ANNUAL REPORT

of the

JUSTICES OF THE PEACE APPOINTMENTS ADVISORY COMMITTEE

for the Period from

1 April, 2022 to 31, March 2023

Toronto, Ontario
October 2023

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

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

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October 17, 2023

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

Dear Minister Downey:

The Justices of the Peace Appointments Advisory Committee is pleased to present to you the fifteenth report on its activity since it was established pursuant to the amendments to the *Justices of the Peace Act* in 2007.

This report is for the period of April 1, 2022 to March 31, 2023. Please note that the process described in this report commenced in January 2022 when the vacancies were advertised. This report covers the classification of candidates and the other activities that took place during the reporting period in addition to all significant matters related to the operation of the Committee for classifying candidates for appointment as justices of the peace in the Ontario Court of Justice.

Respectfully yours,

Michael Ras
Chair

CHAIR'S SUMMARY

I am pleased to report on the 2022-2023 activities of the Justices of the Peace Appointments Advisory Committee (the "Committee"). During the reporting period the Committee continued to refine its processes, maintained its virtual operation and ensured amendments to the *Justices of the Peace Act,* that came into force on August 14, 2020, were fully incorporated into the process.

During the 2022-2023, the application intake process continued to be fully digital, and the Committee conducted all meetings via videoconference. This made the process more accessible to candidates and substantially reduced the administrative burden placed on them to submit their applications.

The committee process described in this report commenced in January 2022, when vacancies were advertised. This report reflects committee activities from April 1, 2022 to March 31, 2023 which include the classification of candidates and the other activities that transpired during the process.

On December 21, 2021, the Committee received a letter from the Attorney General with a request to begin advertising to fill 42 base court justice of the peace vacancies in every region of the province. The Committee received an additional letter from the Attorney General on January 26, 2022, advising of one more vacancy, and a subsequent letter on March 24, 2022, advising of two additional vacancies, which brought the total number to 45 vacancies.

I would like to thank the Committee and supporting Ministry of the Attorney General staff for their diligent work in seeking candidates and reviewing the qualifications of hundreds of applicants for the important role of justice of the peace. Their commitment to the efficient and effective functioning of Ontario's justice system is crucial work and their efforts are appreciated.

Michael Ras
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. On August 14, 2020, further amendments to the *Justice of the Peace Act* came into force that amended the Committee's composition and means of operating.

The Committee is an independent agency of the Ministry of the Attorney General whose duties are to classify candidates for appointment as justices of the peace, report those classifications to the Attorney General and provide advice to the Attorney General respecting the process for appointing justices of the peace in accordance with the *Act*.

Justices of the peace are appointed by the Lieutenant Governor in Council on the recommendation of the Attorney General. An excerpt 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 345 justices of the peace in Ontario that were assigned to 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. The two central 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 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 the Ontario Court of Justice.[1]

The Justices of the Peace Appointments Advisory Committee

The Committee is composed of three core members as follows:

1. A judge of the Ontario Court of Justice, or a justice of the peace, 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 who is either the Senior Indigenous Justice of the Peace or another justice of the peace familiar with Indigenous issues or, when the justice of the peace so appointed is not available to act as a member of the Committee, another justice of the peace familiar with Indigenous issues who is designated by the Chief Justice of the Ontario Court of Justice.
3. One person appointed by the Attorney General.

In addition to the core members, the Committee includes the following regional members in respect of its functions in a particular region:

1. 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 Committee, another justice of the peace from the same region who is designated by the regional senior judge.
2. Up to three persons appointed by the Attorney General.
3. A licensee within the meaning of the *Law Society Act* in the region appointed by the Attorney General from a list of three names submitted to the Attorney General by the Law Society of Ontario.

In addition to the core committee and regional members, the Attorney General appointed one member in each region to act as the regional lead during the term of their appointment. The role of the regional lead was to coordinate the

[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.

screening, interviewing, checking of references and the classification process for justice of the peace candidates within their region.

The full complement of the Committee is 38 members.

Since 2008, the core and regional leads have conducted regular meetings, to review ongoing Committee business and confer matters related to its policies and procedures.

In response to restrictions imposed during the COVID-19 pandemic, the Committee transitioned its operation to digital and virtual environment. In 2022-2023, all Committee meetings and interviews have been held by videoconference.

A short biography of each of the committee members is provided in Appendix B.

THE COMMITTEE'S PROCESS

Under a vacancy-based application process, the Committee continued to refine its practices. The Committee made further 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.ca/ocj/jpaac. The copies of the Committee's Policies and Procedures, and Qualifications and Selection Criteria are attached as Appendix C and Appendix D respectively.

From its inception in 2007 to March 31, 2023, the Committee has reviewed a total of 19,890 applications since the development of the application form by the Committee. In addition, the Committee had reviewed a total of 2,168 resumes that were on file with the Ministry prior to the original amendment to the *Justices of the Peace Act* establishing the Committee.

