



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

April 22, 2026, 5:00 p.m.

Members Present: Mayor Brian Ropp
Deputy Mayor Paul Hodgins
Councillor Ward 1 Sara Nirta Virtual
Councillor Ward 2 Bill Irwin
Councillor Ward 3 Charles Daigle
Councillor Ward 4 John Keogh
Councillor Ward 5 Adrian Cornelissen

Staff Present: Director of Economic Development and Community Services,
Brandon Drew
Director of Corporate Services / Clerk Ashley Cook,
Deputy Clerk, Amber Mandich
Director of Fire and Emergency Services, Scott Jones
Human Resources and Health and Safety, Anica Peter
Manager of Public Works, Brandon McLeod
Felicia Krista, Manager of Economic Development &
Community Engagement
Deputy Treasurer, Neil Konzelman
Director of Infrastructure and Operations, Sam Shannon

The Regular Meeting of the Council of the Municipality of North Middlesex was held under the provisions contained within the North Middlesex Procedural By-law and may be held in whole or in part without physically being present at 229 Parkhill Main Street, Parkhill.

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- 1. CALL TO ORDER**
 - 2. DISCLOSURE OF PECUNIARY INTEREST**

2. DISCLOSURE OF PECUNIARY INTEREST

(Municipal Conflict of Interest Act – Section 5 requires any member of Council to declare a pecuniary interest and general nature thereof, prior to any consideration on that matter. Where the interest of a member of Council has not been disclosed by reason of the member’s absence from the meeting, to disclose

the interest at the first open meeting attended by the member of Council and otherwise comply with the Act. The disclosures become part of a Public Registry as required under the Act.

Councillor Daigle - Item 7.10 Business Relations

Councillor Irwin - Item 7.10 Business Relations

3. MINUTES OF PREVIOUS MEETINGS

3.1 Meeting Minutes for April 8 2026 Regular Council Meeting

Moved By: J. Keogh

Seconded By: B. Irwin

That the attached minutes be approved as presented

CARRIED

4. CLOSED MEETING (Under Section 239 of the Municipal Act)

Moved By: C. Daigle

Seconded By: P. Hodgins

**THAT the Open Meeting adjourn to Closed Meeting at
To receive information under the following exception:**

(b) personal matters about an identifiable individual, including municipal or local board employees, staffing update, HR Update

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose, Ontario Energy Board

Past minutes

CARRIED

5. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Rise and Report: Council received a staffing update, and received legal advice subject to solicitor-client privilege.

Moved By: C. Daigle

Seconded By: B. Irwin

THAT the Closed Meeting adjourn and return to Open Meeting without recommendations

CARRIED

Moved By: B. Irwin
Seconded By: C. Daigle

THAT Regular meeting recess, to convene Public Meeting, including Committee of Adjustment

CARRIED

6. PUBLIC MEETING INCLUDING COMMITTEE OF ADJUSTMENT

6.1 Notice of Public Meeting to consider Application MV-04-2026 located at 25963 King St.

6.1.1 Planners Evaluation Report

6.1.2 Provision for Applicant Remarks

Applicant present in person.

6.1.3 Provision for Written Submissions

6.1.4 Provision for Public Comments

6.1.5 Provision for Committee Questions

Councillor Cornelissen inquired whether the well location would be impacted. Staff confirmed that the well location would not be affected.

6.1.6 Decision

Moved By: J. Keogh
Seconded By: C. Daigle

THAT the Application for Minor Variance MV-4-2026, to permit for the construction of one (1) accessory structure that is approximately 37.16 m² (400 ft²) in floor area and 3.0 m (9.84 ft) in height as measured from grade to peak within the front yard of the subject lands, be GRANTED subject to the following conditions:

1) That the relief solely applies to the accessory structure being constructed and in the same general location as shown

on the site sketch submitted with the subject application.

2) That 911 addressing shall be confirmed and signage shall be posted, to the satisfaction of the County of Middlesex and the Municipality of North Middlesex.

