long term debt	(31,028)	149,567
Purchase of FOSL shares	(5,000)	0
Purchase of investments	<u>(220,000)</u>	<u>0</u>
	<u>121,636</u>	<u>215,735</u>
<b>CASH USED IN INVESTING ACTIVITIES</b>		
Additions to tangible capital assets	(2,926)	(43,845)
Additions to development costs	<u>(28,142)</u>	<u>(144,000)</u>
	<u>(31,068)</u>	<u>(187,845)</u>
<b>NET INCREASE (DECREASE) IN CASH</b>	110,613	(56,408)
<b>NET CASH, BEGINNING OF YEAR</b>	<u>134,799</u>	<u>191,207</u>
<b>NET CASH, END OF YEAR</b>	<u>\$ 245,412</u>	<u>\$ 134,799</u>



**SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE**  
**NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED OCTOBER 31, 2024**

**4. SHORT TERM INVESTMENTS**

Short term investments consist of:

	2024	2023
Scotiabank, GIC, 4.25% interest, maturing January 13, 2025	\$ 25,853	\$ 0
Scotiabank, GIC, 4.25% interest, maturing January 13, 2025	25,853	0
Scotiabank, GIC, 4.25% interest, maturing January 13, 2025	25,853	0
Scotiabank, GIC, 4.25% interest, maturing January 13, 2025	25,853	0
Scotiabank, GIC, 5.10% interest, maturing February 12, 2025	104,094	0
Scotiabank, GIC, 4.20% interest, maturing September 26, 2025	<u>20,080</u>	<u>0</u>
	<u>\$ 227,586</u>	<u>\$ 0</u>

**5. RELATED PARTY TRANSACTIONS**

The organization holds 57.06% (2023 - 46.17%) of the voting shares of Friends of Sunrise Ltd. (FOSL) and total shares valued at \$602,760 (2023 - \$416,280) and has one representative on the FOSL Board. FOSL has not been consolidated in the organization's non-consolidated financial statements. Financial summaries of FOSL as at January 1, 2024 and 2023 are as follows:

**Statement of Financial Position**

	2024	2023
Total assets	<u>\$ 1,432,179</u>	<u>\$ 1,432,961</u>
Total liabilities	\$ 5	\$ 5
Total net assets	<u>1,432,174</u>	<u>1,432,956</u>
	<u>\$ 1,432,179</u>	<u>\$ 1,432,961</u>

**Results of Operations**

	2024	2023
Total revenues	\$ 0	\$ 0
Total expenses	<u>782</u>	<u>86</u>
Deficiency of revenue over expenses	<u>\$ (782)</u>	<u>\$ (86)</u>

**Cash Flows**

	2024	2023
Cash from operations	\$ (782)	\$ (86)
Cash used in financing and investing activities	<u>0</u>	<u>0</u>
Decrease in cash	<u>\$ (782)</u>	<u>\$ (86)</u>

**SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE**  
**NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED OCTOBER 31, 2024**

**5. RELATED PARTY TRANSACTIONS (continued)**

During the year, the organization had the following transactions with its related party investment:

	2024	2023
Donation of FOSL shares from M. Melo	\$ 5,080	\$ 10,080
Purchase of FOSL shares from M. Melo	5,000	0
Donation of FOSL shares from R. Ireland	100,800	100,800
Farm lease payments	(2)	(2)

FOSL has a year end of January 1, 2024. Transactions that occurred between January 2, 2024 and October 31, 2024 are not recorded in the financial statements as they do not have a significant effect on the October 31, 2024 balance. FOSL financial statements are not audited or reviewed, and the organization does not amortize its capital assets.

