**Public Legal Information**

(See sheet entitled “Family Law” for more detailed information Family Law.)

***What’s OCJ and SCJ and which one am I involved with?***

The Ontario Court of Justice’s judges and justices of the peace preside over criminal charges, provincial offences (e.g., driving infractions, trespassing, environmental damage), and, depending on the location, family and child protection matters. In Newmarket the family cases are handled in the Superior Court of Justice.

The Superior Court of Justice oversees criminal, civil (e.g., personal injury, commercial matters), and family cases, and includes the Divisional Court, which oversees appeals from administrative tribunals, judicial reviews, and some civil and family appeals.

***Why is my criminal case “R v. my surname”?***

Criminal cases are initiated by law enforcement, therefore “R” (Latin “rex”) represents the Queen (or King) and “v” (Latin “versus”) means “against.”

***Am I the plaintiff, defendant, applicant, respondent, claimant?***

Court cases usually have two sides, with one side initiating the process and the other responding. The person initiating is the plaintiff (civil), applicant (family), or claimant (civil). The party replying is the defendant (criminal, civil) or respondent (family, civil).

For the meanings of more common legal terms in Canada view this [glossary](https://emond.ca/Customer-Care/Glossary-of-Legal-Terms).

[Going to Court in Ontario](https://www.ontario.ca/page/covid-19-going-to-court)

[Court Etiquette & Procedures (SCJ)](https://www.ontariocourts.ca/scj/at-court/etiquette-procedures/)

[Canadian Judicial Council Guides for Self-Reps](https://cjc-ccm.ca/en/what-we-do/initiatives/representing-yourself-court)

* [Civil Law Handbook](https://cjc-ccm.ca/sites/default/files/documents/2021/Civil%20handbook%20-%20English%20MASTER%20FINAL%202021-03-30.pdf)
* [Criminal Law Handbook](https://cjc-ccm.ca/sites/default/files/documents/2021/Criminal%20%20handbook%20-%20English%20MASTER%20FINAL%202021-03-30.pdf)
* [Family Law Handbook](https://cjc-ccm.ca/sites/default/files/documents/2021/Family%20Handbook%20-%20ENGLISH%20MASTER%20FINAL%202021-03-30.pdf)

[Information for Self-Represented Litigants regarding Family Court Operations](https://www.ontariocourts.ca/scj/notices-and-orders-covid-19/info-self-represented-litigants-family/) (SCJ)

[Representing Yourself at Your Family Law Trial](https://www.ontariocourts.ca/ocj/files/guides/guide-family.pdf)  (OCJ)

[Information for Self-Represented Accused Persons who have Criminal Cases in the OCJ during COVID](https://www.ontariocourts.ca/ocj/covid-19/information-for-self-represented-accused-persons-with-criminal-cases/)

[Superior Court of Justice (SCJ) Notices and Orders](https://www.ontariocourts.ca/scj/notices-and-orders-covid-19/)

[Practice Directions, Notices and Guidelines](https://www.ontariocourts.ca/ocj/criminal-court/practice-directions-and-policies/) (OCJ)

**Community Legal Education Ontario (CLEO)**

[CLEO](https://www.cleo.on.ca/en), [Steps to Justice](https://stepstojustice.ca/), and [Your Legal Rights](https://yourlegalrights.on.ca/) can help you understand your legal rights. These websites present legal topics in a variety of languages and formats, including text, audio, video, and American Sign Language. If you are not sure which legal topic you need, use the search box at the top of these websites.

