



Town of Arnprior

Regular Meeting of Council Agenda

Date: Monday, October 27, 2025

Time: 6:30 p.m.

Location: Council Chambers – 105 Elgin Street West, Arnprior

- 1. Call to Order**
- 2. Roll Call**
- 3. Land Acknowledgement Statement**
- 4. Adoption of Agenda (Additions / Deletions)**
- 5. Disclosures of Pecuniary Interest**
- 6. Question Period**
- 7. Adoption of Minutes of Previous Meeting(s) (Except Minutes of Closed Session)**
 - a) **Regular Meeting of Council – October 14, 2025** (Page 1-16)
 - b) **Special Meeting of Council – October 21, 2025** (Page 17-19)
- 8. Awards / Delegations / Presentations**
 - Delegations**
 - a) **Ottawa Valley Strikers**, Cricket Club (Page 20-25)
 - Presentations**
 - a) **Cultural Night Market and Summer Programming Wrap-Up**, Emily Stovel, Manager of Culture/Curator (Page 26-38)
- 9. Public Meetings**
- 10. Matters Tabled / Deferred / Unfinished Business**
- 11. Notice of Motion(s)**
- 12. Staff Reports**
 - a) **Water Filtration Plant Clearwell Replacement Prequalification**, Patrick Foley, Engineering Officer (Page 39-43)
 - b) **Award of Website Migration Project**, Alix Jolicoeur, Manager of Community Services/Planner (Page 44-46)

- c) **Municipal Grant Partnership Application – Special Olympics**,
Graeme Ivory, Director of Recreation (Page 47-72)

13. Committee Reports and Minutes

- a) **Mayor's Report**
- b) **County Councillor's Report**
- c) **Committee Reports and Minutes**

14. Correspondence & Petitions

- a) **Correspondence**
 - i) Correspondence Package I-25-OCT-18
 - ii) Correspondence Package A-25-OCT-10

15. By-laws & Resolutions

- a) **By-laws**
 - i) **By-law Number 7629-25** – Adopt Age Friendly Community Plan (Page 73-167)
 - ii) **By-Law Number 7630-25** – Appointments to Culture and Diversity Advisory Committee (CDAC) (Page 168-169)
- b) **Resolutions**
 - i) **Authorization for Expenditure of Election Reserve Funds in 2025 for the 2026 Election** (Page 170)
 - ii) **Corporate Review Funding** (Page 171)
 - iii) **Municipal Grant Request (In Kind) – Arnprior & District Humane Society** (Page 172)

16. Announcements

17. Closed Session

18. Confirmatory By-law

By-law No. 7631-25 to confirm the proceedings of Council

19. Adjournment

Please Note: Please see the [Town's YouTube channel](#) to view the live stream. The meeting will be uploaded to YouTube for future viewing.

The agenda is made available in the Clerk's Office at the Town Hall, 105 Elgin Street West, Arnprior and on the Town's [website](#). Persons wishing to receive a print item on the agenda by email, fax, or picked up by hand may request a copy by contacting the Clerk's Office at 613-623-4231 ext. 1818. The Agenda and Agenda items will be prepared in an accessible format upon request.

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ARNPRIOR

**Minutes of Council Meeting
October 14th, 2025, 6:30 PM**

Town Hall, Council Chambers – 105 Elgin St. W. Arnprior, ON.

Council and Staff Attendance

Council Members Present (In-Person):

Mayor Lisa McGee
County Councillor Dan Lynch
Councillor Ted Strike
Councillor Lynn Cloutier
Councillor Tom Burnette
Councillor Chris Couper

Town Staff Present:

Robin Paquette, CAO
Kaila Zamojski, Town Clerk
Jennifer Morawiec, GM Client
Services/Treasurer
Kaitlyn Wendland, Deputy Clerk
Graeme Ivory, Director of Recreation

Council Members Present (Virtual):

Council Members Absent:

Councillor Chris Toner

1. Call to Order

Mayor Lisa McGee called the Regular Council Meeting to order at 6:30 PM and welcomed those present.

2. Roll Call

The roll was called, with all Members of Council being present except Councillor Chris Toner.

3. Land Acknowledgement Statement

Mayor Lisa McGee asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

“I would like to begin by acknowledging that the land on which we work, and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory.”

4. Adoption of Agenda

Resolution Number 305-25
Moved by Tom Burnette
Seconded by Chris Couper

Be It Resolved That the agenda for the Regular Meeting of Council dated Monday, October 14th, 2025, be adopted.

Resolution Carried

5. Disclosures of Pecuniary Interest

None

6. Question Period

None

7. Adoption of Minutes of Previous Meeting(s)

Resolution Number 306-25

Moved by Dan Lynch

Seconded by Ted Strike

That the minutes of the Regular Meeting of Council listed under Item 7(a) on the Agenda be adopted (Regular Meeting of Council – September 22, 2025).

Resolution Carried

8. Awards/Delegations/Presentations

Delegations

a) Santa Claus Parade, Arnprior Optimist Club

Brad McKay from the Arnprior Optimist Club provided Council with an update on this year's Santa Claus Parade. This is the first year that the Arnprior Optimist Club will be running the Santa Claus Parade. The parade is scheduled for Saturday, November 29th beginning at 6:00 PM. The parade will require 40-50 volunteers and the Optimist Club will be advertising if they need community volunteers.

Mayor McGee thanked Brad for his presentation and noted that Council looks forward to this year's parade.

Presentations

a) Draft Age Friendly Community Plan Refresh, JL Richards

Tim Chadder and Ellory Vincent from JL Richards provided Council with an overview of the Draft Age Friendly Community Plan. The presentation shared during the meeting is attached as Appendix A to these minutes.

Staff will present a resolution for Council to adopt the new Age Friendly Community Plan at the next Council Meeting.

Mayor McGee thanked the staff at JL Richards for their presentation.

9. Public Meetings

None

10. Matter Tabled/ Deferred/ Unfinished Business

None

11. Notice of Motion(s)

None

12. Staff Reports

a) **NSC Arena Revitalization – Financing Options**, Jennifer Morawiec, GM Client Services/Treasurer

Resolution Number 307-25
Moved by Chris Couper
Seconded Ted Strike

That Council authorize the Community Sport and Recreation Infrastructure Fund grant of \$1,000,000 for the Nick Smith Centre Arena Revitalization project be utilized to reduce the amount of debt financing to \$3,000,000, and

That Council authorize the Treasurer to proceed with RBC for long-term borrowing of \$3,000,000 for capital works (NSC Arena Revitalization) through their proposed 5-year Fixed Rate Interest Term and 10-year amortization; and

That Council authorizes the Treasurer to execute the agreements and related documents with RBC to execute the borrowing.

Resolution Amended

Resolution Number 308-25
Moved by Lynn Cloutier
Seconded Dan Lynch

That Resolution Number 307-21, paragraph two, the words “5-year” be replaced with the words “4-year”.

Resolution Carried

Resolution Number 309-25
Moved by Chris Couper
Seconded Tom Burnette

That Council authorize the Community Sport and Recreation Infrastructure Fund grant of \$1,000,000 for the Nick Smith Centre Arena Revitalization project be utilized to reduce the amount of debt financing to \$3,000,000, and

That Council authorize the Treasurer to proceed with RBC for long-term borrowing of \$3,000,000 for capital works (NSC Arena Revitalization) through their proposed 4-year Fixed Rate Interest Term and 10-year amortization; and

That Council authorizes the Treasurer to execute the agreements and related documents with RBC to execute the borrowing.

Resolution Carried as Amended

b) Proclamation – Waste Reduction Week, Kaitlyn Wendland, Deputy Clerk

Resolution Number 310-25
Moved by Tom Burnette
Seconded by Lynn Cloutier

That Council proclaim October 20th to 26th, 2025 as Waste Reduction Week in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

Whereas October 20th to October 26th, 2025, marks Waste Reduction Week that has been recognized by municipalities, environmental groups and industry across Canada since 2001; and

Whereas Waste Reduction Week is a national environmental campaign that builds awareness around the issues of sustainability and responsible consumption, encourages choice for more environmentally responsible products and services, and promotes actions that divert more waste from disposal while conserving our natural resources; and

Whereas we, as a municipality, are committed to waste reduction, resource conservation, and community education for sustainable living; and

Whereas we, as a municipality, will take action to reduce our waste and support the circular economy through a public education campaign aimed at bolstering environmentally friendly practices that will assist in reducing our waste. This year's themes include:

- Construction Monday
- Textiles Tuesday
- E-Waste Wednesday
- Plastics Thursday
- Food Waste Friday
- Share, Reuse, Repair Saturday and Sunday

Whereas The Arnprior + District Museum will be inviting Yulia Shtern and Sanjay Sundram to mount an exhibit called Waste Not, Want That: Climate Change Through Art and Action, from November 2025 through March 2026. Part of the exhibit includes free papier mâché with art workshop on November 1st and a panel about recycling on November 8th for members of the public to participate in; and

Whereas Schools are invited to participate in Climate Change and Art School Tour at the Arnprior + District Museum that explores issues in sustainability through art as social change; and

Whereas residents are invited to participate in an upcycle contest to reuse materials in a Halloween Costume during Waste Reduction Week to win a family swim or skate pass, details for which can be found at www.arnprior.ca.

Now Therefore I, Lisa McGee, Mayor, do hereby proclaim October 20th to 26th, 2025, as Waste Reduction Week in the Town of Arnprior and urge residents to prioritize environmental sustainability by purchasing environmentally responsible products and services, diverting unnecessary waste from garbage disposal and conserving natural resources.

c) Proclamation – Small Business Week, Kaitlyn Wendland, Deputy Clerk

Resolution Number 311-25
Moved by Chris Couper
Seconded by Tom Burnette

That Council proclaim October 19th to 25th, 2025 as Small Business Week in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

Whereas Small Business Week has been recognized across Canada since 1981 as an opportunity to celebrate the small business owners who provide essential services, local jobs, and an invaluable touchpoint in our communities; and

Whereas the Business Development Bank of Canada (BDC) organizes Small Business Week to pay tribute to Canadian entrepreneurs; and

Whereas there are 1.1 million businesses in Canada, of which 98% of them have less than 100 employees and 38% of Canada's small and medium-sized businesses are found in Ontario; and

Whereas this year to kick off Small Business Week, the BDC is hosting a webinar entitled "Get your business ready for the economic revolution" which aims to help participants stay informed and gain expert insights to help them capitalize on a shifting business landscape; and

Whereas the Town of Arnprior recognizes the importance of small businesses to the growth and development of our Town and County; and

Whereas the Town of Arnprior will continue to bring awareness of opportunities to support local small businesses by:

- **Shopping** – through participation in the Shop Arnprior program;
- **Sharing** – through sharing messaging from local businesses;
- **Suggesting** – through recommending that local businesses add themselves to the Town of Arnprior Business Directory; and

Whereas the Town of Arnprior supports businesses year-round with Financial Incentives through the Town's Community Improvement Plan to assist businesses in beautification, expansion, and start-up; and

Whereas the Town of Arnprior in partnership with the Upper Ottawa Valley Chamber of Commerce and onTrac are holding an Espresso Exchange Speed Networking event at PJ's restaurant at 2:00 PM on the October 21st.

Now Therefore I, Lisa McGee, Mayor, do hereby proclaim October 19th to 25th, 2025, as Small Business Week in the Town of Arnprior and encourage local residents to shop, learn about and support local small businesses across the Town of Arnprior.

d) Proclamation – Ontario Public Library Week, Kaitlyn Wendland, Deputy Clerk

Resolution Number 312-25
Moved by Dan Lynch
Seconded by Lynn Cloutier

That Council proclaim October 19th to 25th, 2025 as Ontario Public Library Week in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

Whereas October 19th to 25th, 2025, is celebrated across the province as "Ontario Public Library Week"; and

Whereas during this week, libraries and library partners raise awareness of the valuable role that libraries play in our lives and in our communities; and

Whereas the Arnprior Public Library serves as a community hub for lifelong learning and plays a vital role in helping citizens of all ages access the information and tools that they need to live, learn and work; and

Whereas the board, staff and volunteers of the Arnprior Public Library provide a vital service to our community; and

Whereas this year the theme for Ontario Public Library Week is "Libraries For Life" focusing on the role that libraries play in supporting individual and collective connections to the past and future of our communities, nations and civilizations; and

Whereas the Arnprior Public Library will be celebrating Ontario Public Library Week with a line-up of events and activities including an author visit by Peggy Blair October 25th, 2025, at 3:00 PM.

Therefore I, Lisa McGee, Mayor, do hereby proclaim October 19th to 25th, 2025, as "Ontario Public Library Week" in the Town of Arnprior and encourage all residents to show their support for our local public library by visiting, not just this week, but all year long, and utilize the services that they have to offer.

e) Proclamation – Local Government Week, Kaitlyn Wendland, Deputy Clerk

Resolution Number 313-25
Moved by Lynn Cloutier
Seconded by Chris Couper

That Council proclaim October 19th to 25th, 2025 as Local Government Week in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

Whereas the municipal level of government performs functions that significantly impact the day-to-day life of citizens throughout the world; and

Whereas the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), the Ontario Ministry of Municipal Affairs and Housing and the Association of Municipalities of Ontario (AMO) acknowledge and celebrate the significant role that municipal governments play in helping to define the character, priorities, physical make up and quality of life of communities across Ontario; and

Whereas the 3rd full week in October in each year is celebrated as Local Government Week across the Province of Ontario; and

Whereas AMCTO has noted this year, Local Government Week is taking place from October 19th to 25th, 2025, with the goal of increasing public and youth awareness and understanding of the amazing opportunities that exist within the sector, the importance of local government, how to get involved, and why we love what we do; and

Whereas the Clerk's Office and the Public Works Department will be welcoming all schools in the Town of Arnprior to participate in a "Paint the Plows" Initiative to educate and raise awareness about the role that local government plays in people's everyday lives, including winter operations, and to allow students the chance to contribute to their community.

Now Therefore I, Lisa McGee, Mayor, do hereby proclaim October 19th to 25th, 2025, as Local Government Week in the Town of Arnprior and encourage all residents to learn more about municipal government and how they can get involved.

13. Committee Reports and Minutes

a. Mayor's Report

Mayor McGee reported the following:

- County Councillor Lynch and Mayor McGee have participated in numerous budget working group discussions with various departments with the Treasurer and Acting Deputy Treasurer. They have been enlightening and the Mayor has found great value in these conversations. She noted that she is looking forward to the on-going process.
- County Councillor Lynch and Mayor McGee attend the Upper Ottawa Valley Chamber of Commerce Awards Gala in Petawawa two weeks ago. The

Town of Arnprior businesses cleaned up. It was a great event, and it was great to connect with other municipal leaders and former MPP John Yakabuski who was honoured at the event. MPP Billy Denault attended as well.

- County Councillor Lynch, Councillor Toner, Councillor Couper, Councillor Strike and Mayor McGee, along with Town staff and Culture and Diversity Advisory Committee Members, attended an Indigenous Blanket Exercise at the Nick Smith Centre last week. It was an excellent learning opportunity, and as many who attended noted, it provided a strong visual representation of the struggles and challenges that the Indigenous community has faced and continue to face.

b. County Councillor's Report

County Councillor Lynch reported the following from the County of Renfrew:

- At 11:00 AM on September 24th, County Council and staff met at the Noojimokamig Garden in recognition of the National Day for Truth and Reconciliation where Aimee Bailey lead a vigil and smudging to honour the survivors and victims of Residential Schools and support the ongoing journey of truth, healing and reconciliation.
- Eastern Ontario Regional Network – Renfrew County Statistics
 - Upgrades to existing towers: 25 (completed: 25)
 - New towers in service: 47 (completed: 34)
 - New co-locations: 10 (completed: 8)
 - Land use authority: 47 (completed: 46)
- Regional Residential Housing Market – August
 - Sales Activity – 2025: 13 compared to 2024: 15
 - Average Price – 2025: \$523,454 compared to 2024: \$493,793
 - Year to date sales activity – 2025: 128 compared to 2024: 133
 - Year to date average price – 2025: \$534,155 compared to 2024: \$523,988
- Taste of the Valley:
 - October 18th at the Cobden Fairgrounds
 - December 13th at the Pembroke Knights of Columbus Hall
- The County's Helping Your Place Excel (HYPE) Review Panel, have reviewed and approved the first round of applications received for the 2025 HYPE program, including nine from the Town of Petawawa and one from the Township of Laurentian Valley. The total amount awarded was \$16,824.92.
- The Ottawa Valley Tourist Association's annual tourism conference will be held on November 3, 2025, at the Ottawa River Barn in Foresters Falls.
- The Operations Committee recommended that the budget for upgrades to Campbell Drive be increased by \$104,612.50 plus applicable taxes.

- Nominees for the County of Renfrew Warden's Awards for the categories of individuals, not-for-profit organizations, and for-profit organizations are being accepted in early in October with the winners being announced at the County Meeting on November 26, 2025.
- On September 24, the Town participated in a very successful and well-attended County Municipal Day Open House. Thanked staff for providing materials for our station.
- A County Paramedic Commander, Steve Osipenko, has been awarded the Governor General's Emergency Medical Services Exemplary Service Medal in recognition of outstanding career accomplishments in the field of emergency medical services. Of note, there are only 180 recipients across Ontario each year.
- On behalf of Council, wished Mayor Rose all the best for his surgery tomorrow.

c. Committee Reports and Minutes

Resolution Number 314-25

Moved by Chris Couper

Seconded by Dan Lynch

That Council receive the Advisory Committee Minutes listed under item 13 (c) (i) as information (Culture and Diversity Advisory Committee – September 3, 2025).

Resolution Carried

Councillor Couper reported the following from the Culture and Diversity Advisory Committee:

- The Committee continues to work on the Land Acknowledgement Statement and updated personalization of the statement instead of a pre-crafted one. The Committee had some good discussion with the following being a summary:
 - Importance of personalization for a meaningful Land Acknowledgement Statement.
 - Suggested starting with a slight improvement to the current statement that the Town has, before transitioning to a fully personalized statement, to help ease the process and get people comfortable with the new process.
 - Raised questions about how to ensure the individual delivering the personalized Land Acknowledgment Statement brings factually and historically accurate information.
 - Motion to defer the creation of a Land Acknowledgment Statement to the next meeting, where it was discussed and it is still an ongoing process.
 - Asked that staff come back to the Committee with a draft Land Acknowledgement flow chart to ease the process for crafting the personalized statement.
- Manager of Culture presented a report on Cultural Planning and Cultural Mapping.

- Highlight the desire to see more performance-based events in Town that are not just seasonal.
- Connecting Cultural Mapping to the Town's other Master Plans.
- Collect research about how culture is creating jobs locally.
- Invited to participate in the Museum's Strategic Planning process.
- Town should continue to explore grant opportunities for Cultural Planning.
- Motion was made that the Committee request that staff return with a report about what neighbouring municipalities are doing for Cultural Plans or relevant strategic planning initiatives and how it aligns with the cultural goals and strategies of the Towns.
- Manager of Culture participated in a workshop in Kingston and discussed Cultural Planning with lots of other municipalities.
- Recommended to Council that the Manager of Culture include a 2026 budget item request for the preparation of Cultural Plan. Committee felt that it was important that a Cultural Plan be captured on the Long-Range Capital Forecast.
- Committee members suggested using art as a way to drive tourism and noted that there are rotating art installations in many cities that bring people back to visit again.
- Committee members raised a desire for a future discussion on public art opportunities, including funding these opportunities and availability of spaces.

County Councillor Dan Lynch reported the following from the Arnprior Airport Commission:

- A motion was carried to accept the KPMG 2022 Audit. Minutes were sent to KPMG and they will forward the Audit back.
- A motion was carried to accept a new audit company to complete the audits for the years 2023 and 2024.

14. Correspondence & Petitions

a) Correspondence

i. Correspondence Package No. I-25-OCT-17

Resolution Number 315-25

Moved by Lynn Cloutier

Seconded by Tom Burnette

That Correspondence Package Number I-25-OCT-17 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch made the following comments:

- Page 4: The Ontario Government is investing nearly \$60 million to create more camping opportunities for families and outdoor enthusiasts at some of the province's most popular provincial parks, adding up to 300 new campsites and upgrading 800 campsites with electrical service. The closest park to us receiving upgrades in Bon Echo Provincial Park.
- Page 16: The Ontario Government is investing \$400 million in core infrastructure projects to enable approximately 160,000 new homes across the province. This

will help municipalities build, maintain and repair municipal roads, bridges and culverts. The Town of Arnprior received \$750,000 for upgrades to Madawaska Boulevard.

- The Ontario Government through the 2026 Ontario Community Infrastructure Fund has allocated \$1,004,990 to Arnprior.

Councillor Couper made the following comments:

- Page 78: Renfrew County is inviting nominations for the 2025 Warden's Community Service Awards. They are looking to recognize outstanding contributions made by individuals, not-for-profit organizations and for-profit businesses. Who can be nominated? Individuals who contribute to community life through volunteer work, event organization, political engagement, sports leadership or cultural preservation. Not-for-profit organizations that provide essential services and supports. For-profit businesses that demonstrate corporate citizenship by sponsoring local initiatives, supporting youth programs, or investing in arts and culture. Would love to see Arnprior residents recognized with these awards. Nominations can be made on the County of Renfrew's website where you can submit online or download a form. Contact information is also provided on the website. Deadline for submissions is October 31st and awards will be presented at the November 26th County Council Meeting.

ii. **Correspondence Package No. A-25-OCT-09**

Resolution Number 316-25
Moved by Lynn Cloutier
Seconded by Dan Lynch

That Correspondence Package Number A-25-OCT-09 be received and the recommendations be brought forward for Council's consideration.

Resolution Carried

15. By-laws & Resolutions

a) By-laws

Resolution Number 317-25
Moved by Chris Couper
Seconded by Lynn Cloutier

That the following by-laws be and are hereby passed:

- By-law No. 7625-25 – Transfer Payment Agreement – Sport Infrastructure and Community Grant
- By-Law No. 7626-25 – Amend By-law No. 7348-23, Library Board Appointment (Lanark Highlands)

Resolution Carried

15. By-laws & Resolutions

b) Resolutions

i. Municipal Grant Request (In Kind) – Opportunity Shop

Resolution Number 318-25

Moved by Lynn Cloutier

Seconded by Dan Lynch

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Opportunity Shop; and

Whereas the Opportunity Shop is an eligible organization under the Municipal Grants Policy and supports residents in our community through donations to Arnprior Regional Health.

Therefore Be It Resolved That Council approve the request for waiving the Landfill Voucher fee for 25 vouchers (value of approximately \$450) for the Opportunity Shop to dispose of waste left inappropriately at their store.

Resolution Carried

ii. Municipal Grant Request (In Kind) – Arnprior McNab Braeside Men's Shed

Resolution Number 319-25

Moved by Chris Couper

Seconded by Tom Burnette

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior McNab Braeside Men's Shed; and

Whereas the Arnprior McNab Braeside Men's Shed is an eligible organization under the Municipal Grants Policy and supports residents in our community by providing a safe space where men can socialize and help each other overcome feelings of loneliness, isolation and depression.

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$365.00 plus HST) for the Arnprior McNab Braeside Men's Shed's Annual Christmas Craft Show to be held on November 16th, 2025; and

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

Resolution Carried

iii. Municipal Grant Request (In Kind) – Arnprior Regional Health Foundation

Resolution Number 320-25

Moved by Ted Strike

Seconded by Tom Burnette

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior Regional Health Foundation; and

Whereas the Arnprior Regional Health Foundation is an eligible organization under the Municipal Grants Policy and supports residents in our community by helping to support our local hospital, nursing home and community health programs.

Therefore Be It Resolved That Council approve the request for waiving the Robert Simpson Park Gazebo rental fees (value of approximately \$550 plus HST) for the Arnprior Regional Health Foundation's Penny Stashick Ugly Sweater Walk to be held on December 6th, 2025; and

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

Resolution Carried

iv. Municipal Grant Request (In Kind) – Arnprior Optimist Club

Resolution Number 321-25

Moved by Dan Lynch

Seconded by Lynn Cloutier

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior Optimist Club; and

Whereas the Arnprior Optimist Club is an eligible organization under the Municipal Grants Policy and supports residents in our community by supporting local youth and fostering growth, connection, and opportunity across Town.

Therefore Be It Resolved That Council approve the request for waiving Town staff support and equipment fees (value of approximately \$1,200.00) for the Arnprior Santa Claus to be held on November 29th, 2025; and

Further That the event flyer be included in the September/October 2025 water bills which will be mailed out in early November 2025 with the cost to be incurred by the Town; and

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

Resolution Carried

v. Municipal Grant Request (In Kind) – It Shouldn't Hurt to be a Child

Resolution Number 322-25

Moved by Lynn Cloutier

Seconded by Tom Burnette

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Glenn Arthur Memorial “It Shouldn’t Hurt to be a Child” Hockey Tournament; and

Whereas the Glenn Arthur Memorial “It Shouldn’t Hurt to be a Child” Hockey Tournament is an eligible organization under the Municipal Grants Policy and supports residents in our community by helping to ensure no child is left on the sidelines due to financial barriers.

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall and 4 hours of ice rental fees (value of approximately \$1,740 plus HST) for the Glenn Arthur Memorial “It Shouldn’t Hurt to be a Child” Hockey Tournament to be held on November 14th and 15th, 2025; and

Further That the Glenn Arthur Memorial “It Shouldn’t Hurt to be a Child” Hockey Tournament be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.