As a result of the advertisement commenced in January 2022, 924 applications were received by the Committee.

Activities

January 2022 Advertisement

On December 21, 2021, the Committee received a letter from the Attorney General with a request to begin advertising to fill 42 base court justice of the peace vacancies in every region of the province. Accordingly, the Committee advertised for applications, and the posting became available on January 11, 2022. The Committee received another letter from the Attorney General on January 26, 2022, advising of one additional vacancy in an additional court location. On February 1, 2022, the Committee amended the posting to include this additional court location.

On March 24, 2022, the Committee received a subsequent letter from the Attorney General advising of two additional vacancies, within the same court locations, bringing the total number of vacancies to 45. The posting closed on March 28, 2022. The reach out to public was conducted through various platforms.

The Committee continued to use online and primarily non-paid methods of communications for advertising and outreach. The Committee promoted the justice of the peace vacancies through cost neutral avenues, including social media, website postings and direct outreach to various organizations and associations. Along with the methods described above, the Committee also notified the individuals who had previously subscribed to the vacancy notifications on Committee's website. This outreach resulted in Committee attracting a large and diverse field of candidates in a cost-effective manner.

STATISTICS – 2022-2023 Application Process

The statistics in the chart below report the number of applications received and classified in 2022-2023 as a result of the process initiated on January 11, 2022. In addition, the numbers below represent the number of candidates selected for interview. 153 candidates were interviewed over 32 individual days.

As the recruitment process occurred over the two fiscal years, the numbers provided in the 2021-2022 annual report are considered interim numbers. The total number of applications recorded in this 2022-2023 annual report reflect the final numbers for each vacancy.

Vacancy	Total Number of Applications Received[1]	Number of Candidates Selected for an Interview**
Barrie (Bilingual)	33	6
Brampton (5)	442	46
Brampton (Bilingual)	31	5
Chatham	64	9
Cochrane (Bilingual)	16	3
Durham (2)	238	27
Hamilton (2)	315	34
Kingston (Bilingual)	21	3
Kitchener	185	12
Kitchener (Indigenous*)	23	2
Newmarket	289	32
Orangeville	200	11
Ottawa	121	11
Ottawa (Indigenous*)	25	4
Owen Sound	70	3
Owen Sound (Indigenous*)	16	2
Parry Sound	67	5
Pembroke	62	6
Pembroke (Bilingual an asset)	24	1
Sioux Lookout	22	3
Sioux Lookout (Indigenous*)	6	1
St. Catharines (3)	192	23
St. Catharines (Indigenous*)	29	5
Sudbury (Bilingual)	12	3

Toronto (8)	506	53
Toronto (Bilingual) (2)	43	9
Welland (Bilingual)	18	0
Windsor (2)	69	9
TOTAL	924[2]	153[3]

***** Vacancies designated as Indigenous refer to an appointment of a candidate of Indigenous heritage or a person with an in depth understanding of Indigenous communities.

****** Note that the Committee may choose not to re-interview previously interviewed candidates.

1 As the recruitment process occurred over the two fiscal years, the numbers provided in the 2021-2022 annual report are considered interim numbers. The total number of applications recorded in this 2022-2023 annual report reflect the final numbers for each vacancy.

2 Candidates who applied to multiple base court locations in the same advertising period are counted once in this total.

3 Candidates given an interview for multiple base court vacancies in the same advertising period are counted once in this total.

Diversity Statistics

The Committee recognizes the importance of reflecting the diversity of Ontario's population in the appointments of justices of the peace. Candidates were provided with the option to self-identify on their application. Below are the totals for each of the categories selected by the candidates.

Self-Identity	Applicants*	Percentage of Total Applicants (924)	Interviewed	Percentage of Total Interviewees (153)	Percentage of Total Appointees* (28)
Female	499	54%	78	50%	60%
Indigenous	53	5%	17	11%	7%
Visible Minority	295	32%	48	31%	35%
Ethnic/Cultural Group	277	30%	43	28%	32%
Disabilities	62	7%	11	7%	0%
LGBTQQQIP2SAA	43	5%	7	4%	0%

* An applicant may self-identify in more than one category.

Appointee Remuneration

The following chart provides a breakdown of the total remuneration for each Committee member over the reporting period from April 1, 2022 – March 31, 2023.