Popular topics on these three sites include:

* Housing law – tenant rights such as rent, maintenance and repairs, eviction; care home tenancy agreements and rights; what happens at Landlord & Tenant Board hearings. [Guided pathway for tenants with maintenance or repair problems](https://stepstojustice.ca/guided-pathways/for-tenants-with-maintenance-or-repair-problems-t6/)
* Family law – how to file for divorce and fill out divorce forms, child custody & access, collecting child or spousal support, how to fill out family law forms, steps in a family law case. [Family Law Guided Pathways](https://stepstojustice.ca/family-law-guided-pathways/about)
* Criminal law – alcohol & drug offences, bail, going to court, what to do if you believe you are being abused, steps in youth court, your rights when stopped by the police
* Health and Disability – how and why you should make a will, Power of Attorney for Personal Care and/or Property, CPP disability benefits, Bill of Rights for people in long-term care homes
* Consumer Rights and Debt – buying or leasing a vehicle, credit counselling, identity theft, what to do if you think you may have been the victim of a scam, getting out of a door-to-door contract
* Income Assistance – how to apply for disability benefits or welfare, child tax benefits, what to do if you disagree with decisions of Ontario Works and the Ontario Disability Support Program
* Employment law – hours of work & overtime, breaks, vacations, workers’ compensation, your rights if you are being fired or laid off, parental leave rights
* Canada Pension Plan benefits
* Immigration and Refugee law – how to sponsor your family, what happens at a refugee hearing
* Human Rights issues – discrimination at work, in public places, housing, or services; how to make a claim with the Human Rights Tribunal of Ontario
* How to find legal and community services in your area.

[Ontario Women’s Justice Network](https://owjn.org/)

OWJN aims to increase access to justice by explaining women’s legal rights and options, the legal system and processes, and by posting legal updates, with a focus on Ontario. Topics include Family Law Rights, the Criminal Law System, Immigration & Refugee Law System, Workplace Rights, and Discrimination & Human Rights Law.

[**Law Society of Ontario (LSO)**](https://lso.ca/home)

The LSO regulates all lawyers and paralegals in Ontario by ensuring high standards of learning, competence and professional conduct. Search for a lawyer or paralegal in the [directory](https://lso.ca/public-resources/finding-a-lawyer-or-paralegal/lawyer-and-paralegal-directory), or use the [Law Society Referral Service](https://lso.ca/public-resources/finding-a-lawyer-or-paralegal/law-society-referral-service) to connect with one.

The law society has other resources for the public here: [Law Society of Ontario Public Resources](https://lso.ca/public-resources) .

**Laws of Ontario and Canada**

[e-Laws](https://www.ontario.ca/laws) (Ontario) provides online access to official copies of Ontario’s statutes and regulations. Examples include the [Highway Traffic Act](https://www.ontario.ca/laws/statute/90h08), [Environmental Protection Act](https://www.ontario.ca/laws/statute/90e19), and [Employment Standards Act](https://www.ontario.ca/laws/statute/00e41).

[Justice Laws](https://laws-lois.justice.gc.ca/eng/) (Canada) provides online access to Canada’s statutes and regulations, such as the Criminal Code, Access to Information, Constitution Act & Immigration and Refugee Protection Acts. The Canadian Charter of Rights and Freedoms can also be found on the Justice Laws website.

**Caselaw**

[CanLII](https://www.canlii.org/en/) contains court cases, tribunal, commission, and review board decisions, and statutes (laws) and regulations from Canada and all the provinces. Examples include the [Landlord and Tenant Board](https://www.canlii.org/en/on/onltb/), [Human Rights Tribunal of Ontario](https://www.canlii.org/en/on/onhrt/), and the [Ontario Physicians and Surgeons Discipline Tribunal](https://www.canlii.org/en/on/onpsdt/).

[The CanLII Primer](https://representingyourselfcanada.com/wp-content/uploads/2016/11/NSRLP-CanLII-Primer-V1.pdf) by the National Self-Represented Litigants Project can help you search on CanLII for legislation and case law. It also provides an outline of the Canadian court system and how boards and tribunals work.

[**Legal Aid Ontario**](https://www.legalaid.on.ca/)

1-800-668-8258

[Legal Aid Ontario](https://www.legalaid.on.ca/en/) provides legal assistance for low-income people living in Ontario. Find out if you are eligible, or, if you already have a legal aid certificate, the LAO can help you find a lawyer in your area.

