



## Delegation Request

For Office Use Only:  
Meeting Name:  
Meeting Date:

Please complete this form for your request to delegate to Council or Committee on a matter where a decision of the Council may be required. Delegations at Council meetings are generally limited to agenda business published with the meeting agenda. Delegations at Committee meetings can relate to new business within the jurisdiction and authority of the City and/or Committee or agenda business published with the meeting agenda. **All delegations are limited to five (5) minutes.**

Attention: City Clerk's Office, City of Brampton, 2 Wellington Street West, Brampton ON L6Y 4R2

Email: [cityclerksoffice@brampton.ca](mailto:cityclerksoffice@brampton.ca) Telephone: (905) 874-2100 Fax: (905) 874-2119

Meeting: ☐ City Council ☒ Planning and Development Committee  
☐ Committee of Council ☐ Other Committee:

Meeting Date Requested: July 31, 2023

Agenda Item (if applicable): TBD

Name of Individual(s): Keith MacKinnon  
Darren Steedman

Position/Title: Keith - Partner, KLM Planning Partners Inc.  
Darren - Vice President, DG Group

Organization/Person being represented: Metrus Central Properties Inc.

Full Address for Contact: Keith - 64 Jardin Drive, Unit 1B, Concord,  
ON, L4K 3P3

Telephone: Keith - 905.669.4055 (ext. 234)

Email: [kmackinnon@klmplanning.com](mailto:kmackinnon@klmplanning.com)

Subject Matter to be Discussed: Applications for Official Plan Amendment and Zoning By-law Amendment at 1735 Steeles Avenue Ave. W. and 0 Steeles Ave. W. City File No.s: OZS-2023-0014/OZS-2023-0015.

Action Requested: Receive for information. Would kindly request to be the last delegate for this particular item in order to respond to any questions which might arise.

A formal presentation will accompany my delegation: ☐ Yes ☒ No

Presentation format: ☐ PowerPoint File (.ppt) ☐ Adobe File or equivalent (.pdf)  
☐ Picture File (.jpg) ☐ Video File (.avi, .mpg)

☐ Other:

Additional printed information/materials will be distributed with my delegation: ☐ Yes ☒ No ☐ Attached

**Note:** Delegates are requested to provide to the City Clerk's Office **well in advance of the meeting date:**

- (i) 25 copies of all background material and/or presentations for publication with the meeting agenda and /or distribution at the meeting, and
- (ii) the electronic file of the presentation to ensure compatibility with corporate equipment.

**Submit by Email**

Once this completed form is received by the City Clerk's Office, you will be contacted to confirm your placement on the appropriate meeting agenda.

Personal information on this form is collected under authority of the Municipal Act, SO 2001, c.25 and/or the Planning Act, R.S.O. 1990, c.P.13 and will be used in the preparation of the applicable council/committee agenda and will be attached to the agenda and publicly available at the meeting and on the City's website. Questions about the collection of personal information should be directed to the Deputy City Clerk, Council and Administrative Services, 2 Wellington Street West, Brampton, Ontario, L6Y 4R2, tel. 905-874-2115.