



*land use planning  
&  
development*

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January 21, 2019

[clerks@richmondhill.ca](mailto:clerks@richmondhill.ca)

Stephen Huycke, Clerk  
& Mayor David Barrow  
& Members of Town Council  
Town of Richmond Hill  
255 East Beaver Creek Road  
Richmond Hill, Ontario  
L4B 3P4

Re : Authorization to Acquire an Easement From the TRCA  
West Gormley Secondary Plan Area : (D03-0321 & D03-03022)  
Committee of the Whole / January 21, 2019  
Staff Report SRPRS.19.001  
Agenda Item 11.6

This letter is to advise that there are factual errors in the text of Agenda Item 11.6 for the January 21, 2019 Meeting of the Committee of the Whole. These should be corrected before Council considers approving this Easement Acquisition.

All items coming before Council for consideration are matters on which the public can comment and should receive notice of, if requested. As you are aware MPLAN Inc. is on the record with an ongoing request, (originally filed in writing to the Clerk's office in March 2017) to be advised when matters within the West Gormley Secondary Plan area are scheduled for COW or Council. We were not advised of this matter but came across it only when reviewing other items on the agenda.

Having reviewed the report and attached schedules in Town Staff Report (SRPRS.19.001) I believe that the following should be corrected or amended:

- In the Background section on page 2 of the report, Map 1 does not identify lands owned by the TRCA west of Leslie Street, north of Stouffville Road and does not actually identify the boundaries of the West Gormley Secondary Plan Area. There is also reference to the

"future West Gormley Secondary Plan". This Plan currently exists in Chapter 8 of the Town's Official Plan.

- The text of this report refers to Land Registry Document 65R-39194 in the Recommendations on page 1 and page 2. These are incorrect and inconsistent with Map 2, which correctly refers to the Land Registry Document for the proposed easement transfer as 65R-38914.

While recommendation and approval of a Town Report with inaccuracies noted above are not acceptable after been reviewed by senior members of Town Staff; this is not the most disturbing of matters related concerning this Item.

In conducting further research and going directly to the TRCA source documents, (see attached *TRCA Executive Meeting Minute Extracts, October 13, 2017*) it has been revealed that:

*"DG Group approached TRCA to negotiate a permanent easement required by the Town of Richmond Hill."*

It does not seem appropriate that the Town of Richmond Hill should have a private business given the authority to act on its behalf on land acquisition matters for the Town. The Town is the approval authority for matters within the West Gormley Secondary Plan Area, and therefore this would appear to be a conflict.

Can the Clerk please reply in writing to advise why we did not receive notice of this matter.

Yours truly,

A handwritten signature in black ink, appearing to read "Michael S. Manett". The signature is fluid and cursive, with a large, stylized "M" and "A".

MPlan Inc.

per Michael S. Manett