



ANNUAL REPORT

of the

JUSTICES OF THE PEACE APPOINTMENTS ADVISORY COMMITTEE

for the Period from

1 January 2008 to 31 August 2009

Toronto, Ontario
January 2011

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Persons wishing to comment on the process of the Justices of the Peace Appointments Advisory Committee are invited to write to:

The Chair
Justices of the Peace Appointments Advisory Committee
3rd Floor
720 Bay Street
Toronto, Ontario
M7A 2S9

**PREVIOUS PUBLICATIONS OF THE JUSTICES OF THE PEACE
APPOINTMENTS ADVISORY COMMITTEE:**

- *Annual Report* for the Period from 1 January 2007 to 31 December 2007
(January 2009).

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January 31, 2011

The Honourable Chris Bentley
Attorney General for Ontario
11th Floor
720 Bay Street
Toronto, Ontario
M7A 2S9

Dear Mr. Attorney:

The Justices of the Peace Appointments Advisory Committee is pleased to present to you the second report on our activity since the establishment of the Committee pursuant to the amendments to the *Justices of the Peace Act* in 2007.

This report is for the period of January 1, 2008 to August 31, 2009.

While the Committee's first annual report covered the 2007 calendar year, the Committee will now be reporting based on its process year (September 1 to August 31) rather than by calendar year. The Committee's intention is to make the information reported easier to understand as our process cycle will not be split between two annual reports. This second report covers the last half of the 2007-08 process year (the first half was reported in the 2007 annual report) and the entire 2008-09 process year.

This report covers all significant matters related to the classification of candidates for the role of a justice of the peace in the Ontario Court of Justice.

Respectfully yours,

Original signed by Seth Rudin

Seth Rudin
Chair

CHAIR'S SUMMARY

I am pleased to report on the activities of the Justices of the Peace Appointments Advisory Committee (the Committee) over the past 20 months. Together, the Committee continued to fulfill its mandate in attracting and classifying candidates for appointment as justices of the peace.

Building upon the lessons learned during our first year of this new process, the Committee set out to refine our process to result in the most efficient operational practices. Through the utilization of our best practices, we enhanced the Committee's process, allowing us to meet the objectives of the Committee under the umbrella of the legislative requirements that govern the Committee.

Based on the original foundation of the Committee's work and the exceptional relationship between all Committee members, these beneficial enhancements were successfully implemented. The Committee is confident that our revised process will enhance our solid foundation for the Committee's work.

I would like to thank all Committee members for their dedication to the Committee and their role in the classification of those individuals applying for the role of justice of the peace.

Seth Rudin
Chair

INTRODUCTION

Establishment of the Justices of the Peace Appointments Advisory Committee and its Mandate

The Justices of the Peace Appointments Advisory Committee (the “Committee”) was established in 2007 following amendments to the *Justices of the Peace Act*, R.S.O. 1990, C. J.4. The Committee is an independent and arm’s length agency of the Ministry of the Attorney General whose duties are to classify candidates for appointment as justices of the peace and to report those classifications to the Attorney General. Justices of the peace are appointed by the Lieutenant Governor in Council on the recommendation of the Attorney General. A copy of the *Justices of the Peace Act* is attached as Appendix A.

What is the Role of a Justice of the Peace?

A justice of the peace in Ontario is a judicial officer appointed pursuant to the *Justices of the Peace Act*. This Act affirms that a justice of the peace has judicial jurisdiction throughout Ontario and creates a framework under which justices of the peace are appointed and hold office, and also provides for the conditions under which they perform their duties. During this reporting period, there were over 330 justices of the peace in Ontario that were assigned to and perform judicial responsibilities. The Ontario Court of Justice, one of Ontario’s two trial courts, is comprised of both provincially appointed judges and justices of the peace.

The judicial functions, powers and duties of a justice of the peace are set out in legislation and case law. Two of the more important legislative Acts which confer jurisdiction upon a justice of the peace are the *Criminal Code* and the *Ontario Provincial Offences Act*, but there are many other federal and provincial statutes and regulations that empower justices of the peace with legal authority and/or jurisdiction. Primarily, the two main areas of jurisdiction are criminal law and regulatory law (provincial offences).

Respecting criminal law, justices of the peace preside over virtually all judicial interim release (bail) hearings in the province and the majority of criminal remand courts. They also preside over other criminal hearings. They receive informations (the document which commences a criminal proceeding), confirm or consider the issuance of process by either a summons or a warrant and are responsible for receiving and considering the denial or issuance of search warrants and other matters of criminal process.

Justices of the peace exercise jurisdiction over the majority of provincial regulatory offences and municipal by-law prosecutions. As in criminal proceedings, justices of the peace receive informations and warrant applications, consider the issuance of process and preside at hearings and trials.

On appointment, a justice of the peace must cease other employment and refrain from any political activity. The *Justices of the Peace Act* states that a justice of the peace shall not engage in any other remunerative work without the approval of the Justices of the Peace Review Council. Justices of the peace must retire upon attaining the age of 65 years, but may continue in office until attaining the age of 75 years, subject to the annual approval of the Chief Justice of Ontario.¹

The Justices of the Peace Appointments Advisory Committee

The Committee consists of a core committee of seven members, including a judge and a justice of the peace appointed by the Chief Justice of the Ontario Court of Justice, a justice of the peace appointed by the Chief Justice of the Ontario Court of Justice who is either the Senior Justice of the Peace Responsible for the Ontario Native Justice of the Peace Program or another justice of the peace familiar with aboriginal issues, and four lay members appointed by the Attorney General.

In addition, the Committee has seven regional committees, one for each of the regions of the Ontario Court of Justice. These regional committees consist of the Regional Senior Judge and the Regional Senior Justice of the Peace or their delegates, not more than five other lay members appointed by the Attorney General, and a lawyer appointed by the Attorney General. The Attorney General has appointed one member in each region to act as the Regional Lead during the term of their appointment. The role of the Regional Lead is to coordinate the screening, interviewing, reference checking, and the classification process for justice of the peace candidates within their region.

In total, there are 63 members on the Committee.

Initially the core committee met monthly with the regional leads joining their meetings every second month. As of April 2008, the core committee and regional leads meet jointly on a monthly basis. The purpose of these meetings is to review ongoing Committee business and discuss matters related to the Committee's policies and procedures.

Starting in 2008, the Committee holds an annual meeting of all members. This annual meeting provides an opportunity for the full Committee to review its activities over the past year, hear from speakers regarding topics relevant to the Committee's operations, and prepare any changes to be included in the next year's process.

A short biography of each of the members is attached as Appendix B.

¹ On June 2, 2008, the Ontario Superior Court of Justice in *Assn. of Justices of the Peace of Ontario, Brenna Brown, Moreland Lynn and Meena Nadkarni, Applicants v. Attorney General of Ontario* [2008] O.J. No. 2131, the Court ruled that every justice of the peace shall retire upon attaining the age of 65 years.

THE COMMITTEE'S PROCESS

Following successful undertakings as reported in the 2007 Annual Report, the Committee set out to refine its process based on lessons learned. The Committee made revisions to its application form, policies and procedures, and selection criteria. All of these documents are available to the public through the Ontario Courts website at www.ontariocourts.on.ca/ipaac/en. These documents are attached, respectively, as Appendix C, Appendix D and Appendix E.

While the Committee's first annual report covered the 2007 calendar year, the Committee will now be reporting based on its process year (September 1 to August 31) rather than by calendar year. This second report covers the last half of the 2007-08 process year (the first half was reported in the 2007 annual report) and the entire 2008-09 process year.

From its inception in 2007 to August 31, 2009, the Committee has reviewed a total of 2,168 resumes that were on file with the Ministry prior to the amendment to the *Justices of the Peace Act* establishing the Committee, and 4570 applications submitted on the application form developed by the Committee. During the reporting period covered by this annual report (January 1, 2008 to August 31, 2009), 4570 applications were reviewed by the Committee.

January 1, 2008 to September 30, 2008:

Activities

The Committee's activities in the first nine months of 2008 included the review, evaluation and classification of applications that were received from November 2007 to the completion of advertising for all regions of the province (February 2008).

In the fall of 2007, the Committee placed advertisements to seek applications under the newly-created process as outlined in the Committee's 2007 Annual Report. The Committee's process called for the placement of the advertisement on a regional basis with three separate series of advertisements. Two of the three series of advertisements inviting applications for the Central West, West, Central East and East Regions were placed in the fall of 2007.

From January 21, 2008 to February 8, 2008, the third series of advertisements inviting applications for Toronto, Northeast and Northwest Regions were placed in the *Globe and Mail*, the *Toronto Star*, and regional newspapers across the province, as well as in French language, ethnic and native media. A copy of the advertisement is attached as Appendix F.

The Committee completed its review of the justice of the peace applications filed during the three separate advertisements, including interviews, between January 2008 and July 2008. The classifications of all candidates interviewed were reported by the Committee to the Attorney General by August 8, 2008.

Additionally, in preparation for the Committee's next advertisement for applications and the start of the 2008-09 process cycle, the Committee reviewed other applications filed on an ongoing basis up to September 14, 2008. This review was completed by September 30, 2008.

Process Review

During the summer of 2008, the Committee undertook a review of its policies and procedures, including the application form and the accompanying filing instructions. Based on this review, a number of changes to the Committee's procedures were implemented, including:

- the creation of a Frequently Asked Questions document;
- the modification of the requirement for the filing of authorization forms for the Committee to conduct security and disclosure checks. Previously every candidate was expected to complete these authorizations when they filed their application. It is now the practice to ask only those candidates attending an interview to complete the authorization for a security check and if applicable, any professional organization disclosure checks;
- the inclusion in the application form of a statement that candidates should be aware that if they wish to apply to more than one region, they should be aware that the degree of knowledge of those regions, their culture and issues will be considered;
- the requirement that candidates indicate all regions to which they are applying on the same application form at the time of application;
- the policy that if a candidate is interviewed, the Committee will not consider any further applications from the candidate during the two-year period from the date of interview;
- the modification of the number of copies the candidate is required to file for each region to which they apply;
- one annual province-wide advertisement for all regions of the province instead of separate advertisements on a regional basis at different times of the year.

September 1, 2008 to August 31, 2009:

Activities

In the fall of 2008, based on the process adopted during the summer, the Committee placed a province-wide advertisement inviting applications for all regions of the province. The ad, widely placed in provincial, regional and local newspapers, as well as in French language, ethnic and native media, was for the period September 15, 2008 to October 7, 2008. A copy of the advertisement is attached as Appendix G.

On April 3, 2009, the Attorney General requested, in accordance with section 2.1 (12) (5) of the *Justices of the Peace Act*, that the Committee review and evaluate all applications currently on file.

The Committee completed its review of justice of the peace applications, including interviews, for all of the applications filed during the advertising period and on an ongoing basis up until April 3, 2009, by August 2009. Also included in these interviews were applications filed in 2007-08 after the advertising periods.

The classifications of all candidates were reported by the Committee to the Attorney General by August 24, 2009, with the exception of the classifications for Northeast Region candidates, which were reported on October 5, 2009.

Process Review

During the 2008-09 period, the Committee undertook a further review of its policies and procedures, including the application form, the accompanying filing instructions and the selection criteria. Based on this review, a number of changes to the Committee's procedures were implemented, including:

- revisions to the multi-region evaluation process;
- the classification of all candidates. Prior to the 2008-09 process year, the Committee had classified only those candidates who were interviewed. Commencing in the 2008-09 process year, the Committee will now classify all candidates, whether they were interviewed or not;
- the adoption of a two-year classification period that commences on the 1st day of June following the submission of an application and ends on the 31st day of May. Prior to the 2008-09 process year, a candidate's classification was in effect for two years from the date of the interview. In 2008-09, the Committee phased in both the implementation of this classification period and the classification of all candidates by giving those candidates who were not interviewed a one-year classification and those candidates who were interviewed a two-year classification. Commencing in 2009-10, all candidates will be classified for a two-year period;

- the policy that the Committee will not re-classify a candidate during their current classification period. Candidates may re-apply during the Committee's advertising period the fall before their classification expires;
- the policy that the Committee will only review and evaluate applications received by the closing date in an advertisement for that classification period. Applications received after the closing date will be reviewed and evaluated as part of the evaluation process for the next classification period;
- no longer requesting a candidate's date of birth on the application form. Candidates are now asked whether they are less than 65 years of age;
- the modification of the number of copies the candidate is required to file for each region to which they apply.

Review and Evaluation Process

Candidates may be selected for an interview as part of the application review and evaluation process.

Interview panels will consist of at least four (4) Committee members, at least one of whom is a regional member for the region to which the candidate is applying and another of whom is a judge or justice of the peace.

Where a region grants an interview to a candidate who has applied for more than one region, there will be a judicial member and a lay member representing each region to which the candidate has applied on the interview panel.

French Language Testing

Candidates who have been selected for an interview and who have self-identified as bilingual may be required to undergo standardized oral French language testing.

Reference Checks and Discreet Inquiries

Committee members may undertake reference checks or discreet inquiries as part of the process.

Classification Process

Upon completion of the evaluation process, candidates are classified as Not Qualified, Qualified, or Highly Qualified.

For the 2007-08 process year, the list of classified and interviewed candidates was sent to the Attorney General. Commencing in 2008-09, the list of all classified candidates was/is sent to the Attorney General. When the opportunity for an appointment of a justice of the peace arises, the Attorney General selects a candidate from the list of Qualified and Highly Qualified classifications.

In 2007-08, a candidate's classification was in effect for two years from the date of the interview. Commencing in 2008-09, a candidate's classification is in effect from the 1st day of June following the submission of the application and continues for two years ending on the 31st day of May.

As is the practice with similar committees in Canada, candidates will not be notified of their classification.

Confidentiality

The Committee maintains strict confidentiality with respect to the personal information of candidates except to the extent as is necessary for the Committee to perform its duties (e.g., discreet inquiries).

STATISTICS

Applications received and evaluated in 2007-08 as a result of the advertisements placed in November, December 2007 and January 2008, as well as received on an ongoing basis: (November 5, 2007 - September 14, 2008)

Region	Number of Single Region Applications Received	Number of Multi-Region* Applications Received	Number of Days of Interviews Held	Number of Candidates selected for an interview - Single Region	Number of Candidates selected for an interview - Multi-Region*
Central East	249	326	2	10	90
Central West	327	411	6	32	100
East	234	131	6	33	40
Northeast	120	71	2	14	29
Northwest	66	38	3	13	21
Toronto	341	395	3	21	104
West	265	241	6	30	61
Multi-Region*	--	--	21	--	--
TOTAL	1602	634**	--	153	132**
TOTAL SINGLE & MULTI-REGION	2236		49	285	

*Multi-Region refers to an application from a candidate who has applied to more than one region

**Number of multi-region candidates

**Applications received and evaluated in 2008-09 as a result of the advertisement placed in September 2008, as well as received on an ongoing basis:
(September 15, 2008 - April 3, 2009)**

Region	Number of Single Region Applications Received	Number of Multi-Region* Applications Received	Number of Days of Interviews Held	Number of Candidates selected for an interview - Single Region	Number of Candidates selected for an interview - Multi-Region*
Central East	227	376	4	26	43
Central West	347	415	8	56	38
East	281	123	4	24	21
Northeast	154	76	3	16	13
Northwest	92	28	3	21	4
Toronto	166	441	3	24	46
West	406	230	8	42	25
Multi-Region*	--	--	10	--	--
TOTAL	1673	661**	--	209	65**
TOTAL SINGLE & MULTI-REGION	2334		43	274	

*Multi-Region refers to an application from a candidate who has applied to more than one region

**Number of multi-region candidates

Appendix A

LEGISLATION

Excerpt from the *Justices of the Peace Act*

Justices of the Peace Appointments Advisory Committee

2.1 (1) A committee known as the Justices of the Peace Appointments Advisory Committee in English and Comité consultatif sur la nomination des juges de paix in French is established. 2006, c. 21, Sched. B, s. 3.

Function

(2) The function of the Advisory Committee is to classify candidates for appointment as justices of the peace and to report on the classifications to the Attorney General. 2006, c. 21, Sched. B, s. 3.

Composition

(3) The Advisory Committee is composed of seven core members as follows:

1. A judge of the Ontario Court of Justice appointed by the Chief Justice of the Ontario Court of Justice.
2. A justice of the peace appointed by the Chief Justice of the Ontario Court of Justice.
3. A justice of the peace appointed by the Chief Justice of the Ontario Court of Justice who is either the Senior Justice of the Peace Responsible for the Ontario Native Justice of the Peace Program or another justice of the peace familiar with aboriginal issues or, when the justice of the peace so appointed is not available to act as a member of the Advisory Committee, another justice of the peace familiar with aboriginal issues who is designated by the Chief Justice of the Ontario Court of Justice.
4. Four persons appointed by the Attorney General. 2006, c. 21, Sched. B, s. 3.