Resolution Carried

16. Announcements

County Councillor Lynch made the following announcements:

- The Arnprior McNab Braeside Men’s Shed Christmas Craft Sale will be held on November 16th, 2025, at the Nick Smith Centre from 10 AM to 2 PM.
- October 25th will be a busy day in Arnprior. Trunk-or-Treat will be happening at Robert Simpson Park from 12 PM to 2 PM. The Arnprior Witch Walk will be happening from 1 PM – 4 PM.
- October is Breast Cancer Awareness Month.

Councillor Couper made the following announcements:

- This weekend the Arnprior Fire Department participated in Surface Water Rescue Technician Training hosted at the Nick Smith Centre pool and the in the river. The program is happening over two weekends. This is the Ontario Fire College’s Pilot Program for the Surface Water Rescue Technician course. Last month Deputy Chief Nicholas and Firefighter Schnob attended the original certification program in Clarence-Rockland to support the OFM Certified Instructors in the delivery of this pilot program. The pilot combines extensive online pre-class theory and exams. Eight of the Town’s firefighters are currently enrolled in this program and have all completed the mandatory 40-hour online pre-class. They are joined by eight additional participants from surrounding municipalities. This is important because it will help build the foundation for a sustainable County service. This pilot project is a first step in securing a learning contract with the Office of the Fire Marshall. Once this is established, this agreement will allow Arnprior’s own certified water rescue techs to deliver this required certification internally. It significantly expands the training capabilities and avoids external training costs. The Pilot Project has been offered at no cost to the municipality to increase access to our neighbours in the County. Councillor

Couper recognized the Arnprior Fire Fighters participating in this course and extended a sincere thanks to the Director of Recreation and his team for their support in providing facility access to the pool and training site preparations.

17. Closed Session

Resolution Number 323-25 (7:38 PM)

Moved by Lynn Cloutier

Seconded by Chris Couper

That Council move into Closed Session regarding one (1) matter pursuant to Section 239 (2) (b) to discuss a personal matter about an identifiable individual, including Municipal or Local Board Employees (Striking Committee – Advisory Committees).

Resolution Carried

Resolution Number 324-25 (8:02 PM)

Moved by Lynn Cloutier

Seconded by Dan Lynch

That Council resume to Open Session at 8:02 PM.

Resolution Carried

Resolution Number 325-25

Moved by Chris Couper

Seconded by Ted Strike

That Council direct staff to bring forward an appointment by-law to the October 27th, 2025 Regular Meeting of Council as discussed in closed session and proceed as directed in closed session.

Resolution Carried

18. Confirmatory By-Law

Resolution Number 326-25

Moved by Tom Burnette

Seconded by Ted Strike

That By-law No. 7627-25, being a By-law to confirm the proceedings of the Regular Meeting of Council held on October 14th, 2025, be and is hereby approved.

Resolution Carried

19. Adjournment

Resolution Number 325-25

Moved by Lynn Cloutier

Seconded by Dan Lynch

That this meeting of Council be adjourned at 8:03 PM.

Resolution Carried

Signatures

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



ARNPRIOR

Minutes of Special Council Meeting

October 21st, 2025, 4:00 PM

Town Hall, Council Chambers – 105 Elgin St. W. Arnprior, ON.

Council and Staff Attendance

Council Members Present (In-Person):

Mayor Lisa McGee
County Councillor Dan Lynch
Councillor Ted Strike
Councillor Lynn Cloutier
Councillor Tom Burnette
Councillor Chris Toner (arrived at 4:01 PM)
Councillor Chris Couper

Town Staff Present:

Robin Paquette, CAO
Kaila Zamojski, Town Clerk
John Steckly, GM Operations
Carly Papousek, HR Officer

Council Members Present (Virtual):

Council Members Absent:

1. Call to Order

Mayor Lisa McGee called the Special Council Meeting to order at 4:00 PM and welcomed those present.

2. Roll Call

The roll was called, with all Members of Council being present except Councillor Chris Toner.

3. Land Acknowledgement Statement

Mayor Lisa McGee asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

“I would like to begin by acknowledging that the land on which we work, and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory.”

4. Adoption of Agenda

Resolution Number 326-25
Moved by Lynn Cloutier
Seconded by Dan Lynch

Be It Resolved That the agenda for the Special Meeting of Council dated Tuesday, October 21st, 2025, be adopted.

Resolution Carried

5. Disclosures of Pecuniary Interest

None

6. Staff Reports

None

Councillor Chris Toner arrived and took his seat at the Council table at 4:01 PM.

7. Closed Session

Resolution Number 327-25 (4:01 PM)

Moved by Chris Couper

Seconded by Tom Burnette

That Council move into Closed Session regarding one (1) matter pursuant to Section 239 (2)(b) and (f) of the Municipal Act 2001, as amended, to discuss a personal matter about an identifiable individual, including municipal or Local Board employees and concerning advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Staff Matter).

Resolution Carried

Resolution Number 328-25 (4:13 PM)

Moved by Ted Strike

Seconded by Tom Burnette

That Council resume to Open Session at 4:13 PM.

Resolution Carried

Resolution Number 329-25

Moved by Lynn Cloutier

Seconded by Dan Lynch

That Council direct staff to proceed as directed in closed session.

Resolution Carried

8. Confirmatory By-Law

Resolution Number 330-25

Moved by Lynn Cloutier

Seconded by Chris Toner

That By-law No. 7628-25, being a By-law to confirm the proceedings of the Special Meeting of Council held on October 21st, 2025, be and is hereby approved.

Resolution Carried

9. Adjournment

Resolution Number 331-25

Moved by Lynn Cloutier

Seconded by Ted Strike

That this meeting of Council be adjourned at 4:15 PM.

Resolution Carried

Signatures

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



[_ \(https://www.arnprior.ca/en/index.aspx\)](https://www.arnprior.ca/en/index.aspx)

Request to Appear as a Delegation Form

Required fields are marked with asterisks (*)

Topic *

Request for Cricket Pitch/Ground - Ottawa Valley Strikers Cricket Club (Arnprior's Local Cricket Club)

Type of Meeting *

Council

Meeting Date

10/14/2025



Who are you representing

- ☐ Myself
- ☐ My Business
- ☒ Other

Please specify your business or other representation *

Ottawa Valley Strikers (Arnprior's Local Cricket Club)

Reason for Appearing *

Respected Sir/Madam

On behalf of the Ottawa Valley Strikers Cricket Club (Arnprior's local Cricket Club), I would like to request time on the agenda of an upcoming Arnprior Council meeting to make a brief presentation.

Our purpose is to highlight the growing participation and interest in cricket across Arnprior and the Ottawa Valley, and to formally request Council for the development/allotment of a dedicated cricket pitch/ground within the community.

We believe that such a facility would:

- Support one of Canada's fastest-growing sports;
- Offer inclusive recreation opportunities for youth, newcomers, and families;
- Strengthen Arnprior's reputation as a welcoming and diverse community
- Contribute in Arnprior's economic growth

We respectfully ask to be scheduled as a delegation at the earliest available meeting date. Please let us know if you require any forms, supporting documents, or additional details in advance.

Thank you for your consideration, and we look forward to the opportunity to speak with Council.

Do you have material to distribute at the meeting *

- ☒ Yes
☐ No

If yes please specify *

Yes - I will be submitting a PowerPoint presentation before the meeting.

Do you have a copy of your notes and/or presentation to attach? *☒ Yes☐ No**Upload attachment(s)** Successfully uploaded file**File Name**

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Request Letter for Cricket Pitch Ottawa Valley Strikers.pdf
(/_Document/Download/9861fdaf-15ea-42ac-a8b6-b36901037be5?fileuploaderId=77bf52fa-d5bc-47ed-8e3f-b26b014b2465&token=v2sf3m2pbratbejiyaiytzc1)
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Browse...

Allowed extensions pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, png, tif

Please Note: All material to be distributed at the meeting and/or any electronic presentations must be received by the Town Clerk no later than 12:00 PM (noon) the Tuesday prior to the meeting. Materials must follow the guidelines provided on the back on this form.

Contact Information**Name ***

Gaganpal Singh Bhasin

Address *

Phone Number ***E-mail Address ***

I hereby consent to the release of my personal contact information for the purposes of the agenda preparation and meeting *

☒ I Agree

Personal information on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O c.M.56 as amended and will be used to document delegates names, addresses, and key messages for Advisory Committees and Council. Inquiries may be directed to the Town Clerk by telephone at 613-623-4231 ext. 1818 or by email at clerks@arnprior.ca.

Continue

Address: Town of Arnprior, 105 Elgin St. West, Arnprior, ON K7S 0A8
Phone: 613.623.4231 (tel:6136234231), Fax: 613.623.8091 (tel:6136238091).

Designed by eSolutionsGroup (<https://www.esolutionsgroup.ca>)

To: Arnprior Town Council

From: President and PRO, Ottawa Valley Strikers Cricket Club

Subject: Request for Installation of Artificial Cricket Turf at McLean Diamond 3

Dear Members of the Arnprior Town Council,

We hope this message finds you well.

On behalf of the Ottawa Valley Strikers Cricket Club, we would like to formally request the installation of an artificial cricket turf at McLean Diamond 3.

As discussed in previous interactions with the Town, the Ottawa Valley Strikers began informally a few years ago, when a few community members started playing cricket behind the Arnprior hospital using makeshift equipment. Since then, the sport has gained popularity within the community, especially among youth and newcomers, and has grown into an organized club under the leadership of senior members.

In 2024, we officially launched our team jersey and had the honor of being recognized by several town representatives, including the Mayor, Councillors, and members of the Nick Smith Centre administration. We also participated in several tournaments across the Ottawa Valley and hosted friendly matches, which helped increase awareness and interest in the sport.

In 2025, we launched Arnprior's first official cricket league (Capital Cup) - a five-team competition featuring clubs from Kanata, Stittsville, and Ottawa—with most matches hosted at the scenic McLean Diamonds (and we have a request from 3 more teams to join the Capital Cup next year). We are grateful to Deputy Mayor Chris and Councillor Dan for attending the finals as our chief guests and for engaging with the community's growing interest in cricket. Approximately 10 Ottawa-based teams (100+ Players from Ottawa) regularly visited Arnprior throughout the season to play the Ottawa Valley Strikers. These visits strengthened sporting ties and delivered economic benefits to our Town of Arnprior, as players and their families dined at local restaurants, shopped in town/local gas stations etc.

At the same time, our own club membership continues to grow rapidly, with new players joining us from Arnprior, Renfrew, Carp, Kanata, Almonte, and Carleton Place. With an artificial turf pitch in place, we would also be able to start structured cricket sessions for children. Turf eliminates the risks associated with uneven bounce on natural ground, making it safer for training, and it would give kids in our community a chance to learn and enjoy the sport in a supportive and professional environment.

We are requesting approval from the Town to install an artificial turf cricket pitch outside the baseball diamond area at Diamond 3. Our club has already purchased the turf, which is the most expensive part of the project.

We are seeking support from the Town specifically for the installation process, which includes:

- Excavating the ground approximately 10 inches deep
- Filling and leveling with gravel
- Compacting the surface
- Laying a metal base
- Compacting again
- Installing the artificial turf

We are incredibly thankful to Mr. Graeme for his support and the opportunity to discuss our plans in detail.

Ideally, we would like to complete this installation by this fall, or at the latest, next spring (2026). Your approval and support in this matter would mean a great deal to the growing cricket community in Arnprior.

Please do not hesitate to reach out if you have any questions or require further clarification.

Thank you for your continued support.

Kind regards,

Gaganpal Singh Bhasin

President and PRO

Ottawa Valley Strikers Cricket Club



ARNPRIOR
• WHERE THE RIVERS MEET •



2025 Museum Update

Emily Stovel
Manager of Culture/Curator
Arnprior and District Museum

October 27th, 2025

Museum Civic Engagement

- **Reconsidering Museums (2021):**
 - 67% of surveyed Canadians visit a museum three times a year.
 - 40% visit a museum more than six times a year.
- **Canada Strong Pass (2-25)**
 - 15% spike in attendance @ National Museums & Gallery (and other GLAM sites across Canada also saw a visitation increase)
- **Wilkening Consulting (2018-2023):**
 - More people in the US visit art museums, science centers, historic houses or sites, zoos, or aquariums than attend professional sporting events
- **UK Art Fund and More in Common (2024):**
 - 80% of UK adults want local authorities to support their local museums

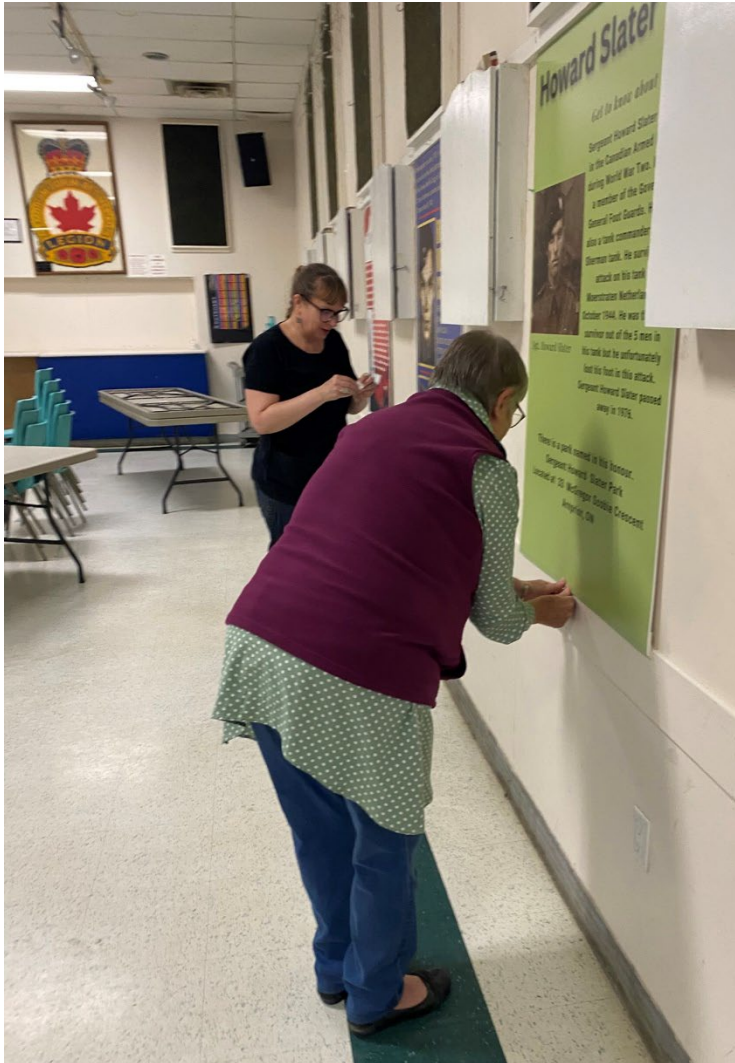
Arts and Culture GDP 2023

	Culture Jobs	Culture GDP
Canada	669,591	\$63.2 Billion
Ontario	275,708	\$32 Billion
Arnprior	57	\$6.5 Million

- Ontario's culture sector more jobs (2022) than real estate, auto manufacturing, forestry and mining combined
- Every \$1 invested by Ontario Arts Council generates \$25

Community Connections

- L'Arche Arnprior
- The Arnprior Legion
- Creative Cities Network of Canada
- CDAC
- The Longer Table



Programs

- CNM
- Summer Camp
- #SeekingPeace:
 - Vibefest 2025
 - Quaker Peace Exhibit
 - talks and workshops
- After school partnership
- School Tours
- Book on a Wall art exhibit
- Vintage flea



Programs



2025 Cultural Night Market

- **Event Mission:** Our Cultural Night Market showcases artists, vendors, and artisans from a variety of cultures to celebrate the rich diversity of Arnprior and beyond.
- 7 performances, including neighbours
- 40 vendors, including 6 community booths
- 1300 attendees (est.)
- 2 Sponsors:
 - Conseil des Ecoles Catholiques de Centre-Est (CECCE)
 - Northern Credit Union

CNM 2025

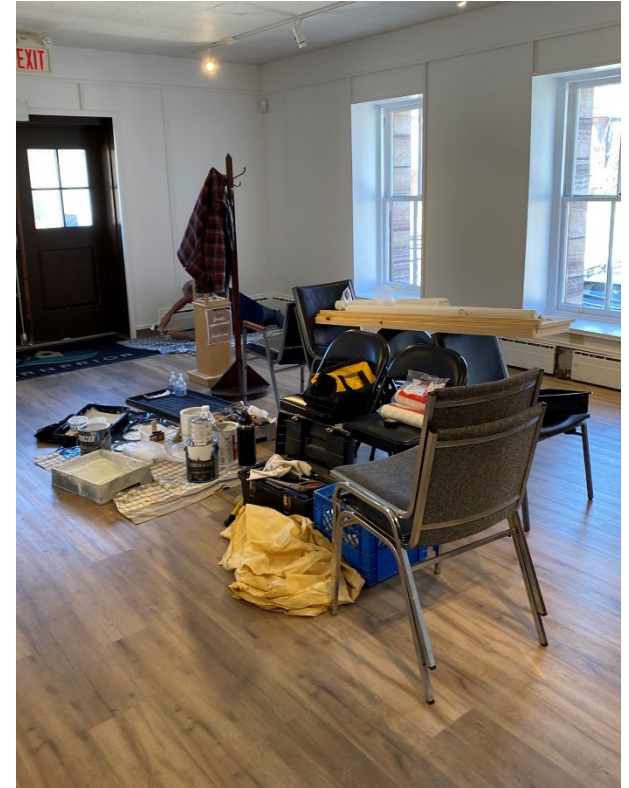


CNM 2025



Facilities

- Back room painted
- Water heater moved
- Accessibility changes
- New security system



Operations

- Successful YCW and CMOG grants
- Revised Digital Strategy
- New Volunteer Plan
- Coop students and volunteers from Willis College, St. Joseph's (Renfrew), and ADHS worked alongside community volunteers.
- Strategic Planning ongoing
- Digital File Management
- New “Arrival” exhibit under development
- Sensory Backpacks

Up Next

- Remembrance Day Exhibit
- ADHS WWI Exhibit
- Arnprior Regional Health 80th Anniversary Exhibit
- Noche Latina
- Strategic Planning Retreat
- Community Interviews for Arrival Exhibit
- School Tours

Questions?



• WHERE THE RIVERS MEET •



Town of Arnprior Staff Report

Subject: Water Filtration Plant Clearwell Replacement Prequalification

Report Number: 25-10-27-01

Report Author and Position Title: Patrick Foley, Engineering Officer

Department: Operations

Meeting Date: October 27, 2025

Recommendations:

That Council authorize staff to tender the defined scope of work for the Water Filtration Plant Clearwell #1 Replacement by invitation to a list of vendors prequalified through an open and transparent Request for Proposal (RFP) process, as outlined in this report.

That Council pre-commit funds in the amount of \$4,100,000 to be funded from the following sources: ICIP Green Stream Grant Funding \$1,649,925, OCIF 2026 Formula Funding \$1,004,990 and the Water Reserve Fund \$1,445,085.

Background:

The Town's Walter E. Prentice Water Filtration Plant (WFP) was originally constructed in 1967 and expanded in both 2005 and 2011. There are 3 drinking water storage tanks in the Town's network:

- Clearwell #1
- Clearwell #2
- Water Tower

In 2017, Stantec was tasked with completing a condition assessment on Clearwell #1 which is an original component of the building after the discovery of leaks. Subsequently targeted repairs were undertaken to mitigate deterioration.

Included in the 2023 capital budget as approved by Town Council was the Design for the Water Filtration Plant Clearwell Replacement at a value of \$250,000. Construction is currently forecast for the year 2026 in the Town's Long-Range Capital Forecast (LRCF) at an estimated cost of \$4,100,000. The Town of Arnprior was successful for a grant under the Federal and Provincial ICIP Green Stream Grant program for 40% federal funding and

33.33% provincial funding up to a maximum of \$1,833,250.

In 2023, Stantec Consulting was engaged to provide an options analysis to best address the deteriorated condition of Clearwell #1. After careful consideration, Town Staff directed Stantec to prepare a proposal for a design that would encompass the complete demolition of the existing Clearwell #1 to reconstruct a similarly sized tank in the same location (Option B1). This solution is anticipated to be effective for 75 years and was seen as the best value option.

In the regular meeting of Council on August 28, 2023, Council awarded the design scope to Stantec Consulting for a sum of \$175,339.34 plus HST to complete the outlined scope of work, inclusive of:

1. Design Project Management
2. Data Collection & Review
3. Preliminary Design
4. Detailed Design
5. Tendering support

This project will be a significant undertaking that will require taking Clearwell #1 out of service for 8-12 months. Though this is one third of the Town's water storage, this situation is feasible with changes to the process within the plants and close monitoring of water consumption. Water consumption modelled data was consulted with the Town's ongoing Water/Wastewater Master Plan consulting team.

Discussion:

The design is now complete and ready for tender. Given the specialized nature and criticality of construction within a water treatment plant, Town staff decided to progress through a Request for Proposal (RFP) process to ensure that only competent and qualified vendors could bid on the project prior to requesting pricing.

RFP PW-2025-05 was released as an open call for proposals for prequalification on Merx.com on September 3, 2025, where it remained open until October 2, 2025. At the closing date, nine (9) submissions were received. Town Staff and Stantec evaluated the bids independently then met to discuss results. Both parties agreed that eight (8) of the vendors who submitted met the technical threshold to be included in the proceeding tendering process.

Based on evaluation of submissions received, the following eight (8) General Contractors have demonstrated sufficient experience to be qualified to bid on the Clearwell replacement project:

- ASCO Construction Ltd.
- Chandos Construction LP
- Doran Contractors Limited
- Industra Construction Corp.
- Louis W. Bray Construction Limited
- M. Sullivan & Son Limited

- Maple Reinders Constructors Limited
- Sulpher Construction

Based on evaluation of submissions received, the following sub-contractors have demonstrated sufficient experience in their trade to be qualified to be put into a pool of vendors that would be qualified to be included in a bid for the Clearwell Replacement project:

- Civil
 - R.W. Tomlinson Limited
 - Cavanagh Construction Limited
 - Taggart Construction Limited
 - Louis Bray Construction
 - Industra Construction Corp.
 - M. Sullivan & Son Limited
- Process & Building Mechanical
 - Eastern Welding
 - Black & McDonald Limited
 - Industra Construction Corp.
 - Harrington Mechanical
- Electrical
 - Industrial Electrical Contractors
 - Black & McDonald Limited
 - Rondeau Electric 1997 Limited
- Concrete
 - ASCO Concrete Structures Inc.
 - Rosa Formwork Limited
 - Bellai Alliance Forming Limited
 - Industra Construction Corp

Other subcontractors other than the disciplines listed above will be carried by General Contractors but it was important to staff to ensure that key trades were qualified for this project.

Due to the very specialized and complicated nature of the WFP's SCADA equipment, staff have made Capital Controls a mandatory subcontractor for the relatively small controls portion within this project scope. This vendor is familiar with the facility and has demonstrated competence in working in this niche environment. There are few vendors in this market, and the Town has extensively worked with this specific vendor on past critical treatment plant projects.

Subject to Town Council approval, staff will release a Request for Tender (RFT) to these qualified General Contractors along with the list of pre-qualified subcontractors to solicit bids for the construction phase. Staff will then return to Council with a request to award to the lowest eligible bidder.

Options:

Council may choose to direct Staff to pursue an alternative approach of procurement for this project though the recommended approach is considered by Staff to be the most appropriate

for this type of critical drinking water infrastructure project.

Policy Considerations:

This RFP process was completed in line with the Town of Arnprior's Procurement Policy.

The proceeding Request for Tender (RFT) process will be completed within the Town of Arnprior's Procurement Policy.

Financial Considerations:

The 2026 LRCF forecasted amount for the construction phase of this project is \$4,100,000. To proceed with the tendering process in 2025, funding commitments would be required from the following sources:

- ICIP Green Stream Grant Funds (73.33%) up to a \$1,833,250 maximum.
- Water Reserve

	Design Work (Already Committed)	Construction Work (To be Committed)
ICIP Green Stream Grant Fund (73.33%)	\$183,325	\$1,649,925
Water Reserve (26.67%)	\$66,675	\$2,450,075
TOTAL	\$250,000	\$4,100,000

This project will result in a significant draw on the Water Reserve Fund. The current Reserve Fund balance is \$638,570, and with a conservative estimate of additional contributions to the reserve fund of \$1,321,746 (equal to the 2025 contribution amount) in 2026 for total potential available funds of approximately \$1,960,316. Required funds of \$2,450,075 for this project would draw the Water Reserve Fund into a negative balance.

To help offset the project expenses, additional grant funding from the Ontario Community Infrastructure Fund (OCIF) could be utilized to minimize the impact on the Water Reserve Fund. OCIF Formula funding for 2026 is \$1,004,990. If OCIF funds are utilized, the committed funds to support the construction portion of project would be:

ICIP Green Stream Grant Funding	\$1,649,925
OCIF Formula Funds (2026)	\$1,004,990
Water Reserve Fund	<u>\$1,445,085</u>
Total	\$4,100,000

Once the project is tendered, the project will return to Council for award and funding amounts will be adjusted accordingly to reflect actual tender values at that time.

Meeting Dates:

- August 28, 2023 – Council award of design services to Stantec Consulting Ltd.

Consultation:

- Stantec Consulting Ltd.