**6. TANGIBLE CAPITAL ASSETS**

	Cost	Accumulated Amortization	Net 2024	Net 2023
Development costs	\$ 351,422	\$ 0	\$ 351,422	\$ 323,280
Computer equipment	45,769	38,953	6,816	12,392
Drainage	9,425	4,477	4,948	5,419
Equipment and tack	30,041	28,213	1,828	2,285
Furniture and fixtures	181,531	118,457	63,074	75,550
Leasehold improvements	273,342	174,459	98,883	118,487
Playground equipment	90,278	90,278	0	0
Pool	4,266	3,008	1,258	1,573
Septic system	10,535	4,625	5,910	7,388
Sign	9,451	9,046	405	506
Sound system	26,813	24,823	1,990	2,488
Wagon	12,790	10,763	2,027	2,533
Water system	55,924	10,242	45,682	47,585
	<u>\$ 1,101,587</u>	<u>\$ 517,344</u>	<u>\$ 584,243</u>	<u>\$ 599,486</u>

During the year, the organization held assets not being amortized of \$351,422 (2023 - \$323,280) relating to development costs.

**7. HORSE HERD**

	Cost	Accumulated Amortization	Net 2024	Net 2023
Horse herd	<u>\$ 39,136</u>	<u>\$ 20,842</u>	<u>\$ 18,294</u>	<u>\$ 20,750</u>

The organization has a lease with respect to four (2023 - four) of its horses. The horses have been loaned to the organization on the condition that it is responsible for all costs related to food, bedding, and daily routine. This includes regular veterinary costs. There are no additional lease payments required for the horses. In the event that the horses become unsuitable for program use or the owner requests the horses be returned, one month's notice is required. The owners are responsible for maintaining medical insurance coverage if they desire. The organization holds a \$5 million general liability policy, and the owners would not be responsible should an accident occur.

**SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE**  
**NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED OCTOBER 31, 2024**

**8. LONG TERM DEBT**

	<b>2024</b>	<b>2023</b>
Note payable, interest at prime payable annually, secured by first charge on property with a carrying value of \$144,000 and assignment of rents, principal due April 14, 2025	\$ 148,539	\$ 149,567
Canada Emergency Business Account (CEBA) interest free, repaid in the year.	0	30,000
Loan payable, no set terms of repayment	<u>10,000</u>	<u>10,000</u>
	158,539	189,567
Less current portion:		
Cash repayments required within 12 months	<u>158,539</u>	<u>40,000</u>
	<u>\$ 0</u>	<u>\$ 149,567</u>

Future minimum payments on long term obligations are as follows:

2025	<u>\$ 158,539</u>
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**9. DEFERRED CAPITAL CONTRIBUTIONS**

Deferred capital contributions, which consist of restricted donations and grants funding tangible capital assets, are as follows:

	<b>2024</b>	<b>2023</b>
Balance, beginning of the year	\$ 364,109	\$ 317,887
Less revenue recognized over useful life of asset	(25,960)	(19,946)
Plus amounts received during the year	<u>377,664</u>	<u>66,168</u>
Balance, end of year	<u>\$ 715,813</u>	<u>\$ 364,109</u>

**10. GRANTS AND FOUNDATIONS**

	<b>2024</b>	<b>2023</b>
Government of Canada	\$ 36,094	\$ 32,440
Other charities and foundations	26,100	39,046
Harry E Foster Foundation	10,000	0
Waterloo Region Community Foundation	7,000	0
Guelph Community Foundation	5,087	0
Township of Puslinch	3,000	0
William and Mary Singer Foundation	<u>0</u>	<u>15,000</u>
	<u>\$ 87,281</u>	<u>\$ 86,486</u>

**SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE**  
**NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED OCTOBER 31, 2024**

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**11. PRIOR PERIOD ADJUSTMENT**

During the audit, it was noted that there was a capital contribution received in fiscal 2023 that should have been recorded as a deferred capital contribution as it related to an asset not yet in use. A prior period adjustment was recorded to adjust the 2023 deferred capital contributions, closing unrestricted net assets, revenue, and excess of revenue over expenditures.