3) That the accessory structure shall be used exclusively for personal storage purposes and shall not be used for human habitation, home occupation, home industry, or any commercial or business activity, unless otherwise permitted by the Municipality through the appropriate approval process and in accordance with all applicable legislation and regulations.

Reasons

The intent of the Municipality of North Middlesex Official Plan is maintained;

The intent of the Municipality of North Middlesex Zoning By-law is maintained;

The variance is considered minor in nature;

The variance is for the appropriate use and development of the lands.

CARRIED

6.2 Notice of Public Meeting to consider Application MV-05-2026 located at 34077 Neil Rd.

6.2.1 Planners Evaluation Report

6.2.2 Provision for Applicants Remarks

Applicant present in person.

6.2.3 Provision for Written Submissions

6.2.4 Provision for Public Comments

6.2.5 Provision for Council Questions

6.2.6 Decision

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT the Application for Minor Variance MV-5-2026, to permit a Minimum Distance Separation I setback of 117.0 m from the proposed detached additional residential unit and the

neighbouring livestock facility at 34080 Neil Road, be
GRANTED subject to the following conditions:

- 1) That the relief solely applies to the additional residential unit as shown on the site sketch submitted with the subject application.
- 2) That 911 addressing shall be confirmed and the required signage shall be posted, to the satisfaction of the County of Middlesex and the Municipality of North Middlesex.

CARRIED

6.3 Notice of Public Meeting to consider Application ZBA-04-2026 26951 Coldstream Rd.

6.3.1 Planner's Evaluation Report

6.3.2 Provision for Applicant Remarks

Owner present in person, applicant present online.

6.3.3 Provision for Written Submissions

6.3.4 Provision for Public Comments

6.3.5 Provision for Council Questions

6.3.6 Decision

Moved By: J. Keogh

Seconded By: C. Daigle

THAT Council receive the report for information for Zoning By-law Amendment application ZBA-04-2026, which proposes to rezone the 'Severed Parcel' of Consent B1-2026 from 'General Agricultural (A1) Zone' to a site-specific 'Agricultural Small Holding Exception 48 (AG1-48) Zone' and to rezone the 'Retained Parcel' of Consent B15-2025 from 'General Agricultural (A1) Zone' to a site-specific 'General Agricultural Exception 121 (A1-122) Zone'; AND FURTHER THAT the rezoning application ZBA-04-2026 be APPROVED..

Reasons

Consistency with the Provincial Planning Statement would not

**be maintained;
Conformity with the County of Middlesex Official Plan would not be maintained;
Conformity with the North Middlesex Official Plan would not be maintained.**

CARRIED

6.4 Notice of Public Meeting to consider Application B2-2026 / ZBA-03-2026 located at 35065 Cassidy Rd.

6.4.1 Planner's Evaluation Report

6.4.2 Provision for Applicant Remarks

Applicant present in person.

6.4.3 Provision for Written Submissions

6.4.4 Provision for Public Comments

6.4.5 Provision for Council/Committee Questions

6.4.6 Decision

Moved By: B. Irwin

Seconded By: C. Daigle

THAT the application for Consent B2-2026, submitted under Section 53 of the Planning Act be GRANTED by the Committee of Adjustment subject to the conditions listed on the Planner's Evaluation Report.

CARRIED

Moved By: C. Daigle

Seconded By: J. Keogh

THAT Public Meeting, including Committee of Adjustment adjourn and Regular meeting convene.

CARRIED

7. DEPARTMENTAL REPORTS

7.1 Report from Planner - Masar Condominium and ZBA Consolidated

Applicant and agent were present via Zoom.

Councillor Cornelissen inquired whether the subject lands are considered a brownfield and if any remediation work has been completed. Staff confirmed work had been completed and development would be subject to all regulations.

Emergency Services advised that they have no concerns.