Documents:

N/A

Signatures

Reviewed by Department Head:

Reviewed by General Manager, Client Services/Treasurer: Jennifer Morawiec

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Staff Report

Subject: Award of Website Migration

Report Number: 25-10-27-02

Report Author and Position Title: Alix Jolicoeur, Manager of community Services/Planner

Department: Community Services

Meeting Date: October 27, 2025

Recommendations:

That Council authorize staff to move forward with the website migration project;

And further that Council authorizes that funding for this project to a maximum of \$24,500 be funded from the Marketing and Economic Development Reserve Fund.

Background:

The Town of Arnprior's current website went online with iCreate with eSolutions Group in 2021. eSolutions Group has since been purchased by GHD and the iCreate platform we are currently on has reached its end of life and is being shut down. The Town of Arnprior has been given an end-of-life date of June 30th, 2026.

GHD has advised the Town that the current platform is out of date and vulnerable to potential security issues. Therefore, the Town is required to migrate the current website to a new platform. Limited changes to the content and format of the pages are proposed at this time.

Discussion:

Staff have received multiple quotes and timelines for this work and have determined that the project will need to get underway before the 2026 budget process has been completed. The average timeline for completion of the project is approximately six (6) months.

To facilitate staff moving forward with entering into an agreement with a provider to migrate the website prior to the 2026 budget, staff are recommending that Council adopt

a resolution to fund the website migration to a maximum amount of \$24,500 from the Marketing and Economic Development Reserve.

Options:

Council could choose not to authorize the budget for this project. Staff are not recommending this option as given the timeline for website migration this could leave the municipality without a website during an election year. There are regulatory requirements that certain decisions and notices be posted to a Town's website particularly in the absence of a local newspaper.

Policy Considerations:

This project cost was determined in accordance with the Town's Procurement Bylaw. The project falls within the financial limit of \$10,000 to \$25,000 which requires three written quotations, with authority for awarding the contract held by the CAO and Department Heads.

The Marketing & Economic Development Reserve was established in 2013 "to set aside funds to be used to cover costs associated with marketing and promoting the Town of Arnprior, as well as Economic Development programs and initiatives such as Community Improvement Plan programming and business attraction and retention." The municipal website is one of the main ways in which the municipality establishes and maintains an online presence and markets itself. These efforts are supported by social media, print and other formats, however, many of these other formats rely on additional information being available on the Town website. Staff therefore feel that funding of the proposed website migration project is appropriate use of the Marketing and Economic Development Reserve Fund.

The Reserve Fund policy sets out that, "The Town will contribute an amount of not less than \$15,000 annually at least until the minimum limit [\$100,000] is reached...Use of this reserve shall require a resolution of Council outlining in detail the costs and uses of the funds or may also be approved as part of the annual budget approval process."

Financial Considerations:

The 2025 Capital Budget does not include funds for this project. Given the required timeline for completion of this project and to ensure continuity of the municipal website, staff are recommending that the project be funded 100%, up to a maximum of \$24,500, from the Marketing and Economic Development Reserve in 2025.

The Marketing and Economic Development Reserve currently has a balance of \$141,390. If approved the \$24,500 of funding for the website migration would result in a new balance for this reserve of \$116,890; still above the \$100,000 the reserve policy identifies as the minimum intended balance for this reserve fund.

Consultation:

- Robin Paquette, CAO
- Jennifer Morawiec, General Manager, Client Services/ Treasurer
- Wes Schnob, IT Coordinator
- Lindsay Wilson, Economic Development Officer

Documents:

N/A

Signatures

Reviewed by Department Head: Alix Jolicoeur, Manager of Community Services/Planner

Reviewed by General Manager, Client Services/Treasurer: Jennifer Morawiec

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Staff Report

Subject: Municipal Grant Partnership Application – Special Olympics

Report Number: 25-10-27-03

Report Author and Position Title: Graeme Ivory, Director of Recreation

Department: Recreation

Meeting Date: October 27, 2025

Recommendation:

That Council waive 50% of the user fees and charges (\$2,983.00) for the Arnprior Special Olympics municipal grant request for the use of the Nick Smith Centre Community Pool with two (2) lifeguards on Sunday afternoons (from 12:00 p.m. to 2:00 p.m.) on nineteen (19) dates; for use of Diamond 2 at McLean Avenue Park on Monday evenings (from 6:30-8:00 p.m.) on 16 dates at a total value of \$5,966.00; and

Further That the Arnprior Special Olympics be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured.

Background:

The Town's Municipal Grants Policy, helps to define the purpose, scope and procedures for Council to provide municipal grants to organizations that provide programs or services that address an identifiable need or problem in the community and bestow some community-wide benefit. Municipal Grant streams authorized under the policy include:

- Support Funding (Maximum 1 request per year, \$3,000 limit per request)
- In-Kind Support – Partnership (Maximum 2 requests per year)
- In-Kind Support – Single (Maximum 2 requests per year)
- Festivals & Event Support – (Maximum 1 request per year, \$5,000 limit per request)

In order to qualify for Municipal Grant Funding applicants are required to complete the application form and meet various qualification criteria, including demonstration of

financial need. Applications are received and evaluated based on the qualifications and eligibility criteria listed in Section 3 of the Municipal Grants Policy. Depending on the funding stream, applications received come to Council in the form of a Staff Report or through an Action Item.

Council has waived the rental fees for the Nick Smith Centre Community Pool and Ball Diamonds for the Arnprior Special Olympics for a number of years for their weekly programming.

Discussion:

The Arnprior Special Olympics submitted a grant request under the In-Kind – Partnership Stream requesting 100% of the fees to be waived for the use of the Nick Smith Centre Community Pool for 19 rentals every Sunday from 12:00-2:00 p.m. starting November 2, 2025 through to March 29, 2026. This is equivalent to a total cost of \$5,282.00, not inclusive of HST.

Arnprior Special Olympics also requested 16 rentals of Diamond #2 at McLean Avenue Park for 90-minutes each rental from May 4, 2026 through to August 24, 2026. This is equivalent to a total cost of \$684.00, not inclusive of HST.

Rental Period	Cost / Rental	Value (\$)
<u>Nick Smith Centre Community Pool</u> 19 Rentals (38 hours of rental time) 2 guards per rental (per hour) November 2, 2025 – March 29, 2026	\$75.00 / hour (Pool) \$32.00 / hour (Guards)	\$5,282.00
<u>Ball Diamond Rentals Rentals</u> 16 Rentals (24 hours of rental time) May 4, 2026 – August 24, 2026	\$28.50 / day	\$684.00
Total Value of Request		\$5,966.00

The request was evaluated based on the qualification and eligibility criteria outlined in the Municipal Grants Policy, outlined in Appendix B: Evaluation Matrix – Arnprior Special Olympics, and was found to be in compliance with the requirements, however it doesn't fully demonstrate financial need.

In the financial reports submitted by Arnprior Special Olympics their 2024-2025 budget showed an anticipated deficit of \$14,025.00, however their final financial report showed a surplus of \$16,172.00 after exceeding their budgeted revenues by more than \$6,000 and their expenses coming over \$23,000 below budget. In their application for the 2025-2026 year, Arnprior Special Olympics is again projecting an operating deficit of \$10,000.00.

Arnprior Special Olympics has a bank balance of \$113,000 which includes their 2025 surplus. After further discussions with the Arnprior Special Olympics leadership, the

amount they have in savings supports their emergency travel fund, new uniforms, coaching education, new equipment and operational deficits which would cover approximately \$65,000 - \$75,000 of the total amount in their savings. This leaves sufficient funding available for Arnprior Special Olympics to cover the facility rental fees.

Options:

Other options for Council consideration include:

1. Choose to support the Arnprior Special Olympics request at a different percentage, as determined by Council;
2. Choose to support the Arnprior Special Olympics request for use of facilities covering the cost of \$3,534; however require Arnprior Special Olympics to cover the cost of lifeguards for the swims at a cost of \$2,432.00.
3. Choose not to support the Municipal Grant Request. Staff do not recommend this, as Arnprior Special Olympics offers inclusive athletic programming to approximately 60 athletes (ages 8-70) in our community that have intellectual and/or physical disabilities.

Policy Considerations:

The Municipal Grants Policy aligns with the Town's Strategic Plan of effective service delivery, as well as growth and expansion. Providing Municipal Grants to eligible organizations, allows the Town of Arnprior to have various programs and events, which compliment or support those offered by the municipality, which contributes to the overall growth of the Town.

Financial Considerations:

This Municipal Grant Request falls under the In-Kind Partnership Support stream, where support is provided through waiving of user fees and charges. While other revenue-generating programs could be using the Community Pool and Ball Field during the times requested by the Arnprior Special Olympics, staff do not consider this a barrier for approving the space for them at this time.

Meeting Dates:

N/A

Consultation:

N/A

Documents:

Appendix A – Evaluation Matrix – Arnprior Special Olympics

Appendix B – Application Form – Arnprior Special Olympics

Signatures

Reviewed by Department Head: Graeme Ivory

Reviewed by General Manager, Client Services/Treasurer: Jennifer Morawiec

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski

Appendix A – Evaluation Matrix – Arnprior Special Olympics

Applicant: Arnprior Special Olympics	Meets Criteria	Notes
Qualification Criteria		
A not-for-profit or charitable organization operating in the Town of Arnprior (other community groups may be considered based on demonstrated benefit to overall community)	Yes	
Hosting a program, activity, event or service that primarily benefits the residents of the Town of Arnprior	Yes	
Using the Municipal Grant for operating program, activity, event or service, not capital projects or debt payments	Yes	
Demonstrates financial need	No	
Demonstrates having explored additional sources of potential funding from other levels of government, the private sector, donations, fundraising efforts, etc. where applicable	Yes	
Completed and submitted the appropriate application form a minimum of 60 days prior to their need	Yes	
Eligibility Criteria		
1. Overall contribution to community	Yes	
Arnprior Special Olympics chapter is 27 years old and offers inclusive athletic programming to approximately 60 athletes in our community ages 8 to 70. The athletes may have intellectual and/or physical disabilities. Arnprior Special Olympics is 100% managed by volunteers and receives no government funding. Funding is generated exclusively through fundraising and donations. 100% of the funds are exclusively used for sports programming via our tight		

Applicant: Arnprior Special Olympics	Meets Criteria	Notes
fiscal governance. Thus, support from the town benefits participants, via sports, by reducing financial burden on the athletes and their caregivers.		
2. Supports & promotes Town's vision, values and strategic priorities		
Arnprior Special Olympics programming is best aligned with Community Well-Being. Special Olympic athletes are active members of the community and certainly enrich Arnprior's diversity. As with all residents, the athletes benefit greatly from access to sport facilities for personal growth athletically and socially. Due to the challenging economic position of the majority of the athletes, programming is provided at the least cost to lower financial barriers and enable maximum participation.	Yes	
3. Financial Management of the community organization		
Arnprior Special Olympics does not receive Provincial or National funding. All money raised locally is spent on local programming for athletes as per our financial governance model established by Special Olympics Ontario. Typically we have many fundraising activities including: Police Services Torch Run, Bingos, Bowl-a-thon and Raffles. The largest fundraiser is our Annual Golf Tournament in July.	Yes	
4. Demonstrated support of volunteers		
Arnprior Special Olympics is 100% managed by volunteers	Yes	
5. Demonstrated the benefits to the residents of the Town of Arnprior		
Providing inclusive programming to residents with intellectual and/or physical disabilities that does not exist otherwise in Arnprior.	Yes	



Special Olympics
Ontario

Special Olympics Ontario - Arnprior District
Arnprior, ON
Charity Registration #: 119068435330001

September 2025

Arnprior Town Council:

Executive Summary

- **The Town of Arnprior has been a key partner in our success** since inception of our community based program. At present, receives a Municipal Grant to to facilitate the use of four facilities Nick Smith Centre pool, ABBA Diamond, Gillies Grove and Robert Simpson Park. It is understood that Robert Simpson Park will be unavailable for bocce in the 2026 season. We run programs there for swimming, softball, snowshoeing and bocce for between 15-25 athletes per sport program. We engage two lifeguards for the swim program.
- **OUR REQUEST:** we humbly request a continuance of the current arrangement including facility access and annual compensation to the town. This on-going support from the Town of Arnprior will allow us to continue to offer great programming to our special athletes while also maintaining the extremely low barrier to entry for such programming.
- Special Olympics – Arnprior chapter is 27 years old and offers inclusive athletic programming to 60 athletes aged 8 to 70 with intellectual and physical disabilities.
- We are 100% volunteer managed and receives no government funding. Funding is exclusively through fundraising and donations and 100% of all funds are exclusively for sports programming via our tight fiscal governance.
- Despite our dependence on fundraising and donations, we offer an extremely low barrier to entry for athletes as many have limited or no income to spend on sports.

Contacts – Arnprior Special Olympics

Victoria Murdoch
Community Coordinator,
Arnprior Special Olympics
Tel: (613) 697-8378
[REDACTED]

Patty Boettger
Treasurer,
Arnprior Special Olympics
Tel: (613) 623-9473
[REDACTED]



Special Olympics
Ontario

Special Olympics Ontario - Arnprior District
Arnprior, ON
Charity Registration #: 119068435330001

About our use of the Town of Arnprior's facilities

1) Swimming: Being used for 26 years

- **Facility: Nick Smith Center, pool** (and hall as noted)
- **Period:** Nov 2, 2025 through March 29, 2026
- **Day/Time:** Sundays, 12:00 pm - 2:00 pm
- **Team:** 20 athletes participate in the program.
 - 10 athletes in adaptive program (first 30min of session)
 - 10 athletes in advanced program (remainder of session)
 - **Coaching:** our ratios is 1 coach to every 4 athletes or better (Ontario Special Olympics mandated).

2) Softball: We have played in Arnprior for 28 years with the Town.

- **Facility: Abba diamond #2**
- **Period:** May 4, 2026 through Aug 28, 2026
- **Day/Time:** Monday, 6:30pm-8:00pm
- **Additional needs:**
 - The field is lined for us.
- **We have our own equipment, bases, plate.**
- **Team:** 14 athletes participate in the program. **Coaching:** 4 coaches.

3) Snowshoeing: Started in 2020

- **Facility: Gillies Grove**
- **Period:** Dec 7, 2025 through Mar 22, 2019
- **Day/Time:** Sunday, 9:00 am – 11:00 am
- **We have our own equipment.**
- **Team:** 10 athletes participate in the program. **Coaching:** 7 coaches.



Special Olympics
Ontario

Special Olympics Ontario - Arnprior District
Arnprior, ON
Charity Registration #: 119068435330001

About the Special Olympics movement

Special Olympics Ontario's (SOO) mission: **To provide year-round sports training and athletic competition for individuals with intellectual disabilities.**

- Special Olympics promotes opportunities to develop physical fitness, demonstrate courage, experience joy, and develop skills and friendship with their families, other Special Olympic athletes and the community.
- Over the past 50 years Special Olympics has grown from a modest program serving local athletes to become the world's largest movement dedicated to promoting respect, acceptance, inclusion, and human dignity for people with intellectual disabilities through sports.

Special Olympics plays a big role in our athlete's lives by giving them regular physical activity, social interaction with friends and coaches and they gain new life skills. As you can imagine we are very proud of all our athlete's and want them to have every opportunity available.

About our organization

Ontario Special Olympics – Arnprior chapter – was started in 1999 with 13 athletes and one sport (softball). 27 years later, our programs have expanded considerably to offer more to our community. Special Olympics for Arnprior region covers a broad catchment region spanning Renfrew county and some nearby areas. We now have 60 athletes aged 8 to 70 participating in 11 sports programs: softball, track & field, bocce, soccer, golf, basketball, swimming, floor hockey, bowling, snowshoeing and curling. We are fantastically proud of all of our athletes at all levels of ability and our part in the [50 year history of inclusion via the Special Olympics movement](#) – an international movement initiated by [several Canadian leaders](#). Some of our athletes have participated at the Provincial and National level travelling to Kingston, Guelph, Vancouver, Antigonish and most recently Brantford, Ontario for the [2025 Special Olympics Ontario Provincial Games](#).

As our numbers have increased, so has the need for volunteers. We are very lucky to have 46 volunteer coaches and 37 additional volunteers who donate their free time to helping our athletes.

There is a very minimal cost for our athletes to belong to Arnprior Special Olympics – \$10 per sport per season. Everything is paid 100% through fundraising and donations. We are very proud to be in a position to offer such a low barrier to inclusion considering many of our athletes have very limited or no income as a consequence of workforce opportunities for those with developmental and physical challenges.

Further, we do not receive any Provincial or National funding. All money raised is spent on programming for athletes as per our financial governance model established by Special Olympics Ontario. Programming expenses include: sports equipment, tournament registration fees, transportation to events, team uniforms, etc. Just an example, one bus can cost between \$700- \$1500 depending on where we are going. Information on our fundraising efforts is available at our website here: <http://arnprior.specialolympicsontario.ca/fundraising>. Our Charity Registration number is: 119068435330001.



Special Olympics
Ontario

Special Olympics Ontario - Arnprior District
Arnprior, ON

Charity Registration #: 119068435330001

Additionally, the Special Olympics community council for Arnprior region follows financial governance established by our provincial governing body – Special Olympics Ontario (SOO):

- 40% of Special Olympics Ontario funds are generated at the community level through local fundraising efforts
- 100% of funds generated at the community level are used at the community level.
- Athlete registration fees are determined by each community individually.
- It is the responsibility of each Community Council (i.e. the council for Arnprior Special Olympics) to determine their yearly budget needs and how to best create the yearly budget
- Community Councils are only permitted to raise funds and to expense funds for items directly related to our mission statement and our charitable purpose
- No funds that are raised using the Special Olympics Ontario name can be donated to another organization or used for a purpose other than progressing the [mission of the organization](#).
- SOO is required to utilize 80% of all generated funds on a yearly basis. Therefore, 80% of all funds gathered at the community level must be spent by the community during the fiscal year.

Additional insurance coverage

Arnprior Special Olympics has general liability insurance coverage for the Town of Arnprior covering our activities at MacLean Avenue Park facilities. The policy is with Ecclesiastical Insurance Canada; policy 0109445NPT001, valid through July 30, 2026.

Contacts

For more information, feel free to contact us via email addresses or phone numbers noted at the bottom of this letter. Additional information about the organization including our community council and activities for our athletes, please visit our website:

<http://arnprior.specialolympicsontario.ca/contact-us>

Sincerely,

Victoria Murdoch
Community Coordinator,
Arnprior Special Olympics
Tel: (613) 697-8378

Patty Boettger
Treasurer,
Arnprior Special Olympics
Tel: (613) 623-9473

Municipal Grants Application

General Information	Submission Date: <u>14 Sept 25</u>		
Name of Organization:	Arnprior Special Olympics - Arnprior Community		
Street Address:			
City/Town:	Arnprior	Postal Code:	
Contact Person:	Victoria Murdoch	Position/Title:	Community Coordinator
Telephone:		Fax Number:	
E-mail:			
What is your organization's status?	Charitable	Not-for-profit	Other
	☐	☒	☐
Authorization:	I declare that I am authorized to sign this grant request on behalf of <u>Arnprior Special Olympics</u> (insert name of organization)		Name (print):
	[signature]		Victoria Murdoch
	<u>Sept 15 - 2025</u> [date]		Position/Title:
			Community Coordinator
			Phone:
Please provide project/event date(s) or any relevant timelines related to this request.			

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Grant Request	Please check applicable request	Brief description of request (i.e. dollar amount and/or type of in-kind support, staffing requirements)
Support Funding (complete Parts A and B)	☐	
In-Kind Support (Partnership) (complete Parts A and B)	☒	Use of facilities: Nick Smith Centre pool, with 2 life guards; and ABBA diamond #2 for regular weekly sport activity for athletes.
In-Kind Support (Single) (complete Part A)	☐	
Festivals and Events Support Funding (complete Parts A and B)	☐	

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

Organization/Grant Information	
What is the function of your organization (mandate/key objections)?	
Special Olympics Ontario mission: to provide year round sports training and athletic competition for individuals with intellectual disabilities.	
Please provide an overview of the service, program or event being supported with this funding.	
Programming is provided for swimming and softball. Approximately 15-25 athletes participate in each sport. These sport activities take place on town facilities.	
Please explain how this service, program or event benefits the Town of Arnprior and its residents.	
Special Olympics Arnprior chapter is 25 years old and offers inclusive athletic programming to approximately 60 athletes age 8 to 70. The athletes may have intellectual and / or physical disabilities. Arnprior Special Olympics is 100% managed by volunteers and receive no government funding. Funding is generated exclusively through fundraising and donations. 100% of the funds are exclusively used for sports programming via our tight fiscal governance. Thus, support from the town benefits participants, via sports, by reducing financial burden on the athletes and their caregivers.	
Does your organization use volunteers? Yes ☒ No ☐	If yes, how many volunteers are involved and in what capacity? (e.g. administration, service level, etc.) Arnprior Special Olympics is lucky to have 45 volunteer coaches and 30 additional volunteers who donate their free time to assist our athletes. The community council provides leadership and program direction. Council is made up of 8 volunteers and 1 athletic representative.

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Please select target population that will benefit from this request.	Age Range: ☐ Children (Ages 0-12) ☒ Youth (Ages 13-18) ☒ Adults (Ages 19-59) ☐ Seniors (Ages 60+)	Number of participants benefitting from this request: ☐ 1-50 ☒ 51-100 ☐ 101-499 ☐ 500-1000 ☐ >1000
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Does this request align with the Town of Arnprior's Strategic Plan, as determined by Council? Please explain.	
Key Priorities Economic Development – Attraction, retention and marketing initiatives and economic impact	

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Community Well Being – Community support, arts and culture, recreational and leisure, health and well being support initiatives	Arnprior Special Olympics programming is best aligned with community well being. Special Olympics athletes are active members of the community and certainly enrich Arnprior's diversity. As with all residents, the athletes benefit greatly from access to sport facilities for personal growth athletically and socially. Due to the challenging economic position of the majority of the athletes, programming is provided at the least cost to lower financial barriers and enable maximum participation.										
Has your organization received support from the Town of Arnprior in previous years? Yes ☒ No ☐	<table border="1"> <tr> <td data-bbox="641 735 1006 903"> If yes, please provide additional details below. </td><td data-bbox="1015 735 1494 903"></td></tr> <tr> <td data-bbox="641 913 1006 1113"> Dollar (\$) value received: </td><td data-bbox="1015 913 1494 1113"></td></tr> <tr> <td data-bbox="641 1123 1006 1512"> Service/ Program/ Festival/ Event grant support was received for: </td><td data-bbox="1015 1123 1494 1512"></td></tr> <tr> <td data-bbox="641 1522 1006 1827"> Type of grant support received: </td><td data-bbox="1015 1522 1494 1827"> ☐ Support Funding ☒ In-Kind Support ☐ In-Kind Partnership ☐ Festival and Event Support Funding </td></tr> <tr> <td data-bbox="641 1837 1006 2037"> Was Town staff support provided? If yes, in what capacity? </td><td data-bbox="1015 1837 1494 2037"> At Nick Smith Centre, 2 life guards have been provided to support the swim program that runs from November to March. </td></tr> </table>	If yes, please provide additional details below.		Dollar (\$) value received:		Service/ Program/ Festival/ Event grant support was received for:		Type of grant support received:	☐ Support Funding ☒ In-Kind Support ☐ In-Kind Partnership ☐ Festival and Event Support Funding	Was Town staff support provided? If yes, in what capacity?	At Nick Smith Centre, 2 life guards have been provided to support the swim program that runs from November to March.
If yes, please provide additional details below.											
Dollar (\$) value received:											
Service/ Program/ Festival/ Event grant support was received for:											
Type of grant support received:	☐ Support Funding ☒ In-Kind Support ☐ In-Kind Partnership ☐ Festival and Event Support Funding										
Was Town staff support provided? If yes, in what capacity?	At Nick Smith Centre, 2 life guards have been provided to support the swim program that runs from November to March.										

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	If this submission/request differs from previous year(s), please describe the difference? The submission does not differ from that requested previously.
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Part B (to be completed for the following Streams: Support Funding, In-kind Partnership, Festivals and Events)

Financial Information
Indicate your organizations fundraising policy. Comment on your organizations fundraising plans for the current year and upcoming years. (If Applicable) Arnprior Special Olympics (ASO) does not receive any Provincial or National funding. All money raised locally is spent on local programming for athletes per our financial governance model established by Special Olympics Ontario. Programming expenses include sports equipment, tournament registration fees, transportation to events, team uniforms and coach training. Typically we have many fundraising activities. These events include: Police Services Torch Run, Bingos, Bowl-a-thons and Raffles. The largest one is the Golf Tournament, typically held in July.
Does your organization raise enough money through fundraising to cover its expenses? If not, indicate your organizations plan to pay these expenses. (If Applicable) Yes. Arnprior Special Olympics (ASO) is 100% aligned to funds that can be raised. The ASO budget for programming is determined by what can be raised. ASO has been successful covering the budget and offering great programming for athletes in part due to the generous support of the Town of Arnprior.
Indicate if you received funding or are seeking funding from sources other than the municipality. Donations from various sponsors are sought. Arnprior Special Olympics is governed by Special Olympics Ontario. This means that each chapter is responsible for raising funds required for their programming.

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Funding provided must benefit the residents of the Town of Arnprior. Please indicate how the funding would be used to benefit the residents of Arnprior.

Arnprior Special Olympics (ASO) chapter has provided athletic programming to approximately 60 local athletes age 8 - 70. ASO programs that utilize town facilities include swimming, softball and snowshoeing. Local Special Olympic athletes and their caregivers benefit from this opportunity for athletic and social connection.

In what way is your organization working on becoming self-sufficient?

Arnprior Special Olympics (ASO) is self sufficient from the perspective that ASO can generate funds via fundraising. Annual budget commitments are offset by funds raised. The goal is to maximize programming while reducing financial barriers faced by the athletes.