The net effects of the adjustment to the 2023 non-consolidated financial statements are as follows:

	<b>2023</b>
Increase in deferred capital contributions	\$ 47,156
Decrease in unrestricted net assets, end of year	(47,156)
Decrease in revenue	(47,156)
Decrease in excess of revenue over expenditures	(47,156)

**12. COMMITMENTS**

The organization has a long-term lease with respect to the Stone Cottage, indoor riding arena, stable, activity centre, and any building constructed subsequent to the initial agreement. The lease expires January 31, 2039 and contains renewal options for an additional 20 years. The lease is held by Friends of Sunrise Ltd., a significantly influenced entity, with rent of \$2 due February 1st each year. Sunrise is responsible for all taxes and expenditures related to the premises. Future minimum lease payments are as follows:

2025	\$ 2
2026	2
2027	2
2028	2
2029	2
Thereafter	<u>18</u>
	<u>\$ 28</u>

**Township of Puslinch 2024 Grant: \$5,000**

**Received March 2024**

**Final Report**

The Township of Puslinch 2024 C=Grant of \$5,000 was used for the following:

-to purchase equestrian riding helmets, ASTM approved, for use in Sunrise's Therapeutic Riding program, and all programs where participants are interacting with horses on the ground such as Grooming, Equine Facilitated Wellness (mental health counselling), and Equine Assisted Learning. Helmets in a wide range of sizes were acquired to meet the needs of program participants ages 3 to adults. This allowed Sunrise to fulfill its Safety Policies and Procedures, as well as meet the requirements of our accreditation by The Canadian Therapeutic Riding Association and The Ontario Camp Association.

**Organization Name**

Whistle Stop Cooperative Preschool Inc.

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**Contact Name and Position**

Sandra Gunson - Supervisor

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**Organization Mailing Address**

23 Brock Road South  
Puslinch, ON  
N0B2J0

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**Website**

<https://www.whistlestoppreschool.com>

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**Telephone Number**

+15192399878

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**Email Address**

[whistlestopteacher@gmail.com](mailto:whistlestopteacher@gmail.com)

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**Grant Amount Applied For**

\$1415.14 (contract 5065)

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**Organization's goals and objectives related to the grant request**

We are committed to ensuring the continued success of our preschool program and to providing high quality early education for every child in our care. Early learning builds the foundation for future success, and we believe that all children deserve access to the resources and opportunities that help them thrive.

Your support of our fundraising efforts will allow us to sustain our program, strengthen the learning experiences we offer, and make a meaningful difference in the lie of children and families within our community.

Together, we can ensure that every child has the opportunity to learn, grow, and succeed.

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**Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.**

Please see letter accompanying this application for more details.

"Breakfast with the Easter Bunny"

Rental cost of the Alf Hales Room and Archie McRobbie Hall the morning/mid afternoon of the event

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**Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.**

Approval of grant funds from the Township would directly strengthen our ability to sustain and enhance the services provided through our preschool program. As a nonprofit organization, we rely on community partnership and financial support to continue offering affordable, early learning opportunities for your children.

By investing in early childhood education, the township would be helping us build stronger futures - not only for the children enrolled in our program, but also for the community as a whole.

Your support would ensure that our preschool remains a vital resource for families, empowering us to continue nurturing children's development while making a lasting positive impact on our community.

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**If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?**

If our preschool is unsuccessful in receiving a Township grant, it will directly impact our ability to host our community-building event. This annual event not only serves as a fundraiser to support our program but also provides families in the community with a fun, affordable, and inclusive opportunity to come



together.

Without the financial support from the Township, we may be forced to reconsider holding the event. This would mean a loss of both an important source of fundraising revenue for the preschool and a cherished tradition that strengthens community connection.

