

Justice of the Peace Counter

The J.P. Counter will be located at the current Case Management Office (4th Floor, North Tower). There will be an express line at the J.P. Counter for lawyers; Student Legal Services and Native Counselling.

The J.P. counter opens at 8:00 a.m. daily and continues until 2:00 p.m. Non-presiding Justices of the Peace will deal with all routine out of custody first appearances and remands (and in-custody, if a designation of counsel form is filed). All other guilty pleas or contentious matters will be transferred to courtroom 306 to be handled by a Provincial Court Judge. The J.P.s will also deal with scheduling of trials and preliminary inquiries.

COURT DESIGNATED SITTING TIMES

8:00 a.m. – 2:00 p.m., daily

MATTERS DEALT WITH AT THE J.P. COUNTER

- ❖ Non-presiding Justices of the Peace have the authority to transfer any matter into courtroom 306 the same day (such as numerous adjournments; lengthy adjournment requests; change of trial dates; etc.).
- ❖ On indictable matters requiring an election, the accused or counsel on behalf of the accused, will be required to sign a form indicating the accused's election on record.
- ❖ Scope of Non-presiding Justices of the Peace:
 - a. Hear all out of custody appearances for purposes of receiving disclosure, retaining counsel, obtaining legal advice through various Court agencies, etc.
 - b. Hear in-custody matters where a designation of counsel form has been filed.
 - c. Adjourn matters for consideration of Alternative Measures Programs and Mental Health Diversion Programs, upon notification of the Crown.
 - d. Accept not guilty pleas and set trial dates.
 - e. Set disposition dates.
 - f. Accept guilty pleas on specified penalty offences; impose specified penalty and hear applications for time to pay. (Ticket Matters)
- ❖ There will be a maximum of three adjournments within an eight week period permitted at the J.P. Counter. Thereafter, the matter will be moved to the Required Appearance Courtroom (Courtroom 306).

*For more general information refer to Court Case Management Program "General Guidelines" pages 6 to 9.