[Family Law Information Centres](https://www.attorneygeneral.jus.gov.on.ca/english/family/infoctr.php) (FLIC) are located in many courthouses, such as Newmarket. Some FLIC offices may still not be fully open due to COVID. Services are being provided by [other organizations](https://www.attorneygeneral.jus.gov.on.ca/english/family/service_provider_by_family_court_location.php#N). For information or referrals please contact:

Family Law Information Centre

Newmarket Courthouse room 2103

50 Eagle St. W, Newmarket ON

Tel.: [905-853-4816](tel:905-853-4816)

Mon – Fri 9:00 am – 4:30 pm

Staff can help eligible low-income residents with documents, referrals to advice counsel, mediation, or a legal aid lawyer. Certificate applications for serious domestic violence, child protection, or complex family law cases are also accepted. FLIC office in Newmarket Courthouse: 905-853-4809 ext. 6223.

[Community Legal Clinic of York Region](https://clcyr.on.ca/) provides summary advice, connects clients with social agencies, and may be able to represent you at tribunals based on financial eligibility criteria. Services include housing and tenant’s rights, employment law, social assistance, and Criminal Injuries Compensation Board claims. A family lawyer is available one afternoon per week by appointment only. To find a community legal clinic in Ontario check the directory [here](https://www.cleo.on.ca/en/publications/ontario).

**Pro Bono Ontario**

[Pro Bono Ontario](https://www.probonoontario.org/) If you cannot afford a lawyer or are on a fixed income, the Free Legal Advice Hotline offers up to 30 minutes of free legal advice and assistance at 1-855-255-7256. Volunteer lawyers can answer your questions about the following topics (no family law or criminal matters):

* Going to court
* Employment
* Housing
* Consumer issues, such as consumer debt and consumer protection
* Creating powers of attorney
* Legal issues encountered by a small businesses or self-employed contractor.

[**Ontario** **Legal Information Centre**](https://legalinfocentre.ca/en/)

Call 1-844-343-7462. A lawyer will call you back within 14 business days.

The Ontario Legal Information Centre (the Centre) offers a free 30-minute meeting with a lawyer to any Ontario resident, or any person faced with a legal situation in Ontario.

There are no admissibility criteria and questions can involve any field of law. Services are confidential, offered in person (Ottawa) or by telephone, in French and in English.

**Ministry of the Attorney General (Ontario)**

Popular topics listed at the bottom of the Home page include: cannabis legalization, suing and being sued, small claims court, becoming a justice of the peace, separation and divorce, and many others.

[Ontario Court Forms](http://ontariocourtforms.on.ca/) If you are going to court and need to fill out an Ontario court form, you can find most of them on this website, including Family Law Rules, Rules of Civil Procedure, and Small Claims Court forms.

The [Ministry of the Attorney General](https://www.ontario.ca/page/ministry-attorney-general) homepage has a variety of links that can answer questions about Ontario’s legal system, including finding a lawyer, tickets and fines, jury duty FAQ, wills and estates, family law, and criminal law. Here are some popular links: [Tickets and Fines](https://www.attorneygeneral.jus.gov.on.ca/english/justice-ont/tickets_and_fines.php), [All About Jury Duty](https://www.attorneygeneral.jus.gov.on.ca/english/courts/jury/index.php), [File a Divorce Application Online](https://www.ontario.ca/page/file-divorce-application-online).

Ontario Courthouses click [here](https://www.attorneygeneral.jus.gov.on.ca/english/courts/Court_Addresses/index.php) for a map and list. The main courthouse in York Region is NewmarketCourthouse, 50 Eagle St. W, Newmarket, Ontario L6Y 3B1. 905-853-4809.

Court Transcripts To order a court transcript click [here.](https://courttranscriptontario.ca/index.cfm)

The Ministry also oversees [Ontario’s tribunals](https://tribunalsontario.ca/en/), such as:

[Human Rights Tribunal of Ontario](https://tribunalsontario.ca/hrto/) If you believe you have experienced discrimination or harassment in your employment, housing, services, contracts, or membership in trade and vocational associations, you can file an application with the Human Rights Tribunal of Ontario (HRTO).