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**Choose one category of funds requested**

Category 2: Sponsor or contributor (funds requested - \$500 to \$3000)

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**Please provide a copy of the most current budget**

 [WS-budget-2025-26.pdf](#)

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**Please provide a copy of the most current financial statements**

 [Whistle-Stop-August-2025-Balance-Sheet.pdf](#)

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**Please provide the annual reporting requirements in accordance with Section 8 of the Township Grant Application Policy if your organization was a successful applicant in a previous year (mandatory for previous funds received of greater than \$3000)**

 [2025-Puslinch-Grant-App.docx](#)

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**Dated This Day**

09/28/2025

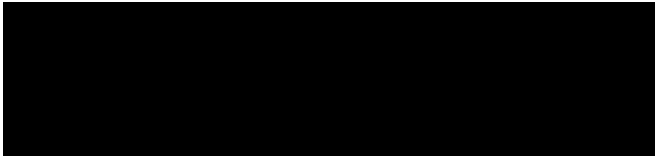
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**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Sandra Gunson, Supervisor

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**Signature of Applicant on behalf of Organization**



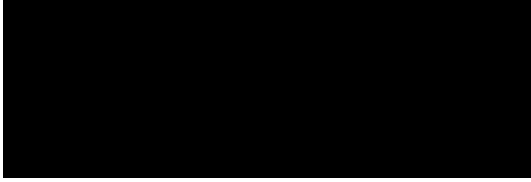
---

**Name and Office/Position: I/We have authority to bind the Corporation/Organization**

Alexandrea Fordham

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**Signature of Applicant on behalf of Organization**



Sent from [Township of Puslinch](#)

# The Whistle Stop Cooperative Preschool Inc.

## Budget

Schedule G to Report FIN-2025-030

September 2025 - August 2026

### Income

Fundraising Net Proceeds	5,000.00
Grant Proceeds - CWELCC	50,000.00
Tuition Fees	10,000.00

Total Income	<u>65,000.00</u>
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### Expense

Accounting (audit required)	10,000.00
Advertising	1,000.00
Facility fees	1,500.00
Field Trips/Special Events	200.00
Insurance	2,500.00
Interest & service charges	500.00
License, fees & courses	300.00
Supplies & toys	2,000.00
Wages	47,000.00

Total Expense	<u>65,000.00</u>
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Net Income	<u><u>0.00</u></u>
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1:56 PM

**The Whistle Stop Cooperative Preschool Inc.**

09/14/25

**Balance Sheet**

Accrual Basis

**As of August 31, 2025**

	<u>Aug 31, 25</u>
<b>ASSETS</b>	
Current Assets	
Chequing/Savings	
WS co-op TD 946408	36,104.87
WS savings TD 109095	11,601.36
Total Chequing/Savings	47,706.23
Other Current Assets	
TD 1 Year Cashable GIC	10,000.00
Total Other Current Assets	10,000.00
Total Current Assets	57,706.23
<b>TOTAL ASSETS</b>	<b>57,706.23</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	480.25
Total Accounts Payable	480.25
Other Current Liabilities	
Deferred CWELLC Funding	37,823.28
Registration Fees Sept 2025	320.00
Total Other Current Liabilities	38,143.28
Total Current Liabilities	38,623.53
Total Liabilities	38,623.53
Equity	
Retained Earnings	25,136.18
Net Income	-6,053.48
Total Equity	19,082.70
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>57,706.23</b>

Whistle Stop Cooperative Preschool Inc.

23 Brock Rd S Puslinch ON

N0B2J0

September 29, 2025

To Mayor Seeley and Puslinch Council

I would like to begin by expressing my sincere gratitude. Without the generous support of the Council and the Puslinch Grant, our Breakfast with the Easter Bunny event would not have achieved the success it did in both 2024 and 2025.

This annual event is more than just a fundraiser; it is an opportunity to bring families together, foster community spirit, and provide vital financial support to Whistle Stop Co-operative Preschool. The funds raised help us maintain a quality early learning environment for our students, ensuring that children have access to the resources and experiences they need to thrive.