What effect would the denial of all or a part of this request have on your organization and/or the event/activity/program/service you are applying for?

Denial of the request would most certainly raise program costs. These costs would result in higher participation costs for athletes (in the form of higher user registration fees) and programming would also have to be reduced. Unfortunately, cost increases to financially challenged athletes would reduce the level of participation.



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Has your participation been greater, less or more than last year? (If Applicable)

Arnprior Special Olympics participation has been increasing - there were approximately 60+ athletes in 2025 and some of the programs have seen the addition of wait lists.

Part B (cont'd)

Projected Budget	
Please fill out the projected budget for your organization's festival/event/initiative/project below.	
Revenue Description	Budget Amount
Grants – Federal and/or Provincial	\$
Grants – Town of Arnprior	\$
Donations/Sponsorships	\$ 1,500
Earned Income	\$
Applicant Contribution	\$
User Fees	\$ 2,000
Membership Fees	\$
Fundraising Efforts	\$ 42,000
Other (please specify) registration for locally held events	\$ 8,000
Other (please specify)	\$
Other (please specify)	\$
Other (please specify)	\$
Total Revenue	\$ 53,500

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Expenses Description		Budget Amount
Salaries and Benefits		\$ 0
Advertising and Promotion		\$
Entertainment		\$
Administration		\$ 5,000
Facilities Rental		\$ 10,000
Prizes and Awards		\$
Other (please specify) locally held event costs		\$ 20,000
Other (please specify) away tournament travel		\$ 20,000
Other (please specify) uniforms / equipment		\$ 2,000
Other (please specify) coach training		\$ 6,500
Total Expenses		\$ 63,500

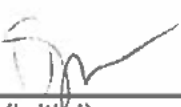
Please attach the listed documentation to your completed application.	☒ Most recent financial statements
	☒ Financial statement from previous year or previous festival/event
	☒ Budget for program, service, festival/event
	☐ Proof of incorporation, if applicable
	☒ Proof of insurance (required if funding is approved)

_____ (initial)	I hereby acknowledge that the Town of Arnprior requires any successful applicant to provide a follow-up report, as described in the Municipal Grants Policy.
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Conditions of Assistance

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

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

2025 Annual Members Meeting (AMM)

2024-2025 (FY 25) Final

Revenue / Fundraising	BUDGET REVENUE	ACTUAL FY25 (NMM)
Registration Fees- Hosted Events	7,970	\$ 5,345
Fundraising Events	41,000	\$ 43,351
Donations (Corp. & Memorial)	500	\$ 7,185
Total Anticipated Revenue	49,470	\$ 55,881
Expenses	BUDGET EXPENSES	Y-T-D FY24
Equipment	2,150	\$ 497
Uniforms	500	\$ 678
Tournaments - Hosted	5,885	\$ 1,157
Away Tournaments Registration	5,520	\$ 2,985
Away Tournaments Travel	9,510	\$ 9,879
Away Tournaments food & misc.	1,575	\$ 506
Facility fees & Storage	10,655	\$ 10,499
Office/postage/web/misc.	500	\$ 136
Training	5,000	\$ 3,708
Team jackets/clothing/bags	-	\$ 1,137
Fundraising Expenses	11,000	\$ 11,765
Meeting Costs	200	\$ 272
Publicity/ Notices	-	
Volunteer Recognition	1,000	
Travel Emergency Fund	10,000	
Regionals (qualifiers)	-	
Provincials	-	\$ 2,490
Nationals	-	
Worlds	-	
Total Anticipated Expenses	63,495	\$ 39,709
Number of athletes		
Cost per athlete		
Revenue less Expenses	(14,025)	\$ 16,172

2024-2025 (FY) Income Statement

Special Olympics Ontario - Arnprior (district 7)		Income Statement	2024/2025
		YTD	
Revenue			
Program Registrations	\$	5,345	Includes individual athlete registration and registrations for hosted tournaments.
Donations	\$	7,185	
Fundraising	\$	43,351	
SOO Fundraising campaigns	\$	-	
LETR Proceeds	\$	-	
Gaming	\$	-	
SOO Grants	\$	-	
Grants (non SOO)	\$	-	
Revenue Subtotal	\$	55,881	
HST Rebate (forecasted)	\$	-	
REVENUE TOTAL	\$	55,881	
Operating Expenses			
Volunteer Screening	\$	-	
Competition Transportation	\$	4,385	Travel expense for away tournaments.
Uniforms	\$	1,915	Team shirts, jacket embrodding new athletes, coaches shirts
Equipment	\$	497	Booze, basketball
Competition Registrations	\$	5,475	Local tournaments and provincial games.
Athlete awards, parties and banquets	\$	-	
Fundraising expenses	\$	11,765	
Supplies	\$	-	
Uncategorized Expense	\$	408	Office supplies and meeting costs.
HST Expense	\$	-	
Coach Training (Arnprior category)	\$	3,708	
Facility fees & Storage (Arnprior category)	\$	10,499	Schools, bowling fee and storage unit.
Tournaments Hosted (Arnprior category)	\$	1,157	
Total Operating Expenses	\$	39,709	
Net Income	\$	16,172	

Amprior 500 Budget

Fiscal Year 26 (FY26) Budget Amounts (July 1, 2025 to June 30, 2026)

[illegible]

Bank Statement – June 30, 2025

Statement	Bank balance
2025-Jun opening	\$117,670.52
2025 Jun - closing	\$117,472.52
Deposits pending	\$0.00
Cheques pending	-\$4,370.61
Logical position	\$113,101.91

ASSETS (deposit in progress)	
deposit	\$0.00

LIABILITIES (cheques not cleared)	Chq #	Value
#217 Steelheads & Strikes		\$3,460.00
#232 Sports Zone		\$910.61
total:		\$4,370.61

Bowling facility fee - 2025 last payment

Provision for 1 years programming (covid scenario - no fundraising)	\$50,000
Provision for Travel emergency fund	\$10,000
Provision for National games	\$20,000
Provision for World games	\$20,000
Total Provisions	-\$100,000
Contingency	\$13,101

The Corporation of the Town of Arnprior

By-law Number 7629-25

Being a by-law to adopt a renewed Age Friendly Community Plan for the Town of Arnprior.

Whereas Section 8 of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

Whereas Section 11 (1), (2) and (3) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, permits lower-tier municipality to provide any service or thing that the municipality considers necessary or desirable for the public including the passing of by-laws pertaining to economic, social and environmental well-being of the municipality, as well as matters respecting the Culture, Parks, Recreation and Heritage spheres of jurisdiction; and

Whereas Council authorized the creation of a renewed sustainable, measurable and realistic Age Friendly Community Plan; and

Whereas JL Richards and Associates Ltd. was awarded RFP-CSB-2024-01 for the preparation of a renewed Age Friendly Community Plan for the Town of Arnprior; and

Whereas extensive public, senior citizen, service provider, Advisory Committee, Council and staff consultations were undertaken; and

Whereas the Town of Arnprior is but one of the key community entities necessary to participate in the on-going implementation of the strategies included in this renewed Age Friendly Community Plan; and

Whereas Council, at their meeting held on October 14th, 2025, provided direction to prepare a by-law for adoption of the renewed Age Friendly Community Plan for Council's consideration;

Therefore, the Council of the Town of Arnprior enacts as follows:

- 1. That** the renewed Age Friendly Community Plan, attached as Appendix A, be hereby approved for use as an implementation template to guide and identify goals, strategies, and partners in continuing to establish Arnprior as an Age Friendly Community.

2. **That** any by-laws or resolutions or parts of by-laws and/or resolutions that are inconsistent with the provisions of this by-law are hereby repealed insofar as it is necessary to give effect to the provisions of this by-law.

3. **That** this By-law shall come into force and effect on the day of its adoption.

Enacted and passed this 27th day of October, 2025.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

This by-law is deemed to be adopted on _____, 2025



Renewed Town of Arnprior Age-Friendly Community Plan



Renewed Town of Arnprior Age-Friendly Community Plan

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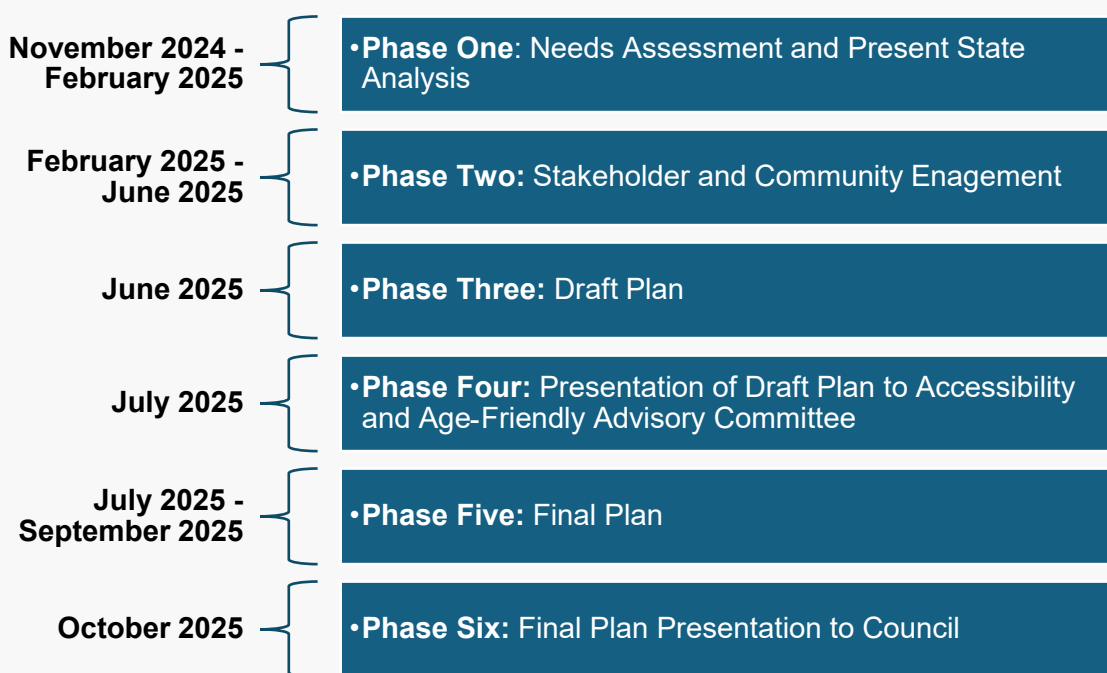
Renewed Town of Arnprior Age-Friendly Community Plan

1.0 Executive Summary

1.1 Overview

An Age-Friendly Community (AFC) is a health promoting community designed for diversity, inclusion, and cohesion, across all ages and capacities. Its policies, services and structures related to the physical and social environments are designed to support and enable older adults (those ages over 65 years or more) to live in a secure environment, enjoy good health and continue to participate fully in their communities.

Work on the renewed Age-Friendly Community (AFC) Plan consisted of the following phases:



This plan outlines the planning process, including public engagement, that was conducted to inform the plan, as well as the plan's vision, guiding principles, goals, and priority actions under which potential partners and recommended timelines are outlined. Implementation will be closely linked to existing plans such as the Town of Arnprior (the Town) Recreation Master Plan, Official Plan, Strategic Plan as well as other plans from various agencies and organizations within the Town and County of Renfrew (the County).

1.2 The Planning Process

The planning process consisted of the following components:

- Needs Assessment & Present State Analysis
- Plan Evaluation
- Service Provider Survey

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- Key-Informant Interviews
- Focus Groups
- Community Open House
- Community Survey

Through the planning process many existing strengths in the Town were identified, including:

- small town feel;
- supportive community;
- proximity to larger urban centres;
- large variety of existing services available to older adults in the municipality; and
- supportive institutions such as the Library, Seniors Active Living Centre (SALC), and Arnprior McNab/Braeside Men's Shed.

Challenges identified through the planning process highlighted issues related to:

- communication of services;
- programming limitations resulting from lack of physical spaces;
- events oriented to older adults;
- coordination amongst organizations and agencies providing these services;
- limited transportation options;
- work being done to Nick Smith Centre do not include anything for older adults, i.e. indoor walking track; and
- lack of programs to engage in intergenerational learning and actively contribute to the community.

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Based on the feedback received through the Public Engagement Phase as well as information reviewed as part of the Needs Assessment and Present State Analysis the following Strength, Weaknesses, Opportunities, and Challenges (SWOC) has been prepared:

Strengths, Weakness, Opportunities, and Challenges (SWOC)	
Strength	Weaknesses
• Close-knit small-town atmosphere • Local health services • A strong variety of existing programs and services for older adults • Ample green space and opportunities for outdoor recreation • Strong sense of safety • Proximity to larger urban centres	• Limited transportation options • Lack of bike lanes or evenly paved surfaces for scooters • Accessibility of downtown buildings and condition of sidewalks • Limited capacity of SALC • Few public washroom facilities • No community newspaper • Long waitlists for family doctors • Lack of third places to gather
Opportunities	Challenges
• Coordinate volunteer network • Sharing information on older adult services via local radio • Knowledge sharing and intergenerational programming • Re-establishing the Greater Arnprior Seniors Council (GASC) • Grants and public-private partnerships • Collaborate with existing providers and the County to coordinate regional transportation • Work with other levels of government to increase funding • Opportunity to re-engage and rebuild age-friendly community networks post-COVID	• Volunteer coordination and burnout • Funding not keeping pace with costs • Resource constraints • Inflation and growing financial pressures • Lack of historical funding • Ageism and age-related stigma • Auto-centric community design • Limited housing types outside of single detached dwellings • High cost of housing • Growing community with greater demands on services

1.3 Vision and Guiding Principles

The vision and guiding principles of this Plan follow those established through the Town of Arnprior's 2016 Age-Friendly Community Plan. Wording has been updated, and additions have been made to account for feedback received during the Public Engagement Phase of the project, however, the intent and "preferred future" identified by today's residents remains the same.

Vision:

An open, respectful and inclusive community that respect and engages older adults through:

- Enhanced facilities and infrastructure that meet the needs of residents of all ages and abilities.

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- Maintaining a broad range of older adults focused services and supports.
- Supporting a community culture that fosters positive engagement, lifelong learning, and comprehensive wellbeing.

Guiding Principles:

The five guiding principles for the Town of Arnprior's Age-Friendly Community Plan are as follows:

1. Respect for All Ages and Abilities
2. Access and Inclusion
3. Openness and Transparency
4. Community Focused
5. Accountability and Continuous Improvement.

1.4 Goals, Priority Actions & Pathways to Implementation

In this Plan, seven goals are established - each with corresponding priority actions. The World Health Organization (WHO) developed the Age-friendly Cities Framework to help communities become more inclusive and supportive of older adults. At the heart of this framework are eight interconnected domains, each addressing key aspects of urban life that influence the well-being, independence, and participation of older adults. Each of the seven goals will touch on at least one of the WHO's eight interconnected domains of age-friendly urban life. The eight interconnected age-friendly domains are listed below:

- Community and Health Care
- Transportation
- Housing
- Social Participation
- Outdoor Spaces and Buildings
- Respect and Social Inclusion
- Civic Participation and Employment
- Communication and Information

Through the process we have identified the seven goals to foster an age-friendly community within the Town of Arnprior. These goals were developed from information gathered from the Needs Assessment and Present State Analysis, and policy review; as well as feedback recorded throughout the Stakeholder and Community Engagement Phase including key-informant interviews, focus groups, the community open house, and surveys (services provider and community). The priority action, developed under these goals are based around the local context – as location specific solutions are essential for effective community planning and policy implementation as they are designed to be flexible, responsive, and encourage community ownership.

Renewed Town of Arnprior Age-Friendly Community Plan

Goal #1
<i>Mitigating Ageism & Age-Related Stigma</i>
Interconnected Domains
✓ Respect and Social Inclusion ✓ Social Participation ✓ Community and Health Care
Priority Actions
• Language review of materials and content for older adults to ensure use of age-inclusive language. • Provide guidelines for age-inclusive language to local businesses and services. • Establish an Age-Friendly Resource Section within the Arnprior Public Library.

Goal #2
<i>Fostering Accessible & Age-Friendly Built Environments</i>
Interconnected Domains
✓ Outdoor Spaces and Buildings ✓ Respect and Social Inclusion
Priority Actions
• Continue a sidewalk inventory, documenting conditions, and categorizing the need for repair and frequency of use accordingly. Invite residents to provide feedback on sidewalks in need of repair. • Encourage improved accessibility of stores and businesses Downtown, supported by Community Improvement Plan (CIP) incentive programs. • Improve access to existing public washroom facilities in the core area of the Town. • Identify roads suitable to bike/scooter lanes and pursue opportunities for their implementation.

Goal #3
<i>Strengthening Channels of Communication & Support</i>
Interconnected Domains
✓ Communication and Information ✓ Social Participation ✓ Civic Participation and Employment
Priority Actions
• Re-establishment of and support for a Greater Arnprior Seniors Council to work with the AAFAC. • Encourage the establishment of an Age-Friendly Working Group as an informal group made up of service providers who will meet with the intent to communicate and coordinate the delivery of services and supports, this group will advise the AAFAC and GASC on an as needed basis. • Establish an Arnprior volunteer registry on which various organizations can draw upon when needed. • Develop a printed biennial or quadrennial Age-Friendly Community Guide containing information and resources for older adults in the community and distribute accordingly. • Implementation of a program to share/distribute information on services and supports available to older adult residents that are newcomers to the community.

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Goal #4
<i>Rethinking Housing</i>
Interconnected Domains
✓ Housing ✓ Outdoor Spaces and Buildings ✓ Social Participation
Priority Actions
• Partner with other levels of government, non-profit housing providers, and local developers to expand housing options in the Town. • Advocate for increased affordable housing and social service subsidies. • Explore opportunities for co-living as well as intergenerational living amongst older adults in the form of additional residential units. • Research and pursue innovative housing opportunities (i.e., older adult dementia villages, older adult housing co-ops, etc.). •

Goal #5
<i>Expanding Transportation Networks</i>
Interconnected Domain
✓ Transportation ✓ Respect and Social Inclusion
Priority Actions
• Integrate and coordinate existing transportation services. • Research and work with agencies and governments to advocate for funding and subsidies for local transportation. • Collaborate with neighbouring municipalities on on-demand transit programs. • Provide additional transportation support to older adults on waitlists for long term care or older adults who have self-identified as requiring transportation supports. • Explore the viability of ridesharing programs in the Town.

Goal #6
<i>Supporting Intergenerational Learning</i>
Interconnected Domains
✓ Respect and Social Inclusion ✓ Social Participation
Priority Actions
• Seek opportunities for intergenerational day-programs for older adults and youth and/or shared facilities for childcare within retirement homes. • Establish an intergenerational matching program that pairs older adults and other age groups to skill share in pairs or groups. • Seek out and identify opportunities where older adults can participate in educational and course programming. • Establish volunteer buddy program to target older adults who are at heightened risk of isolation.

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- Identify built environments that could be enhanced to be intergenerational environments through the inclusion of age-friendly features.

Goal #7
<i>Enabling Comprehensive Health and Wellbeing</i>
Interconnected Domains
✓ Respect and Social Inclusion ✓ Social Participation
Priority Actions
• Research and pursue funding opportunities for expanded older adult health programs. • Undertake initiatives, including working with existing health providers, to attract more family physicians to the Town. • Research and educate the public on how social factors can impact individual health. Pursue opportunities to develop a social determinant of health assessment tool for older adults. • Work with the County to continue to expand health promotion and healthy living initiatives specific to older adults. • Work with older adults aged 80 years and older to develop recreation programs tailored to this group's needs and abilities. • Consult with experts in recreation programming through groups such as Recreation Professionals of Ontario, and Parks and Recreation Ontario. • Expanded and continued services for older adults with dementia. • Expanded mental health support for older adults and caregivers.

For the list of potential partners and anticipated time periods for implementation please review Section 6.0 of this plan.

1.5 Conclusion

The success of the goals and priority actions within the Town of Arnprior AFC Plan will be dependent on broad and sustained effort and engagement of service providers and agencies, local organizations, volunteers, community members, older adults themselves, and most of all the Town itself as a leader and advocate for the importance of age-friendly communities. The Town was an early adopter of an AFC Plan and offers a variety of services that focus on keeping older adults active in their community. However, as mentioned throughout this plan, an age-friendly community is not a destination that is arrived at, rather it is a sustained and coordinated effort between the Town, its partners, and residents, to say throughout everything it does “*This is a community in which I want to grow old in.*”. By accounting for the most vulnerable members of the community in its design, policies, and plans, the Town makes itself open and inclusive to residents of all ages and abilities.

2.0 Glossary of Terms

- **Age-Friendly World:** In accordance with the World Health Organization (WHO) definition, an Age-Friendly World is “*A world in which you would want to grow older*”¹. An Age-Friendly world is one in which older people are enabled to:
 - age safely in a place that is right for them;
 - be free from poverty;
 - continue to develop personally; and
 - to contribute to their communities while retaining autonomy, health, and dignity.
- **Age-Friendly Community:** In accordance with the WHO’s definition, “*An age-friendly city or community is health promoting and designed for diversity, inclusion, and cohesion, across all ages and capacities*”². Overall, an age-friendly community is set up to help older adults live safely, enjoy good health and stay involved.
- **Age-Friendly Community Plan:** An Age-Friendly Community (AFC) Plan (also called an Age-Friendly Action Plan, Age-Friendly Strategy, etc.) is a document designed to address key gaps and barriers that prevent an older adults’ full participation in their communities. It includes short – and long-term strategies to enhance the quality of life for older adults in the community³. These plans typically contain:
 - a community profile;
 - a description of the consultation process;
 - an overview of the current state;
 - a definition/description of the desired future state.
- **Ageism:** “*Ageism is a bias against people based on their age and manifests in stereotypes, prejudice and discrimination in many aspects of life.*”⁴
- **Aging-in-place:** Aging-in-place means older adults having the health, social supports and services they need to live safely and independently in their homes / communities for as long as they wish and are able⁵.
- **Built Environment:** The built environment refers to “human-made surroundings that provide the setting for human activity, ranging in scale from buildings and parks or green spaces to neighbourhoods and cities that can often include their supporting

¹ WHO, (n.d.). What is an age-friendly world? WEB: [About Us - Age-Friendly World](#)

² WHO, (n.d.). Creating age-friendly cities and communities. WEB: [Creating age-friendly cities and communities](#)

³ Ontario, (2021). Creating a More Inclusive Ontario: Age-Friendly Community Planning Guide for Municipalities and Community Organizations. WEB: [Creating a More Inclusive Ontario](#)

⁴ Centre for Ageing Better, (2021). Challenging Ageism. WEB: <https://ageing-better.org.uk/sites/default/files/2022-01/Challenging-ageism-guide-talking-ageing-older-age.pdf>

⁵ Government of Canada, (n.d.). Thinking about aging in place. WEB: [Thinking about aging in place - Canada.ca](#)

Renewed Town of Arnprior Age-Friendly Community Plan

infrastructure.”⁶. In simple terms, the built environment is “the human-made space in which people live, work, and recreate on a day-to-day basis.”⁷

- **Intergenerational:** Involving different generations or age groups.
- **Older Adult(s):** In this plan, the term older adults refers to people aged over the age of 65 years. It is used in place of terms like aged, elderly, or senior citizen, as the word adult “*affirms agency and personhood, as does person-first language*”⁸. It is important to note an exception to this rule for Indigenous Peoples in which the term elders may be preferred as well as culturally appropriate⁹.

⁶ A.Kaklauskas, & R., Gudauskas. (2016). Intelligent decision-support systems and the Internet of Things for the smart built environment, in *Start-Up Creation*. WEB: [Built Environment - an overview | ScienceDirect Topics](#)

⁷ K, Roof. & N, Oleru. (2008). Public health: Seattle and King County’s push for the built environment, ; 71(1) 24-7, *Journal of Environmental Health*. WEB: [Public health: Seattle and King County's push for the built environment - PubMed](#)

⁸ National Institutes of Health, (n.d.). NIH Style Guide: Older adults vs. the elderly. WEB: [Age | National Institutes of Health \(NIH\)](#)

⁹ Ibid.

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3.0 Introduction

Municipalities across Ontario are facing a demographic shift as large portions of their population age into older adulthood. From a high-level review of the Town of Arnprior (the Town) (Census Subdivision) age characteristics, as of 2021 27.2% of the Town's population was over the age of 65 years. While this dramatic demographic shift can present challenges for municipalities, it also provides numerous opportunities to strengthen the community by making it more inclusive of all ages and abilities.

An Age-Friendly Community (AFC) promotes health and wellbeing, and is designed for diversity, inclusion, and cohesion, across all ages and abilities. Its policies, services and structures related to the physical and social environments are designed to support and enable older people to live in a secure environment, enjoy good health and continue to participate fully in their communities.

