

Ministry of Government and  
Consumer Services

Ministère des Services gouvernementaux  
et des Services aux consommateurs



ServiceOntario  
Regulatory Services Branch

ServiceOntario  
Direction de la réglementation

VIA EMAIL  
April 13, 2020

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Dear Sirs and Mesdames:

## RE: Filing of Expropriation Plans During the Covid-19 Pandemic

I am the Director of Titles for the Province of Ontario and I am writing to you in your capacity as officers of the Ontario Expropriation Association.

During this unprecedented state of emergency resulting from the COVID-19 pandemic, Ministry resources are being deployed to ensure that the electronic land registration system remains fully functional and that as many physical Land Registry Offices as possible remain open for the filing of expropriation plans. That said, this is not “business as usual”. There have been unplanned closures of some of our Land Registry Offices. Furthermore, your members may experience delays in the review and approval of expropriation plans even after they have been submitted to the relevant Land Registry Office.

To minimize the risk that any such service delays will have on your members, we recommend that expropriating authorities submit expropriation plans to the Land Registry Office and wait for review and approval thereof before submitting certificates of approval to the approving authorities for signature. The signing of the certificate of approval by the relevant approving authority will then trigger the commencement of the three-month period under Section 9(1) of the *Expropriations Act (Ontario)*.

Furthermore, expropriating authorities, now more than ever, should try to co-ordinate projects by emailing [PlanSubmissions@ontario.ca](mailto:PlanSubmissions@ontario.ca) well in advance with a detailed explanation of the scope of the project (including the anticipated number of Land Registry Offices affected, the anticipated number of plans that will be submitted, and the names of the Ontario Land Surveyors who will be submitting those plans, etc.). We are considering making pre-approval by email mandatory in the near future, but until those rules come into place, this type of pre-emptive explanatory email will greatly assist the queuing staff in helping the expropriating authorities through the process and minimize the risk of delay.

Surveyors and others should not physically come to the Land Registry Offices for pre-approval, inquiry or co-ordination purposes.

I understand that many expropriating authorities already routinely operate in accordance with the foregoing, but in these unusual times, the value of these best practices is very much accentuated.

Going forward, I look forward to developing a closer direct working relationship with the Ontario Expropriation Association and its members. In the meantime, I would be grateful if you could circulate this messaging to your members and other stakeholders whom you believe may benefit from this information.

Yours very truly,

A handwritten signature in black ink that reads "Jeffrey W. Lem". The signature is written in a cursive, flowing style.

**Jeffrey W. Lem**  
**Director of Titles**