The continued partnership with the Township of Puslinch has allowed us to sustain and grow these efforts. With your support, we have been able to keep programming accessible for families, invest in educational materials, and strengthen the role of our preschool as a cornerstone of community life.

Hosting an event of this type comes with many expenses. We are asking for you to consider providing us once again with grant money to help with the major expenses this event has; rental of the Puslinch Community Centre approx. \$1415.14. *The Township of Puslinch, in the past has been a recognized as one of the event sponsors and we are most grateful and appreciative.*

Without the grant funding to help cover the cost of the hall rental, the Breakfast with the Easter Bunny fundraiser would not have experienced the level of success it has over the past two years. In fact, without this vital support, we would be forced to reassess the future of the event, as the financial burden of facility rental would make it difficult to sustain.

Looking ahead, your ongoing support will remain essential to the success of both our fundraising initiatives and our ability to provide affordable, high-quality early learning. Together, we can ensure that our preschool continues to flourish and the event remain a cherished traditions in our community.

Thank you for your consideration of our 2025 grant application.

Kind Regards,

Sandra Gunson, RECE

Supervisor

Whistle Stop Cooperative Preschool Inc.



**Policy No. 2017-004**  
**Township of Puslinch**  
**Corporate Policy**

**TITLE: GRANT APPLICATION POLICY**

**DATE: October 18, 2017**

**Adoption: October 18, 2017 through Council Resolution No. 2017-363**

**Amendment: November 15, 2017 through Council Resolution No. 2017-383**

**Amendment: November 29, 2017 through Council Resolution No. 2017-415 and  
Council Resolution No. 2017-417**

**Amendment: January 16, 2019 through Council Resolution No. 2019-029**

**Amendment: March 22, 2023 through Council Resolution No. 2023-093**

**Amendment: December 13, 2023 through Council Resolution No. 2023-409**

**SUBJECT: GRANT APPLICATION POLICY**  
**File No. A09 GRA**

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## **1.0 Purpose**

To establish a set of guidelines for providing support to not-for-profit organizations and unincorporated community groups that maintain and improve the quality of life for residents of the Township of Puslinch ("Township").

## **2.0 Organization Eligibility**

Organizations applying for grant funding must meet the following eligibility criteria:

- Be in existence for at least one year; and
- have its principal address in the Township; and
- be a not-for-profit organization or an unincorporated community group; and
- offer services that benefit the Township and its residents; and
- demonstrate financial need; and
- be in good financial standing with the Township and not in litigation with the Township;  
and
- be in compliance with any other Township by-laws and policies.

For the purposes of this policy, Puslinch Minor Sports Organizations and the Aberfoyle Agricultural Society are deemed to meet the eligibility criteria.

For the purposes of this policy, services that benefit the Township and its residents include:

**Policy No. 2017-004**  
**Township of Puslinch**  
**Corporate Policy**

- Charitable community services
- Artistic endeavours, including literature, dance, music, theatre, painting, sculpture, movies, photography and live performances
- Specific cultural and heritage activities
- Programs that improve the health and well-being of the community
- Programs that encourage participation in organized athletic activities
- Services or events directed for youth and older adults
- Public safety enhancement services

The following organizations are not eligible for funding:

- Adult sports organizations ie. Old Timers, Puslinch Kodiak's, Morriston Men's League, The Aberfoyle Dukes.
- Groups or organizations of a religious nature unless the funding request is for a local, non-denominational event, program, service, or activity open to the entire community which demonstrates a benefit to the Township and its residents. The funding request must demonstrate a distinct separation between religious events, programs, services or activities.
- County, Provincial, and Federal organizations.
- Groups or organizations affiliated with any political party or event.
- Individuals, commercial organizations, and coalitions such as ratepayer associations.
- Hospitals, hospital foundations and hospital auxiliary groups or agencies.
- Educational institutions including universities, colleges, schools and associated auxiliary groups.

For the purposes of this policy, the Wellington County Farm and Home Safety Association and the Wellington County Plowmen's Association are deemed to meet the eligibility criteria.