Moved By: P. Hodgins

Seconded By: S. Nirta

THAT Council receives the report for information for the subject Plan of Subdivision (File No. 39T-NM2302), Plan of Condominium (File No. 39T-NM-CDM2301), and Zoning By-law Amendment (File No. ZBA-2-2023) applications;

AND FURTHER THAT Plan of Subdivision application 39T-NM-2302 and the associated Draft Plan conditions be ENDORSED and the resolution be forwarded to the County of Middlesex for consideration and approval;

AND FURTHER THAT Plan of Condominium application 39T-NM-CDM2302 and the associated Draft Plan conditions be ENDORSED and the resolution be forwarded to the County of Middlesex for consideration and approval;

AND FURTHER THAT the Zoning By-law Amendment application ZBA-02-2024 be APPROVED and that the associated implementing By-law be read a first, second, and third and final time in open session.

CARRIED

7.2 Report from Planner - OPA18 Northwoods

Discussion took place regarding the protection of the woodlots.

Councillor Cornelissen inquired about the Urban Reserve designation, noting that a portion of the lands are currently within the designation while other portions are outside.

Staff advised that the watermain would require further review. It was noted that a holding provision could be applied, and servicing confirmation would be required prior to development proceeding.

Moved By: B. Irwin
Seconded By: P. Hodgins

THAT Council receive the report for Official Plan Amendment No. 18 for information, AND FURTHER THAT Official Plan Amendment OPA 18 be ADOPTED and forwarded to the County of Middlesex for consideration of approval.

CARRIED

7.3 Report from Deputy Treasurer - Treasury Q1 2026

Staff advised that the Q2 budget variance report is forthcoming.

Councillor Cornelissen expressed appreciation for the work completed.

Moved By: J. Keogh
Seconded By: C. Daigle

THAT Council receives Report FS-02-2026 regarding the “Treasury Division – 2026 Q1 Report” for information.

CARRIED

7.4 Report from Director of Infrastructure and Operations - DIO-36-2026 - Infrastructure and Operations Q1 2026

General discussion took place regarding Phragmites control, including the potential for a small pilot program and whether efforts would be coordinated with County of Middlesex or focused on municipal corridors.

Moved By: C. Daigle
Seconded By: S. Nirta

THAT Council receives Report DIO-26-2026 regarding the “Infrastructure and Operations Department – 2026 Q1 Report” for information.

CARRIED

7.5 Report from Director of Fire and Emergency Services - FES-01-2026- Fire and Emergency Services Q1 2026

Deputy Mayor Hodgins inquired about call volumes and any observed trends related to carbon monoxide incidents.

Moved By: P. Hodgins

Seconded By: A. Cornelissen

THAT Council receives Report FES-01-2026 regarding the “Fire and Emergency Services Department – 2026 Q1 Report” for information.

CARRIED

- 7.6 Report from Director of Corporate Services / Clerk - Corporate Services Q1 2026

Deputy Mayor Hodgins inquired about Voter List management for the upcoming 2026 Municipal Election. Staff advised on the timelines associated with the document.

Moved By: C. Daigle

Seconded By: B. Irwin

THAT Council receive the report entitled, “RTC – Corporate Services Q1 2026” for information.

CARRIED

- 7.7 Report from Director of Economic Development and Community Engagement - DEDCS-07-2026 Economic Development and Community Services Q1 2026

Moved By: B. Irwin

Seconded By: P. Hodgins

THAT Council accept the report titled “DEDCS-07-2026 – Economic Development & Community Services – 2026 Q1 Report” for information.

CARRIED

- 7.8 Report from Director of Economic Development and Community Engagement - DEDCS-08-2026 - A1 Canadian Plowing Match

Moved By: S. Nirta

Seconded By: J. Keogh

THAT Council file the report titled “DEDCS-08-2026 – Canadian Plowing Match Sponsorship” for information;

AND THAT Council direct staff to proceed with the Bronze Level Sponsorship utilizing the budgeted funds under the council donations line.

