



REPORT TO: Mayor and Members of Council

PREPARED BY: Felicia Krista, Manager of Economic Development & Community Engagement

DEPARTMENT: Economic Development

DIVISION: Economic Development

MEETING DATE: May 6, 2026

SUBJECT: Report DEDCS-11-2026 – CIP Application – 242 Ardross Street ARU

PROPOSED MOTION

THAT Council receives Report DEDCS-11-2026 regarding “CIP Application – 242 Ardross Street ARU” for information;

AND THAT Council award the owners of 242 Ardross Street, Parkhill, \$10,000.00 toward the construction costs, \$356.79 toward planning and building fees, and \$1,050.00 toward the professional fees for their additional residential unit project.

STAFF RECOMMENDATION

THAT Council receives Report DEDCS-11-2026 regarding “CIP Application – 242 Ardross Street ARU” for information;

AND THAT Council award the owners of 242 Ardross Street, Parkhill, \$10,000.00 toward the construction costs, \$356.79 toward planning and building fees, and \$1,050.00 toward the professional fees for their additional residential unit project.

EXECUTIVE SUMMARY

The North Middlesex Community Improvement Plan (CIP), approved in 2021 and consolidated in January 2026, continues to serve as a flexible incentive program supporting economic development and community improvement, with enhanced focus on housing opportunities. Updates to the 2026 CIP include increased construction cost

eligibility from \$5,000 to \$10,000 and the continuation of all program streams, including the Residential/Affordable Housing Stream. An application has been received for 242 Ardross Street, Parkhill, to construct a new 24' x 40' additional residential unit (ARU), contributing to increased local housing supply. The applicant meets all program requirements and is recommended for funding in the total amount of \$11,406.79 under the CIP's Additional/Affordable Housing Stream.

LINK TO STRATEGIC PRIORITIES

Economic Development By promoting economic growth through implementation of the Economic Improvement Plan

BACKGROUND

The North Middlesex CIP was approved at the May 12th, 2021, Meeting of Council, with a recent January 2026 Consolidation made to the program. The CIP provides an incentive toolbox that can be used to support economic development and community improvement projects throughout the Municipality. Council has the option of selecting which financial incentive programs, funding methods and budget on an annual basis. The 2026 CIP has been revised to enhance its impact on both economic development and housing opportunities within the municipality. The 2026 CIP fund has had some changes to the framework during the consolidation process. Construction costs for most streams were increased from \$5,000 to \$10,000 per project. This year's CIP remains extended to open all available streams within the current CIP framework:

Business/Commercial Stream

1. Beautification
2. Rural Economic Development
3. Accessibility
4. Brownfield Study Program
5. Conversion, Expansion & Redevelopment Program

Residential/Affordable Housing Stream

1. **Additional Residential Unit Program**
2. Affordable Rental Housing Unit Program

DISCUSSION

The applicant currently owns the property located at 242 Ardross Street, Parkhill, ON, and is planning to add an additional residential unit (ARU) on the property. The project includes constructing a new 24' x 40' ARU, being a self-contained residential dwelling

intended to provide additional housing on the property. As a part of the ARU project, the applicant was required to obtain professional heating and cooling measurements and related design documentation in order to comply with code and permit requirements. The applicant is eligible to receive \$10,000 for 50% of the construction costs, as the costs associated with the project well exceed the maximum. The applicant is eligible to receive \$356.79 for 50% of the planning/building fee costs, as the costs associated with the project are well within the maximum. Further, the applicant is eligible to receive \$1,050 for 50% of the professional fees costs, as the costs associated with the project are well within the maximum. The applicant provided all necessary supporting documentation, a completed and signed application, drawings for the project, and the applicant owns a property in the designated area for this project in relation to the CIP. The applicant has been deemed eligible for funding in the total amount of \$11,406.79, in accordance with the program guidelines, under the Additional/Affordable Housing Stream of the CIP. The applicant is a member of Council. The application has been reviewed in accordance with the CIP criteria and standard evaluation process.

FINANCIAL

Approved Operational Budget

2026 Opening Balance	Funds Dedicated to Date	Proposed Funding	Proposed Closing Balance
\$25,000.00 <i>Residential/Affordable Housing Stream</i>	\$0.00 <i>Residential/Affordable Housing Stream</i>	\$11,406.79 <i>Residential/Affordable Housing Stream</i>	\$13,593.21 <i>Residential/Affordable Housing Stream</i>
\$25,000.00 <i>Business/Commercial Stream</i>	\$25,000.00 <i>Business/Commercial Stream</i>	\$0.00 <i>Business/Commercial Stream</i>	\$0.00 <i>Business/Commercial Stream</i>

This application is a match for the County’s community improvement program and staff expect to receive funding back from the County of approximately \$5,500.00.

ATTACHMENT

- North Middlesex CIP Application Form: 242 Ardross Street
- Supporting documentation (quotes, drawings).

Prepared By: **Felicia Krista, Manager of Economic Development & Community Engagement**

Our Values:

Community

Innovation

Collaboration

Stewardship

Reviewed By: Brandon Drew, Director of Economic Development & Community Services

Reviewed By: Ralph D'Alessandro, Director of Finance /Treasurer

Approved By: Samuel Shannon, Interim Chief Administrative Officer