[Landlord & Tenant Board](https://tribunalsontario.ca/ltb/) 1-888-332-3234 or 416-645-8080. The LTB provides information about the rights and responsibilities of landlords and tenants under the [Residential Tenancies Act](https://www.ontario.ca/laws/statute/06r17). The Landlord and Tenant Board (LTB) also resolves disputes between residential landlords and tenants through mediation or adjudication, and eviction applications filed by non-profit housing co-operatives.

On the website you can find forms for both tenants and landlords. Forms for tenants include:

* Tenant Application for Maintenance
* Application about Tenant Rights
* Notice to End Tenancy
* Application for Landlord Gave a Notice of Termination in Bad Faith, etc.

Forms for landlords include:

* Notice to End your Tenancy Early for Non-payment of Rent
* Notice of Rent Increase
* Application to Collect Rent, etc.

NEW JULY 2021 [Navigate Tribunals Ontario](https://tribunalsontario.ca/en/navigate-tribunals-ontario/)  Navigate Tribunals Ontario will ask you a series of questions about your situation. At some points during your navigation, you may receive an info-sheet with in-depth information about the topic you are exploring. The information will help you decide what to do next. When you are done reading the info-sheet, click “Next” to continue navigating. Supports all browsers except Internet Explorer.

**National Self-Represented Litigants Project (NSRLP)**

The [National Self-Represented Litigants Project](https://representingyourselfcanada.com/) (NSRLP) has guides for Canadians who choose to represent themselves in court or would like help from counsel only on certain matters pertaining to their court case. The site contains a Directory of Professionals Assisting SRLs (Self-Represented Litigants) as well as a method for connecting with other SRLs. Under the “SRL Resources” page, you will find articles such as:

* Reading a case primer – how to read and understand a case/court decision
* The CanLII Primer – how to find court decisions that may be helpful to your matter
* Coping with the courtroom – courtroom hours, what to bring, what to wear, courtroom decorum, and how the case will proceed
* Suggestions from the Bench – judges offer advice for self-represented litigants
* Ordering a Court Transcript – how to order transcripts in each province in Canada.

**Public Library**

Your local public library staff may be able to help you find legal information (they cannot provide advice) in the form of books, government publications, and online resources. For example, the library may have LawDepot, a source for creating legal documents for personal or business use. This tool covers several areas of law such as estate, financial, real estate and business. Your library may have books on family law, making a will and dealing with an estate, employment law, and other areas. Those new to Canada can find information on services and organizations for newcomers. The closest public libraries to the Newmarket Courthouse are the [Newmarket Public Library](https://www.newmarketpl.ca/en/index.aspx) and [Aurora Public Library](https://www.library.aurora.on.ca/).

Public libraries also have free computer and internet access, and free scan-to-email. Printing and photocopying is available at a reasonable cost.

**Settlement.org: Welcome to Ontario**

[Settlement.Org](https://settlement.org/) has [legal information for newcomers to Ontario](https://settlement.org/ontario/legal-services/#LAW), such as how to find a lawyer, how to get legal aid, human rights protection in Ontario, what to do if you feel harassed, and describes the functions of police and the courts in Ontario.

**Welcome Centre Immigrant Services**

[Welcome Centre Immigrant Services](https://welcomecentre.ca/) provides support to immigrants in York and Durham Regions. Services at the Welcome Centre include: settlement and integration services, English language training, accreditation and qualifications information, employment supports and other services based on community needs (such as legal services, mental health services, culturally-appropriate family counselling, etc.).

**Law Firm Websites**

Many law firms post general information and FAQs on their websites. Many offer short, free consultations. The information may help you decide whether that firm may be right for you. The lawyer directory at [yorklaw.ca](http://www.yorklaw.ca) contains links to law firm websites.

Some family law firms offer “unbundled services” (also called “limited scope services”), which means they are willing to help you with certain parts of your legal problem rather than handling your entire case. Services may include consultation or coaching, preparing court documents, drafting case conference briefs and separation agreements, finding case law to help your case, etc. The Family Law Limited Scope Services Project contains a directory of lawyers who have completed the Project’s training course and meets certain minimum requirements, but other family lawyers may also provide limited scope services.

[Ontario’s Family Law Limited Scope Services Project](https://www.familylawlss.ca/)