

September 7, 2021

NOTICE OF TEMPORARY SERVICE ADJUSTMENTS DURING THE COVID-19 PANDEMIC
Township of Oro-Medonte staff will continue to follow strict COVID-19 Health and Safety Protocols.

The following detail the adjusted service levels for Planning Division for receiving and processing planning applications by the Planning Division, until further notice:

- Planning Staff continue to work in a hybrid model to provide service delivery with some staff in office and others remotely;
- E-mail communication continues to be the preferred method of communication. However, phone calls and voicemails will continue to be received and responded to.

Submission of Planning Applications:

Applications can be submitted electronically or in-person.

- Planning applications submitted through e-mail submission to planning@oro-medonte.ca; or for larger files submissions electronic submission to Dropbox file hosting service (please e-mail planning@oro-medonte.ca for instructions);
- Paper application submissions can be completed by Canada Post or courier to Township of Oro-Medonte Administration Office, 148 Line 7 South, Oro-Medonte, L0L 2E0; or
- Paper submission to secure mail box (envelopes only) located at Administration Office, 148 Line 7 South (Oro Station); or,

Payments for Planning Applications:

Payment for planning application fees will be accepted by:

- Cheque payable to the Township of Oro-Medonte or applicable agency (e.g. Conservation Authority) and deposited along with planning application to the secure mail boxes noted above;
- In person payment at the Township offices
- Online payment (please e-mail planning@oro-medonte.ca for instructions).

Public Meetings/Hearings:

The Township has implemented alternative electronic formats for the holding of Public Meetings/Hearings in order to adhere to physical distancing measures.

Public participation is being provided during electronic Council and Development Services Committee Meetings in the Township of Oro-Medonte in accordance with Section 238 (3.3) of the Municipal Act, 2001, the Planning Act, 1990, c.P.13. and the Emergency Management and Civil Protection Act.

The Township has established a protocol that outlines the public responsibility in order to participate in an electronic meeting via video or telephone. The protocol applies to all members of the public, applicants, consultants, and delegates wishing to participate in an electronic Council or Planning Public Meeting, and continues to be subject to rules of procedure as stated in the Procedural By-law and other Provincial legislation.

For those wishing to provide comments at a Public Meeting/Public Hearing scheduled during a Development Services Committee or Council meeting:

- It is recommended that all comments or questions on planning applications be submitted in writing to planning@oro-medonte.ca

Written submissions are encouraged at a public meeting and are required to be submitted one (1) hour prior to the meeting, however comments can also be received after the meeting and will be accepted up to the date that Council makes a decision on the matter.

- If you are unable to make written submissions and therefore wish to make an oral statement during the planning meeting or public hearing, please submit a completed registration form and email to agendacomment@oro-medonte.ca prior to noon the Monday prior to the scheduled meeting to register or call 705-487- 2040. You will be provided with either an email containing a link to register prior to the meeting or a call in number and the meeting ID.
- Written submissions on planning matters will be forwarded to planning staff for consideration and the follow up staff report. Council will be apprised of all public comments received prior to making a decision on the application and will be added to the public agenda.
- If you wish to receive information on a specific planning application or to be notified of an upcoming meeting related to a planning matter please email planning@oro-medonte.ca.
- All oral statements will be recorded as part of the electronic meeting and will be posted for public viewing and become part of the public record in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be posted for public viewing on the Township's YouTube Channel and in the Meeting Agendas on the Township website.

As the pandemic evolves and changes are made to regulations by the Province and the local health unit, we will monitor the situation and notification will be provided on any change to the above noted service levels. We appreciate your patience and understanding during these challenging circumstances. Any questions, please feel free to contact me.

Sincerely;

Andria Leigh, RPP
Director, Development Service