Regional members

(4) In addition to the core members appointed under subsection (3), the Advisory Committee shall include the following regional members in respect of its functions in a particular region:

1. The regional senior judge of the Ontario Court of Justice for the region or another judge of the Ontario Court of Justice from the same region designated by the regional senior judge.
2. The regional senior justice of the peace for the region or, when he or she is not available to act as a member of the Advisory Committee, another justice of the peace from the same region who is designated by the regional senior judge.
3. Not more than five other persons appointed by the Attorney General.
4. A member of the bar in the region appointed by the Attorney General from a list of three names submitted to the Attorney General by the Law Society of Upper Canada. 2006, c. 21, Sched. B, s. 3.

Criteria

(5) In the appointment of members under paragraph 4 of subsection (3) and paragraph 3 of subsection (4), the importance of reflecting, in the composition of the Advisory Committee as a whole, Ontario's linguistic duality and the diversity of its population and ensuring overall gender balance shall be recognized. 2006, c. 21, Sched. B, s. 3.

Term of office

(6) The members appointed under paragraph 4 of subsection (3) and under paragraphs 3 and 4 of subsection (4) hold office for three-year terms and may be reappointed. 2006, c. 21, Sched. B, s. 3.

Staggered terms

(7) Despite subsection (6), the following applies to the first appointments to the Advisory Committee:

1. Two of the members appointed under paragraph 4 of subsection (3) hold office for a two-year term.
2. Two of the regional members for each region appointed under paragraph 3 of subsection (4) hold office for a one-year term. 2006, c. 21, Sched. B, s. 3.

Remuneration

(8) The members appointed under paragraph 4 of subsection (3) and under paragraphs 3 and 4 of subsection (4) are entitled to receive the daily remuneration that is fixed by the Lieutenant Governor in Council. 2006, c. 21, Sched. B, s. 3.

Chair

(9) The Attorney General shall designate one of the core members to chair the Advisory Committee for a term of up to three years. 2006, c. 21, Sched. B, s. 3.

Term of office

(10) The same person may serve as chair for two or more terms. 2006, c. 21, Sched. B, s. 3.

Chair votes

(11) The chair is entitled to vote and may cast a second deciding vote if there is a tie. 2006, c. 21, Sched. B, s. 3.

Manner of operating

(12) The Advisory Committee shall perform its function in the following manner:

1. It shall develop a candidate application form that specifies what supporting material is required, and it shall make the form available to the public.
2. It shall develop the application procedure and the general selection criteria and make information about them available to the public.
3. It shall advertise annually for applications for justice of the peace positions in each region.
4. It shall accept applications for justice of the peace positions on an ongoing basis.
5. It shall review all applications and evaluate them at least once each year or on the request of the Attorney General and may interview any of the candidates.
6. It shall conduct the advertising and review process in accordance with general selection criteria, including the assessment of skills and abilities, community awareness, personal characteristics of candidates and the recognition of the desirability of reflecting the diversity of Ontario's population in appointments of justices of the peace.
7. It shall determine the skills, abilities and personal characteristics that are desired in a justice of the peace and make information about them available to the public.
8. It shall classify candidates as "Not Qualified", "Qualified" or "Highly Qualified" and report the classifications to the Attorney General. 2006, c. 21, Sched. B, s. 3.

Quorum for interview

(13) If the Advisory Committee interviews a candidate, the interview must be conducted by at least four members of the Committee, at least one of whom is a regional member from the region for which an appointment is considered and another of whom is a judge or justice of the peace described in subsection (13.2). 2007, c. 7, Sched. 20, s. 1.

Quorum re classification

(13.1) The quorum for decisions under paragraph 8 of subsection (12) is four members of the Committee, at least one of whom is a regional member from the region for which an appointment is considered and another of whom is a judge or justice of the peace described in subsection (13.2). 2007, c. 7, Sched. 20, s. 1.

Same

(13.2) The judge or justice of the peace referred to in subsections (13) and (13.1) may be either a core member or a regional member from the region for which an appointment is considered. 2007, c. 7, Sched. 20, s. 1.

Vacancies

(14) If a vacancy occurs among the members appointed under paragraph 4 of subsection (3) or under paragraph 3 or 4 of subsection (4), a new member may be appointed under the applicable provision for the remainder of the term. 2006, c. 21, Sched. B, s. 3.

Qualification

(15) A candidate shall not be considered by the Advisory Committee unless he or she has performed paid or volunteer work equivalent to at least 10 years of full-time experience and,

- (a) has a university degree;
- (b) has a diploma or advanced diploma granted by a college of applied arts and technology or a community college following completion of a program that is the equivalent in class hours of a full-time program of at least four academic semesters;
- (c) has a degree from an institution, other than a university, that is authorized to grant the degree,
 - (i) under the *Post-secondary Education Choice and Excellence Act, 2000*,
 - (ii) under a special Act of the Assembly that establishes or governs the institution, or
 - (iii) under legislation of another province or territory of Canada;
- (d) has successfully completed a program designated as an equivalency under subsection (16); or
- (e) meets the equivalency requirement set out in subsection (17). 2006, c. 21, Sched. B, s. 3.

Equivalency programs

(16) For the purposes of clause (15) (d), the Attorney General may designate programs that involve training in the justice system, including programs designed to enhance diversity in the justice system, as programs that meet the educational equivalency, and shall make the list of programs so designated public. 2006, c. 21, Sched. B, s. 3.

Exceptional qualifications

(17) For the purposes of clause (15) (e), a candidate may be considered to have met the equivalency requirement if he or she clearly demonstrates exceptional qualifications, including life experience, but does not have the educational requirements set out in clauses (15) (a) to (d). 2006, c. 21, Sched. B, s. 3.

Recommendation by Attorney General

(18) The Attorney General shall recommend to the Lieutenant Governor in Council for appointment as a justice of the peace only a candidate whom the Advisory Committee has classified as "Qualified" or "Highly Qualified". 2006, c. 21, Sched. B, s. 3.

Annual report

(19) The Advisory Committee shall submit to the Attorney General an annual report in English and in French of its activities. 2006, c. 21, Sched. B, s. 3.

Tabling

(20) The Attorney General shall submit the annual report to the Lieutenant Governor in Council and shall then table it in the Assembly. 2006, c. 21, Sched. B, s. 3.

Employees

(21) Such employees as are considered necessary for the proper conduct of the affairs of the Advisory Committee may be appointed under Part III of the *Public Service of Ontario Act, 2006*. 2006, c. 35, Sched. C, s. 56 (1).

Meetings

(22) The Advisory Committee may hold its meetings in person or through electronic means, including telephone conferencing and video conferencing. 2006, c. 21, Sched. B, s. 3.

Use of forms, etc.

(23) After the materials referred to in paragraphs 1 and 2 of subsection (12) are made publicly available, candidates submitting applications shall do so using the application form developed by the Advisory Committee and shall follow its procedures. 2006, c. 21, Sched. B, s. 3.

Transitional

(24) Any applications received by the Ministry of the Attorney General before the coming into force of this section for appointment as a justice of the peace shall be provided to the Advisory Committee and the applications may be considered by the Advisory Committee even though they are not in the form required by subsection (23). 2006, c. 21, Sched. B, s. 3.

Same

(25) Applications received by the Advisory Committee before the application form referred to in paragraph 1 of subsection (12) is made publicly available may be considered by the Advisory Committee even though they are not in the form required by subsection (23). 2006, c. 21, Sched. B, s. 3

Appendix B

Justices of the Peace Appointments Advisory Committee

MEMBERS

Core Committee

Seth Rudin, Temporary Chair

Seth Rudin, of Toronto, was appointed the temporary Chair of the Justices of the Peace Appointments Advisory Committee on June 9, 2009. He had previously been a regional member of the Committee for Toronto Region. Mr. Rudin is a seasoned senior management consultant specialising in healthcare and technology. His expertise in business development, strategic planning, performance measures, system analysis and stakeholder relations is combined with a broad understanding of various technology platforms and applications. Mr. Rudin has served as COO of ABS System Consultants and Vice-President of Internet Incubation.com. From 2001 to 2002, he served as a member of the Ministerial Advisory Committee, Immigration and Refugee Board, Ministry of Citizenship and Immigration.

Sharon E. Maloney, Chair

Sharon Maloney, of Toronto, was the Chair of the Justices of the Peace Appointments Advisory Committee until her resignation on April 14, 2009. She is the Executive Director of Polytechnics Canada. Prior to this, Ms. Maloney was the Senior Vice-President and General Counsel with the Retail Council of Canada, Counsel at Gottlieb & Pearson, LLP and Executive Director of the Canadian Shoe Retailers Association. Her previous community involvement included New Visions Toronto and Canadian Feed the Children. She holds a Bachelor of Arts from Carleton University and a Bachelor of Laws from McGill University.

Vandana Brown

Vandana Brown, of Toronto, was re-appointed for a further term as a member of the Justices of the Peace Appointments Advisory Committee in February 2009. Ms. Brown is in executive management for Yvelo Services, a print, publishing and data management firm in Toronto. Prior to this, she was a Manager of Development and Systems for CH Canada. Ms. Brown has extensive experience working with community and non-government organizations such as MissionFest Toronto and World Vision International. She holds a Bachelor of Business Management from Ryerson University.

Joanna Carroll

Joanna Carroll, of Toronto, is a lawyer with the law firm of Miller Thomson LLP. Ms. Carroll is a commercial litigator with expertise in employment law. She is an active member of the Ontario and Canadian Bar Associations and has organized and lectured at several continuing legal education programs for the association. Ms. Carroll is also a member of the Advocates Society.

Ranjit Singh Dulai

Ranjit Singh Dulai, of Brampton, was a member of the Justices of the Peace Appointments Advisory Committee until February 2009. Mr. Dulai is President and CEO of Petroleum Plus Inc. and Dulai Petroleum Inc. He has been involved in the community working with youth and seniors and has worked with the Malton Action Committee. Mr. Dulai has been involved with scholarship programs in different communities and with York University. He was previously a host on CJMR 1320 radio.

The Honourable Regional Senior Justice Kathryn Hawke

Justice Kathryn Hawke received her Law Degree in 1981 from Queen's University and was called to the Bar in 1983. She was in private practice until 1985, when she became an Assistant Crown Attorney in Toronto Region. In 1995, she was appointed as a judge of the Ontario Court of Justice in Brampton. Justice Hawke has been a presenter/lecturer in areas of evidence and advocacy for a variety of organizations including The Law Society, Legal Aid, and The Advocates' Society.

Justice Hawke has been active in judicial management since 2004, when she became Local Administrative Justice in Brampton. She was appointed Regional Senior Justice of the Central West Region, Ontario Court of Justice, effective August 31, 2007. She is a member of the Chief Justices Executive Committee and Chair of the Local Administrative Justices Committee.

His Worship Richard Le Sarge, Senior Justice of the Peace / Administrator, Native Justice of the Peace Program

His Worship Richard Le Sarge was appointed to the Ontario Court of Justice in September 1994 as a full-time presiding trial native justice of the peace. He served as Education and Training Officer where one of his duties was organizing and overseeing swearing-in ceremonies for newly-appointed native justices of the peace. He is the Administrator of the Ontario Native Justice of the Peace Program. His Worship is a former member of Aboriginal Justice Projects Committee, Ministry of the Attorney General (1993 to 1994).

His Worship Le Sarge has consulted on and helped develop programs for alternative justice initiatives in Attawapiskat First Nation (stand-alone court with elders' panel), Savant Lake (Saugeen First Nation), Whitefish Bay First Nation (demonstrating native alternative justice models), and Garden River First Nation. He has also presented workshops on alternative and native justice initiatives for the Native Canadian Centre, Obonsawin-Irwin Consulting Inc., Society of Professionals in Dispute Resolution, Northern Justice Society (Sitka, Alaska and Kenora, Ontario), "Achieving Justice: Today and Tomorrow" (Whitehorse, Yukon), and "Natives and Justice" (Edmonton, Alberta).

His Worship Robert Ponton

His Worship Robert Ponton was a member of the Justices of the Peace Appointments Advisory Committee until his sudden passing in July 2009. His Worship's valuable contribution, friendship and active participation are greatly missed by all members of the Committee.

Justice of the Peace Ponton was appointed to the Ontario Court in 1980. He served on a part-time basis in the District of Kenora and Essex and Middlesex Counties until his re-appointment as a full-time justice in London in 1995. Prior to his full-time appointment to the Ontario Court, he was employed by Bowes Publishers Limited, the community newspaper division of Sun Media. During his tenure, he was named publisher of the Daily Miner and News in Kenora and the Amherstburg Echo. In 1992, he moved from Amherstburg to London to assume the role of Manager of Human Resources for the corporate division.

As a justice of the peace, he held the assignment of Regional Senior Justice of the Peace for West Region for the maximum term of six years from 1998 to 2004. During his term as Regional Senior Justice of the Peace, he was a member of the initial orientation training team for newly appointed justices of the peace and produced the Justices of the Peace Manual, a comprehensive outline of judicial benefits and entitlements as well as administrative policies which regulate the manner in which justices of the peace carry out their professional duties. Justice of the Peace Ponton primarily presided throughout West Region and served on various provincial judicial committees. He represented the Ontario Court as a guest lecturer and panelist at universities, colleges, secondary schools and the Ontario Police College.

Kulvinder Jit Waraich

Kulvinder Jit Waraich, of Niagara Falls, was appointed as a core member of the Justices of the Peace Appointments Advisory Committee in February 2009. She had previously been a regional member of the Committee for Central West Region. Ms. Waraich is a financial representative, currently working with Primerica Financial Services. She previously worked as a teacher and an entrepreneur in the tourism industry for 32 years. Over the years, Ms. Waraich has been involved with many community organizations. She has fundraised for the Daily Bread Food Bank, has volunteered for the Niagara Heart and Stroke Foundation, and has been a volunteer counsellor for the Niagara Sexual Assault Centre. Ms. Waraich has also served as a member of the Niagara Red Cross Society's Board of Directors, the Niagara Sexual Assault Centre's Board of Directors and the Niagara Region Interfaith Group. She is currently a member of the Niagara Landlord's Association. Ms. Waraich holds a Masters degree in English literature from Punjab University. She is fluent in Punjabi, Hindi and Urdu.

Central East Regional Committee

Nancy Coldham

Nancy Coldham is the founding partner of a leading, privately-owned Canadian public affairs consulting firm, The CG Group. She started the company in 1981. Her career includes more than 25 years' experience in journalism, public relations and public affairs consulting. Ms. Coldham's strengths include strategy, conflict resolution, alliance building, negotiation, reputation and brand management. She possesses exceptional problem-solving and writing skills. Her workshops, on a variety of topics, are always well attended and ranked highly by conference participants and business summit delegates. Ms. Coldham is a tireless champion advancing women entrepreneurship and raising funds supporting women as political candidates. She is the recipient of the Markham Board of Trade Business Excellence INNOVATION Award (2006) and has been nominated for the Canadian Woman Entrepreneur of the Year Award twice.

Janet Gillespie

Janet Gillespie, of Unionville, was appointed as a member of the Justices of the Peace Appointments Advisory Committee in May 2009. Ms. Gillespie is a lawyer practising in the areas of Health Law, Family Law and Wills and Estates. She sits as a Deputy Judge of the Superior Court of Justice (Small Claims Court). Ms. Gillespie serves as the Treasurer of the Parent Council at Buttonville Public School, is married, and has two children.

Gary Gladstone, Central East Regional Lead

Gary Gladstone, B. Math, CFRE (Certified Fund Raising Executive) of Thornhill, is the president of Gladstone Consulting. He has been helping charities and non-profits raise funds and profile for over 20 years, including Markhaven Home for Seniors and Bais Brucha Elementary School. Prior to consulting, he was Director of Development with Regesh Family and Child Services, Business Manager and Director of Development with Shmuel Zahavy Cheder Chabad and Director of Development with B'nai B'rith Youth Organization, Lake Ontario Region.

Mr. Gladstone is a member of the York Simcoe Grant Review Team of the Ontario Trillium Foundation. He served as Vice-Chair of Charities First Ontario from 1995 to 2002, and he is a member of the Association of Fund Raising Professionals. In 1994, Mr. Gladstone was the recipient of the Gold Key Award, B'nai B'rith Youth International's highest award for volunteer service.

James Grady

James Grady, of Pickering, is a financial consultant. Mr. Grady is a former manager of a housing co-operative and former Vice-President of Finance with T.R.S. Food Service Limited. He is a former President of the Pickering Lions Club and holds a Bachelor of Science degree from Trent University.

Adrian Merchant Macdonald

Adrian Macdonald, of Uxbridge, serves as Co-Chair of the Advisory Board of the Trudeau Centre for Peace and Conflict Study at the University of Toronto; a Governor of the National Theatre School of Canada; Member of the Board, Shakespeare Globe Canada; Member of the Board of Directors of the Canadian Battlefields Foundation; and Finance Committee Member, Sacred Heart Church, Uxbridge. She served as a Ministerial Assistant, Ottawa, was a partner in AMC Consultants, Winnipeg, and an associate of Media Profile Inc., Toronto. Mrs. Macdonald is married, has seven children, four stepchildren and fifteen grandchildren.