Following the receipt of the AFC planning grant from the Province of Ontario, the Town issued a request for proposals and selected J.L.Richards & Associates Limited (JLR) along with Dr. Maxwell Hartt, Associate Professor at the School of Urban and Regional Planning at Queen's University, as the successful consulting firm to complete the Town's AFC Plan Renewal. Work on the renewed AFC Plan began in November 2024, kicking off the planning process. The project has advanced in accordance with the following phases:

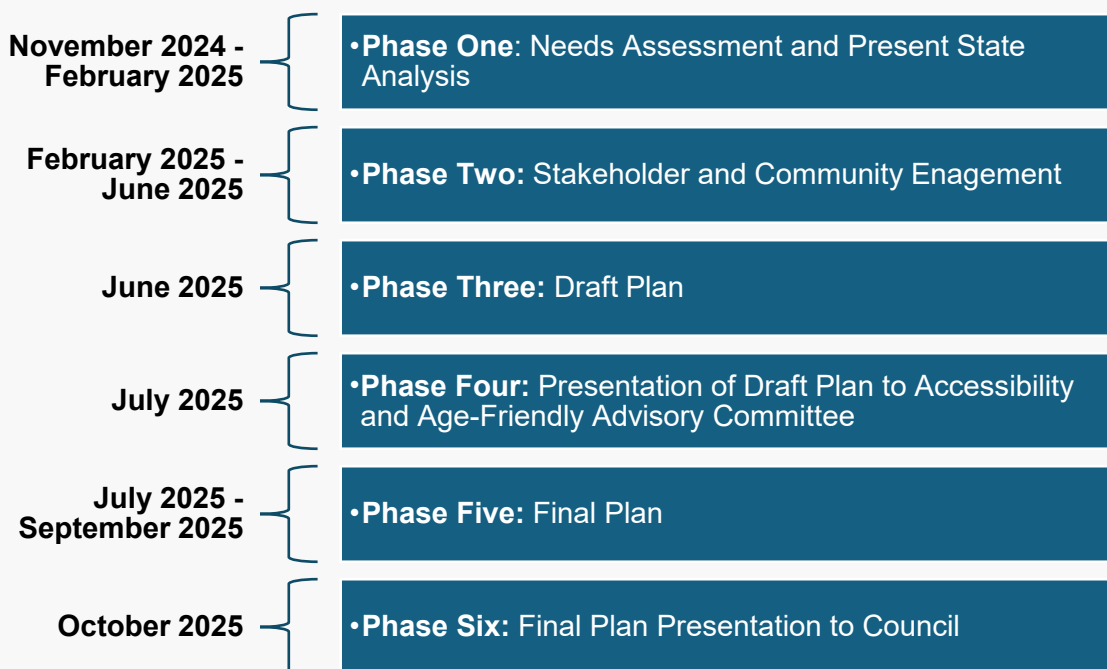


Figure 1: Town of Arnprior Age-Friendly Community Plan renewal planning process phases.

This plan outlines the planning process, including public engagement, that was conducted to inform the plan, as well as the plan's vision, guiding principles, goals, and priority actions under which potential partners and recommended timelines are outlined. Implementation will be closely linked to existing plans such as the Town's Recreation Master Plan, Official Plan, Strategic Plan as well as other plans from various agencies and organizations within the Town and County of Renfrew.

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4.0 The Planning Process

4.1 Needs Assessment, Present State Analysis, and Plan Evaluation

4.1.1 Needs Assessment and Present State Analysis

The Needs Assessment and Present State Analysis portion of the planning process was largely focused on the analysis of age-characteristic data for the Town of Arnprior. Relevant data was retrieved from the Statistics Canada's 2021 Census of Population for the Census Subdivision of Arnprior (Town).

LOCAL: Arnprior, Town (T) [Census subdivision], Ontario		
Age Characteristics (2021)		
Age Characteristics	Counts	Proportion
0 to 14 years	1,515	15.7%
15 to 64 years	5,500	57.1%
65 years and over	2,615	27.2%

Table1: Age Characteristics – Town of Arnprior, Census Subdivision, Census of the population (2021)

65 years + Age Characteristics (2006 – 2021)											
LOCAL: Arnprior, Town (T) [Census subdivision], Ontario											
Age Characteristics	2006		%	2011		%	2016		%	2021	
	Counts	Rates		Counts	Rates		Counts	Rates		Counts	Rates
0 to 14 years	1,150	16	-2.19%	1,125	13.9	18.5%	1,355	15.4	11.1%	1,515	15.7
15 to 64 years	4,565	63.7	11.9%	5,145	63.4	2.1%	5,255	59.7	4.5%	5,500	57.1
65 years and over	1,455	20.3	26.8%	1,845	22.7	17.1%	2,190	24.9	17.6%	2,615	27.2
Total Population (approx.)	7,170		13.4%	8,115		8.4%	8,800		9.5%	9,629	

Table 2: Age Characteristics (2006-2021) – Town of Arnprior, Census Subdivision, Census of the population (2021)

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Arnprior, Town (T) [Census subdivision], Ontario / Ontario [Province] / Canada [Country]			
Age Characteristics (2021)			
Age Characteristics	Arnprior, Town	Ontario, Province	Canada, Country
0 to 14 years	15.7%	15.8%	16.3%
15 to 64 years	57.1%	65.6%	64.8%
65 years and over	27.2%	18.5%	19.0%

Table 3: Age Characteristics – Town of Arnprior, Ontario, Canada, Census Subdivision, Census of the population (2021)

Through the review of Statistics Canada data, it is clear that the Town is a growing community with a steadily increasing population. Over the past several years, the Town has seen a noticeable rise in the number of residents, including older adult residents. The average age of people living in Arnprior is higher than the provincial and national average, demonstrating that the Town is experiencing an ageing population as many of its residents age into older adulthood and/or older adults move into the Town from other communities. More than a quarter of the Town's residents are over the age of 65, this is a significant proportion of the Town's population and is higher than in other municipalities. Most of the older adults in the Town are between the ages of 65 and 84, however, there is also a notable group of people living well into their 80s and 90s, suggesting that many residents are living longer lives.

Structural Type of Dwelling (2021)		
LOCAL: Arnprior, Town (T) [Census subdivision], Ontario		
Age Characteristics	Counts	Rates
Single-detached house	2,230	51.7%
Semi-detached house	450	10.4%
Row house	550	12.8%
Apartment or flat in duplex	90	2.1%
Apartment in a building that has fewer than five storeys	915	21.2%
Apartment in a building that has five or more storeys	55	1.3%
Other single-attached house	5	0.1%
Moveable dwelling	15	9.3%

Table 4: Structural Type of Dwelling – Town of Arnprior, Census Subdivision, Census of the population (2021)

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Private Households by Household Size (2021)		
LOCAL: Arnprior, Town (T) [Census subdivision], Ontario		
	Counts	Rates
1 person	1,445	33.6%
2 persons	1,645	38.2%
3 persons	555	12.9%
4 persons	430	10%
5 persons	235	5.5%
Average household size:	2.2 persons	

Table 5: Private Households by Household Size – Town of Arnprior, Census Subdivision, Census of the population (2021)

Older adults who live alone may be more vulnerable to social isolation and may be less likely to engage in community support. In terms of housing types, 51.7% of residents in the Town live in single-detached homes, however, there is also a considerable number of residents living in apartment buildings or other housing types such as townhouses and duplexes.

A variety of housing types help to support people as they age, especially those who may want to remain in their homes and communities as they grow older but may not be able to maintain a single-detached home on their own. Housing options such as co-ops, apartment dwellings, and additional residential units, can help older adults remain in their communities while maintaining a high-level of independence.

Similar to how young people often transition from a parent's home, to apartment, to town home, to single detached home, it is important that this housing continuum is continued and activated to allow older adults to transition from a single detached home to apartment or co-op living facility, to retirement home, to long term care, all based on individual need and lifestyle choice.

Review of census dissemination areas (smallest geographic area for which census data is disseminated) demonstrated a fairly even distribution of older adults over the age of 65 in the Town of Arnprior, however there were higher concentrations of older adults located centrally within the Town. This centralization could be beneficial for service delivery, but it also highlights the importance of ensuring the downtown environments are accessible, safe, and supportive for older adult residents. In addition, not all municipal facilities are centrally located, and as a result travel supports may be required. Further supports and varied transportation options for older adults that reside outside of the downtown area is essential to mitigate the risk of older adult isolation.

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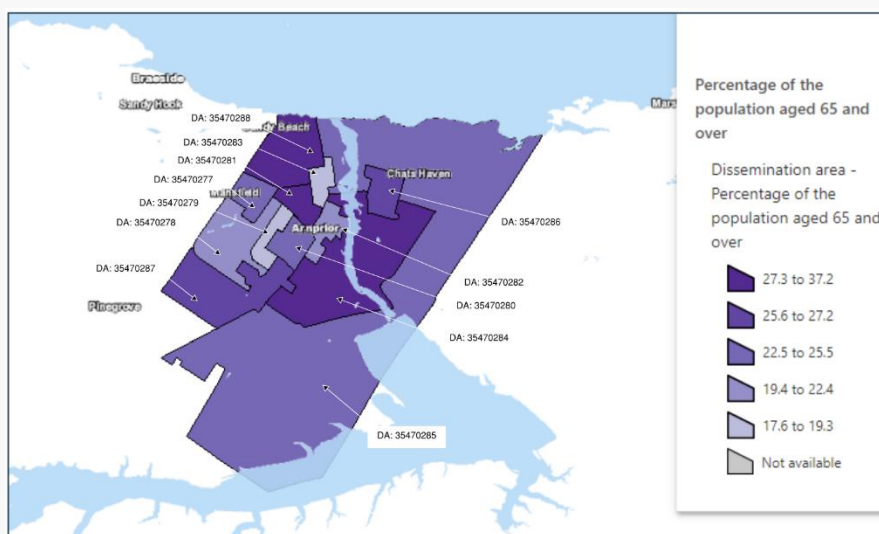


Figure 2: Dissemination Areas – Percentage of the population aged 65 and over – Town of Arnprior, Census Subdivision, Census of the population (2021)

The data paints a clear picture: the Town of Arnprior is a community with a significant and growing older adult population. This makes it especially important for the Town to prioritize age-friendly policies, programs, and infrastructure in order to support healthy, connected, and dignified living for older adults.

4.1.2 Policy Review

4.1.2.1 Provincial Planning Statement (PPS), 2024

The 2024 Provincial Planning Statement (PPS) provides policy directions on matters of provincial interest related to land use planning and development in Ontario. Under Section 3 of the *Planning Act*, R.S.O. 1990, c.P.13, where a municipality is exercising its authority affecting a planning matter, such decisions “shall be consistent with” all policy statement issued under the Act.

While the PPS does not directly speak to age-friendly communities, its policies touch on a variety of features that contribute to an age-friendly community, such as housing, transportation, infrastructure, and health and safety. The PPS also highlights the need to consider all ages, abilities, and incomes in the planning of complete communities – Section 2.1.6 of the PPS outlines the following:

“Planning authorities should support the achievement of complete communities by:

- a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multi-modal access, employment, public service*

Renewed Town of Arnprior Age-Friendly Community Plan

facilities and other institutional uses, recreation, parks and open space, and other uses to meet long-term needs;

- b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and*
- c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.”*

The intent of these policies is to encourage the creation of complete communities that meet the current and long-term needs of people of all abilities, ages and incomes, in a manner that is enabling and as such does not limit one group's ability to participate in society.

It is through this policy understanding that the goals and priority actions of this Plan are to be brought forward: on the understanding that everyone should be able to participate fully in their communities – regardless of age and ability.

4.1.2.2 County of Renfrew Official Plan, 2020

The purpose of the County of Renfrew Official Plan (County OP) is to provide a policy framework for growth and development throughout the County. The OP's intent is to “*promote orderly and efficient development in a manner which is consistent with the desired lifestyle and needs for growth and prosperity...*” with the first objective of the OP to “*maintain and enhance the quality of the natural, built, and human environments in the County*”. Within the County OP there are a variety of policies that play an essential role in an age-friendly community – a select few of these are highlighted below:

Section 2.2.1.c. of the County OP outlines that need for affordable housing and the tools through which the municipality can foster affordable housing:

“Encouraging housing forms and densities designed to be affordable to moderate and lower income households. Local municipalities may develop policies, zoning standards, site plan requirements, licensing by-laws (or a combination thereof), to permit and regulate alternative forms of affordable housing (i.e., tiny homes).”

In accordance with census data the predominate form of housing in the Town are single detached dwellings¹⁰. However, as one ages, other forms of housing may be more appropriate to meeting their individual needs and reduce the risk of social isolation. This policy in the County OP acknowledges that there should be a mix of affordable housing types and densities, as well as new and innovative alternative housing options to provide residents with a broader range of choices.

¹⁰ Statistics Canada. 2023. (table). Census Profile. 2021 Census of Population. Statistics Canada Catalogue no. 98-316-X2021001. Ottawa. Released November 15, 2023. WEB: [Profile table, Census Profile, 2021 Census of Population - Arnprior, Town \(T\) \[Census subdivision\], Ontario](#)

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Section 2.2.1.f. of the County OP specifically addresses their willingness to work with municipalities to provide social assisted housing for older adults:

“Monitoring the need for social assisted housing for households and seniors through periodic surveys in co-operation with area municipalities. Where specific needs are identified, Council will work with the Ministry of Municipal Affairs and Housing and the Social services Department of the County of Renfrew to meet identified needs”.

As outlined in the policy above, the Town should continue to collaborate with the County in order to survey and assess need for social assisted housing amongst older adults, and work with MMAH to find solutions to identified needs.

Section 2.2.26 of the County OP highlights how active transportation and accessible infrastructure contribute to a wide range of community benefits:

“ Active transportation increases physical activity, community engagement and social connections; contributes to economic development; provides accessible infrastructure to all segments of the population; and connects people to parks, open spaces and the natural environment....the goal is to achieve a land use pattern composed of housing, employment, recreation, parks and open spaces that promote the use of active transportation.”

Active transportation is an important consideration in age-friendly communities as some older adults do not have access to a vehicle and thus rely on infrastructure such as sidewalks to a greater degree. In line with PPS policies, the facilitation of active transportation is consistent with addressing land use barriers that prevent full participation in society.

The above noted policies highlight the County’s intent for efficient development, compact communities, and active transportation infrastructure – all features that contribute to an age-friendly community. The policies of the County OP have been considered throughout the development of this plan and its recommendations.

4.1.2.3 Town of Arnprior Official Plan, 2017

The purpose of the Town of Arnprior Official Plan (Town OP) is to provide direction and a policy framework for managing growth and plan use decisions in the Town over the planning period to 2036. Under the Town OP’s vision it notes that the plans purpose is also to “...assist in achieving common goals and objectives, such as: the need to enhance an already high quality of life; to support an existing community structure; and to create a highly desirable, healthy, and attractive place to live, work, and visit, for a range of people and lifestyles.” In the vision is the acknowledgement that a high quality of life should be accommodated for a range of people and lifestyles. Under this section of the Town OP it goes on to note that, “...Arnprior believes that there should be a range of housing options available to all incomes and ages, educational and employment choices to encourage residents to learn and work in the community, and recreational facilities and opportunities to support a healthy community.” This statement considers the wellbeing of residents in a wholistic manner, acknowledging that housing, education, employment, recreation and health care as areas which are essential to resident wellbeing – and when

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combined help to make up an age-friendly community. The following policies highlight a selection of the policies in the plan which contribute to an age-friendly community:

In line with what is outlined in the County OP, Section A3.2.g of the Town OP similarly prioritizes active transportation with the goal to, *“Encourage reductions in the use of private automobiles by promoting active transportation and the use of Transportation Demand Management measures, such as cycling and walking”*. As previously mentioned, the provision of adequate pedestrian safety and active transportation infrastructure positively contributes to an age-friendly community and enables a more active population. Section E2.2.6 of the Town OP goes on to note that, *“It is the intent of the Plan that interconnected systems of active transportation routes providing access to major activity and employment areas and to future public transit be established overtime”*. The intent of this policy is to connect key destinations in the Town through active transit routes and to eventually connect these routes to public transit as the Town grows. From review of these sections in the Town OP in addition to its vision it is clear that the Town seeks to foster and increase the use of active transportation.

Under Section A2 ‘Guiding Principles’ of the Town OP it notes in A2.n. that planning decisions shall, *“...improve accessibility for persons with mobility challenges and older persons by identifying, preventing and removing land use barriers that restrict their full participation in society”*. This policy within the Town OP represents a commitment on the part of the Town to *“...identifying, preventing, and removing...”* barriers to accessibility in the built environment.

Section B9.1.f. of the Town OP outlines that future housing needs be met in part by, *“Supporting the development of innovative seniors housing options that allow for progressive care and aging in place”*. The intent of this policy is to enable older adults to age within their existing social and built environment by supporting innovative housing solutions that are enabling in that they meet the needs of the individual as they age. As outlined in the County OP policy, this can include tiny homes, but it can also include a range of housing options and adaptations that foster a high quality and level of wellbeing amongst older adults.

The above noted policies demonstrate the Town’s forward-looking vision for the growth of the community while removing barriers in the environment, creating connections, aiding residents to age in their community, and helping to maintain a high quality of place and life. The policies of the Town OP have been considered throughout the development of this plan and its recommendations.

4.1.2.4 Town of Arnprior Recreation & Parks Master Plan, 2024

The Town of Arnprior Recreation & Parks Master Plan (Town RPMP) provides *“...a cohesive vision and strategy for the provision of parks and recreational services for the community that includes facilities and programming, trails and parks, and assess management and staffing strategies”*.

Section 8 of the RPMP addresses strategic directions for the future through recommendations under a series of strategic directions. Section 8.2.2.2. addresses the need for age-specific programming for older adults,

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“As the population and demographic shifts occur, there will be a need for the Town’s recreational spaces to also shift and accommodate these changes. There is a need to plan for the introduction of new, trending activities, age-friendly sports and age-specific programming, such as for seniors and teens.”

As discussed earlier in this plan the demographic trends demonstrate that there is significant growth in the older adult age category in the Town, and as such adaptation of recreational programming, pathways and trails to accommodate to the needs of this group is essential in maintaining an age-friendly community.

Section 8.2.2.3 of the RPMP ties together the need to ensure adequate access to recreational facilities in the Town, outlining that the Town shall *“Look for opportunities to improve accessibility within indoor facilities, as well as improving travelling options to indoor facilities, ensuring that the Town’s indoor facilities are easily accessible for pedestrians and cyclists”*. This is an essential consideration, as despite there being age-friendly recreational programming if the facilities themselves are not easily accessible to older adults – it will diminish any age-friendly value that could be gauged from the programming. Another policy which connects to this in the RPMP is the acknowledgement in Section 8.3.2.3. that there needs to be improved outreach across a number of platforms to bring awareness of the recreational programming to residents, noting that *“Increased promotion and advertisement of Town-run programs on various platforms is crucial to getting community members interested and aware of events happening on the Town...”*. While some older adults are comfortable in accessing information virtually through the Town website or social media, other older adults may prefer to receive information in more traditional forms such as flyers, printed newsletters, posters, advertisements, etc. It is essential that the preferred forms of communication amongst the targeted demographic be considered when sharing information of recreational programming.

Section 9 of the RPMP provides specific recommendations to address service needs and gaps with regards to recreation in the Town. Section 9.3.b. echoes the County and Town OP policies on active transportation, with the policy direction to *“Provide incentive for active living and encourage walkable communities by connecting recreation destinations throughout the Town to link recreation destinations”*. It is especially important for older adults that recreational destinations be well connected with even walking surfaces, seating areas, adequate lighting, shade, and washroom facilities. The majority of these features are noted in 9.6.b. of the RPMP which recommends the development of outdoor recreation standards. It is essential that these standards reflect the unique needs of older adults, in order to enable their access to recreational facilities and pathways in the Town.

4.1.3 Plan Evaluation

A plan evaluation is a structured approach to assessing the effectiveness and performance of a plan. The aim of the plan evaluation was to evaluate the Town of Arnprior Age-Friendly Community (AFC) Plan which was adopted by Council in 2016. AFC Plans are non-statutory municipal plans that contain policies that respond to the needs older adults in the community in order to foster an age-friendly community.

The plan evaluation framework for the evaluation of the Town’s 2016 AFC Plan is based on three separate yet similar plan evaluation frameworks:

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- Guyadeen, D., Thistlethwaite, J., & Henstra, D. (2019). Evaluating the quality of municipal climate change plans in Canada. *Climatic Change*, 152(1), 121–143.
- Pelopidas, C. (2021). Age-friendly Policy: Evaluating Walkable Environments for Older Adults in Mid-sized Ontario Municipalities (Major Research Paper). University of Toronto, Toronto, ON.
- Public Health Agency of Canada, (2016). Age-Friendly Communities Evaluation Guide: using Indicators to Measure Progress.

This plan evaluation framework was composed of the following three components used to evaluate the plan's contents:

1. **Plan Characteristics** – Key elements like goals, policies, and implementation. (See plan characteristics in Appendix A).
2. **Indicators** – 74 specific measures used to assess the presence and quality of content (See list of indicators in Appendix B).
3. **Scoring System** – Each indicator was scored in accordance with how it was integrated into the AFC Plan:
 - **0** = Not present
 - **1** = Mentioned briefly
 - **2** = Fully integrated with details

The results of the plan evaluation are as follows:

Plan Characteristics	Score Frequency			Total
	0	1	2	
Fact Base	5	1	1	7
Goals	2	2	-	4
Policies	27	16	6	49
Implementation	-	2	2	4
Monitoring & Evaluation	1	-	1	2
Public Participation	-	1	2	3
Inter-Organizational Coordination	-	3	-	3
Organization & Presentation	2	-	-	2
Total:	37	25	12	

Table 6: Scoring from the Plan Evaluation of 2016 Age-Friendly Community Plan

The strengths of the 2016 AFC Plan were determined to be its strong implementation strategies, thorough public and stakeholder engagement, and strong policy connection to other municipal plans. Areas for improvement that were identified included adding demographic data, more context specific strategies, the use of age-inclusive language, and concise policy descriptions.

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4.2 Service Provider Survey

The service provider survey ran from mid-February through to the end of the Public Engagement Phase (June 2025). The survey was sent to a group of service providers identified by the Town of Arnprior as providing services to the older adult population in the Town. The survey provided an opportunity for service providers to answer questions and provide written feedback on their experience and perceptions of services for older adults in the Town. The questions contained in the survey aimed to address awareness of current services for older adults, perceptions of service effectiveness, gaps between demand and supply, priorities for service enhancement, potential service duplication, perceived barriers to service, and suggestions for service improvement. The survey was distributed to 20 service providers by the Town. A total of two complete responses were received.

The respondents highlighted both the opportunities and challenges they face in providing services to older adults. Challenges included inadequate facilities, and staff and volunteer shortages that have resulted in reduced service capacity and inability to reach a broader group of older adults in the Town. Respondents also identified funding and infrastructure limitations as key challenges. They suggested that increased funding, municipal support, and incentives could be tools to enhance service delivery and strengthen their ability to support the growing needs of older adult residents.

Questions in the service provider survey can be found in Appendix C.

4.3 Key-Informant Interviews

Interview invitations were sent out by JLR to various key-informants identified by the Town. The intent of these interviews was to gauge insight from these key-informants on a variety of age-friendly topics in relation to the local context. A total of sixteen invitations were sent out to key-informants, a total of ten key informants expressed interest in being interviewed. The dates of these interviews are outlined in the table below:

Key-Informant	Interview Date
Town of Arnprior Recreation	February 28 th , 2025
Seniors at Home	March 4 th , 2025
Town of Arnprior Public Library	March 6 th , 2025
Arnprior Regional Health/Senior's Active Living Centre	March 7 th , 2025
Arnprior District Museum	March 21 st , 2025
Arnprior McNab/Braeside Men's Shed	April 7 th , 2025
Renfrew County	April 17 th , 2025
Arnprior Legion	April 17 th , 2025
Mayor Lisa McGee	April 28 th , 2025
Dementia Society of Ottawa and Renfrew County	May 12 th , 2025

Table 7: Key-Informant Interview Schedule

The key-informant interviews provided a comprehensive overview of the current state, strengths, challenges, and opportunities related to age-friendly services and supports within the Town. Many

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of the key-informants noted the Town's small-town charm and proximity to larger urban centres such as Ottawa, as key features that make the Town an attractive location for older adults. In addition, many key-informants noted the wide variety of existing service and supports for older adults, as one of the Town's existing strengths in terms of its age-friendliness.

A large majority of key-informant noted that transportation remains a major barrier for older adults in the Town, with limited affordable transit options, increased demand for existing transit services without increased funding to support this increased demand, as well as a lack of after-hours transportation options.

Almost all key-informants noted the loss of the community newspaper as having a significant (mostly negative) impact on older adults due to the removal of this critical information channel. Communication with the older adult population in the Town was noted as a significant issue, particularly for older adults who are not on social media or do not have access to a computer. Many key-informants expressed that it was hard to get word out about the supports and services they offer older adults, and that as a result they noted that some older adults may not be aware of the full range of services that are available to them.

While key-informants expressed that the Town excels in offering diverse recreational programs and services and supports for older adults, they noted insufficient coordination amongst service providers post-COVID. The key-informants expressed a strong desire to work closer with other service providers and the Town to coordinate the delivery of programming, supports, and services, for older adults. Many key-informants emphasized the need for a centralized communication across agencies in order to avoid duplication of efforts, enable pooling of resources, and well as more allow for the more efficient coordination of volunteers. Some key-informants noted that there is a growing need for more inclusive and dementia-friendly services, as well as targeted outreach to isolated older adults, particularly those with mobility and/or cognitive challenges.

Funding of programs was another major talking point amongst key-informants with many noting that funding is often fragmented and insufficient as demand for services continues to increase. Many key-informants expressed concern over the long-term viability of programs and supports for older adults due to rising operational costs and a greater reliance on an already over-extended volunteer base.

Key recommendations included re-establishing the Greater Arnprior Seniors Council (GASC), increased funding for new and expanded transportation services, improved communication and coordination amongst service providers, a desire for an expanded and coordinated volunteer base, as well as increased social programming for older adults.

The list of questions used to guide the conversation in the key-informant interviews can be found in Appendix D of this plan.