CARRIED

7.9 Report from Manager of Economic Development and Community Engagement - DEDCS-06-2026 CIP Application Royal Albatross

Moved By: S. Nirta

Seconded By: B. Irwin

THAT Council receives Report DEDCS-06-2026 regarding “CIP Application – Royal Albatross Holdings” for information;

AND THAT Council award Royal Albatross Holdings, located at 201 Dutchess Ave, Parkhill, \$3,325.09 toward the construction costs for their beautification program project;

AND THAT Council award Royal Albatross Holdings, located at 201 Dutchess Ave, Parkhill, a further \$3,226.11 toward the construction costs and \$2,500.00 toward the professional fees associated with the conversion, expansion, and redevelopment program project.

CARRIED

7.10 Report from Manager of Economic Development and Community Engagement - DEDCS-09-2026 - CIP Application Crown and Fox Ontario Inc.

Moved By: S. Nirta

Seconded By: P. Hodgins

THAT Council receives Report DEDCS-09-2026 regarding “CIP Application – 1001498278 Ontario Inc.” for information;

AND THAT Council award 1001498278 Ontario Inc., located at 143 Ailsa Craig Main Street, a further \$10,000 toward the construction costs, and \$2,500.00 toward the professional fees, and \$173.00 towards permit fees associated with the conversion, expansion, and redevelopment program project.

CARRIED

- 7.11 Report from Manager of Economic Development and Community Engagement - CIP Application Parkhill Carnegie Library

Moved By: S. Nirta

Seconded By: C. Daigle

THAT Council receives Report DEDCS-09-2026 regarding “CIP Application – Parkhill Carnegie Gallery,” for information;

AND THAT Council award the Parkhill Carnegie Gallery, located at 233 Parkhill Main Street, Parkhill, \$7,894.37 toward the construction costs for their beautification program project;

AND THAT Council’s approval of the application be contingent upon receipt of 50% cost-sharing funding from the County of Middlesex under the Community Improvement Plan (CIP), failing which the application shall be denied.

CARRIED

- 7.12 Report from Director of Infrastructure and Operations - DIO-36-2026 - Ailsa Craig Yard and Leaf Waste Site

Discussion took place regarding the collection process.

Staff noted that collection cycles are anticipated in October and November. It was identified that approximately two staff members would be required for an 8-hour standard workday to complete the collection.

Notification to residents will be provided through tax and water bills and other means of corporate communications.

Moved By: B. Irwin

Seconded By: C. Daigle

THAT Council receives Report DIO-36-2026 regarding the “Review of Ailsa Craig Leaf and Yard Waste Site” for information;

AND THAT Council, following deferral of the matter at its April 8, 2026 meeting, direct Staff to proceed with a 2026 pilot program for seasonal leaf and yard waste collection;

AND THAT the pilot program include the communities of Ailsa Craig, Parkhill, and Nairn, focusing on the fall seasonal collection;

AND THAT the pilot program be delivered within the existing operating budget, utilizing planned equipment rental and existing staff complement;

AND THAT Staff report back to Council following completion of the pilot program with findings, participation levels, operational impacts, and recommendations for future service delivery

CARRIED

- 7.13 Report from Director of Corporate Services / Clerk - Tidy Yard By-Law Modernization

Moved By: S. Nirta

Seconded By: P. Hodgins

THAT Council receive the report titled “Tidy Yard By-law Modernization” for information;

AND THAT Council endorse the repeal of By-law 28 of 2020, being the existing Tidy Yard By-law;

AND THAT Council adopt the proposed updated Tidy Yard By-law, attached as Appendix “A”, to improve clarity, strengthen enforcement provisions, and better address current operational requirements;

AND THAT staff be authorized to proceed with the necessary steps to obtain approval of the set fines from the Ministry of the Attorney General.

CARRIED

- 7.14 Report from Director of Corporate Services / Clerk- Municipal Parking By-Law Review and Modernization

Staff provided an overview of the Parking By-law Review and draft document.

Council received the report for information and review. Discussion took place regarding the proposed updates and overall approach of the draft by-law. Discussion took place regarding implementation considerations, including how the updated by-law would be applied across the municipality. Enforcement capacity and approach were also discussed,

along with observed parking trends and related issues informing the review.