Her Worship Cornelia Mews, Regional Senior Justice of the Peace

Her Worship Cornelia Mews was a member of the Justices of the Peace Appointments Advisory Committee until August 2008. Her Worship Mews completed an Honours BA in Political Science, Queen's University in 1980. She worked in the field of computer-aided design and manufacturing and operated her own design studio. After obtaining a post-graduate diploma in Regulatory Law Administration from Seneca College in 1992, she acted as a consultant on employment equity plans/legislation analysis for the City of Toronto.

Upon her appointment to the Ontario Court in 1993, Her Worship Mews was assigned to the Barrie and Newmarket courts. From 2003 to 2006, she served as Local Administrative Justice of the Peace at the Newmarket court. In July 2006, she was appointed Regional Senior Justice of the Peace, Central East Region. Seconded to the Office of the Chief Justice in March 2007, Her Worship Mews serves as the Acting Assistant Senior Advisory Justice of the Peace. From 1995 to 2001, she was the Central East Area Representative of the Association of Justices of the Peace of Ontario. From 2006 to the present, she has served as a member of the Justice of the Peace Executive Committee, the Advisory Committee on Education, and the Justice of the Peace Review Council. Her Worship Mews continues to work on education programming, as Senior Justice of the Peace, since 2008.

Greg Mulligan

Greg Mulligan, of Orillia, was a member of the Justices of the Peace Appointments Advisory Committee until June 2008, at which time he was appointed to the Superior Court of Justice. Justice Mulligan was called to the Ontario Bar in 1975 and was a partner in the law firm of Bourne, Jenkins and Mulligan. Justice Mulligan conducted a general practice with emphasis on real estate, wills, estates, and corporate commercial matters. He was certified as a Specialist (Real Estate Law) by the Law Society of Upper Canada (LSUC) in March 2004. Justice Mulligan is a Harvard-trained mediator and was a member of the Mediation and Arbitration Institute of Ontario and was a Deputy Small Claims Court Judge for the Ontario Central East Region. He is a former instructor in real estate and other topics at the Bar Admission Course and a former practice reviewer for the Law Society. Justice Mulligan was a frequent speaker at the LSUC and the Ontario Bar Association programs and was the Chair of the LSUC program *Best Practices for Recreational Property Transactions*. Justice Mulligan has served terms as: LSUC benchler 1999-2003, OBA Executive-at-Large 1998-1999, President of the Simcoe County Law Association 1994-1996, and he is the Past Chair of Library Co Inc., the not-for-profit corporation established to provide central management of Ontario's 48 county and district law libraries.

The Honourable Regional Senior Justice Gregory Regis

Justice Gregory Regis is a graduate of Osgoode Hall Law School and was called to the Bar in 1985. His career as a lawyer included a period in private practice, four years as the Executive Director of the Jane Finch Community Legal Services, and eight years as an Assistant Crown Attorney. He was appointed to the Ontario Court of Justice in January 1999. He served as the Local Administrative Judge (LAJ) in Durham Region from 2004 to 2007. In September 2007, he was appointed Regional Senior Justice of the Central East Region. Justice Regis has a long history of community involvement. A former chair of CARIBANA, he has also served on the boards of several community organizations.

Ritu Singarayer

Ritu Singarayer, of Whitby, has over ten years of experience in community development and social services. She is a Community Support Coordinator with Community Living York South, and former Group Coordinator for Family Services of York Region. Mrs. Singarayer holds an Honours Bachelor of Science degree, with a double major in Psychology and Sociology from the University of Toronto. The languages she speaks include Hindi, Punjabi, Urdu and Spanish.

His Worship Jack Wiley, Regional Senior Justice of the Peace

His Worship Jack Wiley became a member of the Justices of the Peace Appointments Advisory Committee in October 2008. Justice of the Peace Wiley was appointed to the Ontario Court of Justice in January 1999 as a full-time presiding judicial officer. Prior to his appointment, he taught at O'Neill Collegiate in Oshawa from 1963-1997. He served as Head of the History Department for 18 years (1979-1997). Justice of the Peace Wiley was also a member of Oshawa City Council, an elected position he held for 25 years (1972-1997). In 2002, he was appointed as the Local Administrative Justice of the Peace in Oshawa, a position he held until 2007. In March 2007, Justice of the Peace Wiley was appointed to the position of Acting Regional Senior Justice of the Peace for Central East Region, and was appointed Regional Senior Justice of the Peace for Central East Region in October 2008.

Central West Regional Committee

Theodore Michael Charuk

Ted Charuk, of Hamilton, is a lawyer practicing in the areas of family law and wills and estates. He has a law degree from Queen's University and Master of Laws from Osgoode Hall Law School. Mr. Charuk is an adjudicator for the Consent and Capacity Board - Ministry of Health; a roster arbitrator for Tarion Warranty Corporation; a member of the Accountability and Transparency Subcommittee for the City of Hamilton; and has been on committees with various professional associations and as a board member for charitable and professional organizations.

Mark Coakley

Mark Coakley, of Hamilton, was a member of the Justices of the Peace Appointments Advisory Committee until February 2008. He is a writer and lawyer. Mr. Coakley is the Chair of Environment Hamilton and a former board member of Dundurn Community Legal Services. He holds a Bachelor of Laws from Osgoode Hall Law School.

His Worship John Creelman, Regional Senior Justice of the Peace

His Worship John Creelman became a member of the Justices of the Peace Appointments Advisory Committee in January 2009. His Worship Creelman was appointed a justice of the peace on March 31, 2003 and named Regional Senior Justice of the Peace for Central West Region on January 29, 2009. Prior to his appointment, he served almost 12 years as a municipal councillor, deputy reeve, mayor and two-term county warden in the Town of Mono, Dufferin County. His Worship has owned and operated a variety of small businesses as well as having careers in research and writing.

The Honourable Regional Senior Justice Kathryn Hawke

Please refer to the bio for The Honourable Regional Senior Justice Kathryn Hawke in the Core Committee section on page 20.

Harish Chand Jain

Dr. Harish Jain, of Hamilton, is Professor Emeritus at McMaster University. From 1970 to 2002, he was a Professor of Human Resources and Labour Relations. He taught courses on diversity, employment equity and human rights, human resources recruitment and selection, and human resources and industrial relations at doctoral, masters and undergraduate levels. He has been a Commissioner of the Canadian Human Rights Commission and a former member of the Canadian Human Rights Tribunal. Dr. Jain is a member of the Hamilton Police Service Diversity Advisory Committee.

Michael Kirkopoulos

Michael Kirkopoulos, of Binbrook, was appointed as a member of the Justices of the Peace Appointments Advisory Committee in April 2008. Mr. Kirkopoulos is currently employed as Senior Policy and Corporate Communications Manager for the City of Hamilton. He has spent the last 10 years working in public service and public affairs in a variety of roles, including Director of Media Relations for the Office of the Mayor and Public Affairs Coordinator. Mr. Kirkopoulos has a keen interest in alternative dispute resolution, holds certificates in Media Relations, Communications and a Bachelor of Science Degree in Biology and Economics. He is a member of the Canadian Public Relations Society and the International Association of Business Communicators. Over the years, he has served his community on several volunteer boards and committed his time to various causes including the Glanbrook Community Advisory Council, the Flamborough Community Advisory Council, Henderson General Hospital, and various inner-city school literacy programs.

Myra Leffler

Myra Leffler, of Grimsby, was appointed as a member of the Justices of the Peace Appointments Advisory Committee in February 2009. Ms. Leffler has served over 20 years in the development field for various NGOs and not for profit agencies. She has most recently retired from McMaster University in Hamilton after having served 10 years as a Senior Development Officer. She is currently running her own fundraising consulting business. Ms. Leffler had previously served her community of Niagara Falls as a member of the board of the Social Planning Council and St. Paul High School as well as her community of Hamilton as a Board member of a local Arts Centre.

His Worship Jerry Redmond, Regional Senior Justice of the Peace

His Worship Jerry Redmond was a member of the Justices of the Peace Appointments Advisory Committee until January 2009. His Worship was appointed to the Ontario Court of Justice, Justice of the Peace Bench, in August 2001, and was based at Brampton. In November 2003, he was appointed Local Administrative Justice of the Peace for Brampton. He was then appointed Regional Senior Justice of the Peace for the Central West Region in January 2006, and subsequent to his assignment ending on January 28, 2009, His Worship is back presiding full time and based in Mississauga. Prior to his appointment to the Bench, he held many responsibilities both in the public and private sectors. His Worship has been Secretary to the Executive Council for the Government of Nova Scotia and Deputy Minister of two Central Government Agencies, the Policy Board and the Cabinet Secretariat. He has also been Executive Director of the Canadian Bankers Association for the Atlantic Provinces, and President of Corporate Strategy Group, Toronto.

His Worship received his post secondary education/graduate education at Saint Mary's University, Halifax; Dalhousie University, Halifax; Michigan University, Ann Arbor, Michigan; and New York University, New York. He is married with three children and has two grandchildren. He and his wife make Rice Point, Prince Edward Island, as their principal residence.

Patricia (Janet) Rosenstock, Central West Regional Lead

Patricia (Janet) Rosenstock lives in Dundalk. She has a B.A. in English from San Diego University, an M.A. in history from the University of California, and did graduate work in education and librarianship at Washington University in St. Louis, Missouri. She immigrated to Canada more than 40 years ago. A professional writer, she has published more than 30 books of fiction and non-fiction as well as numerous articles. Ms. Rosenstock has served on the Board of OXFAM Canada, the United Nations Association, and was publicity chair for Miles for Millions Walks for International Development.

Kulvinder Jit Waraich

Kulvinder Jit Waraich was a regional member of the Justices of the Peace Appointments Advisory Committee for Central West Region until February 2009, at which time she was appointed as a Core member. Please refer to the bio for Kulvinder Jit Waraich in the Core Committee section on page 21.

Sandra Wilson

Sandra Wilson, of Hamilton, is community relations coordinator with the Hamilton Police Service. Ms. Wilson is an advisory member of "Tackling Poverty Together", Hamilton Community Foundation; a member of the Province of Ontario Medal for Firefighters Bravery Advisory Council; and a former civilian member of the Hamilton Police Service Community Advisory Committee. She is also a former Vice-Chair of the Mayor's Race Relations Committee, City of Hamilton.

East Regional Committee

The Honourable Regional Senior Justice Judith C. Beaman

Justice Judith Beaman was called to the Bar in 1977. In January 1998, she was appointed to the Ontario Court of Justice and assigned to preside in Toronto. She was transferred to Ottawa in 2000, and appointed as Regional Senior Justice, East Region in August 2007.

Prior to her appointment to the Bench, Justice Beaman specialized in family and child protection law for the major part of her legal career. In 1979, she worked for the Office of the Official Guardian, training lawyers who applied to be placed on the Child Representation Panel. From 1980 to 1982, she ran her own practice as a sole practitioner. Following this, from 1983 to 1996, she became a partner in the law firm of Dickson, Sachs, Appel & Beaman, a mid-sized law firm in Toronto. Between 1995 to 1997, she assumed the position of Senior Legal Policy Analyst with the Status of Women Canada Directorate in Ottawa, where her work focused upon criminal, correctional and human rights reform.

Corianne Bell, East Regional Lead

Corianne Bell, of Ottawa, recently a Senior Policy Officer in the Learning and Literacy Directorate at Human Resources and Skills Development Canada, has extensive experience working with government, non-government and community organizations. She has worked for the Canadian National Institute for the Blind implementing the Youth International Internship Program, has volunteered for and been employed by local Ottawa theatre and music groups, and has sung and taught professionally as a mezzo-soprano.

Edward Belyea

Edward Belyea, of Belleville, is a former Professor of Civil Engineering at Loyalist College. He is a member of the Deseronto Arts and Culture Board and a former Chair of the Board of the Hastings Children's Aid Society. Mr. Belyea holds a Master of Science in Engineering from Queen's University.

Kathleen Greenaway

Dr. Kathleen Greenaway, of Lyndhurst, is an Assistant Professor at the Ted Rogers School of Management, Ryerson University, where she is a researcher with the Privacy and Cybercrime Institute and a faculty member in the School of Information Technology Management. She is a member of the Association for Information Systems, the Academy of Management, the Administrative Sciences Association of Canada, and the International Association of Privacy Professionals. Dr. Greenaway holds a Ph.D in Management from Queen's University.

Lyn Harrington

Lyn Harrington, of Stirling, retired from the field of education in 2002. Mr. Harrington's career in education included secondary school teacher, curriculum coordinator, vice-principal and principal with the Hastings and Prince Edward District School Board. He is a member and past president of the Quinte Sunrise Rotary Club and member and past chair of Youth Habilitation.

Her Worship Claudette Holmes, Regional Senior Justice of the Peace

Her Worship Claudette Holmes was appointed to the Ontario Court of Justice in 1993. Her Worship served for 10 years at the Newmarket Courthouse before transferring to the East Region, where she was assigned to L'Original courthouse and presided mostly in French. In June 2006, she was appointed Regional Senior Justice of the Peace for the East Region with a regional office in Ottawa.

Prior to being appointed, Her Worship was a Partner and Administrative Director for a chemical company manufacturing specialty chemicals for the Canadian Textile Industry. She assisted with the development of a computer program aimed at the chemical industry. This program was to be used to produce a Material Safety Data Sheet „M.S.D.S.’ in compliance with the Dangerous Goods Transportation Act and is now used in many countries as it was later translated into more than 15 languages. Prior to this, she worked as an electronic technician designing printed circuit layout „mother boards’.

Ashraf Sial

Ashraf Sial, of Ottawa, worked with the Ministry of the Solicitor General and Correctional Services from 1970 to 1998. He was an area manager supervising probation and parole officers and worked in management at a Correctional Centre and a Detention Centre. Mr. Sial is Regional Amir, Eastern Canada with Ahmadiyya Muslim Jamaat. He served on numerous advisory committees in the community, including two community colleges and two universities.

Shalin M. Sugunasiri

Shalin Sugunasiri, of Ottawa, has been a member of the Ontario Bar since 1992. He is a former executive member of the Canadian Bar Association's Criminal Justice Section (Ontario), member of the Deputy Attorney General of Canada's Advisory Committee on Equal Opportunity for Women, and member of Dalhousie University's President's Advisory Committee on Sexual Harassment. In 2005, he joined the University of Ottawa's Faculty of Law on a full-time basis and was appointed Vice-Dean in 2007. He has lectured extensively on such diverse subjects as transnational crime, Charter litigation, law and public accountability, language rights, criminal defamation, legislative policymaking, and legislature-court dialogue.

Prior to joining the Faculty of Law, Professor Sugunasiri held appointments as a senior policy advisor to the Minister of Justice and Attorney General of Canada; as counsel with the federal Department of Justice; and as an assistant professor of law at Dalhousie University. He has participated in several Federal/Provincial/Territorial consultations and negotiations on criminal justice and constitutional issues and also served as a Canadian government expert during the development of the UNODC Legislative Guide for the Implementation of the United Nations Convention Against Transnational Organized Crime. Professor Sugunasiri is an associate editor of both the National Journal of Constitutional Law and the Journal of Parliamentary and Political Law, and his current research focuses on bridging theory-practice gaps in constitutional law, criminal law, and jurisprudence.

Northeast Regional Committee

Her Worship Kathleen Bryant, Regional Senior Justice of the Peace

Her Worship Kathleen Bryant became a member of the Justices of the Peace Appointments Advisory Committee in June 2008. Her Worship Bryant was appointed to the justice of the peace bench in 1994 and presided in northwestern Ontario until 1999. In July 1999, she relocated to Sault Ste. Marie. She was appointed as the Regional Senior Justice of the Peace for Northeast Region in June 2008. Prior to her appointment as a justice of the peace, Her Worship worked as a Social Services Administrator. She was a member of the East Kenora District Housing Authority, as well as a foster mother and community volunteer. She is married and has three grown children.

Her Worship Jane E. Forth, Regional Senior Justice of the Peace

Her Worship Jane Forth was a member of the Justices of the Peace Appointments Advisory Committee until June 2008. Her Worship was born in Parry Sound, where she joined the Ministry of the Attorney General in 1968 as a Court Administrator of the Family Court until 1980. She was transferred to Sault Ste. Marie in 1981 as Court Administrator of the Criminal and Family Divisions of the Ontario Court of Justice. In 1994, she was appointed as a full-time presiding justice of the peace for the Province of Ontario and presided in Sault Ste. Marie until 2005. In 2005, she was appointed Regional Senior Justice of the Peace for the Northeast Region. Her Worship is responsible for the resources and effective administration of the courts over which a

justice of the peace presides from Parry Sound to the south, to North Bay in the east, to the James Bay Coast in the north and as far as Wawa and Hearst to the west. The Regional Office is located in Sudbury, which requires extensive travel to her residence in Sault Ste Marie.

The Honourable Regional Senior Justice Richard Humphrey

Justice Richard Humphrey, called to the Bar in 1974, has extensive experience in criminal and family law. In addition to private practice, he served from 1980 to 1990 as a part-time Assistant Crown Attorney, prosecuting individuals under the Provincial Offences Act and Criminal Code, and as a Deputy Judge in the Small Claims Court of the Superior Court of Justice.