4.4 Focus Groups

A total of three focus groups were held as part of the Public Engagement Phase. All focus groups were held in-person in the Town of Arnprior. All but one focus group was held with older adults (aged 65 years or older). The other focus group discussion was held after the Arnprior Accessibility and Age-Friendly Advisory Committee (AAFAC) meeting on Wednesday, March 5th,

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2025. The remaining two focus groups were with two groups of older adults on Thursday, March 13th, 2025. The first focus group was held at 9:00 am at Island View Retirement Suites. The second focus group was held at 1:00 pm at the Senior's Active Living Centre (SALC). Both focus group discussions were approximately one and a half to two hours in length. Each focus group followed a similar format, with a series of exploratory questions designed to gauge feedback on the topics at hand (e.g., age-friendly communities, the built environment, services and supports, the social environment, and recreation). These were followed by exit questions which provided participants with the opportunity to share any additional comments or suggestions they had on the topic.

Participants expressed a strong appreciation for Arnprior's welcoming atmosphere, natural beauty, and small-town charm. According to participants, the Town's slower pace, friendly residents, and largely accessible amenities contribute to a high quality of life for older adults. However, many participants in the focus groups expressed a desire for more consistent and inclusive communication from the Town. Many were unaware of previous age-friendly planning efforts and suggested that information should be regularly and widely shared through multiple channels, including local radio, community newsletters, and outreach through places of worship and service organizations. Participants also noted the value of informal gathering spaces—such as libraries and cafés—for fostering connection, information sharing, and reducing the risk of isolation.

Participants noted that transportation remains a significant barrier, both within Town as well as to other regional destinations and nearby urban centres. They noted that limited transit options, the high cost of private services, and restricted weekend availability all hinder mobility and access to essential services. Accessibility was another concern, as many participants noted that many public and commercial buildings lack proper ramps, automatic doors, and/or accessible washrooms especially in the downtown area of the Town.

Many participants raised concerns for vulnerable older adults, particularly those facing housing insecurity or limited access to nutritious food. Participants advocated for preventive health care approaches and community support systems that reduce reliance on institutional care. Participant suggestions included co-operative housing models, older adult villages, and potential partnerships with local service providers to ensure basic needs are met.

Lastly, participants expressed enthusiasm for intergenerational initiatives and expressed that these kinds of programs are mutually beneficial and provide a way to preserve community knowledge from generation to generation and help to foster empathy across different age groups. Participants also called for better coordination of volunteer opportunities and recognition of the valuable contributions older adults can make to their community.

The list of questions used to guide the conversation in the key-informant interviews can be found in Appendix E of this plan.

4.5 Community Open House

The community open house was held at the Town of Arnprior Public Library on Thursday, April 3rd, 2025, from 3:30 pm to 5:30 pm. The format consisted of information and participatory boards set up around the room and provided residents with the opportunity to provide feedback and ask

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questions directly on the boards. A total of four residents attended the open house and contributed feedback. A number of the participatory information boards from the open house were then taken and posted on various public information boards at municipal locations throughout the Town. A total of five additional feedback forms were received from residents following the open house.

Feedback received from participants in this engagement activity focused largely on the comprehensive wellbeing of older adults as well as the importance of improving accessibility within the downtown area of the Town.

Participants again expressed appreciation for the existing services in the Town but noted that it was hard to receive information on the supports and services that were available to them. The loss of the community newspaper was again noted as it had been a significant source of information for this demographic. Participant suggestions to reach older adults with information on services and programming included advertising via local radio, as well as including information in water bills.

There was also specific feedback gathered regarding the built environment of the Town such as safety concerns related to visibility at crosswalks, railing along stairways and bleachers, as well as the condition of some sidewalks in the Town. Further comments on the built environment centred around large shopping areas being beyond walking distance of many residential areas which increased older adults' dependence on the use of vehicles to meet daily needs. The feedback received as part of the open house was consistent with feedback gathered throughout other engagement activities.

In addition, the open house brought about important discussions on the importance of mental health supports for older adults, as well as services and supports for adults who are not quite in the 65 years and over age range but who still may require and could make use of these services as they transition from adulthood into older adulthood.

The boards for the Community Open House are attached in Appendix F of this plan.

4.6 Community Survey

The online community survey was distributed by the Town and was available from May 16th, 2025, to June 6th, 2025. The community survey was designed to solicit information from residents of the Town of Arnprior in order to inform the creation of the renewed AFC Plan. It allowed residents to share their individual experiences in the Town as well as their perspectives on age-friendly communities - regardless of their age. The intent behind this approach was to reinforce that age-friendly communities are about more than just creating age-friendly environments and services for older adults but rather about creating vibrant built and social spaces for all ages. By asking individual respondents about their own experiences, perceptions, and thoughts, we were able to identify any discrepancies between age groups.

The community survey gathered responses from a total of 91 respondents and provided valuable insight into the experiences and needs of residents.

The majority of respondents were aged 65 and older, with a significant number having lived in Arnprior for over 15 years. However, there were also a number of respondents from other age groups as well. The findings from the community survey were consistent with feedback that had

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been received through the earlier forms of engagement, with respondents highlighting accessibility concerns relating to the lack of public washrooms, seating, sidewalk maintenance, and buildings with a lack of accessibility features such as ramps and automatic doors.

While many respondents noted feeling a sense of belonging and safety in their community, some respondents expressed feelings of isolation or not being heard by decision-makers. Respondents generally agreed that public spaces are kept in good condition in the Town and felt that it was relatively easy to get around Town, however, many expressed frustrations with the availability and convenience of existing transit options.

A theme that arose through the community survey that had not been touched upon as much in previous engagement activities was issues with access to health services. Many participants reported difficulty in accessing family doctors or having to travel long distances to see a family doctor. Respondents with many expressed a desire for more walk-in clinics and better communication about available health services.

In terms of statistical analysis of the survey responses, a series of Mann-Whitney U tests were run to determine if there were significant differences in responses to isolation related questions between people who identified as males versus females.

The results point to only one isolation-related variable that had responses that were statistically significant between people who identified as males versus females, in which women reported a higher positive response for *“I feel like I have sufficient opportunities to socialize with people that are outside of my age group”*. These results could be interpreted to point to two points: that people who identify as men have fewer opportunities to socialize with those outside of their age group, and as such, potentially are at greater risk of social isolation. A weak statistically significant relationship found that older adults who lived in retirement residents were more likely to have more opportunities to socialize with people outside their age group, followed by those in condos and apartments, with those in single detached dwellings having fewer opportunities to interact with different age groups. This further points to individuals habituating in single detached dwellings as being potentially at an increased risk of social isolation by default of dwelling type.

A series of Kruskal Wallis tests (as well as follow-up Mann Whitney U tests) were run to determine if there were significant differences in responses to isolation related questions between people with different lengths of tenure living in the Town. Three isolation variables had responses that were statistically significant between people with different tenure lengths in the Town:

- *“I feel like I have sufficient opportunities to socialize within my age group”*: Weak statistical difference indicated that the strongest positive response was from those living in Town 15+ years, followed by 10-15 years, 1-2 years, 5-10 years, and a larger gap down to less than a year and 2-5 years.
- *“There are a wide variety of activities offered to my age group within the Town”*: Moderate statistical difference indicated that the strongest positive response from those living in Town 15+ years, followed by 10-15 years, less than a year, 5-10 years, and 1-2 years. Long-term and new residents had the most positive responses.

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- *“There are a variety of sports/recreation groups in the Town I could join”*: Weak statistical difference indicated that the strongest positive response from those living in Town 15+ years, followed by 5-10 years, 10-15 years, 2-5 years, 1-2 years, and then a very large gap down to less than a year.

The results demonstrate that long-term residents of the Town perceive more opportunities for social interaction within their age group as well as access to sports and recreation programs in the Town, whereas newer residents perceive there being significantly less opportunities for social interaction. The outlier in terms of this connection is that long-term residents and new resident feel as though there is a variety of activities available to their age group, with residents who have been in the Town for a moderate amount of time (2-10 years) are less aware of the activities available to them. What this data could point to is long-term residents feeling more welcome and more socially connected, medium term residents being less aware of the recreational offerings, and newer residents being aware of recreational offerings but perhaps not feeling as welcome or able to participate in the recreational offerings.

Lastly, in terms of how different age groups receive information the following findings point to older adult receiving information digitally less than other age groups, however, it should be noted that the survey was largely distributed digitally, therefore, those who completed it were more likely to be more proficient in digital forms of communication – which should be considered in interpretation of the results.

- 50% of respondents aged 15-44 get information via social media as main source;
- 57% of respondents aged 45-64 get information via social media as main source;
- 43% of respondents aged 65-74 get information via social media as main source, followed by:
 - email (27%) and
 - website (20%);
- 37% of respondents aged 75-84 get information via email as main source, followed by:
 - social media (33%) and
 - word-of-mouth (17%);
- Main source of information for respondents aged 85-94 was split evenly between:
 - email (33%),
 - mail and paper newsletters (33%) and
 - word-of-mouth (33%).

Overall, the results of the community survey were consistent with feedback received in other engagement activities and point to long-term residents and women as being more socially connected, while medium to new term residents as well as males as being less socially connected and potentially at greater risk of isolation.

The community survey Questions are attached in Appendix G to this plan.

*(*Please note the interpretation of survey results and inferential statistical analysis options are limited due to the size and distribution of the sample. However, some preliminary conclusions can be drawn.)*

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4.7 Summary of Engagement & SWOC

Throughout the Public Engagement Phase, it was clear that while there are challenges and areas for improvements to make the Town more age-friendly, there are also a number of areas in which the Town is excelling. The Town undertaking an AFC Plan Renewal is an indication that an age-friendly community is important to both the Town and residents. The existing strength of the Town in terms of age-friendliness that the participants spoke to the most was location. Many participants expressed that the benefits of being in close proximity to the larger urban centre of Ottawa while having the benefits of a smaller Town like Arnprior is an attractive feature for older adults. Another strength discussed was the number of existing services (at home supports, healthcare services, recreation programs, etc.) available to older adults in the municipality.

Themes related to challenges that arose throughout public engagement, were largely centered around the communication of services, programs, and events to older adults, and the coordination amongst organizations and agencies providing these services, programs and events. Additionally, there were many comments around the need for transportation solutions and improved accessibility of the built environment to improve older adults access to various destination in the Town. Further, many older adult participants indicated that they would like to actively contribute to the community through the sharing of their skills and experience, as well as learning from other's skills and experiences.

Based on the feedback received through the Public Engagement Phase as well as information reviewed as part of the Needs Assessment and the Present State Analysis the following Strength, Weaknesses, Opportunities, and Challenges (SWOC) has been prepared:

Strengths	Weaknesses
• Close-knit small-town atmosphere • Local health services • A strong variety of existing programs and services for older adults • Ample green space and opportunities for outdoor recreation • Strong sense of safety • Proximity to larger urban centres	• Limited transportation options • Lack of bike lanes or evenly paved surfaces for scooters • Accessibility of downtown buildings and condition of sidewalks • Limited capacity of SALC • Few public washroom facilities • No community newspaper • Long waitlists for family doctors • Lack of third places to gather
Opportunities	Challenges
• Coordinate volunteer network • Sharing information on older adult services via local radio • Knowledge sharing and intergenerational programming • Re-establish the Greater Arnprior Seniors Council (GASC) • Grants and public-private partnerships • Collaborate with existing providers and the County to coordinate regional transportation	• Volunteer coordination and burnout • Funding not keeping pace with costs • Resource constraints • Inflation and growing financial pressures • Lack of historical funding • Ageism and age-related stigma • Auto-centric community design • Limited housing types outside of single detached dwellings • High cost of housing

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• Work with other levels of government to increase funding • Opportunity to re-engage and rebuild age-friendly community networks post-COVID	• Growing community with greater demands on services
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Table 8: Strengths, Weaknesses, Opportunities, and Challenges

5.0 Vision and Guiding Principles

5.1 Vision

The visions and guiding principles of this Plan continue to be those established through the Town of Arnprior's 2016 Age-Friendly Community Plan. Wording has been updated, and additions have remained to account for feedback received during the public engagement phase of the planning process, however, the intent and "preferred future" identified by today's residents remains the same.

A vision statement describes the "preferred future" of a community and its stakeholders. Participants at the 2016 October community forum engaged in a visioning exercise that identified the following elements of an age-friendly community vision for the Town of Arnprior. This vision has been built upon through the Public Engagement Phase of the AFC Plan Renewal, by asking participants "What does an age-friendly community mean to you?".

An open, respectful and inclusive community that respects and engages older adults through:

- Enhanced facilities and infrastructure that meets the needs of residents of all ages and abilities.
- Maintaining a broad range of older adult focused services and supports.
- Supporting a community culture that fosters positive engagement, lifelong learning, and comprehensive wellbeing.

Through this vision it is necessary to acknowledge that an age-friendly community is not a destination that a community arrives at, but rather an age-friendly community is one which is in a continuous state of becoming, adjusting, and remaking plans and policies to ensure that it meets the needs of residents of all ages.

5.2 Guiding Principles

The original Steering Committee created to oversee the creation of the Town's 2016 Age-Friendly Community Plan had participated in an exercise at its inaugural meeting to identify broad principles to govern the development and implementation of the AFC plan. These were compared and found to be consistent with the guiding principles suggested on the University of Waterloo AFC website, which had been used as a resource in the creation of the original AFC Plan. Wording has been modified to be more concise; however, the intent remains the same as the original guiding principles. The five guiding principles for the Town of Arnprior's Age-Friendly Community Plan are as follows:



Figure 3: Guiding Principles

These principles governed the development of the Town of Arnprior Age-Friendly Community Plan renewal and will continue to guide its ongoing implementation.

6.0 Goals, Priority Actions & Pathways to Implementation

The goals and priority actions listed in this section are derived directly from the themes identified through the Public Engagement Phase, needs identified through Needs Assessment, Present State Analysis, and Plan Evaluation, as well as consideration for the eight interconnected domains outlined within the WHO Age-Friendly Cities Guide. Each of the seven goals will touch on at least one of the interconnected domains as indicated under each respective goal. The eight interconnected domains which are outlined below:



Figure 4: World Health Organization Eight Interconnected Domains of Urban Life.

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Under each goal will be a set of priority actions as well as recommended pathways to implementation which include listed potential partners, outlined deliverables, and the following estimated time frames:

Time Frame	Range
Short Term	1 – 3 years
Medium Term	4 – 7 years
Long Term	8 – 10 years

Each priority action is rooted in the local context of the Town of Arnprior, and as the community continues to grow and evolve, goals and priority actions have been designed to be flexible in such a way that they can be interpreted and adapted to meet evolving conditions in the Town.

The Age-Friendly Community Goals are as follows:



Figure 5: Town of Arnprior Age-Friendly Community Goals.

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6.1 Mitigating Ageism & Age-Related Stigma

“There becomes a pride issue in aging...not wanting to admit that you need help.”

Interconnected domains:

**Respect
and Social
Inclusion**

**Social
Participation**

**Community
and Health
Care**

Ageism is an often-overlooked challenge. However, how people think and talk about aging fundamentally shapes how society sets up systems and supports older adults. Older adults are often viewed, thought of, and spoken about as one homogenous group¹¹. This issue worsened with the COVID-19 pandemic in which older adults were consistently framed as being weak, passive and at risk¹². An alternative framing of aging in society is required, where older adults like any other age group are seen as possessing a multitude of identities, experiences, abilities, individual attributes and characteristics – and all are respected. One older adult may be actively involved in recreation activities in their community, another may be an avid reader and a computer whiz, while another may not know how to use a computer but loves gardening, another a grandmother living with dementia. It is important to recognize that older adults represent a diverse group that are worthy of respect and inclusion.

The priority actions below are aimed at positively improving the way aging is talked about and viewed in the Town. Rather than aging being something that is associated with decline the priority actions work to help inform, educate and reframe older adulthood as a natural progression of life that presents unique opportunities and ways of being.

Priority Actions	Potential Engagement Partners	Deliverables	Time Period for Implementation
Language review of materials and content for older adults to ensure use of age-inclusive language.	Town of Arnprior Accessibility and Age-Friendly Advisory Committee	Internal standards for the use of age-inclusive language.	Short Term
Provide guidelines for age-inclusive language to local business and services.	Town of Arnprior Accessibility and Age-Friendly Advisory Committee	Age-inclusive language guideline.	Short Term

¹¹ Stephenson, J. (2013), "Age Discrimination – Ageism in Employment and Service Provision", *Equality, Diversity and Inclusion*, 32(6), 629-631. <https://doi.org/10.1108/EDI-05-2013-0023>

¹² Morgan, T., Wiles, J., Williams, L., & Gott, M. (2021). COVID-19 and the portrayal of older people in New Zealand news media. *Journal of the Royal Society of New Zealand*, 51(S1), S127–S142. <https://doi.org/10.1080/03036758.2021.1884098>

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	Upper Ottawa Valley Chamber of Commerce		
Establish an Age-Friendly Resource Section within the Arnprior Public Library.	Town of Arnprior Arnprior Public Library Older adult residents	Age-friendly resources and information.	Medium Term

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6.2 Fostering Accessible & Age-Friendly Built Environments

“Going out gives you the confidence to go out again.”

“Stop accommodating cars over people.”

“Sidewalks start and stop in weird places, sidewalks are very broken in many places in the residential areas.”

“People will help if they are there but if not, you cannot get in the door.”

“There should be a designated public washroom facility in our downtown core.”

Interconnected domains:

Outdoor
Spaces and
Buildings

Respect and
Social
Inclusion

Age-friendly communities can only result from integrated approaches that are centered on how older adults actually live their day-to-day lives. If an older adult cannot access a certain destination as a result of a barrier – this is a significant as it represents an exclusion from a space. This can reduce wellbeing as it can negatively impact one’s dignity and self-perception and potentially result in an older adult avoiding going out into the built environment and contributing to isolation. Alternatively, an age-friendly built environment reflects the Town’s commitment to inclusivity. As it ensures that older adults, regardless of ability, are able to fully participate in society without facing discrimination and exclusion due to barriers.

It is also important to acknowledge that there is more to inclusive age-friendly planning and design than just ensuring access¹³. Accessibility is the baseline for age-friendly environments, however past this the opportunities are endless – the built environment can also be designed to account for play and other features than can help facilitate older adult wellbeing.

The priority actions outlined below are designed to not only address specific features that can be improved in the built environment but also include ways to directly involve residents in these tasks, in unique and novel ways. Thus, inviting residents to participate and take ownership of the condition of their community.

¹³ Vincent, E. (2023). *Playing in Place: An Analysis of Enabling and Limiting Play Environments Through the Lens of Older Adults in Victoria, B.C.* WEB: [Playing in Place: An Analysis of Enabling and Limiting Play Environments Through the Lens of Older Adults in Victoria, B.C.](#)

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Priority Actions	Potential Engagement Partners	Deliverables	Time Period for Implementation
Continue a sidewalk inventory, documenting conditions, and categorizing the need for repair and frequency of use accordingly. Invite residents to provide feedback on sidewalks in need of repair.	Town of Arnprior Accessibility and Age-Friendly Advisory Committee Residents	Sidewalk inventory Rebuilt sidewalks Drawing attention to the location of hazards with high visibility markers.	Continuous
Encourage improved accessibility of stores and businesses Downtown, supported by Community Improvement Plan (CIP) incentive programs.	Town of Arnprior Accessibility and Age-Friendly Advisory Committee Upper Ottawa Valley Chamber of Commerce Arnprior McNab/Braeside Men's Shed	Retrofits and renovations such as: - Removable ramps - Hand railings - Automatic door openers	Continuous
Improve access to existing public washroom facilities in the core area of the Town.	Town of Arnprior	Public washroom signage Maps to public washrooms	Short Term
Identify roads suitable to bike/scooter lanes and pursue opportunities for their implementation.	Town of Arnprior	Bike/scooter lanes	Medium to Long Term
	County of Renfrew	Transportation Master Plan	Short Term
	Accessibility and Age-Friendly Advisory Committee	Quiet Street Identification	Short to Medium Term

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6.3 Strengthening Channels of Communication & Support

“You have to see a poster, take a picture of it, and remember you took a picture of it – easy to forget.”

“Really important that partners step up and be committed.”

“Communication with other agencies is where it would help.”

“Small groups coming together to address issues – looking for commonalities.”

Interconnected domains:

Communication
and Information

Social
Participation

Civic Participation
and Employment

Throughout the Public Engagement Phase, frustration around communication and coordination of services and supports for older adults continuously came up as an issue. The need for more consistent, accessible, and inclusive communication channels to inform older adult residents about available services, programs, and community events was clear. Coordination amongst service providers was also described as fragmented, with calls to revitalize the Greater Arnprior Seniors Council as well as the need to create a tool or appoint a dedicated coordinator to streamline resources and organize volunteers to support age-friendly initiatives and programs. Participants stressed the importance of integrating diverse community groups and ensuring that communication strategies are proactive, multi-channeled, and tailored to the needs of both older adults that are long-term residents as well as older adults who are newcomers to the community. The priority actions listed below are designed to help meet the goal of Strengthening Channels of Communication and Support aim to get different groups talking about how they can assist one another in the delivery of services, programs, and events to help contribute to a more age-friendly Arnprior. Many of these priority actions are not new, the establishment of a Greater Arnprior Seniors Council was a result of recommendations included in the 2016 Arnprior Age Friendly Community Plan. The re-establishment of the Greater Arnprior Seniors Council calls for renewed support in order to move forward with the proposed age-friendly initiatives as well as proceeding priority actions.

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Priority Actions	Potential Engagement Partners	Deliverables	Time Period for Implementation
Re-establishment of and support for a Greater Arnprior Seniors Council (GASC) to work with the AAFAC.	Town of Arnprior Accessibility and Age-Friendly Advisory Committee Arnprior Public Library Town of Arnprior Recreation County of Renfrew Arnprior McNab/Braeside Men's Shed Arnprior Legion Seniors at Home Arnprior Regional Health Dementia Society of Ottawa and Renfrew Service Clubs	Greater Arnprior Seniors Council	Short Term
Encourage the establishment of an Age-Friendly Working Group as an informal group made up of service providers who will meet with the intent to communicate and coordinate the delivery of services and supports, this group will advise the AAFAC and GASC on an as needed basis.	Arnprior Public Library Town of Arnprior Recreation County of Renfrew Arnprior McNab/Braeside Men's Shed Arnprior Legion Seniors at Home Arnprior Regional Health Dementia Society of Ottawa and Renfrew Service Clubs	Community based Age-Friendly Working Group.	To be determined by community.

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Establish an Arnprior volunteer registry on which various organizations can draw upon when needed.	Town of Arnprior Seniors at Home Greater Arnprior Seniors Council Service Clubs Volunteers	Volunteer registry	Medium Term
Develop a printed annual, biennial, or quadrennial Age-Friendly Community Guide containing information and resources for older adults in the community that can be picked up at public facilities in the Town.	Town of Arnprior Accessibility and Age-Friendly Advisory Committee Greater Arnprior Seniors Council	Age-Friendly Community Guide	Short to Medium Term
Implementation of a program to share/distribute information on services and supports available to older adult residents that are newcomers to the community.	Greater Arnprior Seniors Council Seniors at Home Service Clubs Volunteers	Resident Program	Short to Medium Term

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6.4 Rethinking Housing

“Parks and housing need to be integrated.”

“Affordable housing is a challenge.”

“Keeping people in the community as long as possible.”

“Apartments in Town are unaffordable.”

“We need much more co-op rentals and rent geared to income housing in Arnprior.”

Interconnected domains:



Based on feedback gathered throughout public engagement, the housing situation for older adults in the Town of Arnprior, like many municipalities across Canada, reflects a complex mix of challenges and opportunities. Rising rental costs, influenced by urban expansion from larger urban centres, are exacerbating housing pressures in the Town. Additionally, waitlists for long-term care facilities are resulting in some older adults remaining in community housing longer than intended, contributing to longer waitlists for community housing as well. Despite these challenges, there are opportunities for innovative housing solutions for older adults. For instance, research in this area has pointed to small-scale, non-profit homes that allow for independent living with communal meal spaces that foster social interaction¹⁴. This aligns with feedback received during engagement in which participants highlighted the important role common rooms in apartment buildings play in socialization and reduction of isolation. As such there are opportunities to better utilize existing communal spaces to foster social interaction, as well as promote developments designed around these communal uses.

Other opportunities for housing can also tie in intergenerational living, which can be encouraged and facilitated through as-of-right additional residential units – fostering intergenerational support and reducing risk of social isolation. Existing housing stock in the Town can also be leveraged by encouraging intensified use of underutilized housing through home sharing and co-living arrangements. Programs that focus on renovating and retrofitting existing homes to make them more accessible and suitable for older adults, as well as home maintenance support, can all help enable older adults to age-in-place. Lastly, collaboration between different levels of government, non-profits, and private developers should be fostered to implement innovative housing solutions and explore funding models to support affordable and market rate older adult housing.

¹⁴ Henry, A., Heinen, A., & Witoszkin, A. (2019). *Innovative Seniors Housing*. WEB: [Innovative-Seniors-Housing-2019PLAN530-CMHC.pdf](#)

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Priority Actions	Potential Engagement Partners	Deliverables	Time Period for Implementation
Partner with other levels of government, non-profit housing providers, and local developers to expand housing options in the Town.	Town of Arnprior County of Renfrew Government of Ontario Government of Canada Non-profit housing providers Developers	Expanded stock of different housing types available Greater availability of affordable housing options	Medium to Long Term
Advocate for increased affordable housing and social service subsidies.	Town of Arnprior County of Renfrew	Additional funding	Medium to Long Term
Explore opportunities for co-living as well as intergenerational living amongst older adults in the form of additional residential units.	Town of Arnprior County of Renfrew Greater Arnprior Seniors Council Developers Non-profit housing providers	Older adult focused additional residential unit program.	Medium to Long Term
Research and pursue innovative housing opportunities (i.e., older adult dementia villages, older adult housing co-ops, etc.)	Town of Arnprior Accessibility and Age-Friendly Advisory Committee County of Renfrew Non-profit housing providers Developers Retirement Community Organizations	Additional funding and innovative older adult housing options	Medium to Long Term

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6.5 Expanding Transportation Networks

“New homes are beyond walking distance of core area shopping. This increases car dependence.”