### **3.0 Funding Criteria**

The following requests are not eligible for funding:

- Donations to charitable causes.
- Travel or accommodations, uniforms, personal equipment, banquets, entertainment.
- Attendance at conferences, workshops or seminars.
- Personnel costs including bartending.
- Insurance and accounting costs.
- Food and beverages.
- Office equipment, furniture, and supplies.
- Retroactive costs for purposes which have already occurred.



**Policy No. 2017-004  
Township of Puslinch  
Corporate Policy**

- Funding of prior year deficits.
- Political campaigns, parties or events.

#### **4.0 Criteria**

The following criteria will be used to evaluate grant applications submitted to the Township:

- Demonstrates collaboration, positive community engagement and civic pride
- Promotes volunteerism, participation and leadership development
- Fosters a healthy, safe and active community
- Fiscal and overall accountability
- Responsiveness to existing community need

#### **5.0 Categories of Funding**

##### **Category 1 – Donation (funds requested – less than \$500)**

Grants for organizations that are community-based and fairly represent both their own interest and those of the community in which they serve. Services, programs and activities must demonstrate a benefit to the Township and its residents.

##### **Category 2 – Sponsor or Contributor (funds requested - \$500 to \$3,000)**

Grants for organizations for the purpose of a community event or program that benefits the Township and its residents. Examples include the Santa Claus Parade, Aberfoyle Fall Fair, Canada Day, and Family Day.

##### **Category 3 – Project Funder (funds requested – greater than \$3,000)**

Grants for organizations for special purposes and/or projects for an activity deemed to be of significant value to the Township and its residents.

#### **6.0 Annual Application Requirements**

- The grant application form must be completed in full with all requested information attached. Only complete and accurate proposals will be forwarded under a staff report to Council for consideration at the Operating Budget meeting.
- An organization applying for multiple grants must complete an application form for each separate funding request.

**Policy No. 2017-004**  
**Township of Puslinch**  
**Corporate Policy**

- Organizations requesting grants of greater than \$3,000 (Category 3) are required to present their requests to Council during the budget process.
- A copy of the most current budget.
- A copy of the most current financial statements.

## **7.0 Initial Application Requirements**

- A copy of the letters patent or articles of incorporation, if applicable.
- A copy of its Notification of Charitable Registration letter from the Canada Revenue Agency with any supporting documentation indicating the applicant's status and terms of registration, if applicable.
- A copy of mandate, constitution and by-laws, as applicable.

The completed grant application form and supporting documentation must be submitted electronically on the Township's website at [www.puslinch.ca](http://www.puslinch.ca) by **2:00 pm on the last business day of September** or to the attention of the Finance Department at the address noted below:

The Corporation of the Township of Puslinch  
7404 Wellington Road 34  
Puslinch, ON, N0B 2J0  
**Attention: Grant Application Program**

## **8.0 Conditions of Funding**

- Grant funding assistance may not be used for purposes other than the purposes described in the application.
- Recipients awarded a grant of greater than \$3,000 are required to submit an annual report. The annual report must include a financial statement and/or receipts and outline how the funding was utilized and how it contributed to the overall goals and objectives of the organization. The annual report must also be presented to Council.
- Adherence to all applicable municipal by-laws, policies and procedures is required.
- Organizations will not be considered for future grant funding until all required reports are received by the Township's Finance Department. Any grant recipient that does not comply with the requirements may not receive future grant funding.

## **9.0 Approval – Budget**

A report will be prepared by the Finance Department as part of the annual budget process outlining the summarized information obtained from organizations requesting grant funding.

**Policy No. 2017-004**  
**Township of Puslinch**  
**Corporate Policy**

Funds available under this program are limited to a maximum of 0.50% of the previous year's taxation levy per calendar year. The granting of financial assistance in any year is not to be regarded as a commitment by the Township to continue such assistance in future years.