Throughout the years, Justice Humphrey was an active member of the Sudbury & District Law Association, acting as its president from 1987 to 1988. He was a member of the Law Society of Upper Canada, the Advocates Society and the Criminal Lawyers Association throughout his career. Justice Humphrey served on the executive of the Sudbury Public Library Board and was on the board of directors of the Canadian Automobile Association (CAA) at the local and national levels.

Justice Humphrey was appointed to the Ontario Court of Justice in Sudbury in July 1999. He was a member at large (family) of the Ontario Judges Association as well as a member of the Assessment Working Group created by the Family Courts Steering Committee. In July 2005, he was appointed Regional Senior Justice of the Northeast Region.

Peter M. MacLean, Northeast Regional Lead

Peter MacLean, of Haileybury, is Executive Director of Northern College of Applied Arts and Technology. He has served as a member of the Far North East Training Board and the Kirkland Lake Arts Council. Mr. MacLean has also served as a board member on the Kirkland and District Hospital Board, and as a member of the editorial board of Human Resources magazine.

Victor M. Power

Victor Power, of Timmins, was elected the sixteenth Mayor of Timmins in November 1980 after having served 12 years as an alderman. He became the longest-serving mayor in the history of the City of Timmins. He served 20 years as mayor of what is, at 1224 square miles, Ontario's second-largest municipality.

Highlights of Mr. Power's career as mayor included the downtown revitalization program, the expansion of infrastructure throughout the city, the founding of the Timmins Economic Development Corporation, the planning for the TeleTech Call Centre project and the Shania Twain Centre, as well as the successful completion of the "DEBT FREE" Program. In 2007, the City of Timmins renamed the Timmins airport to the Timmins Victor M. Power airport. Mr. Power was named to the Order of Canada in December 2008.

Nestor Prisco

Nestor Prisco, of North Bay, was appointed Sheriff in 1974. For 31 years, he managed court operations in Nipissing and Parry Sound Judicial Districts. His community involvement has included serving on North Bay City Council, 39 years with the Rotary Club of North Bay, President with the Bliss-Gillmor Non-Profit Housing Complex Inc., Huron University College Board and the Nipissing Parry Sound District Housing Authority. Mr. Prisco holds a Master of Public Administration from Queen's University.

Michael Shain

Michael Shain is the Executive Director of the Manitoulin Legal Clinic, which is situated on the Aundeck Omni Kaning First Nation, and has held this position since 1990. He was called to the Bar in 1985 and practiced criminal and family law before assuming his position with the Clinic.

He holds a Bachelor of Arts from the University of Toronto and received his Master of Arts from Concordia University. He completed his LL.B. degree from the University of Windsor. Mr. Shain practices clinic and poverty law, and in 2007 was certified by the Law Society as a Specialist in Workplace Safety and Insurance Law.

Mr. Shain has also taught English, part-time, for Laurentian University at the M'Chigeeng First Nation and is very involved in local community affairs, serving currently as the Vice Chair of the Board for the Manitoulin Health Centre, member of the Town of Northeast Manitoulin and the Islands Community Development Corporation, and fundraising Chair for the Manitoulin Sea Cadet Corps.

Ian M.G. Sinclair

Ian Sinclair, of Sudbury, is a partner with Sinclair & Sinclair, a law firm which is focused in the areas of corporate and commercial law, real estate, and wills and estates. Mr. Sinclair is a member of the Board of Directors of the Sudbury Regional Hospital Foundation and the Sudbury Family YMCA. He is a member of the Law Society of Upper Canada, the Canadian Bar Association, the Ontario Bar Association, the Sudbury and District Law Association and the Rotary Club of Sudbury Sunrisers.

Kathleen Taylor

Kathleen Taylor, of Timmins, studied ethics and the law and philosophy at the University of Toronto and graduated in 1994 with a Bachelor of Arts. She then went on to study at Centennial College and obtained her Legal Assistant Diploma with Honours. Ms. Taylor has been working as a law clerk at the personal injury firm Wallbridge, Wallbridge. She is involved in a number of community services and events.

Northwest Regional Committee

The Honourable Regional Senior Justice Marc L. Bode

Justice Marc Bode became a member of the Justices of the Peace Appointments Advisory Committee in August 2009. Justice Bode was called to the Bar in 1980. He practiced law in Thunder Bay until his appointment to the Bench in January 2008. He was appointed Regional Senior Justice for the Northwest Region in August of 2009.

Deborah deBakker

Deborah deBakker, of Thunder Bay, was appointed as a member of the Justices of the Peace Appointments Advisory Committee in February 2008. Ms. deBakker received a B.A. at Queen's University and an LL.B. at Osgoode Hall Law School. She was called to the Ontario bar in 1979. She practiced with Weiler, Maloney, Nelson in Thunder Bay and is now retired from the practice of law. Ms. deBakker is President of the Northwestern Ontario Writers Workshop, a group of 100 writers, and an active member of the Thunder Bay Writers Guild. Her writing has appeared in the journal *Room* and in the *Globe and Mail*. Ms. deBakker is Vice-President of the Thunder Bay

Community Foundation, which holds \$5 million in trust and distributes grants and scholarships to worthy causes and individuals in the District of Thunder Bay. She previously served as a member of the federal Judicial Appointments Committee (Ontario North and East). She is married with four children and two grandchildren.

The Honourable Regional Senior Justice Donald G. Fraser

Justice Donald Fraser was a member of the Justices of the Peace Appointments Advisory Committee until August 2009. Justice Fraser was called to the Bar in 1976. In June of 1988, he was appointed to the Ontario Court of Justice. He was appointed as Regional Senior Justice, Northwest Region on October 1, 2004, and was reappointed as Regional Senior Justice, Northwest Region effective October 1, 2007. Justice Fraser presides in Kenora.

His Worship Bruce Leaman, Regional Senior Justice of the Peace

His Worship Bruce Leaman became a member of the Justices of the Peace Appointments Advisory Committee in August 2008. His Worship Leaman was born in Kingston and raised in Thunder Bay, Ontario. He attended Lakehead University (1980-83), earning a B.A. in History and Political Studies. From 1983-86, he attended the University of Ottawa's Faculty of Common Law, graduating with his LL.B. His Worship was called to the Bar of Ontario in 1988, and practised family, criminal and general litigation law at two firms in Thunder Bay, including performing some federal and provincial prosecutions, between 1988-1994. He was appointed as a justice of the peace in 1994 and has served as Regional Senior Justice of the Peace for the Northwest Region from 2000-06 and from 2008-present.

Rob Moorley

Rob Moorley has been living in Kenora for the past 27 years. He has also lived in Red Lake, Sioux Lookout, and Pickle Lake. Previously he was an employee of the Ministry of Natural Resources as a Senior Lands and Water Specialist and retired after 32 years of service. Mr. Moorley now spends his time enjoying the great outdoors. He has been married for 27 years and has two children, a daughter and a son. Mr. Moorley has volunteered in many sports venues within Kenora such as hockey, swimming, baseball and soccer, as well as being a member of many committees within the town.

Her Worship Majorie Pasloski, Regional Senior Justice of the Peace

Her Worship Marjorie Pasloski was a member of the Justices of the Peace Appointments Advisory Committee until August 2008. Her Worship was originally appointed to the justice of the peace bench in February 1989. From the time of her initial appointment until August 1995, she served in a part-time presiding capacity in Northwestern Ontario. In 1995, she was re-appointed as a full-time presiding justice of the peace. Although this position was based in Kenora, it also required significant travel throughout the district. For the last two years, she has been the Regional Senior Justice of the Peace for the Northwest Region.

Prior to her years as a justice of the peace, Her Worship worked in a variety of positions including nursing, hospital administration, addictions and corrections. Although Northwestern Ontario has been home for many years, education, employment and family connections have provided her with opportunities to live and work for extended periods in both Saskatchewan and Quebec. These experiences, as well as personal travel from coast to coast, have provided welcome opportunities to observe and appreciate the beauty and diversity of this country and its people.

James Clifford Retson

James Retson, of Kenora, is Executive Director of the Kenora Association for Community Living. He received his Bachelor of Arts in Psychology at the University of British Columbia, LL.B. at the University of Toronto and Masters of Business Administration at Dalhousie University. He is a member of the Nova Scotia Bar. He practiced law in Truro, Nova Scotia between 1974 and 1982 before moving to Kenora, Ontario. Mr. Retson is a former Town Councilor for the Town of Truro, Nova Scotia; member of the Colchester and Nova Scotia Multicultural Association; former member of the Truro and District Human Rights Affirmative Action Committee; and former member of the Kenora Police Human Rights Committee. He has served on numerous other commissions, boards and committees in Truro, Nova Scotia and Kenora, Ontario. He is active in the Model United Nations Assembly held in Winnipeg, Manitoba and past president of the Kenora Rotary Club. He has been an active supporter of the disability community for over 30 years.

Gord Sweeney

Gord Sweeney, of Keewatin, retired in 2006 after teaching biology and general science for 32 years. He acted as Science Department Head for 20 years and volunteered for many organizations including the Canadian Ski Patrol, the Red Cross, the Canadian Cancer Society, and Bird Studies Canada. Other volunteer work included coaching volleyball and soccer, supervising outdoor education wilderness experiences and acting as chairperson for local and regional science fairs in Northwestern Ontario for 19 years. In retirement, Mr. Sweeney continues to enjoy substitute teaching, canoeing, backpacking and travelling with his wife Kim.

Laurence Tulloch, Northwest Regional Lead

Laurence Tulloch, of Thunder Bay, has recently retired as Supervisory Officer of the Summer Beaver District School Area Board. The Board has completed transfer of the responsibility for education to the Education Authority of the Nibinamik First Nation. An active member of his community, Mr. Tulloch is a Past-President of the Rotary Club of Thunder Bay. As a result of his continuing efforts on behalf of the club and the community, Mr. Tulloch was named Rotarian of the Year in 2007. He has served as the Volunteer Coordinator for the Thunder Bay Relay for Life of the Canadian Cancer Society for the past six years. Mr. Tulloch has served as President of the Science Teachers' Association of Ontario and was recognized by the Ontario Secondary School Teachers' Federation for his work in professional development with their provincial award. He is married with two children and two wonderful grandchildren.

Beverley E. Wexler

Beverly Wexler, of Kenora, was a member of the Justices of the Peace Appointments Advisory Committee until her resignation on March 23, 2009. Ms. Wexler received a Bachelor of Civil Law and a Bachelor of Common Law from McGill University in 1976 and 1977, and was called to the Ontario Bar in 1979 at Toronto. She was an Assistant Crown Attorney in North York for four years and then moved to Northwestern Ontario in 1984. She is the managing partner at the law firm of Gibson & Wexler in Kenora specializing in criminal law throughout the district and in remote aboriginal communities. Her legal experience includes family and child welfare matters.

Ms. Wexler is a member of the Ontario Review Board and the LSUC Panel of Professional Reviewers. She is a past member of the Board of Directors of Legal Aid Ontario, the Consent and Capacity Board, the Lake of the Woods Business Incentive Corporation, Mount Evergreen Board, and the Keewatin Patricia School Board Parent Advisory Council.

Toronto Regional Committee

Ana Bailao

Ana Bailao, of Toronto, was appointed as a member of the Justices of the Peace Appointments Advisory Committee in February 2008. Ms. Bailao is currently Director, Strategic Business Development & Marketing at GlobeStar Systems, a world-class integrated wireless solutions provider that improves workplace mobility and increases productivity for business environments. Prior to joining GlobeStar, she has worked in the private sector and government, having extensive expertise in government relations, business development and communications. Ms. Bailao's community involvement and leadership in several organizations such as the Federation of Portuguese Business and Professionals, Working Women Community Centre, the European Union Chamber of Commerce of Toronto, and the Portuguese Disabled Persons Building Fund, to name a few, have been recognized by the President of Portugal in 2006 when she was awarded the National Order of Portugal (Ordem do Infante D. Henrique).

The Honourable Regional Senior Justice Robert G. Bigelow

Justice Robert Bigelow received a Bachelor of Arts Degree from the University of Toronto in 1973 and a Bachelor of Laws from Queens University in 1980. From 1982 to 1993, he was a sole practitioner who specialized in criminal and correctional law involving appearances before administrative tribunals such as the Ontario Board of Parole and the National Parole Board, criminal trials and appeals, prerogative writs before the Provincial Superior Court and applications in the Federal Court. In 1993, he was appointed as a Provincial Court Judge with the Ontario Court of Justice.

From 2001 to 2006, Justice Bigelow served as the Administrative Judge for Old City Hall, the largest and busiest criminal trial court in Canada, where he coordinated the assignment of judges, coordinated trial and bail courts, represented the judicial interests with courts management, and case management of lengthy cases. In September 2006, he was appointed as the Regional Senior Judge for the Office of the Regional Senior Justice - Toronto Region, Ontario Court of Justice.

Paul Brookes

Paul Brookes, of Toronto, is President and Founder of Metropolis Media, an interactive marketing agency based in Toronto, providing corporate communications and new media development services to advertising agencies, government bureaus and Fortune 500 corporations located in North America and the UK. Mr. Brooks is also the Director of CDAM Global Opportunities Fund, a mutual fund managed by Chamberlain Davies Asset Management, of London, UK. He is involved with a number of community groups including the Northlea Home and School Association, and serves as a member of the Toronto Sigma Chi Alumni Association, where he has acted as communications chair for almost 10 years. He is a graduate of Ryerson University's Business Management program (BBA-Honours, Economics and Marketing).

Matthew Certosimo

Matthew L.O. Certosimo is a Partner and Practice Group Manager for the Labour and Employment Group at Borden Ladner Gervais LLP in Toronto. Mr. Certosimo advises and acts on behalf of private and public sector employers in labour relations and employment law matters, including in wrongful dismissals, grievance arbitration, collective bargaining, in defence of health and safety charges and in responding to human rights complaints, and on behalf of employees in employment-related litigation. He is currently an adjunct professor (Employment Law) at Woodsworth College, University of Toronto, and is a former adjunct professor at the University of Western Ontario Law School.

His recent projects include acting as Editor-in-Chief of Executive Employment, a quarterly journal published by Federated Press, and authoring Ontario Employment and Labour Law & Commentary (LexisNexis) and Federal Employment and Labour Law & Commentary (LexisNexis); he is co-author of Just Cause: The Law of Summary Dismissal in Canada (Canada Law Book). Mr. Certosimo is a co-author of Understanding Ontario's Employment Standards Act, 2000, and of Recent Developments in Union Certification and Decertification, and is author of Dismissals in the Unionized Workplace and The Regulation of Picketing, all Carswell publications. He is a frequent speaker at and chair of conferences on labour and employment law (for example, he is a regular co-chair of Lancaster House audio conferences). He is mentioned in *PLC Which Lawyer?*, *The 2009 Lexpert/American Lawyer Guide to the Leading 500 Lawyers in Canada*, and the Martindale-Hubbell directory.

Mr. Certosimo is a graduate of both Wilfrid Laurier University and Dalhousie Law School, and was called to the Bar in 1995.

Halla Elias

Halla Elias, of Toronto, was appointed as a member of the Justices of the Peace Appointments Advisory Committee in May 2009. Ms. Elias is the Director of Professional Recruitment at the Toronto office of Borden Ladner Gervais. Her main responsibilities are summer and articling student recruitment and programs and the recruitment of lawyers. Prior to this position, she was a lawyer with the Corporate Commercial Group. Ms. Elias attended law school at Queen's University and completed an Honours Bachelor of Arts degree at the University of Windsor. She was called to the Bar in 2002, and has been at Borden Ladner Gervais since 2000. She spent three years as a volunteer with the Girl Guides of Canada.

Jeffrey Kehoe

Jeffrey Kehoe, of Toronto, was a member of the Justices of the Peace Appointments Advisory Committee until February 2008. Mr. Kehoe is Director of Enforcement Litigation at the Investment Dealers Association Toronto. He is a former Litigation Counsel with the Department of Justice and a former Assistant Crown Attorney with the Ministry of the Attorney General. His current community involvement includes coaching with the North Toronto Hockey Association and the North Toronto Soccer Association.

Lally Marwah

Lally Marwah, of Toronto, was a member of the Justices of the Peace Appointments Advisory Committee until his resignation on January 31, 2009. Mr. Marwah has had successful professional careers with IBM and Nortel Networks, and as Director of a Provincial Agency. He has taught at the University of Toronto and served on the Boards of prominent industrial and academic institutions. He is active in professional forums globally, notably in chairing the development of ISO international standards. His public service contributions include heading the United Way campaign, partnering with museums on cultural initiatives, and volunteering with grass-roots community organizations.

Her Worship Diane M. McAleer, Regional Senior Justice of the Peace

Her Worship Diane McAleer was appointed to the Ontario Court of Justice as a justice of the peace on June 1, 1990. In December 2005, she was appointed the Local Administrative Justice of the Peace for Metro West. She was then appointed the Regional Senior Justice of the Peace for the Toronto Region in February 2007. Her Worship was appointed to the Ontario Court of Justice Design Standards Committee by the Chief Justice in May 2007 and the Justice on Target Ontario Court of Justice Consultation Committee in October 2008. Prior to her appointment to the Bench, she was a Provincial Prosecutor from 1982 to 1988 and the Senior Provincial Prosecutor for the Toronto Region from 1988 to 1990.