Moved By: S. Nirta

No seconder – motion failed.

THAT Council receives the report titled “Municipal Parking By-Law Review and Modernization”;

AND THAT Council approves the associated proposed Parking By-Law 040 of 2026 in principle, and considers for adoption during the reading of the by-laws;

AND THAT Council direct staff to submit the set fine schedule to the Province and proceed with the implementation upon approval.

Defeated

Moved By: S. Nirta

Seconded By: P. Hodgins

THAT the report entitled "RTC- Municipal Parking By-Law Review and Modernization" be deferred.

CARRIED

8. COMMITTEE REPORTS

8.1 Lake Huron Primary Water Supply Joint Mgmt Board

8.2 ABCA (Cr. Cornelissen)

8.2.1 April 16 2026 - Board of Directors Meeting Agenda

8.2.2 Regional Consolidation of Conservation Authorities – Update and ERO Decision

8.3 BWRA (Cr. Keogh)

8.4 EDAC (Cr. Irwin, Deputy Mayor Hodgins)

Councillor Irwin provided an update regarding the last EDAC meeting, outlining good representation from staff.

8.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)

Upcoming LSAC April 28 2026.

- 8.6 Recreation Committee (Cr. Daigle, Cr. Nirta)
- 8.7 Policies Review Committee (Mayor Ropp, Deputy Mayor Hodgins, Cr. Daigle)
- 8.8 Fire Committee (Mayor Ropp, Cr. Cornelissen, Cr. Daigle)
- 8.9 OCWA Client Advisory Board (CAO)
- 8.10 Middlesex County OPP Detachment Board (Cr. Irwin)

9. CORRESPONDENCE

- 9.1 1st Parkhill Scouts - Continued Support
- 9.2 McGillivray Public School - Thank You
- 9.3 Fee Waiver Request - Ledgerwood

10. OTHER AND URGENT BUSINESS

- 10.1 National Volunteer Week - Cr. Irwin

Moved By: B. Irwin

Seconded By: A. Cornelissen

THAT the Council of the Municipality of North Middlesex hereby supports National Volunteer Week, and recognizes the invaluable contributions of volunteers within the community; and further,

THAT Council expresses its appreciation through this motion to all volunteers for their dedication, time, and commitment to enhancing the quality of life for residents of North Middlesex.

CARRIED

- 10.2 Jeremy Hansen Recognition Initiative Update

11. DEFERRED ITEMS FROM PREVIOUS MEETINGS

12. COMMUNICATIONS (Including County Council Meeting Report)

- 12.1 Conference Report - North Eastern Fire Education Conference April 22 2026
- 12.2 Middlesex County Council Meeting Highlights - April 14 2026
- 12.3 Municipal Election Joint Candidate Session - April 28 2026

Registration Link:

https://us06web.zoom.us/webinar/register/WN__4R_oanATGKUr__45TXGuw#/registration

13. READING OF THE BY-LAWS

Moved By: J. Keogh

Seconded By: C. Daigle

That By-laws 035, 039, 042, 043, 045- 047 be read a first and second time

CARRIED

Amendment:

Moved By: S. Nirta

Seconded By: P. Hodgins

Provision for questions

That By-laws 035, 039, 042, 043, 045-047 be read a third and final time

CARRIED

13.1 035 of 2026 - Tidy Yard

13.2 039 of 2026 - Clandeboye Drain

13.3 040 of 2026 - North Middlesex Parking By-Law

13.4 042 of 2026 - 2026 Maintenance Drain Repair Costs Collection

13.5 043 of 2026 - ZBA-04-2026 26951 Coldstream Rd

13.6 045 of 2026 - OPA18

13.7 046 of 2026 - ZBA-02-2024 Masar

13.8 047 of 2026 - Confirming

14. ADJOURNMENT

Moved By: S. Nirta

Seconded By: J. Keogh

That the Meeting adjourn at _____

CARRIED

MAYOR

CLERK