“There is a difference between isolation by choice and isolation not by choice.”

“It’s hard to prevent their world from becoming smaller.”

“Winter is more of an isolating time especially for those living independently in the community.”

Interconnected domains:

Transportation

**Respect and
Social
Inclusion**

Transportation was one of the most prominent areas of feedback received from participants throughout the public engagement. For many older adults in the Town, transportation is a central concern, especially as it relates to an older adults’ ability to age in place and maintain independence. The loss of a driver’s license can be a critical turning point for an older adult, without the proper transportation supports it can result in a significant reduction in independence, dignity, social interaction, and overall level of wellbeing. Based on feedback received through engagement, there are a variety of challenges that transportation programs are facing. Funding constraints arose as a recurring theme, with the expiration of grants threatening the sustainability of transportation programs. In the Town, there has been consistent year-over-year growth in demand for transportation services, yet funding has not kept pace with the increased demand for services. The number of volunteers—many of whom are aging into older adulthood themselves—has diminished post-COVID, further challenging service delivery. Lastly, for those who are lucky enough to have an informal network of family and friend to provide transportation support, it still may not be a sustainable transportation option. Research suggests that transportation should be treated as a ‘merit good’ as it is a service that provides a broad societal benefit and thereby warrants public investment¹⁵. This is something that is being recognized at different levels of government for example the province has boosted investment in transit in rural communities through the Ontario Transit investment Fund (OTIF)¹⁶. Research into the viability of transit and funding opportunities to support it is amongst one of the priority actions outlined below. Despite being a relatively compact community, transportation remains a significant barrier to achieving a truly age-friendly community within the Town as transportation to medical appointments and after hour service remains an ongoing challenge. Priority actions aimed at addressing this issue will require renewed funding, innovative service models, and collaboration with local organizations, neighbouring municipalities, and levels of government to ensure older adults can remain mobile, connected, and independent. Despite the current challenges there are opportunities for creative, community-based transit solutions such as hop-on-hop-off shuttles, ridesharing and/or ride

¹⁵ Fraade-Blanar, L., Best, R., & Shih, R.A. (2022). *Transportation Equity for Older Adults*. WEB: [Transportation Equity for Older Adults](#)

¹⁶ Ontario. (2024). *Ontario Investing in Transportation for Rural Communities*. WEB: [Ontario Investing in Transportation for Rural Communities | Ontario Newsroom](#)

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matching programs, and on-demand transit programs. Other supports can include a registry where older adults can self-identify as being in need of transportation support, they can further specify what kind of support they are in need of (i.e., transportation to appointments, grocery store, out-of-town travel, etc.) with this information transit providers and local organizations can work together to match them to the most appropriate transit service and provide these older adults with the necessary information. In addition to the volunteer registry identified as a priority action under the goal of Strengthening Channels of Communication & Support, volunteers can self-identify as being able to provide rides to key destination and programming. This would further enable the pairing of need to support.

Priority Actions	Potential Engagement Partners	Deliverables	Time Period for Implementation
Integrate and coordinate existing transportation services.	Seniors at Home Retirement Community Organizations Local businesses Local school boards	Expanded operation hours and pooling of resources (volunteer, equipment, etc.)	Short to Medium Term
Research and work with agencies and governments to advocate for funding and subsidies for local transportation.	Town of Arnprior Accessibility and Age-Friendly Advisory Committee Government of Canada Government of Ontario County of Renfrew Seniors at Home and other transportation providers	Identified funding sources / programs	Short to Medium Term
Collaborate with neighbouring municipalities on on-demand transit programs.	Town of Arnprior Neighbouring municipalities (e.g. McNab Braeside, Renfrew, etc.) County of Renfrew Transit providers	On demand transit pilot program	Long Term
Provide additional transportation support to older adults on waitlists for Long Term	Arnprior Regional Health Seniors at Home	Continued additional transportation supports	Medium to Long Term

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Care or older adults who have self-identified as requiring transportation supports.	Township of McNab/Braeside		
Explore the viability of ridesharing programs in the Town.	Town of Arnprior County of Renfrew Rideshare providers	Identified opportunities for ridesharing programs	Medium Term

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6.6 Supporting Intergenerational Learning

“Seniors have skills and experiences that they could be contributing – but may not know how to engage – or where to find out about opportunities to participate.”

“It takes a community to build a community.”

“Tap the talent of older people.”

“When people your age are gone, who are you going to hang out with?”

Interconnected domains:

Respect and
Social
Inclusion

Social
Participation

During public engagement, many participants expressed a desire for more intergenerational programming available for youth, families, and older adults. Participants suggested several thoughtful and community-driven initiatives related to intergenerational engagement that could be pursued such as community gardens, intergenerational cooking programs, as well as carpentry and other activities that people of different age groups could participate in together. These suggestions reflect a strong desire to foster connection, knowledge exchange, and mutual support across age groups. Many older adults expressed that they would appreciate learning about topics that different age groups are knowledgeable in, as well as teaching other age groups the skills that they are experienced in. The giving and taking of knowledge was a very important feature of these programs, in order for older adults to not only contribute to the community but to also learn from community members of different ages. In other words, there is value in creating opportunities for older adults and youth to interact meaningfully. Intergenerational programs have been shown to be beneficial to every age group¹⁷. From pre-school, elementary school, middle school, high school, and college students' participation in intergenerational programs has shown to improve confidence, feel empowered in their communities, and improve cognitive, social, and physical benefits¹⁸. Benefits for adults include better communication and civic participation, while older adults experience decreased social isolation, stronger sense of purpose, increased self-esteem and greater life satisfaction¹⁹.

The priority actions listed under this goal are intended to be scalable and to target each age group. For example, intergenerational day programs can start out on a weekly or monthly basis and be scaled to be integrated facilities (such as a childcare facility within a retirement facility). By allowing for opportunities for intergenerational programming at every age, it enables participants to engage at their ability level. For instance an older adult who has a skill that they are looking to teach, or a skill that they are looking to learn they can participate in a shared learning program,

¹⁷ Generations United. (2021). *Making the Case for Intergenerational Programs*. WEB: [2021-MakingTheCase-WEB.pdf](#)

¹⁸ Ibid.

¹⁹ Ibid.

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whereas an older adult who is looking to maybe read books to children, or partake in more informal activities may prefer participating in a day program, another older adult who may be interested in sharing knowledge or local history could partake in an education or course related programming. Intergenerational programming can be set up in such a way that it is a 'pick your own adventure'. It is also important to acknowledge that not all intergenerational activities have to be directly implemented, by simply creating shared spaces that are both welcoming and accessible to individuals of different generations intergenerational interaction can occur naturally. These priority actions are based on the recognition that intergenerational efforts not only benefit older adults but also enrich the broader community by building social capital, preserving local knowledge, and promoting mutual respect across generations.

Priority Actions	Potential Engagement Partners	Deliverables	Time Period for Implementation
Seek opportunities for intergenerational day-programs for older adults and youth and/or shared facilities for childcare within retirement homes.	Town of Arnprior County of Renfrew Arnprior Regional Health / SALC Seniors at Home Local childcare providers Arnprior Museum Local retirement homes	An intergenerational day program	Short to Medium Term
Establish an intergenerational matching program that pairs older adults and other age groups to skill share in pairs or groups.	Arnprior McNab/Braeside Men's Shed Arnprior Public Library Arnprior Museum Arnprior Legion Town of Arnprior Recreation Greater Arnprior Seniors Council SALC	Intergenerational Shared Learning Program	Medium Term

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	Other local organizations		
Seek out and identify opportunities where older adults can participate in educational and course programming.	Local school boards Town of Arnprior Arnprior Museum Arnprior Public Library	Opportunities for students and older adults to collaborate on school and course projects	Short to Medium Term
Establish volunteer buddy program to target older adults who are at heightened risk of isolation.	Seniors at Home Arnprior Regional Health / SALC Dementia Society of Ottawa and Renfrew County Arnprior Legion	A buddy program for older adults at risk of isolation	Medium Term
Identify built environments that could be made to be intergenerational environments through the inclusion of age-friendly features.	Town of Arnprior Town of Arnprior Recreation Arnprior Museum Arnprior Public Library Arnprior Regional Health / SALC Greater Arnprior Seniors Council	Intergenerational environments in the town	Medium to Long Term

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6.7 Enabling Comprehensive Health & Wellbeing

“Isolation becomes a way of life. Socialization builds momentum.”

“Providing support to people who are providing support.”

“Simple things are very important – social intervention keeps minds active.”

“I drive an hour to see a doctor. This is not viable as I age.”

Interconnected domains:

Community
and Health
Care

Respect and
Social
Inclusion

Social
Participation

Feedback from participants expressed appreciation for existing health services and programs in the Town while acknowledging that there are opportunities for collaboration in the coordination and delivery of services, as well as opportunities to pursue additional funding, and targeted outreach directed at older adults most at risk of isolation. In addition, feedback was received regarding a desire for increased mental health supports for older adults in the Town.

The priority actions below, while many are carried forward from the 2016 Town of Arnprior Age-Friendly Community Plan, other priority actions have been added to make their implementation more comprehensive in scope. Singularly focused active aging policies do not necessarily account for the complex realities of aging in which older adults can live with multiple chronic conditions, and face significant social, psychological, and environmental challenges²⁰. Research continues to demonstrate that the social determinants of health, which can include financial security, mobility, cognitive changes, living arrangements²¹, etc. all play a major role in the overall health and wellbeing of an individual. In other words, there is a clear interrelationship between social factors and the health of older adults²². The priority action listed below aim to increase and expand the physical and mental health services available to older adults in the Town, while also addressing the needs of caregivers, the public's awareness of aging and health, and promoting social interaction and intervention to reduce isolation amongst the most vulnerable older adults.

²⁰ MacLeod, S., Schwebke, K., Hawkins, K., Ruiz, J., Hoo, E., & Yeh, C. S. (2018). Need for comprehensive health care quality measures for older adults. *Population health management*, 21(4), 296-302. WEB: [Need for Comprehensive Health Care Quality Measures for Older Adults | Population Health Management](#)

²¹ Ibid

²² Perez, Felipe P., Carmen A. Perez, and Magali N. Chumbiauca. "Insights into the social determinants of health in older adults." *Journal of biomedical science and engineering* 15.11 (2022): 261. WEB: [Insights into the Social Determinants of Health in Older Adults](#)

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Priority Actions	Potential Engagement Partners	Deliverables	Time Period for Implementation
Research and pursue funding opportunities for expanded older adult health programs.	Town of Arnprior Arnprior Regional Health Arnprior and District Family Health Team Dementia Society of Ottawa and Renfrew County	Increased funding	Short to Medium Term
Undertake initiatives, including working with existing health providers, to attract more family physicians to the Town.	Town of Arnprior Arnprior Regional Health Arnprior and District Family Health Team	Recruitment initiatives	Short, Medium, to Long Term
Research and educate the public on how social factors can impact individual health. Pursue opportunities to develop a social determinant of health assessment tool for older adults.	Town of Arnprior Arnprior Regional Health Arnprior and District Family Health Team Dementia Society of Ottawa and Renfrew County	Increased public awareness on the social determinants of health and potential assessment tools	Medium to Long Term
Work with the County to continue to expand health promotion and healthy living initiatives specific to older adults.	Arnprior Regional Health Arnprior and District Family Health Team County of Renfrew	Courses, programs, and information	Short, Medium, to Long Term
Work with older adults aged 80 years and older to develop recreation programs tailored to this	Town of Arnprior Recreation Arnprior Regional Health / SALC	Recreation programs developed specifically for older adults aged 80 +	Short Term

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group's needs and abilities	Dementia Society of Ottawa and Renfrew County		
Consult with experts in recreation programming through groups such as Recreation Professionals of Ontario, and Parks and Recreation Ontario	Town of Arnprior Recreation Professionals of Ontario Arnprior Regional Health / SALC Parks and Recreation Ontario	Dialogue with Provincial organization on recreation and improved practices.	Short to Medium Term
Expanded and continued services for older adults living with dementia.	Arnprior Regional Health Dementia Society of Ottawa and Renfrew County	Expanded programs to support the specific needs of older adults living with dementia.	Medium Term
Expanded mental health support for older adults and caregivers.	Arnprior Regional Health Arnprior and District Family Health Team Dementia Society of Arnprior and Renfrew County	Supports designed to support the mental health of older adults and caregivers.	Medium Term

7.0 Recommendations for Monitoring & Conclusion

7.1 Recommendations for Monitoring

Experience from other jurisdictions as well as previous experience in the Town has shown that AFC Plans require some kind of permanent group that has been mandated to implement the strategy, a group of champions, in order to ensure successful ongoing implementation, monitoring, revision and evaluation of goals and priority actions.

The re-establishment of the Greater Arnprior Seniors Council and task-oriented groups to work on specific implementation objectives. With renewed support from the Town, this approach could fulfill this function and it is recommended that it again be made a permanent community entity charged with working directly with the Town in overseeing the ongoing development, implementation and monitoring of the Town's renewed AFC plan.

Given the current structure of Council and its Committee's, creation of the GASC within the mandate of the AAFAC would provide both a place for the champions to report to and to provide support as needed. The previous mandate for the Greater Arnprior's Senior Council had the group as the sole over-seers and implementors of the AFC Plan, hence the tendency to burn-out and overtax a small group. The creation of a separate group would require resources that may not be available to support a full Committee.

Included in the priority actions are the establishment of other task-oriented support groups to provide input to the AAFAC The various realms involved in supporting an age-friendly community.



Figure 6: Proposed coordination of Age-Friendly Community Plan.

Accessibility & Age-Friendly Advisory Committee (AAFAC): The AAFAC will continue to provide sound advice and recommendations to Council related to the accessibility of Town programs, services and facilities for all users. They will also serve to promote and facilitate a barrier-free and age-friendly community by assisting in the removal and prevention of barriers faced by persons of varying abilities and the creation of programs and services that can be enjoyed by residents and visitors of all ages.

The AAFAC will remain focused on the removal of barriers in the community that prevent accessibility and age-friendliness in the Town. They will continue to work directly with Council.

The AAFAC is currently primarily barrier-free focused, and the Town will have to confirm the change in role and focus. This may lead to an alteration to the membership of the Committee as the Town examines the implementation of these recommendations to include representatives of the various older adult interests.

Greater Arnprior Seniors Council (GASC): A re-established GASC as well as community run task-oriented support groups informing and working with AAFAC to provide recommendations based on the previous goals of GASC including:

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1. *enhance facilities and infrastructure to enable older adults to fully participate in the community;*
2. *improve older adult-focused services and supports while promoting and coordinating existing services and assets; and*
3. *foster positive engagement and active lifestyles for older adults.*

While all these goals would still be relevant to a renewed GASC, rather than taking on sole responsibility for all these efforts, we propose a division of responsibilities amongst community run (volunteer) task-oriented support groups to provide ideas/recommendations to assist with the AAFAC implementing their role. For example, AAFAC should be the main spearhead of efforts to “*enhance facilities and infrastructure to enable older adults to fully participate in the community*”. This global focus on the implementation of this plan is appropriately situated within this Council Committee.

As an example, if the Committee finds it needs assistance with the improvement of “*older adult-focused services and supports while promoting and coordinating existing services and assets*”, they can turn to a community-based support group such as the proposed “Age-Friendly Community Working Group”.

For the final goal, it is recommended that “*active lifestyles*” is changed to “*comprehensive wellbeing*”, and that all groups including GASC, AAFAC, and the Age-Friendly Community Working Group be tasked with fostering “*positive engagement and comprehensive wellbeing for older adults*”.

The role of GASC will be to support and coordinate these goals amongst the respective support group and to be the main advocacy point for older adults in the Town – a “home base” of sorts.

The GASC is older adult focused.

Age-Friendly Community Working Group: As outlined above the main role of this group would be to “*improve older adult-focused services and supports while promoting and coordinating existing services and assets*”. This group would be an informal community-based group made up of service providers in the Town. The group could provide an opportunity for these service providers to come together, coordinate efforts, pool resources, share experiences, and foster the efficient and effective delivery of services and supports to older adults in the Town. This role is of benefit to these groups, and the AAFAC can utilize this group as a source of information (and vice versa) on an as-needed basis.

The Age-Friendly Community Working Group is service focused and can meet independently as needed to provide input on a specific topic.

Volunteer Registry: The Arnprior volunteer registry can contain a list of volunteers that have self-added themselves to the registry and that can be drawn upon to support volunteer initiatives in the Town. Various groups and organizations could use this registry, as needed, to recruit volunteers to provide support for various initiatives and events.

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7.2 Conclusion

The success of the goals and priority actions within the Town of Arnprior AFC Plan will be dependent on broad and sustained effort and engagement of service providers and agencies, local organizations, volunteers, community members, older adults themselves, and most of all the Town itself as a leader and advocate for the importance of age-friendly communities. The Town was an early adopter of the AFC Plan and offers a variety of services the focus on keeping older adults active in their community. However, as mentioned throughout this plan an age-friendly community is not a destination that is arrived at, rather it is a sustained and coordinated effort between the Town, its partners, and residents, to say throughout everything it does *"This is a community in which I want to grow old in."* By accounting for the most vulnerable members of the community in its design, policies, and plans, the Town makes itself open and inclusive to residents of all ages and abilities. And by approaching it in such a way as to address the comprehensive wellbeing of the individual by accounting for their participation in the social and built environment of the Town, from where they live, to who they interact with, to what programs are there to support them as they age, a sense of belonging in place is fostered. In the simplest of terms AFC Plans remind us of why we care about and build communities in the first place – *to support one another.*

This report has been prepared by J.L. Richards & Associates Limited for the Corporation of the Town of Arnprior's exclusive use. Its discussions and conclusions are summary in nature and cannot properly be used, interpreted or extended to other purposes without a detailed understanding and discussions with the client as to its mandated purpose, scope and limitations. This report is based on information, drawings, data, or reports provided by the named client, its agents, and certain other suppliers or third parties, as applicable, and relies upon the accuracy and completeness of such information. Any inaccuracy or omissions in information provided, or changes to applications, designs, or materials may have a significant impact on the accuracy, reliability, findings, or conclusions of this report.

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Renewed Town of Arnprior Age-Friendly Community Plan

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Appendix A

Plan Characteristics [Plan Evaluation]

Town of Arnprior Age-Friendly Community Plan Renewal Plan Characteristics [Plan Evaluation]

Plan Characteristic	Definition (Guyadeen et al., 2019, 124-125)	AFC Application (Pelopidas, 2021, 34-35)
Fact Base	The empirical foundation for a plan and helps to rationalize and prioritize plan goals and policies.	Fact base addresses an awareness of an aging population, population aging as an issue, current and forecasted population trends, the impacts of an aging population, the importance of planning for age-friendly communities, and the geographic distribution of older adults within a city.
Goals	Ambition statements about desired future conditions derived from the fact base analysis and from community and stakeholder consultations.	Goals address quality of life, healthy communities, walkable environments, and age-friendly communities.
Policies	Action-oriented mechanisms used to guide public and private decision-making in order to achieve plan goals.	Policies address land use, built form, community development and/or services, city systems, infrastructure, and healthy communities.
Implementation	A commitment to follow through on plan policies, including the steps needed to ensure that actions are carried out.	Implementation addresses how age-friendly environments will be implemented, if they are prioritized, timelines, and financial resources.
Monitoring and Evaluation	A systematic framework for continually tracking implementation activities and assessing the outcomes of those activities, [to] determine the extent to which plan goals are being achieved.	Monitoring and evaluation address on-going and post evaluation, and metrics related to age-friendly environments.
Public Participation	How the public and various stakeholder groups were engaged in the plan creation process.	Public participation addresses identification of engaged stakeholders and the public.
Inter-organizational Coordination	The interrelated nature of the plan creation and implementation processes...This includes ensuring proper coordination among various organizations and agencies between the different levels of government and municipal departments... [as] policies are often associated with other plans and initiatives.	Inter-organizational coordination addresses other local plans, regional plans (as applicable), and provincial or federal plans.
Organization and Presentation	The communicative aspects of a plan... A clearly organized and well-presented plan is readable, user-friendly, and, above all, relevant to the needs of the community.	Organization and presentation address the presence of a distinct table of contents section, defined terms, and maps and/or diagrams about age-friendly walkable environments

Appendix B

Plan Indicators [Plan Evaluation]

Town of Arnprior Age-Friendly Community Plan Renewal Plan Indicators [Plan Evaluation]

Plan Characteristic	Indicators
Fact Base (7 indicators)	• Awareness • Understanding • Aging Population • Population Forecasts • Impacts • Importance • Distribution
Goals (4 indicators)	• Quality of Life • Healthy Communities • Walkable Environments • Age-Friendly Communities
Policies (49 Indicators)	• Well Maintained Sidewalks/ Pavements • Well Maintained Trails/Paths • Repair • Obstacles • Sidewalk Presence • Wide Sidewalks • Stairs • Ramps • Hand Rails • Visual Crossing Cues • Presence of Street Crossings • Frequent Street Crossings • Auditory Crossing Cues • Speeding • Right-of-Way • Trail/Path Connectivity • Mixed Use • Paths/Trails • Transit Stops • Destinations (General) • Commercial Destinations • Food Stores • Recreational Destinations • Blue Spaces • Parks • Gardens • Rest Areas • Benches/Public Seating • Drinking Fountains • Access to Public Toilets • Street Signage • Adverse Conditions • Snow/Ice Clearance • Shade • Accessibility • Lighting • Useability of Information Materials

	• Food Programs • Employment and Unemployment • Sense of Belonging • Agism • Social Environments • Noise • Health Related Quality of Life • Social Isolation and Loneliness • Intergenerational Environments • Intergenerational Programming • Aging in Place
Implementation (4 indicators)	• Implementation • Priority • Financing • Timeline
Monitoring and Evaluation (2 indicators)	• On-going Evaluation • Metrics
Public Participation (3 indicators)	• Stakeholder Engagement • Public Engagement • Service Provider Engagement
Inter-Organizational Coordination (3 indicators)	• Horizontal • Vertical –Local/ Regional • Vertical –Provincial/Federal
Organization and presentation (2 indicators)	• Glossary • Maps/diagrams

Citations:

- Guyadeen, D., Thistlethwaite, J., & Henstra, D. (2019). Evaluating the quality of municipal climate change plans in Canada. *Climatic Change*, 152(1), 121–143.
- Pelopidas, C. (2021). Age-friendly Policy: Evaluating Walkable Environments for Older Adults in Mid-sized Ontario Municipalities (Major Research Paper). University of Toronto, Toronto, ON.
- Vincent, E., M. Hartt, G. Fung & L. Smith. (2022). Good Planning or Good Intentions? An Age-Friendly Plan Evaluation of Victoria, Canada. *Canadian Planning and Policy*, 2022 (1): 1-19.

Appendix C

Service Provider Survey Questions

Town of Arnprior Age-Friendly Community Plan Renewal

Survey of Service Providers

The Town of Arnprior is in the process of renewing its Age-Friendly Community (AFC) Plan in order to ensure that the community is accessible, inclusive, has age-friendly social and physical environments, and that the services and programs offered to older adults reflect the goals contained in the Plan. Work on the renewed plan is anticipated to be completed by late summer/early fall 2025.

This survey is intended to gather information to support the effective and comprehensive provision of services for older adults in the Town of Arnprior. Therefore, we are reaching out to direct and indirect providers of services for older adults in the community to gauge their perception, experiences, and recommendations on how we can better serve older adults in the community.

The survey will take about 10 to 15 minutes to complete. Findings will be presented at a community stakeholder forum to be held in late March 2025 and will be used to inform the goals and strategies in the renewed AFC Plan.

Please complete this survey by March 15, 2025. Your responses are anonymous and only your organization's name will be required. Thank you for taking the time to undertake the survey, your feedback will directly support the renewal of the AFC Plan and help to support the Town of Arnprior as an age-friendly community.

Background Questions

1. Name of Organization: [written response]
2. Category of Service Provided (select all that are apply): [drop-down list]
 - Physical Health Services
 - Mental Health Services
 - Recreation Services
 - Social Services
 - Financial Services
 - Home Care Services
 - Transportation Services
 - Meal/Food Preparation Services
 - Long-term Care ServicesOther: [written response]
3. Size of organization: [written response – number]
4. Number of years in existence: [written response – number]
5. Duration of service: [drop-down]
 - One-off
 - Rare/Infrequent
 - Ongoing

- Other: [written response]
6. How would you describe your organization's demand for services: [drop-down]
 - High-Demand: Cannot meet demand, resources are spread thin, long waitlists, etc.
 - Medium-Demand: Demand is steady, and waitlists (if any) are short.
 - Low-Demand: Demand for service is low and/or in-frequent.
 7. What potential barriers, (i.e., technological issues, lack of awareness, etc.) if any, do older adults face in accessing your organization's services? [written response]
 8. Are there other service providers in the Town that provide similar services? [drop-down]
 - No, we are the only providers of this service in the community.
 - 1-2 other organizations provide similar services.
 - 3-4 other organization provide similar services.
 - 5+ other organization provide similar services.
 9. Does your organization partner or collaborate with other organizations in the delivery of services? [Y/N]
 10. What are the main challenges you face in your delivery of services (in-general): [written response]
 11. What are the main challenges you face in your delivery of services with regard to older adults (ages 65+): [written response]
 12. What improvements would make the delivery of services more effective/efficient? [written response]
 13. What does the Town do to help support your organization in the delivery of services? [written response]
 14. What can the Town do further to help support the delivery of your services? [written response]
 15. Are there any funding opportunities (which you do not have access to) that the Town can seek to support your services?