Her Worship is a member of several committees for the Associate Chief Justice and Coordinator of Justices of the Peace flowing from her membership in the Justice of the Peace Executive Committee. She is also a faculty member of the Canadian Judicial Institute with recent participation in a panel addressing the *Youth Criminal Justice Act*. She holds a Master of Arts in Judicial Administration from Brock University and a Bachelor of Arts in Political Science and Public Administration from the University of Toronto.

Kathy Narraway

Kathy Narraway, of Toronto, retired in 2008 after more than 30 years with the Peel Board of Education. Prior to this, she was the Principal and Vice Principal at Glenforest Secondary School, Vice-Principal at Bramalea Secondary School, Director/Assistant Director of Continuing Education, and Math Head at Central Peel Secondary School. Ms. Narraway was a former Board Member at Our Place Peel (a youth shelter) and is currently the President of Oxbow Community Club. Her long-standing community involvement includes volunteering with the Triangle Prom for Queer Youth, coaching basketball, and organizing annual fundraising/community dances for the Youth Crisis Line. She holds a Bachelor of Education from the University of Toronto and a Bachelor of Science from Queen's University.

Seth Rudin, Toronto Regional Lead

Seth Rudin was a regional member of the Justices of the Peace Appointments Advisory Committee for Toronto Region until June 2009, at which time he was appointed as a Core member. Please refer to the bio for Seth Rudin in the Core Committee section on page 19.

West Regional Committee

Mary Louise Dagenais

Mary Dagenais, of Windsor, manages the Elsdon Medicine Professional Corporation. She is President of the Windsor Branch of Save the Children Canada and a member of the Fund Raising Committee of Family Respite Services. Ms. Dagenais has also been a member of the Advisory Board of the Windsor Centre for the Creative Arts and a fundraiser for the Alzheimer Society of Windsor and Essex County.

Samira El-Hindi

Samira El-Hindi is an independent and successful businesswoman and mother of two, who has committed her time, resources and entrepreneurial skills to numerous philanthropic and charitable causes. She has worked on issues involving children, poverty, education, domestic violence, small business training and interfaith dialogue. She enjoys a stellar reputation in Southwestern Ontario, and is an extremely organized and successful fundraiser for over 20 separate entities, and has done so for the last decade.

Ms. El-Hindi is a board member at St. Joseph Healthcare Foundation and chairs the Women's Leadership Council. She is also a board member for Meals On Wheels, and has delivered meals to the elderly for the past seven years. She is past Executive Director for WEBB (Women Engaging in Bridge Building).

Ms. El-Hindi has effectively led the fundraising aspects for several social organizations including Wraparound, London Muslim Mosque, Big Sisters, Y for The Kids, and Braz for The Cause. Her humanitarian efforts stretched beyond the city boundaries through her crusade "Passion For Sudan" when she travelled to Sudan in early 2007 with a group of London women.

Doug Ferguson

Doug Ferguson, of London, was appointed in 2003 as Director of Community Legal Services and Adjunct Professor at the Faculty of Law of The University of Western Ontario. A 1981 graduate of Western Law, he attended the University of Ottawa where he earned his Bachelor of Administration degree in 1977 and his Bachelor of Commerce (Honours) degree in 1978. He was called to the Ontario Bar in 1983 and joined the law firm of Bitz, Szemenyei, Ferguson & MacKenzie LLP (now Szemenyei Kirwin MacKenzie LLP) in 1988, where he later became a partner. Mr. Ferguson's practice areas included civil litigation, wills and estates, and tax law.

From 1994 to 2003, Mr. Ferguson acted as a Federal Crown Attorney for tax prosecutions conducted by the Canada Revenue Agency. He has taught Civil Procedure at the Bar Admission Course in London for many years and has served as a presiding member of the Consent and Capacity Board for the Ontario Ministry of Health from 1989 to 1998 and from 2004 to 2008.

Jeanine E. LeRoy

Jeanine E. LeRoy has been practicing criminal law since 1993, and is certified by the Law Society of Upper Canada as a specialist in criminal law. In addition to extensive trial experience throughout Southwestern Ontario, she argues appeals on a regular basis at the Ontario Court of Appeal and in the Superior Court of Justice. Ms. LeRoy has served as a Director of the Criminal Lawyers' Association (Ontario) and Treasurer of the Criminal Lawyers' Association (London). She is a member of the Advocate's Society and works on a number of committees related to specific issues in her profession. Ms. LeRoy is frequently asked to speak on legal issues to organizations as diverse as the Crown Attorneys Association, the Justices of the Ontario Court of Justice, the Ontario Police College, the Ontario Provincial Police, the London Police Service, the Criminal Lawyers' Association and the Advocate's Society. She also lectures at the University of Western Ontario Law School, and participates in their student-mentoring program.

The Honourable Regional Senior Justice Kathleen McGowan

Justice Kathleen McGowan became a member of the Justices of the Peace Appointments Advisory Committee in May 2008. Justice McGowan received her LL.B. from the University of Western Ontario in 1975 and was called to the Bar in 1977. She served as an Assistant Crown Attorney in Middlesex County from 1977 to 1986 and as a Crown Attorney in Elgin County (the first female Crown Attorney in Ontario) from 1986 to 1990. Justice McGowan was appointed to the Ontario Court of Justice in 1990. She acted as the Local Administrative Judge for St. Catharines from 1993 to 1997 and for London from 2004 to 2008. In May 2008, she was appointed Regional Senior Justice of the West Region. Justice McGowan has participated at the executive level of both the Ontario Conference of Judges and the Canadian Association of Provincial Court Judges and remains active on committees of both associations. She currently sits on the Chief Justice's Executive Committee and is Chair of the Ontario Court of Justice Design Standards Committee.

Mary McLaughlin, West Regional Lead

Mary McLaughlin, of London, is President and Partner of Excalibur Communications, where she specializes in strategic communications, crisis communications and government relations. Earlier in her career, she served as a senior executive in a national financial corporation and a major crown corporation before co-founding the Canadian Landmine Foundation. Ms. McLaughlin's current community involvement includes serving as Chair of the Board of King's University College at the University of Western Ontario and Chair of the Employee Relations Committee. Ms. McLaughlin formerly served as Chair of St. Jerome's University at the University of Waterloo and as a member of the Ministerial Advisory Committee on Appointments to the Immigration and Refugee Board.

His Worship Frank Squires, Regional Senior Justice of the Peace

Justice of the Peace Squires was a member of the Justices of the Peace Appointments Advisory Committee until June 2008. His Worship was appointed to the Ontario Court in 1974 as an adjunct to his position of Court Administrator with the Ministry of the Attorney General in Brantford. Upon conversion of the Justice of the Peace Bench to full-time appointments in 1994, he accepted a re-appointment to the Court in Kitchener. He served as an Administrative Justice of the Peace in Kitchener, Guelph and London prior to receiving his assignment as Regional Senior Justice of the Peace for West Region in December 2004.

His Worship Stewart Taylor, Regional Senior Justice of the Peace

His Worship Stewart Taylor became a member of the Justices of the Peace Appointments Advisory Committee in June 2008. His Worship Taylor was appointed to the justice of the peace bench in August 2001. In June 2008, he was appointed as the Regional Senior Justice of the Peace for West Region. Prior to his appointment, he was a public school principal, councillor and Mayor of Owen Sound.

The Honourable Regional Senior Justice Bruce Thomas

Justice Bruce Thomas was a member of the Justices of the Peace Appointments Advisory Committee until February 2008, at which time he was appointed to the Superior Court of Justice. Justice Thomas received his LL.B. from the University of Windsor in 1979. He was called to the Bar in 1981 and practiced litigation in Southwestern Ontario. In May of 1999, he was appointed to the Ontario Court of Justice and was assigned by the Chief Justice to Chatham. Justice Thomas was a member of the Board of Directors of the Ontario Conference of Judges from 2002 to 2007 and the Education Chair (Criminal) for the Ontario Court of Justice from 2005 to 2007. He was appointed Regional Senior Justice of the West Region, Ontario Court of Justice effective September 1, 2007.

Eileen Viola

Eileen Viola, of Bright's Grove, was a teacher from 1968 to 2001 with various school boards including the Lambton-Kent Board of Education, Peel County Board of Education and the Sudbury Board of Education. She is currently a pianist with the Bluewater Health Music Therapy Program and the Polysar Glee Club. Ms. Viola is a former member of the Ontario Secondary School Teachers' Federation and the Ontario Modern Language Teachers' Association. She holds a Master of Education from the University of Windsor.

Appendix C APPLICATION FORM

January 2008 Version



JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM

Please read carefully before completing.

The Justices of the Peace Appointments Advisory Committee welcomes the interest of qualified persons seeking appointment as a justice of the peace.

The Committee's responsibility under the *Justices of the Peace Act* is to classify as not qualified, qualified or highly qualified, those candidates who are selected for an interview. Candidates will be selected for an interview based on a review and evaluation of a completed application form.

The application will be considered only if it is typed. A separate application must be submitted for consideration for appointment in each of the regions to which the candidate seeks appointment. **Eleven (11) copies** of each application must be provided.

Please note that effective January 10, 2008, applications hand delivered to the address of the Justices of the Peace Appointments Advisory Committee at 720 Bay Street will no longer be accepted at that location. All applications, either sent by courier, mail or hand delivery **must** be sent to:

The Coordinator
Justices of the Peace Appointments Advisory Committee
c/o The Ministry of Government and Consumer Services Mail Delivery
77 Wellesley St. W., Room M2B-18
MacDonald Block, Queen's Park
Toronto, ON M7A 1N3

Applicants shall **ONLY** provide the supporting material specified in the application. **NO** other material, including reference letters or resumes, shall be considered. Please provide the names and contact information of four referees in the application form.

If you are or have been a member of a professional governing organization (for example, the Law Society of Upper Canada or the College of Nurses), the Release of Information Form must be completed (as well as the Authorization and Release Form directed to the Lawyers' Professional Indemnity Company - if appropriate), along with the Security Release Form. (Appendices 'A' to 'C' inclusive.)

All information collected will be kept in confidence by the Committee. The Committee may wish to obtain information from other sources. In making these inquiries every effort will be made to maintain confidentiality.

If you wish to provide any other information about your background, please do so on page 12.

Please refer to the last page of this application before submitting.

PERSONAL HISTORY FORM JUSTICE OF THE PEACE APPOINTMENT APPLICATION CONFIDENTIAL

Region to Which Application is Made

Ontario is divided into seven judicial regions. A separate application form must be submitted for each region to which you are applying. Justices of the peace are assigned to a "base court" within their region. A base court is the location to which you will be assigned the majority of the time. Justices of the peace are required to travel frequently within their region and occasionally across the province, and are subject to the direction of the Regional Senior Judge or Regional Senior Justice of the Peace including the places of sittings for individual justices of the peace.

Please note that applicants will be responsible for any relocation costs.

The following is a list of the seven judicial regions, followed by the list of court locations ("base courts") within each region. The base court for a successful candidate in the Toronto Region would be determined upon appointment. Please indicate the ONE region for which you are applying with this application form and check the base court locations within that region to which you are willing to be assigned.

☐ CENTRAL WEST REGION:

- | | | | |
|---------------------------------------|--------------------------------------|---|----------------------------------|
| ☐ Brampton | ☐ Cayuga | ☐ Niagara Falls | ☐ Welland |
| ☐ Brantford | ☐ Hamilton | ☐ Orangeville | |
| ☐ Burlington | ☐ Milton | ☐ Simcoe | |
| ☐ Caledon East | ☐ Mississauga | ☐ St. Catharines | |

☐ WEST REGION:

- | | | | |
|-----------------------------------|-------------------------------------|-------------------------------------|------------------------------------|
| ☐ Chatham | ☐ Kitchener | ☐ Sarnia | ☐ Walkerton |
| ☐ Goderich | ☐ London | ☐ St. Thomas | ☐ Windsor |
| ☐ Guelph | ☐ Owen Sound | ☐ Stratford | ☐ Woodstock |

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Surname:

Given Names:

Date of Birth: (YYYY-MM-DD) Male ☐ Female ☐
(Optional)

Residential Address:

Number, Street, Suite

City, Province & Postal Code

Telephone: Area Code & Number

Alternative Telephone Number, e.g. Cell Phone

Business Address:

(if applicable)

Number, Street, Suite

City, Province & Postal Code

Telephone: Area Code & Number

E-Mail Address:

I, _____, hereby authorize the Justices of the Peace Appointments Advisory Committee to make discreet inquiries with respect to my suitability and qualifications for appointment as a justice of the peace at the appropriate stage of the Committee's deliberations.

Signature

Date (YYYY-MM-DD)

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PERSONAL HISTORY FORM JUSTICE OF THE PEACE APPOINTMENT APPLICATION CONFIDENTIAL

☐ CENTRAL EAST REGION:

- | | | | |
|--------------------------------------|----------------------------------|------------------------------------|---------------------------------------|
| ☐ Barrie | ☐ Cobourg | ☐ Newmarket | ☐ Oshawa |
| ☐ Bracebridge | ☐ Lindsay | ☐ Orillia | ☐ Peterborough |

☐ EAST REGION:

- | | | | |
|-------------------------------------|------------------------------------|-----------------------------------|---------------------------------|
| ☐ Belleville | ☐ Kingston | ☐ Ottawa | ☐ Picton |
| ☐ Brockville | ☐ L'Orignal | ☐ Pembroke | |
| ☐ Cornwall | ☐ Napanee | ☐ Perth | |

☐ TORONTO REGION

☐ NORTHEAST REGION:

- | | | | |
|-----------------------------------|-------------------------------------|---|----------------------------------|
| ☐ Cochrane | ☐ Haileybury | ☐ Parry Sound | ☐ Sudbury |
| ☐ Gore Bay | ☐ North Bay | ☐ Sault Ste. Marie | ☐ Timmins |

☐ NORTHWEST REGION:

- | | | | |
|---------------------------------|---------------------------------------|---------------------------------|--------------------------------------|
| ☐ Dryden | ☐ Fort Frances | ☐ Kenora | ☐ Thunder Bay |
|---------------------------------|---------------------------------------|---------------------------------|--------------------------------------|

Every year all seven (7) regions will be advertising. If you intend to apply or have applied to any region other than the one you are currently applying to you **MUST** check the appropriate box(es) below:

- | | |
|---------------------------------------|---|
| ☐ CENTRAL WEST | ☐ WEST |
| ☐ CENTRAL EAST | ☐ EAST |
| ☐ TORONTO | ☐ NORTHEAST ☐ NORTHWEST |

I understand that I will be required to travel to locations other than my base court as assigned by the Regional Senior Judge or Regional Senior Justice of the Peace.

I understand that a request for transfer of a justice of the peace's base court will only be granted in exceptional circumstances within the first five years of appointment.

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PERSONAL HISTORY FORM
JUSTICE OF THE PEACE APPOINTMENT APPLICATION
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STATE REASONS FOR YOUR INTEREST IN BEING APPOINTED A JUSTICE OF THE PEACE

Please outline your understanding of the role of a justice of the peace and please explain why you are interested in serving as a justice of the peace.

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PERSONAL HISTORY FORM
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EDUCATION

Please provide an outline of your formal education, including name of institution, years attended, degree/diploma obtained.

Please provide a copy of any post-secondary degree or diploma you have earned **or** a letter from the institution verifying the degree or diploma **or** an explanation why neither is available.

Post Secondary:

Secondary:

Continuing Education:

Academic Recognition/Awards:

LANGUAGES

Do you have a high degree of proficiency to read, write and speak English? Yes ☐ No ☐

Do you have a high degree of proficiency to read, write and speak French? Yes ☐ No ☐

Please note: The official languages of the courts of Ontario are English and French. You may be required to perform a language proficiency test in the language or languages in which you indicate proficiency.

Please list any other languages in which you are fluent:

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PERSONAL HISTORY FORM
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EMPLOYMENT HISTORY

Please include a chronology of all work experience, position attained, and provide clear time periods for each experience and all employers during the past 10 years (minimum).

COMMUNITY & CIVIC ACTIVITIES

Please briefly describe your involvement, and the length of time of such involvement in any community or civic activities.

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MEMBERSHIP AND/OR PARTICIPATION IN PROFESSIONAL ASSOCIATIONS

Provide information on your membership in any professional associations. Describe briefly your involvement, and the length of time of such involvement other than those in which you have been a fee paying member only.

PUBLICATIONS

The publications you list here need not be confined to writings on legal topics.

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LIFE EXPERIENCES

What aspects of your skills and abilities, personal characteristics, education and experience including community work experience would assist you in discharging your responsibilities as a justice of the peace? You must make reference to the manner in which your community work experience would assist you in discharging your responsibilities as a justice of the peace.