Appointee	Position	Per Diem Rate	Original Appointment Date	Appointment End Date	Total remuneration (not including expenses)
Bastarache, Danielle	Regional Member	$355	01-April-2022	31-March-2025	$9,230.00
Belisle, Jessica	Regional Member	$355	19-February-2021	18-February-2024	$2,307.50
Buset, Hope	Regional Member	$355	26-March-2022	25-March-2022	$1,065.00
Charitsis, Nicholas	Regional Lead	$355	29-March-2019	28-March-2025	$4,260.00
Collings, Terri-Lynn	Regional Lead	$355	29-April-2019	28-April-2025	$16,330.00
Cowan, Andrew	Regional Member	$355	03-December-2020	17-November-2024	$8,875.00
Farouk, Omar	Regional Member	$355	29-March-2022	28-March-2025	$10,117.50
Gryce, Bonnie	Regional Member	$355	03-December-2020	02-December-2023	$5,147.50
Henderson, John	Regional Lead	$355	31-December-2018	30-December-2024	$1,420.00
Hendry, Frank	Regional Member	$355	19-November-2020	14-February-2023	$3,550.00
Hirst, Lorraine	Regional Member	$355	07-April-2022	06-April-2025	$9,940.00
Kiff, Stewart	Regional Member	$355	17-March-2022	02-March-2023	$2,485.00
Koepke, Marion	Regional Member	$355	06-July-2022	05-July-2025	$4,615.00
Markle, Edward	Regional Member	$355	17-March-2022	16-March-2025	$6,212.50

McAvoy, JP	Regional Member	$355	06-December-2018	15-February-2025	$3,905.00
McCleave, Karen	Regional Member	$355	19-November-2020	18-November-2023	$6,390.00
Middleton, Joan	Regional Member	$355	16-February-2022	15-February-2025	$4,615.00
Munn, Pamela	Regional Member	$355	29-January-2019	15-February-2025	$4,082.50
Narraway, Kathy	Regional Lead	$355	22-March-2017	21-March-2026	$45,263.00
Postuma, Brandon	Regional Member	$355	26-March-2019	25-March-2025	$533.00
Prisco, Nestor	Regional Lead	$355	02-February-2016	01-February-2025	$1,598.00
Raj, Manu	Regional Member	$355	23-February-2022	22-February-2025	$8,343.00
Ras, Michael	Chair	$566	13-December-2019	17-November-2024	$42,733.00
Samlal, Justin	Regional Member	$355	12-February-2019	11-February-2025	$6,745.00
Turner, Deborah	Regional Member	$355	24-April-2019	23-April-2025	$1,775.00
Webster, Rick	Regional Member	$355	09-February-2022	28-January-2025	$7,100.00
Zare, Michelle	Regional Member	$355	29-March-2022	28-March-2025	$8,697.50

Travel and Meal Expenses

During this reporting period, nearly all activities of the Committee were conducted virtually. Therefore, travel and meal expenses were minimal. However, any travel and meal expenses incurred by each Committee member for the reporting period is available on the Committee's website at https://www.ontariocourts.ca/ocj/jpaac/open/ .

Appendix A

LEGISLATION

Excerpt from the *Justices of the Peace Act*

Justices of the Peace Appointments Advisory Committee

Composition and governance

2.1 (1) The 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 continued. 2020, c. 18, Sched. 8, s. 2.

Composition

(2) The Committee is composed of three core members as follows:

1. A judge of the Ontario Court of Justice, or a justice of the peace, 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 who is either the Senior Indigenous Justice of the Peace or another justice of the peace familiar with Indigenous issues or, when the justice of the peace so appointed is not available to act as a member of the Committee, another justice of the peace familiar with Indigenous issues who is designated by the Chief Justice of the Ontario Court of Justice.
3. One person appointed by the Attorney General. 2020, c. 18, Sched. 8, s. 2.

Regional members

(3) In addition to the core members appointed under subsection (2), the Committee shall include the following regional members in respect of its functions in a particular region:

1. 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 Committee, another justice of the peace from the same region who is designated by the regional senior judge.
2. Up to three persons appointed by the Attorney General.
3. A licensee within the meaning of the *Law Society Act* in the region appointed by the Attorney General from a list of three names submitted to the Attorney General by the Law Society of Ontario. 2020, c. 18, Sched. 8, s. 2.

Criteria

(4) In the appointment of members under paragraph 3 of subsection (2) and paragraph 2 of subsection (3), the importance of reflecting, in the composition of the Committee as a whole, Ontario's linguistic duality and the diversity of its population and ensuring overall gender balance shall be recognized. 2020, c. 18, Sched. 8, s. 2.

Regional leads

(5) The Attorney General shall designate a regional lead for each region from among the regional members for that region. 2020, c. 18, Sched. 8, s. 2.

Term of office

(6) The members appointed under paragraph 3 of subsection (2) and under paragraphs 2 and 3 of subsection (3) hold office for three-year terms and may be reappointed. 2020, c. 18, Sched. 8, s. 2.

Chair

(7) The Attorney General shall designate one of the core members to chair the Committee for a term of up to three years. 2020, c. 18, Sched. 8, s. 2.