Thank you for taking the time to complete this survey. Your responses will help inform the Town of Arnprior's renewed Age-Friendly Community Plan.

Appendix D

Key-Informant Interview Questions

Town of Arnprior Age-Friendly Community Plan Renewal

Key-Informant Interview Questions

Category	Questions
Background	• Name • Role/Organization • How long have you lived in the Town of Arnprior? • What makes the Town of Arnprior distinct from other municipalities in the Region? • How has the Town of Arnprior changed/evolved in recent years?
Age-Friendly Cities and Communities	• What features of an age-friendly community do you think the Town of Arnprior already has? • What gaps exist right now in terms of the Town of Arnprior becoming an age-friendly community? • Do older adults in the Town have sufficient opportunity to age-in-place?
Services	• In what service areas (for older adults) does the Town excel in? • What service areas (for older adults) could be improved? • What services do older adults in the Town have to travel externally to receive? (i.e. outside of the Town?) • What are emerging service areas for older adults in the Town?
Funding & Support	• What are the main funding sources for age-friendly initiatives in the Town? • What roadblocks to age-friendly initiative face in the Town? • Are you aware of any funding sources for AFC needs? • How are age-friendly initiatives prioritized amongst other initiatives in the community?
Population Questions	• Are the majority of older adults, people who have aged in the community? or are they older adults moving to the Town later in life? • Are there any older adults (i.e. dementia, limited mobility, etc.) that

	you believe could be falling through the cracks in terms of service delivery? • Have you noticed a significant change in the community since the implementation of the AFC Plan? • What is working about the current AFC Plan? And what is not?
Built & Social Environment	• Do older adults in the Town have access to third places? *third places are location where people spend time that are not home or work (e.g. coffee shops, bars, library, etc.) • Do older adults in the Town have a strong volunteer presence? • Are events for older adults well attended? Are they hosted frequently?

Appendix E

Focus Group Questions

Town of Arnprior Age-Friendly Community Plan Renewal

Focus Group Questions

Ground rules for the Focus Group:

- *Everyone participates, no one dominates:* While the group may be composed of both introverts and extroverts, every participant should have the opportunity to speak without one participant dominating the conversation. The facilitator will be responsible for ensuring that the discussion flows in a way in which each participant can share their thoughts within the parameters of the focus group.
- *Agree to disagree:* There does not need to be consensus across participants, and participants can have their own beliefs and perceptions while respecting those of others.
- *Parking lot:* Often during group discussions off-topic ideas, questions, and comments may come to participants' minds. These ideas, questions, and comments can be moved to a 'parking lot' to be revisited later in the conversation as a way of keeping group discussions on topic, without going down too many rabbit holes. The facilitator will use their discretion to ensure that the discussion is kept on track.
- *Respect the Privacy of Others:* Participants should respect one privacy and not share any stories or experience shared by others outside of the focus group discussion. Responses recorded during the focus group session by the facilitator will remain anonymous.
- *Respectful Behaviour:* Participants should maintain respectful behaviour throughout the focus group session, aggressive behaviour towards others will not be tolerated.

Engagement Questions:

- What would you say are the benefits of living here in the Town?
- What would you say are the challenges of living here in the Town?

Exploration Questions:

Opening:

- What does an age-friendly community look like to you?
- Would you say that the Town is an age-friendly community? Why or why not?
- What improvements could be made to the Town to make it more age-friendly?

Built Environment:

Now focusing on the built environment of the Town, the streets, sidewalks, public seating, facilities, etc.

- What is working?

- What can be improved?
 - Follow-up: suggestions for improvement

Services and Supports:

Turning to services and supports you receive here in the Town...

- What services do you find most valuable and why?
- What services are missing?
 - Follow-up: suggestions for improvement

Social and Recreational:

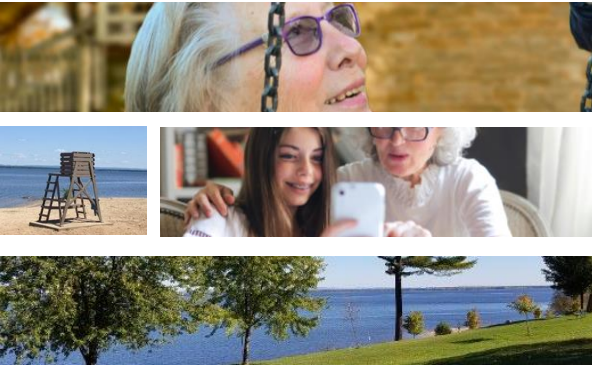
- Do you feel that you have adequate opportunities to socialize with your peers? With residents of other ages? Please provide examples in your responses.
- What social and/or recreational programs would you like to see more of in the Town?

Exist Questions:

- What is the most important thing you would like to see improved upon in the renewed AFC Plan?
- Is there anything else you would like us to know?

Appendix F

Community Open House Boards



Town of Arnprior Age-Friendly Community Plan Update

Thursday April 3rd, 2025

**Welcome to the
Open House!**



***Please sign-in at the desk**

We want to hear from you!

You can provide feedback in the following ways:

**1 Come speak
with us!**



**2 Grab some
sticky notes
and a pen to
record your
comments on
the boards.**

**3 Fill out a
feedback form
(located at
sign-in desk).**



What is an Age-Friendly Community?

What does an age-friendly community look like to you?

Please add your notes here!

“An age-friendly city or community is health promoting and designed for diversity, inclusion, and cohesion, including across all ages and capacities. An age-friendly community enable people to stay active; keep connected; and contribute to their community’s economic, social, and cultural life.”

- World Health Organization

In an age-friendly community, policies, services, settings and structures support and enable older adults by:

- Recognizing the capacity and resources among older adults;
- Anticipating and responding flexibly to aging-related needs and preferences;
- Respecting their decisions and lifestyle choices;
- Protecting those who are vulnerable; and
- Promoting older adult’s inclusion in and contribution to all areas of community life.

- World Health Organization, 2008



What is an Age-Friendly Community?

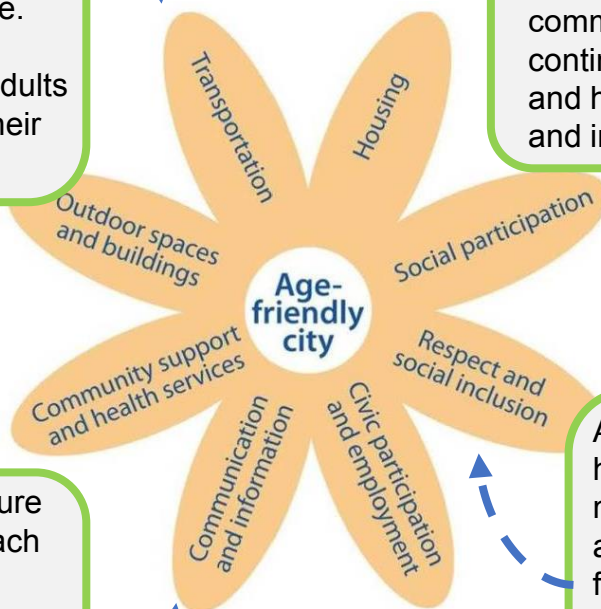
The WHO Age-friendly Cities framework proposes eight interconnected domains that help to identify and address barriers to older adult wellbeing :

For example, a lack of affordable public transit can isolate older adults who are unable to drive. Access to affordable transit ensures older adults can stay engaged in their community.

Participating in leisure, social and cultural activities in the community fosters older adults' continued integration in society and helps them stay engaged and informed.

Aging is a natural process; however, stigma and negative preconceptions of aging still exist. Age-friendly communities demonstrate respect for older adults and facilitate intergenerational interactions.

Communities must ensure that information can reach older adults in a timely, effective and accessible manner, through communication channels that they are familiar with.



In your opinion, what domain(s) could be improved in the Town's updated Age-Friendly Community Plan? Add a note below or add a sticker directly to the domain(s) you would like to see improved.

Please add your notes here!

What did the Current Age-Friendly Community Plan Accomplish?

At a high-level the current plan assisted in accomplishing the following:

Facilities and Infrastructure



The Greater Arnprior Seniors Council (GASC) advocated for the creation of the Seniors Active Living Centre (SALC) and Men's Shed.

Expansion to the Grove Nursing Home and increase in long-term care beds.

Services and Supports



Raised awareness and knowledge of services for older adults in the community.

Established a Greater Arnprior Seniors Council (GASC).

- Image courtesy of CSS Agency

Positive Engagement and Active Lifestyles



Helped expand day programming and educational offerings for older adults through SALC, Seniors Without Walls, and Provincial partnerships.

Do you have any comments or feedback on the current Age-Friendly Community Plan you would like to share?

Please add your notes here!

Why update the Age-Friendly Community Plan?

Based on the 2021 Canadian Census of the Population:



The Town's population has grown to 9,629 people, up 9.5% from 2016.

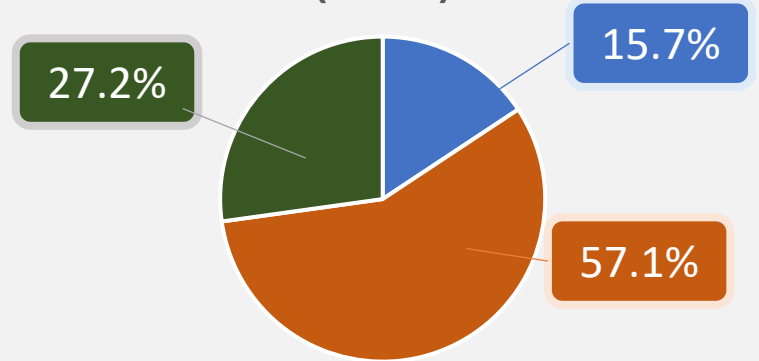


The percentage of older adults aged 65+ has increased to represent 27.2% of the Town's population.

Since the first iteration of the Town's Age-Friendly Community Plan there has been a steady increase in the number of older adults living in the Town as well as changes to what it means to be an age-friendly community.

The renewed Age-Friendly Community Plan will serve as a refreshed blueprint to guide short-, medium-, and long-term planning as well as the establishment of priorities.

Age Distribution of Population (2021)



■ 0 to 14 years ■ 15 to 64 years ■ 65 years and over

- Data courtesy of the Canadian Census of the Population, 2021
Arnprior, Town (1) [Census subdivision]

What would you like to see in the updated Age-Friendly Community Plan?

Please add your notes here!

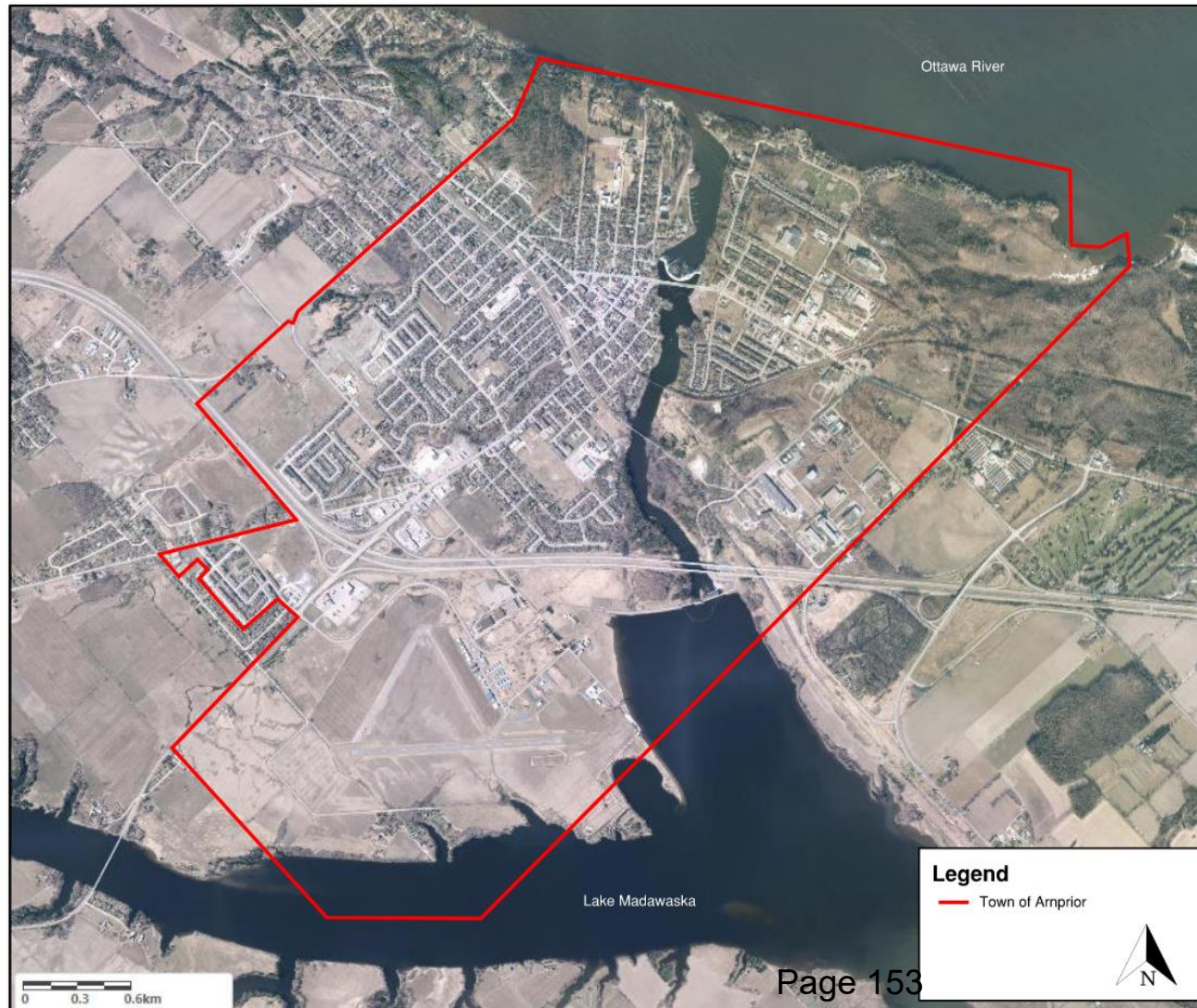
The Planning Process

Do you have any questions or comments on the planning process?

Please add your notes here!



Plan Area: Age-Friendly Community Plan



Instructions:

Please add stickers to the map to show locations within the plan area you feel are age-friendly, could be improved to be more age-friendly, or face challenges in becoming age-friendly.

-  = Age-Friendly Environment.
-  = Could be improved to be a more Age-Friendly Environment.
-  = Faces challenges in becoming an Age-Friendly Environment.

Use this board to leave comments, share ideas, and provide feedback to improve the “Age-Friendliness” of the following areas: **Environment** (parks, streets, etc.), **Services** (transportation, health, etc.), or **Community** (volunteering, news, social events, etc.)

Environment

Services

Community

Use this board to write or draw what you would like the updated Age-Friendly Community Plan to achieve.

Next Steps

- We will review the data gathered through the stakeholder and community engagement activities in order to identify key challenges and opportunities.
- We will draft a discussion paper based on these findings to solicit feedback and input from the larger community.
- A community survey will be distributed to capture this input from the larger community.

Feedback and questions can be sent to:

Kaitlyn Wendland

Client Services
Coordinator, Town of
Arnprior

kwendland@arnprior.ca

&

Ellory Vincent

Consulting Planner,
J.L.Richards & Associates

evincent@jlrichards.ca

**Thank you for
your
participation!**



Any final thoughts?

Please
add your
notes
here!

Appendix G

Community Survey Questions

Town of Arnprior Age-Friendly Community Plan Renewal

Community Survey

The Town of Arnprior is in the process of renewing its Age-Friendly Community (AFC) Plan in order to ensure that the community is accessible, inclusive, has age-friendly social and physical environments, and that the services and programs offered to older adults reflect the goals contained in the Plan. Work on the renewed plan is anticipated to be completed by late summer/early fall 2025.

This survey is designed to solicit information from residents of the Town of Arnprior on a variety of topics related to the age-friendliness of the Town. The survey will take about 10 – 15 minutes to complete. Findings will be used to inform the goals and strategies in the renewed AFC Plan.

Please complete this survey by June 6th, 2025. Your responses will be kept anonymous. Thank you for taking the time to undertake the survey, your feedback will directly support the renewal of the AFC Plan and help to support the Town of Arnprior as an age-friendly community.

Demographic Questions

1. Age: [drop-down menu]
 - 0 - 14 years
 - 15 - 24 years
 - 25 - 44 years
 - 45 - 64 years
 - 65 - 74 years
 - 75 - 84 years
 - 85 - 94 years-80
 - 94 years +
2. I identify as: [drop-down menu]
 - Male
 - Female
 - Other: [written response]
3. Years living in the Town of Arnprior: [written response]
 - Less than a year
 - 1-2 years
 - 2-5 years
 - 5-10 years
 - 10-15 years
 - 15 years +
4. Type of dwelling: [drop-down menu]

- Single detached house
- Townhouse
- Apartment/Condominium
- Renting a room in a house
- Co-operative Housing
- Retirement Living Facility
- Long-term Care Facility
- Additional Residential Unit/Garden Suite
- Other: [written response]

*An additional dwelling unit is a unit within the primary dwelling or as a detached dwelling on a lot with a primary dwelling, these are also referred to as garden suites.

5. Living Arrangement: [drop-down menu]

- Living with spouse/ partner
- Living alone
- Living with extended family
- Other: [written response]

6. Do you live with a chronic condition? [Y/N]

*A chronic condition is a health condition/disease that is persistent or otherwise long-lasting in its effects.

7. Do you live with limited mobility? [Y/N]

8. Do you use a wheeled walker, wheelchair, and/or another mobility device? [Y/N]

9. What is your main mode of transport [drop-down menu]

- Driving (myself)
- Driving (as passenger)
- Walking
- Cycling
- Cab/Rideshare (i.e., Lyft)
- Other: [written response]

10. Employment Status (select all that apply): [drop-down menu]

- Full-time employment
- Part-time employment
- Seasonal employment
- Unemployed
- Retired
- Volunteer
- Other: [written response]

11. The main way that I receive information about municipal services the Town is via: [drop-down menu]
- Email
 - Word-of-mouth
 - Social Media
 - Newspaper
 - Other: [written response]

Built Environment Questions

12. Buildings in the Town are accessible to older adults with mobility challenges: [drop-down menu]
- Agree
 - Somewhat agree
 - Neutral
 - Somewhat disagree
 - Disagree

Comments: [written response]

13. There are a sufficient number of public washrooms in the Town: [drop-down menu]
- Agree
 - Somewhat agree
 - Neutral
 - Somewhat disagree
 - Disagree

Comments: [written response]

14. There are a sufficient number of greenspaces in the Town: [drop-down menu]
- Agree
 - Somewhat agree
 - Neutral
 - Somewhat disagree
 - Disagree

Comments: [written response]

15. Public spaces (i.e. parks, squares, etc.) in the Town have sufficient seating: [drop-down menu]
- Agree
 - Somewhat agree
 - Neutral
 - Somewhat disagree
 - Disagree

Comments: [written response]

16. Public spaces in the Town are clean: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

Mobility & Accessibility Questions

17. It is easy to get around the Town as a pedestrian: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Somewhat disagree
- Disagree

Comments: [written response]

18. Sidewalks in the Town are kept in good condition year-round: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

19. Sidewalks in the Town have sufficient lighting: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

20. There are a variety of transit options available in the Town: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

21. Commuter bus stops/stations conveniently located in the Town: [drop-down menu]

- Agree

- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

22. There are a sufficient amount of public recreation trails available in the Town: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

23. I feel safe using non-signalized (non-stoplight) pedestrian crosswalks: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

24. Noise generated from vehicles/traffic is generally at a reasonable level: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

25. There are a sufficient number of sidewalks in the Town: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

26. Street signs in the Town are easy to read: [drop-down menu]

- Agree

- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

27. Wayfinding signs* in the Town are easy to understand: [drop-down menu]

*Wayfinding signs are visual signs within environments that facilitate navigation (for example bathroom signs, warning signs, direction signs, etc.).

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

28. Overall, it is easy to find my way through the Town: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

Social & Civic Engagement Questions:

29. I feel like I belong within my community: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

30. I feel like I have sufficient opportunities to socialize within my age-group [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

31. I feel like I have sufficient opportunities to socialize with people that are outside of my age-group: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

32. There are a wide variety of activities offered to my age-group within the Town: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

33. There are a range of options to volunteer in the Town: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

34. There are a sufficient number of learning opportunities available to me: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

35. There are a sufficient number of job opportunities available to me [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

36. There are a variety of sports/recreation league and groups in the Town I could join: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

37. I feel like my voice is heard by decision making bodies in the community: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

38. I often feel discriminated against based on my age: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

39. I often feel lonely and isolated: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

Housing Questions

40. I feel safe inside my home: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

41. I feel safe in my community outside my home: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

42. There are a variety of affordable housing options available within the Town: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

43. My housing is close to services that I need (i.e. Doctors offices, grocery stores, etc.): [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

44. I feel stuck at home: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

Health & Wellbeing Questions:

45. There is a sufficient range of health services available in the community: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

46. I feel informed and aware of the health services that are available to me: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

47. If in need, I know how to access health services: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

48. I feel like my needs are understood by health service providers in the Town: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

49. I often have to wait long periods of time to receive the health services I need: [drop-down menu]

- Agree
- Somewhat agree
- Neutral
- Somewhat disagree
- Disagree

Comments: [written response]

The Corporation of the Town of Arnprior

By-law Number 7630-25

Being a by-law amend By-law No. 7467-24, to appoint new Members to the Town of Arnprior's Culture and Diversity Advisory Committee for the remainder of the 2022-2026 Term of Council.

Whereas Council adopted a renewed Advisory Committee structure at the November 14th, 2023 Regular Meeting of Council, in conjunction with the 2024-2027 Strategic Plan; and

Whereas Council adopted terms of reference for the Accessibility and Age Friendly Advisory Committee, Culture and Diversity Advisory Committee, and Environmental Advisory Committee at the January 8th, 2024 Regular Meeting of Council; and

Whereas it is deemed necessary to replace two members, Michael Bradley and Gaganpal Bhasin, of the Culture and Diversity Advisory Committee; and

Whereas Council, at their meeting held on October 14th, 2025, provided direction to prepare an appointment by-law for Council's consideration;

Therefore, the Council of the Town of Arnprior enacts as follows:

1. **That** the following members be hereby appointed to the Culture and Diversity Advisory Committee:
 - Jamie Cambell
 - David Quesnelle
2. **That** all appointments, as noted within this By-law, shall be for the duration of the 2022 to 2026 term of Council, unless Council directs otherwise through resolution or by-law.
3. **That** any vacancies created through resignation will be advertised as staff deems appropriate when said vacancy occurs.
4. **That** any by-laws or resolutions or parts of by-laws and/or resolutions that are inconsistent with the provisions of this by-law are hereby repealed insofar as it is necessary to give effect to the provisions of this by-law.
5. **That** this By-law shall come into force and effect on the day of its adoption.

Enacted and passed this 27th day of October, 2025.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

This by-law is deemed to be adopted on _____, 2025



Authorization for Expenditure of Election Reserve Funds in 2025 for the 2026 Election

Whereas through the adoption of By-law Number 7612-25, Council authorized the use of an Alternative Voting Method (Internet/Telephone) for the 2026 Municipal and School Board Election, and to enter into a contract for the alternative voting services; and

Whereas the Town has entered into a contract for these services with Voatz Canada Ltd.; and

Whereas the Town Reserve and Reserve Fund Policy require a resolution of Council, should election reserve funding be required to be expended outside of an election year; and

Whereas the Town Clerk has secured the alternative voting contract at an earlier date than in previous elections, with the first invoice coming due at the end of October 2025, being outside of the 2026 election year;

Therefore, be it resolved that Council of the Corporation of the Town of Arnprior authorize the General Manager, Client Services/ Treasurer to pay for the first invoice of \$2,247.49 in 2025, from the Election Reserve; and

Further that any future invoices that may come forward prior to the year of the election, as part of this 2026 Election alternative voting services, be authorized to be paid for utilizing the Election Reserve.



Corporate Review Funding

Whereas Mayor McGee issued Mayoral Decision Number MDE-2025-02, which directed the Town to undertake a Corporate Review to be completed by the end of Q1 of 2026, through an RFP Process.

Therefore Be It Resolved That Council authorizes funding for a Corporate Review, up to a maximum of \$75,000, be funded from the Capital Expenditure Reserve Fund.



Municipal Grants Application – In-Kind Support – Arnprior & District Humane Society

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior & District Humane Society; and

Whereas the Arnprior & District Humane Society is an eligible organization under the Municipal Grants Policy and supports the community in providing shelter, food, and medical care to abandoned, abused, and neglected animals in Arnprior.

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$365.00 plus HST) for the Arnprior & District Humane Society's Feliz Naughty Dog Craft & Bake Sale to be held on November 2nd, 2025; and

Further That the Arnprior & District Humane Society be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.