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PERSONAL & OTHER MATTERS

1. Please advise if you have ever been found guilty of a criminal or other offence by a court for which a pardon has not been received.
Yes ☐ No ☐
2. Please advise if you are currently charged with a criminal or other offence.
Yes ☐ No ☐
3. Please advise if you are currently involved in any civil litigation.
Yes ☐ No ☐
4. Please advise if you are in default of a family support obligation.
Yes ☐ No ☐
5. Please advise if you have ever declared bankruptcy or encountered serious financial difficulties.
Yes ☐ No ☐
6. Please advise if you are in arrears with Revenue Canada or a similar provincial agency.
Yes ☐ No ☐
7. Please advise if you are the subject of any current court order.
Yes ☐ No ☐
8. If you answered yes to any of these questions, please provide details.

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PERSONAL & OTHER MATTERS (cont'd)

9. Please advise of any matters of a physical, emotional or psychological nature (including alcohol or drug problems) that may impact on your ability to function as a justice of the peace. If there are no such matters, then please so advise.
10. Please advise if there is anything in your past or present that could reflect negatively on you or the Ontario Court of Justice and which should be disclosed. If there is nothing, then please so advise.

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TRAVEL & JUDICIAL DUTIES

Justices of the peace are expected to travel within the region to which they are assigned, and occasionally elsewhere in the province. While most duties fall within a regular business day, a justice of the peace may be required to work at any hour of the day and on weekends or holidays. Justices of the peace may be assigned to work 12-hour shifts at the provincial telewarrant centre or other location. Justices of the peace assignments are at the direction of the Regional Senior Judge or Regional Senior Justice of the Peace.

If you have any limitations on when and where you are prepared to work, please indicate below. If there are no limitations, then please so advise.

COMPUTER SKILLS

On appointment, each justice of the peace is equipped with a computer. Justices of the peace need basic computer skills. Please indicate your level of skill.

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OPTIONAL

If you wish to provide any other information about your background, please do so in the space below:

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PERSONAL HISTORY FORM
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Qualification For Consideration

I hereby certify that I have performed paid or volunteer work equivalent to at least 10 years of full time experience as follows:

And

I (check one):

- ☐ have a university degree;
- ☐ have a diploma or advanced diploma granted by a college of applied arts and technology or a community college following completion of a program that is the equivalent in class hours of a full-time program of at least four academic semesters;
- ☐ have a degree from an institution, other than a university, that is authorized to grant the degree,
- ☐ under the Post-secondary Education Choice and Excellence Act, 2000,
- ☐ under a special Act of the Assembly that establishes or governs the institution, or
- ☐ under legislation of another province or territory of Canada;
- ☐ have successfully completed a program designated as an equivalency under subsection (16)(see below); or
- ☐ Meet the equivalency requirement set out in subsection (17) (see below).

Equivalency program

(16) For the purposes of clause (15) (d), the Attorney General may designate programs that involve training in the justice system, including programs designed to enhance diversity in the justice system, as programs that meet the educational equivalency, and shall make the list of programs so designated public.

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REFEREES - INCLUDE ADDRESS AND TELEPHONE NUMBERS

PLEASE DO NOT SUBMIT REFERENCE LETTERS. Please provide the names of **four** referees. Your referees must include one or more persons who have had direct and recent experience with your participation in community activities and one or more who have had direct and recent experience with your professional work. It is very important that home telephone numbers be submitted and be accurate.

All information will be kept in confidence by the Committee. The Committee may wish to obtain information from other sources. In making these inquiries, every effort will be made to maintain confidentiality. The Committee may or may not contact your referees.

Please specify whether your referees are "Work-related" or "other" and provide **BOTH** their current residential and business telephone numbers.

1. Name: Work Related ☐ Other ☐
Address:
Business No./Area Code : - - Residential No./Area Code: - -
2. Name: Work Related ☐ Other ☐
Address:
Business No./Area Code: - - Residential No./Area Code: - -
3. Name: Work Related ☐ Other ☐
Address:
Business No./Area Code: - - Residential No./Area Code: - -
4. Name: Work Related ☐ Other ☐
Address:
Business No./Area Code: - - Residential No./Area Code: - -

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PERSONAL HISTORY FORM
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Exceptional qualifications

(17) For the purposes of clause (15) (e), a candidate may be considered to have met the equivalency requirement if he or she clearly demonstrates exceptional qualifications, including life experience, but does not have the educational requirements set out in clauses (15) (a) to (d).

I, (print name), attest that the information provided in this application is accurate.

Signature

Date (YYYY-MM-DD)

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APPENDIX 'A' – SECURITY RELEASE FORM



**SECURITY RELEASE
ONTARIO COURT OF JUSTICE
JUSTICE OF THE PEACE APPOINTMENT APPLICATION**

TO THE APPLICANT:

Please read the information concerning security procedures with respect to your application for appointment as a justice of the peace. After reading it, please sign the Consent Statement.

It is the policy to conduct security checks on all individuals seeking an appointment as a justice of the peace who are selected for an interview. Information collected is maintained in the strictest confidence.

The security check consists of a name search through the Canadian Police Information Centre (C.P.I.C.) to obtain information on criminal convictions.

DISCLOSURE FORM

If you have been found guilty of a criminal offence for which you have not received a pardon under the Criminal Records Act, please write the details in the space below, place the form in a sealed envelope marked "*Private and Confidential*" and return it to:

Coordinator
Justices of the Peace Appointments Advisory Committee
720 Bay Street, 3rd Floor
Toronto, Ontario
M5G 2K1

Please note that you do not have to disclose any details of an offence for which a pardon has been granted and not revoked.

Details:

I have read the above and understand the request for disclosure. The details are accurate to the best of my knowledge.

Applicant's Signature

Date (YYYY-MM-DD)

JPAAC 1/2008

APPENDIX 'A' – CONSENT FORM

**CONSENT STATEMENT**

- A. Pursuant to s. 39(1) of the Freedom of Information and Protection of Privacy Act, I hereby authorize a security check, through the Canadian Police Information Centre (C.P.I.C.).

Signature of Candidate

Date (YYYY-MM-DD)

DECLINE TO CONSENT

- B. I decline to authorize a security check

Signature of Candidate

Date (YYYY-MM-DD)

- C. Please provide the following information.

Full Name:

Last Name:

Given Names:

Previous Surnames/Maiden Names (if applicable):

Date of Birth:
(YYYY-MM-DD)

Current Address:

Street Name and Number

City, Province, Postal Code

JPAAC 1/2008

APPENDIX 'B' – RELEASE OF INFORMATION FORM

**RELEASE OF INFORMATION**

Applicants for appointment as a justice of the peace who are or have been members of a professional disciplinary organization are required to permit disclosure by the organization to the Committee or to the Attorney General of any complaints, charges, insurance or compensation claims to that organization. Examples of such organizations include the Law Society of Upper Canada, the Ontario College of Nurses, etc.

If you are a member of the Law Society of Upper Canada, your membership number is required:

Membership Number

I, _____, having applied to the Justices of the Peace Appointments Advisory Committee for consideration for an appointment as a justice of the peace, am or have been a member of

_____. I authorize that organization to furnish to the Committee all details of formal and informal complaints or charges, insurance or compensation claims, copies of those complaints, charges or claims and the result of such complaints, charges or claims and the present status of same.

I release the _____ and its staff from any and all liability of every nature and kind arising from the release of information and documents pursuant to this Release.

Dated at _____, this _____ day of _____, 20____.

Signature

JPAAC 1/2008

APPENDIX 'C' – AUTHORIZATION AND RELEASE FORM



**AUTHORIZATION AND RELEASE FORM
(To be completed by lawyers only)**

I, _____, of _____, in consideration of the review and assessment of my application for appointment as a justice of the peace of the Ontario Court of Justice, do hereby:

1. Authorize the Lawyers' Professional Indemnity Company (LawPRO) to provide to the Justices of the Peace Appointments Advisory Committee any documents, records or other information pertaining to me relevant to my professional conduct and activities as well as with respect to my moral character and fitness to perform the responsibilities of a justice of the peace and to furnish the originals or copies of any such documents, records or information to the Committee. I further authorize LawPRO or any of their staff to answer any inquiries, written or oral, concerning me, which may be submitted by the Committee.
2. Release, remise and forever discharge LawPRO together with their staff, the Justices of the Peace Appointments Advisory Committee and its staff, and all individuals consulted in respect of my aforesaid candidature from any and all claims, courses of action, suits, actions and liabilities of every nature and kind whatsoever arising from, as a result of or in any way related to the release of the aforesaid information and documents and/or the consideration and assessment of my said application and candidature.
3. Should I be a member of any other Law Society in Canada, I hereby authorize such similar body handling such matters in that jurisdiction to provide such information in sub-paragraph 1 and release all parties, including such similar body and staff as in sub-paragraph 2.

Dated at _____, this _____ day of _____, 20____.

Signature

JPAAC 1/2008

Before you submit your application:

DO:

- Provide all information requested on the application form.
- Sign the following pages of the application form.
 - Page 1 (authorizing JPAAC to make discreet inquiries);
 - Page 15 (attesting the information is accurate);
 - Disclosure Form - Appendix "A" – please sign whether or not you are disclosing any information; and
 - Consent Statement - Appendix "A" – please sign section A or B and complete section C.
- In addition:
 - If you are or have been a member of a professional disciplinary organization, complete and sign the Release of Information form - Appendix "B".
- If you are a lawyer, complete and sign Appendix "C".
- Indicate the one region to which this application is made (pages 2 and 3). Within the region indicated, check off the base court(s) where you would be willing to be assigned.
- Attach a copy of your degree or diploma as requested in the application form that you are submitting.
- Remove the instructional cover page from your completed application and this page.
- The application is to be submitted on 20 lbs. white bond paper and typed using Times New Roman or Arial Font, with a regular Font style at a 12 pt. font size.
- Make 11 copies of the Application form, including your degree/diploma. You need to submit 11 copies for each region to which you apply. For each region you apply, you are required to provide only 1 copy of the signed Disclosure Form and the Consent Form (Appendix "A") and, if applicable, the Release of Information Form (Appendix "B") and the Authorization and Release Form (Appendix "C").
- Staple each of the 11 copies of the application form and place all 11 copies in one large envelope.

DO NOT:

- Do not include letters of reference, resumes or any other materials or documents other than those requested.
- Do not embellish your application by using coloured ink, or highlights.
- Other than stapling, do not bind or fasten each application form, or use tab corners, or put each application in a folder or place each application in a separate envelope.

JPAAC 1/2008

September 2008 Version



JUSTICE OF THE PEACE APPOINTMENT FILING INSTRUCTIONS September 2008

Please read carefully before completing.

The Justices of the Peace Appointments Advisory Committee welcomes the interest of qualified persons seeking appointment as a justice of the peace.

The Committee's responsibility under the *Justices of the Peace Act* is to classify as not qualified, qualified or highly qualified, those candidates who are selected for an interview. Candidates will be selected for an interview based on a review and evaluation of a completed application form.

The application will be considered only if it is typed.

Please note applications hand delivered to the address of the Justices of the Peace Appointments Advisory Committee at 720 Bay Street will no longer be accepted at that location. All applications, whether sent by courier, mail or hand delivery, must be sent to:

The Coordinator
Justices of the Peace Appointments Advisory Committee
c/o Ministry of Government Services Mail Delivery
77 Wellesley St. W., Room M2B-88
MacDonald Block, Queen's Park
Toronto, ON M7A 1N3

Applicants shall **ONLY** provide the supporting material specified in the application. **NO** other material, including reference letters or resumes, shall be considered. Please provide the names and contact information of four referees in the application form.

All information collected will be kept in confidence by the Committee. The Committee may wish to obtain information from other sources. In making these inquiries, every effort will be made to maintain confidentiality.

If you wish to provide any other information about your background, please do so on page 13.

If You are Selected to Attend an Interview:

Please note that all applicants selected for an interview will be required to provide permission for the Committee to conduct various security and disclosure checks.

Applicants for appointment as a justice of the peace who are or have been members of a professional disciplinary organization are required to permit disclosure by the organization to the Committee or to the Attorney General of any complaints, charges, insurance or compensation claims to that organization.

Lawyers and paralegals must also authorize the Lawyers' Professional Indemnity Company (LawPRO) to provide to the Justices of the Peace Appointments Advisory Committee any documents, records or other information pertaining to their professional conduct and activities as well as with respect to their moral character and fitness to perform the responsibilities of a justice of the peace.

FILING INSTRUCTIONS CONTINUED:

Before you submit your application:

DO:

- Read the Frequently Asked Questions.
- Provide all information requested on the application form.
- Sign page 15 of the application form.
- Indicate the regions to which you are applying to be considered to serve as a justice of the peace.
- Attach a copy of your degree or diploma as requested in the application form that you are submitting.
- Submit the application on 20 lbs. white bond paper and type using Times New Roman or Arial Font, with a regular Font style at a 12 pt. font size.
- Remove the filing instruction pages and the General Selection Criteria.
- Make the required copies of the application form, including your degree/diploma.
 - Submit the signed original plus **5 copies for each region to which you are applying.**

- Staple each copy of the application form in the top left hand corner and place all copies in one large envelope or box.

DO NOT:

- Include letters of reference, resumes or any other materials or documents other than those requested.
- Embellish your application by using coloured ink or highlights.
- Submit your application on coloured paper.
- Bind or fasten each application form, or use tab corners, or put each application in a folder or place each application in a separate envelope or use cerlox binding.
- If you are selected for an interview, please do not apply again for two years following the date of your interview.

GENERAL SELECTION CRITERIA FOR EVALUATING CANDIDATES

Skills and Abilities

- A high level of achievement in the area(s) of paid or volunteer work in which the candidate has been engaged
- Experience and/or education relevant to the work of a justice of the peace
- An interest in or some aptitude for the administrative aspects of a justice of the peace's role
- Good writing and communications skills
- Intellectual ability
- Analytical skills
- Ability to listen
- Ability to work independently
- Ability to maintain an open mind while hearing all sides of an argument
- Ability to make decisions on a timely basis
- Ability to manage time and workload without supervision
- Capacity to handle heavy workload
- Capacity to handle stress and pressures of the isolation of the judicial role
- Interpersonal skills
- Computer skills
- Bilingual ability

Personal Characteristics

- Respect for the essential dignity of all persons regardless of their circumstances
- Politeness and consideration for others
- Moral courage and high ethics
- Patience
- Punctuality and good regular work habits
- A reputation for integrity and fairness
- Compassion and empathy
- An absence of pomposity and authoritarian tendencies
- Courtesy
- Honesty
- Common sense
- Humility
- Reliability
- Not involved in serious, unresolved professional complaints/claims, civil actions or financial claims including proposals to creditors or family support arrears or bankruptcy

Community Awareness

- A commitment to public service
- Awareness of and an interest in knowing more about the social problems that give rise to cases coming before the courts
- Sensitivity to changes in social values relating to cases coming before the courts
- Interest in methods of dispute resolution alternatives to formal adjudication and interest in community resources available for participating in the disposition of cases

Demographic

- Justices of the peace should be reasonably representative of the population they serve.

JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM CONFIDENTIAL

Surname:

Given Names:

Date of Birth: (YYYY-MM-DD) Male ☐ Female ☐
(Optional)

Residential Address:

Number, Street, Suite

City, Province & Postal Code

Telephone: Area Code & Number

Alternative Telephone Number, e.g. Cell Phone

Business Address:
(if applicable)

Number, Street, Suite

City, Province & Postal Code

Telephone: Area Code & Number

E-Mail Address:

I am applying to more than one region: Yes ☐ No ☐

Have you previously been interviewed by the Committee? Yes ☐ No ☐

If yes, when?

How did you hear about the application process?

JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

REGION(S) TO WHICH APPLICATION IS MADE

Ontario is divided into seven judicial regions. Justices of the peace are assigned to a "base court" within their region. Justices of the peace are required to travel frequently within their region and occasionally across the province, and are subject to the direction of the Regional Senior Judge or Regional Senior Justice of the Peace including the places of sittings for individual justices of the peace.

If you wish to apply to more than one region, you should be aware that your degree of knowledge of those regions, their culture and issues will be considered.

If you have decided to apply for more than one region, you must indicate it at this time. As of September 2008, if you receive an interview, the Committee will not consider any further applications from you during the two-year period from the date of your interview.

Please note that successful applicants will be responsible for any relocation costs. Request for transfer of a justice of the peace's base court will only be granted in exceptional circumstances within the first five years of appointment.

The following is a list of the seven judicial regions, followed by the list of court locations ("base courts") within each region. The base court for a successful applicant will be determined upon appointment.

NOTE: In each region, please indicate the base court locations within that region in which you are willing to be assigned.

☐ CENTRAL WEST REGION:

- | | | | |
|---------------------------------------|--------------------------------------|---|----------------------------------|
| ☐ Brampton | ☐ Cayuga | ☐ Niagara Falls | ☐ Welland |
| ☐ Brantford | ☐ Hamilton | ☐ Orangeville | |
| ☐ Burlington | ☐ Milton | ☐ Simcoe | |
| ☐ Caledon East | ☐ Mississauga | ☐ St. Catharines | |

☐ WEST REGION:

- | | | | |
|-----------------------------------|-------------------------------------|-------------------------------------|------------------------------------|
| ☐ Chatham | ☐ Kitchener | ☐ Sarnia | ☐ Walkerton |
| ☐ Goderich | ☐ London | ☐ St. Thomas | ☐ Windsor |
| ☐ Guelph | ☐ Owen Sound | ☐ Stratford | ☐ Woodstock |

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

REGION(S) TO WHICH APPLICATION IS MADE (cont'd)

☐ CENTRAL EAST REGION:

- | | | | |
|--------------------------------------|----------------------------------|------------------------------------|---------------------------------------|
| ☐ Barrie | ☐ Cobourg | ☐ Newmarket | ☐ Oshawa |
| ☐ Brucebridge | ☐ Lindsay | ☐ Orillia | ☐ Peterborough |

☐ EAST REGION:

- | | | | |
|-------------------------------------|------------------------------------|-----------------------------------|---------------------------------|
| ☐ Belleville | ☐ Kingston | ☐ Ottawa | ☐ Picton |
| ☐ Brockville | ☐ L'Orignal | ☐ Pembroke | |
| ☐ Cornwall | ☐ Napanee | ☐ Perth | |

☐ TORONTO REGION

☐ NORTHEAST REGION:

- | | | | |
|-----------------------------------|-------------------------------------|---|----------------------------------|
| ☐ Cochrane | ☐ Haileybury | ☐ Parry Sound | ☐ Sudbury |
| ☐ Gore Bay | ☐ North Bay | ☐ Sault Ste. Marie | ☐ Timmins |

☐ NORTHWEST REGION:

- | | | | |
|---------------------------------|---------------------------------------|---------------------------------|--------------------------------------|
| ☐ Dryden | ☐ Fort Frances | ☐ Kenora | ☐ Thunder Bay |
|---------------------------------|---------------------------------------|---------------------------------|--------------------------------------|

LANGUAGES

Please note: The official languages of the courts of Ontario are English and French. You may be required to perform a language proficiency test in the language or languages in which you indicate proficiency.

Do you have a high degree of proficiency to read, write and speak English? Yes ☐ No ☐

Do you have a high degree of proficiency to read, write and speak French? Yes ☐ No ☐

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

QUALIFICATION FOR CONSIDERATION

In accordance with the *Justices of the Peace Act*, section 2.1(15), I hereby certify that I have performed paid or volunteer work equivalent to at least 10 years of full time experience as follows:

And

I (check one):

- ☐ have a university degree;
- ☐ have a diploma or advanced diploma granted by a college of applied arts and technology or a community college following completion of a program that is the equivalent in class hours of a full-time program of at least four academic semesters;
- ☐ have a degree from an institution, other than a university, that is authorized to grant the degree,
- ☐ under the *Post-secondary Education Choice and Excellence Act, 2000*,
- ☐ under a special Act of the Assembly that establishes or governs the institution, or
- ☐ under legislation of another province or territory of Canada;
- ☐ have successfully completed a program designated as an equivalency under subsection (16) (see below);
- Equivalency program*
- (16) For the purposes of clause (15) (d), the Attorney General may designate programs that involve training in the justice system, including programs designed to enhance diversity in the justice system, as programs that meet the educational equivalency, and shall make the list of programs so designated public.
- ☐ meet the equivalency requirement set out in subsection (17) (see below).

Exceptional qualifications

(17) For the purposes of clause (15) (e), a candidate may be considered to have met the equivalency requirement if he or she clearly demonstrates exceptional qualifications, including life experience, but does not have the educational requirements set out in clauses (15) (a) to (d).

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

EDUCATION

Please provide an outline of your formal education, including name of institution, dates attended, degree/diploma obtained.

Please provide a copy of any post-secondary degree or diploma you have earned or a letter from the institution verifying the degree or diploma or an explanation why neither is available.

If you have applied under subsection 2.1(17) of the *Justices of the Peace Act*, please specify what your exceptional qualifications are.

Post Secondary:

Secondary:

Continuing Education:

Academic Recognition/Awards:

Exceptional Qualifications (if applicable):

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

EMPLOYMENT HISTORY

Please provide an account of your work experience, the employer, the position attained and the dates of employment, starting with the most recent.

COMMUNITY AND CIVIC ACTIVITIES

Please provide an account of your volunteer experience, including the names of the organizations, and the nature and dates of your involvement for each organization, starting with the most recent.

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

INTEREST, UNDERSTANDING AND PREPARATION

Please state the reasons for your interest in being appointed a justice of the peace.

Please explain why you are interested in serving as a justice of the peace in the region(s) you have selected.

If you are selected for an interview, how do you intend to prepare?

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

MEMBERSHIP AND/OR PARTICIPATION IN PROFESSIONAL ASSOCIATIONS

Provide information on your membership in any professional associations. Describe briefly your involvement, and the length of time of such involvement other than those in which you have been a fee-paying member only.

PUBLICATIONS

The publications you list here need not be confined to writings on legal topics.

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

LIFE EXPERIENCES

What aspects of your skills and abilities, personal characteristics, education and experience, including community work experience, would assist you in discharging your responsibilities as a justice of the peace? You must make reference to the manner in which your community work experience would assist you in discharging your responsibilities as a justice of the peace.

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

PERSONAL AND OTHER MATTERS

1. Please advise if you have ever been found guilty of a criminal or other offence by a court for which a pardon has not been received.
Yes ☐ No ☐
2. Please advise if you are currently charged with a criminal or other offence.
Yes ☐ No ☐
3. Please advise if you are currently involved in any civil litigation.
Yes ☐ No ☐
4. Please advise if you are in default of a family support obligation.
Yes ☐ No ☐
5. Please advise if you have ever declared bankruptcy or encountered serious financial difficulties.
Yes ☐ No ☐
6. Please advise if you are in arrears with Revenue Canada or a similar provincial agency.
Yes ☐ No ☐
7. Please advise if you are the subject of any current court order.
Yes ☐ No ☐
8. If you answered yes to any of these questions, please provide details.

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

PERSONAL AND OTHER MATTERS (cont'd)

9. Please advise of any matters of a physical, emotional or psychological nature (including alcohol or drug problems) that may impact on your ability to function as a justice of the peace. If there are no such matters, then please so advise.
10. Please advise if there is anything in your past or present that could reflect negatively on you or the Ontario Court of Justice and which should be disclosed. If there is nothing, then please so advise.

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL

TRAVEL AND JUDICIAL DUTIES

Justices of the peace are expected to travel within the region to which they are assigned, and occasionally elsewhere in the province. While most duties fall within a regular business day, a justice of the peace may be required to work at any hour of the day and on weekends or holidays. Justices of the peace may be assigned to work 12-hour shifts at the provincial telewarrant centre or other location. Justices of the peace assignments are at the direction of the Regional Senior Judge or Regional Senior Justice of the Peace.

If you have any limitations on when and where you are prepared to work, please indicate below. If there are no limitations, then please so advise.

COMPUTER SKILLS

On appointment, each justice of the peace is equipped with a computer. Justices of the peace need basic computer skills. Please indicate your level of skill.

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
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OPTIONAL

If you wish to provide any other information about your background, please do so in the space below:

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
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REFEREES - INCLUDE ADDRESS AND TELEPHONE NUMBERS

PLEASE DO NOT SUBMIT REFERENCE LETTERS. Your referees must include one or more persons who have had direct and recent experience with your participation in community activities and one or more who have had direct and recent experience with your professional work. Please provide two "work-related" and two "other" names of **FOUR** referees.

All information will be kept in confidence by the Committee. The Committee may wish to obtain information from other sources. In making these inquiries, every effort will be made to maintain confidentiality. The Committee may or may not contact your referees.

You must provide their current residential and business telephone numbers.

WORK RELATED:

1. Name:

Title and Company:

Address:

Business No./Area Code: - - Residential No./Area Code: - -

Relationship to Applicant:

2. Name:

Title and Company:

Address:

Business No./Area Code: - - Residential No./Area Code: - -

Relationship to Applicant:

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OTHER:

3. Name:

Occupation:

Address:

Business No./Area Code: - - Residential No./Area Code: - -

Relationship to Applicant:

4. Name:

Occupation:

Address:

Business No./Area Code: - - Residential No./Area Code: - -

Relationship to Applicant:

AUTHORIZATION

I, _____, hereby authorize the Justices of the Peace Appointments Advisory Committee to make discreet inquiries with respect to my suitability and qualifications for appointment as a justice of the peace at the appropriate stage of the Committee's deliberations.

I, _____, attest that the information provided in this Application is accurate, and that this Application has been authored and submitted by me.

Signature

Date (YYYY-MM-DD)

JPAAC SEPTEMBER 2008

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March 2009 Version



JUSTICE OF THE PEACE APPOINTMENT FILING INSTRUCTIONS March 2009

Please read carefully before completing.

The Justices of the Peace Appointments Advisory Committee ("Committee") welcomes the interest of qualified persons seeking appointment as a justice of the peace.

The Committee's responsibility under the *Justices of the Peace Act* is to classify candidates for appointment as not qualified, qualified or highly qualified. Candidates may also be selected for an interview. Classifications will be based on a review and evaluation of a completed application form and any interview that might be conducted.

The application will be considered only if it is typed.

Please note applications hand delivered to the address of the Committee at 720 Bay Street will no longer be accepted at that location. All applications, whether sent by courier, mail or hand delivery, must be sent to:

The Coordinator
Justices of the Peace Appointments Advisory Committee
c/o Ministry of Government Services Mail Delivery
77 Wellesley St. W., Room M2B-88
MacDonald Block, Queen's Park
Toronto, ON M7A 1N3

Candidates shall **ONLY** provide the supporting material specified in the application. **NO** other material, including reference letters or resumes, shall be considered. Please provide the names and contact information of four referees in the application form.

All information collected will be kept in confidence by the Committee. The Committee may wish to obtain information from other sources. In making these inquiries, every effort will be made to maintain confidentiality.

If you wish to provide any other information about your background, please do so on page 13.

Applications received after the published cut-off date for receipt of applications will be reviewed and evaluated by the Committee during the next evaluation period.

If You are Selected to Attend an Interview:

Please note that all candidates selected for an interview will be required to provide permission for the Committee to conduct various security and disclosure checks.

Candidates for appointment as a justice of the peace who are or have been members of a professional disciplinary organization are required to permit disclosure by the organization to the Committee or to the Attorney General of any complaints, charges, insurance or compensation claims to that organization.

Lawyers and paralegals must also authorize the Lawyers' Professional Indemnity Company (LawPRO) to provide to the Committee any documents, records or other information pertaining to their professional conduct and activities as well as with respect to their moral character and fitness to perform the responsibilities of a justice of the peace.

FILING INSTRUCTIONS CONTINUED:

Before you submit your application:

DO:

- Read the Frequently Asked Questions found on the Committee's website at www.ontariocourts.on.ca/jpac/en.
- Provide all information requested on the application form.
- Sign page 15 of the application form.
- Indicate the regions to which you are applying to be considered to serve as a justice of the peace.
- Attach a copy of your degree or diploma as requested in the application form that you are submitting.
- Submit the application on 20 lbs. white bond paper and type using Times New Roman or Arial Font, with a regular Font style at a 12 pt. font size.
- Remove the filing instruction pages and the General Selection Criteria.
- Make the required copies of the application form, including your degree/diploma.
 - Submit the signed original plus **5 copies for each region to which you are applying.**
- Staple each copy of the application form in the top left hand corner and place all copies in one large envelope or box.

DO NOT:

- Include letters of reference, resumes or any other materials or documents other than those requested.
- Embellish your application by using coloured ink or highlights.
- Submit your application on coloured paper.
- Bind or fasten each application form, or use tab corners, or put each application in a folder or place each application in a separate envelope or use cerlox binding.

GENERAL SELECTION CRITERIA FOR EVALUATING CANDIDATES

Skills and Abilities

- A high level of achievement in the area(s) of paid or volunteer work in which the candidate has been engaged
- Experience and/or education relevant to the work of a justice of the peace
- An interest in or some aptitude for the administrative aspects of a justice of the peace's role
- Good writing and communications skills
- Intellectual ability
- Analytical skills
- Ability to listen
- Ability to work independently
- Ability to travel as required
- Ability to maintain an open mind while hearing all sides of an argument
- Ability to make decisions on a timely basis
- Ability to manage time and workload without supervision
- Capacity to handle heavy workload
- Capacity to handle stress and pressures of the isolation of the judicial role
- Interpersonal skills
- Computer skills
- Bilingual ability

Personal Characteristics

- Respect for the essential dignity of all persons regardless of their circumstances
- Politeness and consideration for others
- Moral courage and high ethics
- Patience
- Punctuality and good regular work habits
- A reputation for integrity and fairness
- Compassion and empathy
- An absence of pomposity and authoritarian tendencies
- Courtesy
- Honesty
- Common sense
- Humility
- Reliability
- Not involved in serious, unresolved professional complaints/claims, civil actions or financial claims including proposals to creditors or family support arrears or bankruptcy

Community Awareness

- A commitment to public service
- Awareness of and an interest in knowing more about the social problems that give rise to cases coming before the courts
- Sensitivity to changes in social values relating to cases coming before the courts
- Interest in methods of dispute resolution alternatives to formal adjudication and interest in community resources available for participating in the disposition of cases

Demographic

- Justices of the peace should be reasonably representative of the population they serve.

JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM CONFIDENTIAL

Surname:

Given Names:

Are you 18 years of age or older
and less than 65 years of age? ¹ Yes ☐ No ☐

Male ☐ Female ☐
(Optional)

Residential Address:

Number, Street, Suite

City, Province & Postal Code

Telephone: Area Code & Number

Alternative Telephone Number, e.g. Cell Phone

Business Address:
(if applicable)

Number, Street, Suite

City, Province & Postal Code

Telephone: Area Code & Number

E-Mail Address:

I am applying to more than one region:

Yes ☐ No ☐

Have you previously been interviewed by the Committee?

Yes ☐ No ☐

If yes, when?

How did you hear about the application process?

¹ While section 6 of the *Justices of the Peace Act*, R.S.O. 1990, c. 1A provides that every justice of the peace shall retire upon attaining the age of 70, the Ontario Superior Court of Justice found that this provision violated the *Canadian Charter of Rights and Freedoms*. The Court determined that the provision should provide for the mandatory retirement of a justice of the peace at age 65, but allow for a justice of the peace to continue in office until age 75, subject to an annual review by the Chief Justice.

**JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
CONFIDENTIAL**

REGION(S) TO WHICH APPLICATION IS MADE

Ontario is divided into seven judicial regions. Justices of the peace are assigned to a "base court" within their region. Justices of the peace are required to travel frequently within their region and occasionally across the province, and are subject to the direction of the Regional Senior Judge or Regional Senior Justice of the Peace including the places of sittings for individual justices of the peace.

If you wish to apply to more than one region, you should be aware that your degree of knowledge of those regions, their culture and issues will be considered.

If you have decided to apply for more than one region, you must indicate it at this time.

Please note that successful applicants will be responsible for any relocation costs. Request for transfer of a justice of the peace's base court will only be granted in exceptional circumstances within the first five years of appointment.

The following is a list of the seven judicial regions, followed by the list of court locations ("base courts") within each region. The base court for a successful applicant will be determined upon appointment.

NOTE: In each region, please indicate the base court locations within that region to which you are willing to be assigned.

☐ **CENTRAL WEST REGION:**

- | | | | |
|---------------------------------------|--------------------------------------|---|----------------------------------|
| ☐ Brampton | ☐ Cayuga | ☐ Niagara Falls | ☐ Welland |
| ☐ Brantford | ☐ Hamilton | ☐ Orangeville | |
| ☐ Burlington | ☐ Milton | ☐ Simcoe | |
| ☐ Caledon East | ☐ Mississauga | ☐ St. Catharines | |

☐ **WEST REGION:**

- | | | | |
|-----------------------------------|-------------------------------------|-------------------------------------|------------------------------------|
| ☐ Chatham | ☐ Kitchener | ☐ Sarnia | ☐ Walkerton |
| ☐ Goderich | ☐ London | ☐ St. Thomas | ☐ Windsor |
| ☐ Guelph | ☐ Owen Sound | ☐ Stratford | ☐ Woodstock |

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**JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
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REGION(S) TO WHICH APPLICATION IS MADE (cont'd)

☐ **CENTRAL EAST REGION:**

- | | | | |
|--------------------------------------|----------------------------------|------------------------------------|---------------------------------------|
| ☐ Barrie | ☐ Cobourg | ☐ Newmarket | ☐ Oshawa |
| ☐ Bracebridge | ☐ Lindsay | ☐ Orillia | ☐ Peterborough |

☐ **EAST REGION:**

- | | | | |
|-------------------------------------|------------------------------------|-----------------------------------|---------------------------------|
| ☐ Belleville | ☐ Kingston | ☐ Ottawa | ☐ Picton |
| ☐ Brockville | ☐ L'Orignal | ☐ Pembroke | |
| ☐ Cornwall | ☐ Napanee | ☐ Perth | |

☐ **TORONTO REGION**

☐ **NORTHEAST REGION:**

- | | | | |
|-----------------------------------|-------------------------------------|---|----------------------------------|
| ☐ Cochrane | ☐ Haileybury | ☐ Parry Sound | ☐ Sudbury |
| ☐ Gore Bay | ☐ North Bay | ☐ Sault Ste. Marie | ☐ Timmins |

☐ **NORTHWEST REGION:**

- | | | | |
|---------------------------------|---------------------------------------|---------------------------------|--------------------------------------|
| ☐ Dryden | ☐ Fort Frances | ☐ Kenora | ☐ Thunder Bay |
|---------------------------------|---------------------------------------|---------------------------------|--------------------------------------|

LANGUAGES

Please note: The official languages of the courts of Ontario are English and French. You may be required to perform a language proficiency test in the language or languages in which you indicate proficiency.

Do you have a high degree of proficiency to read, write and speak English? Yes ☐ No ☐

Do you have a high degree of proficiency to read, write and speak French? Yes ☐ No ☐

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**JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
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QUALIFICATION FOR CONSIDERATION

In accordance with the *Justices of the Peace Act*, section 2.1(15), I hereby certify that I have performed paid or volunteer work equivalent to at least 10 years of full time experience as follows:

And

I (check one):

- ☐ have a university degree;
- ☐ have a diploma or advanced diploma granted by a college of applied arts and technology or a community college following completion of a program that is the equivalent in class hours of a full-time program of at least four academic semesters;
- ☐ have a degree from an institution, other than a university, that is authorized to grant the degree,
- ☐ under the *Post-secondary Education Choice and Excellence Act, 2000*,
- ☐ under a special Act of the Assembly that establishes or governs the institution, or
- ☐ under legislation of another province or territory of Canada;
- ☐ have successfully completed a program designated as an equivalency under subsection (16) of the *Justices of the Peace Act* (see below);

Equivalency program

(16) For the purposes of clause (15) (d), the Attorney General may designate programs that involve training in the justice system, including programs designed to enhance diversity in the justice system, as programs that meet the educational equivalency, and shall make the list of programs so designated public.

- ☐ meet the equivalency requirement set out in subsection (17) of the *Justices of the Peace Act* (see below).

Exceptional qualifications

(17) For the purposes of clause (15) (e), a candidate may be considered to have met the equivalency requirement if he or she clearly demonstrates exceptional qualifications, including life experience, but does not have the educational requirements set out in clauses (15) (a) to (d).

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**JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
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EDUCATION

Please provide an outline of your formal education, including name of institution, dates attended, degree/diploma obtained.

Please provide a copy of any post-secondary degree or diploma you have earned or a letter from the institution verifying the degree or diploma or an explanation why neither is available.

If you have applied under subsection 2.1(17) of the *Justices of the Peace Act*, please specify what your exceptional qualifications are.

Post Secondary:

Secondary:

Continuing Education:

Academic Recognition/Awards:

Exceptional Qualifications (if applicable):

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EMPLOYMENT HISTORY

Please provide an account of your work experience, the employer, the position attained and the dates of employment, starting with the most recent.

COMMUNITY AND CIVIC ACTIVITIES

Please provide an account of your volunteer experience, including the names of the organizations, and the nature and dates of your involvement for each organization, starting with the most recent.

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JUSTICE OF THE PEACE APPOINTMENT APPLICATION FORM
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INTEREST, UNDERSTANDING AND PREPARATION

Please state the reasons for your interest in being appointed a justice of the peace.

Please explain why you are interested in serving as a justice of the peace in the region(s) you have selected.

If you are selected for an interview, how do you intend to prepare?

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MEMBERSHIP AND/OR PARTICIPATION IN PROFESSIONAL ASSOCIATIONS

Provide information on your membership in any professional associations. Describe briefly your involvement, and the length of time of such involvement other than those in which you have been a fee-paying member only.

PUBLICATIONS

The publications you list here need not be confined to writings on legal topics.

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LIFE EXPERIENCES

What aspects of your skills and abilities, personal characteristics, education and experience, including community work experience, would assist you in discharging your responsibilities as a justice of the peace? You must make reference to the manner in which your community work experience would assist you in discharging your responsibilities as a justice of the peace.

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PERSONAL AND OTHER MATTERS

1. Please advise if you have ever been found guilty of a criminal or other offence by a court for which a pardon has not been received.
Yes ☐ No ☐
2. Please advise if you are currently involved in any civil litigation.
Yes ☐ No ☐
3. Please advise if you are in default of a family support obligation.
Yes ☐ No ☐
4. Please advise if you have ever declared bankruptcy or encountered serious financial difficulties.
Yes ☐ No ☐
5. Please advise if you are in arrears with Revenue Canada or a similar provincial agency.
Yes ☐ No ☐
6. Please advise if you are the subject of any current court order.
Yes ☐ No ☐
7. If you answered yes to any of these questions, please provide details.

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PERSONAL AND OTHER MATTERS (cont'd)

8. Please advise if there is anything in your past or present that could reflect negatively on you or the Ontario Court of Justice and which should be disclosed. If there is nothing, then please so advise.

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TRAVEL AND JUDICIAL DUTIES

Justices of the peace are expected to travel within the region to which they are assigned, and occasionally elsewhere in the province. While most duties fall within a regular business day, a justice of the peace may be required to work at any hour of the day and on weekends or holidays. Justices of the peace may be assigned to work 12-hour shifts at the provincial telewarrant centre or other location. Justices of the peace assignments are at the direction of the Regional Senior Judge or Regional Senior Justice of the Peace.

If you have any limitations on when and where you are prepared or able to work, please indicate below. If there are no limitations, then please so advise.

COMPUTER SKILLS

On appointment, each justice of the peace is equipped with a computer. Justices of the peace need basic computer skills. Please indicate your level of skill.

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OPTIONAL

If you wish to provide any other information about your background, please do so in the space below:

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REFEREES - INCLUDE ADDRESS AND TELEPHONE NUMBERS

PLEASE DO NOT SUBMIT REFERENCE LETTERS. Your referees must include one or more persons who have had direct and recent experience with your participation in community activities and one or more who have had direct and recent experience with your professional work. Please provide two "work-related" and two "other" names of FOUR referees.

All information will be kept in confidence by the Committee. The Committee may wish to obtain information from other sources. In making these inquiries, every effort will be made to maintain confidentiality. The Committee may or may not contact your referees.

You must provide their current residential and business telephone numbers.

WORK RELATED:

1. Name:

Title and Company:

Address:

Business No./Area Code: - - - Residential No./Area Code: - - -

Relationship to Applicant:

2. Name:

Title and Company:

Address:

Business No./Area Code: - - - Residential No./Area Code: - - -

Relationship to Applicant:

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OTHER:

3. Name:

Occupation:

Address:

Business No./Area Code: - - - Residential No./Area Code: - - -

Relationship to Applicant:

4. Name:

Occupation:

Address:

Business No./Area Code: - - - Residential No./Area Code: - - -

Relationship to Applicant:

AUTHORIZATION

I, _____, hereby authorize the Justices of the Peace Appointments Advisory Committee to make discreet inquiries with respect to my suitability and qualifications for appointment as a justice of the peace at the appropriate stage of the Committee's deliberations.

I, _____, attest that the information provided in this Application is accurate, and that this Application has been authored and submitted by me.

Signature

Date (YYYY-MM-DD)

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Appendix D

POLICIES AND PROCEDURES

January 2008 Version

Application Form

The Justices of the Peace Appointments Advisory Committee advertises once per year per region for applications from interested applicants.

Applications must be received by the closing date set out in the advertisement for the region(s) concerned. Applications received after that date will be kept on file for one year from the closing date set out in the advertisement for that region. Applicants must complete the Justice of the Peace Appointment Application Form and submit eleven (11) copies to:

The Coordinator
Justices of the Peace Appointments Advisory Committee
c/o The Ministry of Government and Consumer Services Mail Delivery
77 Wellesley St. W., Room M2B-88 MacDonald Block, Queen's Park
Toronto, ON M7A 1N3

Applications will only be considered if typed.

A separate application must be submitted for consideration for appointment in each of the regions to which the applicant seeks appointment.

Applicants must resubmit a Justice of the Peace Appointment Application Form when there is a change in any information, including address or contact information.

Applicants are asked to provide the names and contact information of four (4) referees. Applicants must submit only the supporting material specified in the application form. No other material, including reference letters, will be considered by the Committee.

Applicants are required to submit a signed Security Release and Canadian Police Information Centre Consent Statement, included as Appendix "A" and Appendix "B" of the application form. If the applicant is a member of a professional disciplinary organization, the applicant must submit a signed professional disciplinary organization Release of Information Form. Applicants who are lawyers must submit a LawPRO Authorization and Release Form.

Review and Interview Process

Applicants may be selected for an interview based on the review and evaluation of a completed application form.

The interview panel will consist of at least four (4) Committee members, at least one of whom is a regional member for the region to which the applicant is applying and another of whom is a judge or justice of the peace.

Where a region grants an interview to an applicant that has applied for more than one region, at least one member from each of the affected regions is required to participate on the interview panel.

French Language Testing

Applicants who have been selected for an interview and who have self-identified as bilingual are required to undergo standardized oral French language testing.

Reference Checks and Discreet Inquiries

Committee members may undertake reference checks or discreet inquiries as part of the process.

Classification Process

Applicants who are interviewed are classified as Not Qualified, Qualified, or Highly Qualified.

An applicant's classification is in effect for two years from the date of the interview. As is the practice with similar committees in Canada, applicants will not be notified of their classification.

Confidentiality

An applicant's personal information will be treated by the Committee as confidential except to the extent as is necessary for the Committee to perform its duties.

September 2008 Version

Application Form

The Justices of the Peace Appointments Advisory Committee advertises once per year for applications from interested applicants.

Applications must be received by the closing date and will be kept on file for one year. Applicants must complete the current prescribed Justice of the Peace Appointment Application Form and submit the signed original plus five (5) copies for each region to which they are applying to:

The Coordinator
Justices of the Peace Appointments Advisory Committee
c/o The Ministry of Government Services Mail Delivery
77 Wellesley St. W., Room M2B-88
MacDonald Block, Queen's Park
Toronto, ON M7A 1N3
Tel: 416-326-4957

Applications will only be considered if typed.

Applicants must resubmit a Justice of the Peace Appointment Application Form when there is a change in any information, including address or contact information.

Applicants are asked to provide the names and contact information of four (4) referees. Applicants must submit only the supporting material specified in the application form. No other material, including reference letters, will be considered by the Committee.

Review and Interview Process

Applicants may be selected for an interview based on the review and evaluation of a completed application form.

The interview panel will consist of at least four (4) Committee members, at least one of whom is a regional member for the region to which the applicant is applying and another of whom is a judge or justice of the peace.

Where a region grants an interview to an applicant that has applied for more than one region, there will be a judicial member and a lay member representing each region to which the applicant has applied on the interview panel.

French Language Testing

Applicants who have been selected for an interview and who have self-identified as bilingual may be required to undergo standardized oral French language testing.

Reference Checks and Discreet Inquiries

Committee members may undertake reference checks or discreet inquiries as part of the process.

Classification Process

Applicants who are interviewed are classified as Not Qualified, Qualified, or Highly Qualified.

An applicant's classification is in effect for two years from the date of the interview. As is the practice with similar committees in Canada, applicants will not be notified of their classification.

Confidentiality

An applicant's personal information will be treated by the Committee as confidential except to the extent as is necessary for the Committee to perform its duties.

Appendix E

QUALIFICATIONS AND SELECTION CRITERIA FOR A JUSTICE OF THE PEACE IN ONTARIO

Minimum qualifications for consideration for an appointment as a justice of the peace are set out in s. 2.1(15), (16) and 17 of the *Justices of the Peace Act*, as follows:

Qualification

(15) A candidate shall not be considered by the Justices of the Peace Appointment Advisory Committee unless he or she has performed paid or volunteer work equivalent to at least 10 years of full-time experience and,

- (a) has a university degree;
- (b) has a diploma or advanced diploma granted by a college of applied arts and technology or a community college following completion of a program that is the equivalent in class hours of a full-time program of at least four academic semesters;
- (c) has a degree from an institution, other than a university, that is authorized to grant the degree,
 - (i) under the *Post-secondary Education Choice and Excellent Act*, 2000
 - (ii) under a special Act of the Assembly that establishes or governs the institution, or
 - (iii) under legislation of another province or territory of Canada;
- (d) has successfully completed a program designated as an equivalency under subsection (16); or
- (e) meets the equivalency requirement set out in subsection (17). 2006, c. 21, Sched. B, s. 3.

Equivalency programs

(16) For the purposes of clause (15) (d), the Attorney General may designate programs that involve training in the justice system, including programs designed to enhance diversity in the justice system, as programs that meet the educational equivalency, and shall make the list of programs so designated public. 2006, c. 21, Sched. B, s. 3.

Exceptional qualifications

(17) For the purposes of clause (15) (e), a candidate may be considered to have met the equivalency requirement if he or she clearly demonstrates exceptional qualifications, including life experience, but does not have the educational requirements set out in clauses (15) (a) to (d). 2006, c. 21, Sched. B, s. 3.

General Selection Criteria For Evaluating Candidates

In addition, the *Act* requires the Justices of the Peace Appointments Advisory Committee to develop general selection criteria. The following have been adopted by the Committee:

Skills and Abilities

- A high level of achievement in the area(s) of paid or volunteer work in which the candidate has been engaged
- Experience and/or education relevant to the work of a justice of the peace
- An interest in or some aptitude for the administrative aspects of a justice of the peace's role

- Good writing and communications skills
- Intellectual ability
- Analytical skills
- Ability to listen
- Ability to work independently
- Ability to maintain an open mind while hearing all sides of an argument
- Ability to make decisions on a timely basis
- Ability to manage time and workload without supervision
- Capacity to handle heavy workload
- Capacity to handle stress and pressures of the isolation of the judicial role
- Interpersonal skills
- Computer skills
- Bilingual ability

Personal Characteristics

- Respect for the essential dignity of all persons regardless of their circumstances
- Politeness and consideration for others
- Moral courage and high ethics
- Patience
- Punctuality and good regular work habits
- A reputation for integrity and fairness
- Compassion and empathy
- An absence of pomposity and authoritarian tendencies
- Courtesy
- Honesty
- Common sense
- Humility
- Reliability
- Not involved in serious, unresolved professional complaints/claims, civil actions or financial claims including proposals to creditors or family support arrears or bankruptcy

Community Awareness

- A commitment to public service
- Awareness of and an interest in knowing more about the social problems that give rise to cases coming before the courts
- Sensitivity to changes in social values relating to cases coming before the courts
- Interest in methods of dispute resolution alternatives to formal adjudication and interest in community resources available for participating in the disposition of cases

Demographic

Justices of the peace should be reasonably representative of the population they serve.

Appendix F

JPAAC ADVERTISEMENT FOR TORONTO, NORTHEAST AND NORTHWEST REGIONS JANUARY 2008



JUSTICES OF THE PEACE Ontario Court of Justice

- (i) Toronto Region**
- (ii) Northeast Region**
- (iii) Northwest Region**

The Justices of the Peace Appointments Advisory Committee invites applications for full-time justice of the peace appointments to the Ontario Court of Justice.

For information about the position, the court locations in each region and the application form, please visit the Ontario Courts website at www.ontariocourts.on.ca/jpaac/en/index.htm

Applications must be received by 4:30 p.m. on Friday, February 8, 2008. If you are applying for more than one region, you must submit separate applications.

If you do not have access to the Internet, call:

Coordinator, Justices of the Peace Appointments Advisory Committee
Telephone: 416-326-4957

Justices of the peace should be reasonably representative of the population they serve.

Appendix G

JPAAC ADVERTISEMENT FOR ALL REGIONS SEPTEMBER 2008



JUSTICE OF THE PEACE Ontario Court of Justice

If you are known as a dedicated person of integrity, who is articulate and objective, the Justices of the Peace Appointments Advisory Committee invites you to submit an application for a position as a full-time Justice of the Peace.

A Justice of the Peace is an independent judicial officer who presides over various proceedings under federal and provincial statutes. The position requires appointees to travel and to work full days, including some nights and weekends. This is a lay bench and we are seeking applicants with good judgment and patience who understand their community and the multicultural environment in Ontario.

The Justices of the Peace Appointments Advisory Committee reviews and evaluates applications, conducts interviews and classifies applicants as Not Qualified, Qualified or Highly Qualified. Classifications are then reported to the Attorney General, who ultimately recommends individuals for Order-in-Council Appointments. Applicants who have been chosen by the Committee to be interviewed will be contacted regarding the next steps.

For further information about the position, the regions of the province, and the filing requirements for submitting an application, please visit the Justices of the Peace Appointments Advisory Committee's website at www.ontariocourts.on.ca/jpaac/en/

Applications must be submitted on the **current** prescribed application form and received by **4:30 p.m. on Tuesday, October 7, 2008**. If you wish to apply to more than one region, you should be aware that your degree of knowledge of those regions, their culture and issues will be considered.

Applicants of all backgrounds are encouraged to apply.