Term of office

(8) The same person may serve as chair for two or more terms. 2020, c. 18, Sched. 8, s. 2.

Chair votes

(9) The chair is entitled to vote and may cast a second, deciding vote if there is a tie. 2020, c. 18, Sched. 8, s. 2.

Meetings

(10) The Committee may hold its meetings and conduct interviews in person or through electronic means, including telephone conferencing and video conferencing. 2020, c. 18, Sched. 8, s. 2.

Employees

(11) Such employees as are considered necessary for the proper conduct of the affairs of the Committee may be appointed under Part III of the *Public Service of Ontario Act, 2006*. 2020, c. 18, Sched. 8, s. 2.

Annual report

(12) The Committee shall prepare an annual report, provide it to the Attorney General and make it available to the public. 2020, c. 18, Sched. 8, s. 2.

Same

(13) The annual report must include,

(a) statistics about the sex, gender, gender identity, sexual orientation, race, ethnicity, cultural identity, disability status and ability to speak French of candidates who volunteer that information, including whether the candidates identify as Indigenous or as a member of a Francophone community, at each stage of the process, as specified by the Attorney General; and

(b) such other content as the Attorney General may require. 2020, c. 18, Sched. 8, s. 2.

Tabling of annual report

(14) The Attorney General shall table the Committee's annual report in the Assembly. 2020, c. 18, Sched. 8, s. 2.

Information to be maintained in confidence

(15) Any records or other information collected, prepared, maintained or used by the Committee in relation to the consideration of an individual for appointment as a justice of the peace shall be maintained in confidence and shall not be disclosed except as authorized by the chair of the Committee. 2020, c. 18, Sched. 8, s. 2.

Personal liability

(16) No action or other proceeding for damages shall be instituted against any member or former member of the Committee for any act done in good faith in the execution or intended execution of any power or duty that he or she has or had as a member of the Committee, or for any neglect or default in the exercise or performance in good faith of such power or duty. 2020, c. 18, Sched. 8, s. 2.

Crown liability

(17) Subsection (16) does not, by reason of subsection 8 (3) of the *Crown Liability and Proceedings Act, 2019*, relieve the Crown of liability in respect of a tort committed by a person mentioned in subsection (16) to which it would otherwise be subject. 2020, c. 18, Sched. 8, s. 2.

Justices of the Peace Appointments Advisory Committee

Functions and manner of operating

2.2 (1) The functions of the Justices of the Peace Appointments Advisory Committee are to,

(a) classify candidates for appointment as justices of the peace;

(b) report on the classifications to the Attorney General; and

(c) provide advice to the Attorney General respecting the process for appointing justices of the peace in accordance with this Act. 2020, c. 18, Sched. 8, s. 2.

Manner of operating

(2) The Committee shall perform its functions in the following manner:

1. It shall determine the skills, abilities and personal characteristics that are desired in a justice of the peace and make them available to the public.
2. It shall develop a candidate application form that specifies what supporting material is required, and it shall make the form available to the public.
3. It shall develop the application procedure and make information about it available to the public.

4. On the request of the Attorney General, it shall advertise for applications for vacant justice of the peace positions.

5. It shall review and evaluate all applications received in response to the advertisement.

6. It may interview any of the candidates in conducting its review and evaluation.

7. It shall conduct the advertising, review and evaluation process in accordance with the criteria it establishes, which must, at minimum, provide for an assessment that,

i. assesses the candidates' professional excellence, community awareness and personal characteristics, and

ii. recognizes the desirability of reflecting the diversity of Ontario society in appointments of justices of the peace.

8. It shall make the criteria it established under paragraph 7 available to the public.

9. It shall classify the candidates as "Not Recommended", "Recommended" or "Highly Recommended" and provide a list of the classified candidates to the Attorney General, with brief supporting reasons for the candidates classified as "Recommended" or "Highly Recommended". 2020, c. 18, Sched. 8, s. 2.

Qualifications

(3) The Committee shall not consider an application by a candidate,

(a) who does not meet the qualifications set out in subsection 2 (1.1); or

(b) who is or was a member of the Committee within the previous three years. 2020, c. 18, Sched. 8, s. 2.

Chair consent required re interview, classification

(4) The interview of a candidate shall not be conducted, and a meeting for the making of a decision under paragraph 9 of subsection (2) shall not be held, without the consent of the chair of the Committee. 2020, c. 18, Sched. 8, s. 2.

Quorum for interview

(5) If the Committee interviews a candidate, the interview must be conducted by at least three members of the Committee, at least two of whom are regional members referred to in paragraph 2 or 3 of subsection 2.1 (3) from the region for which an appointment is considered and another of whom is a core member under subsection 2.1 (2). 2020, c. 18, Sched. 8, s. 2.

Quorum re classification

(6) The quorum for decisions under paragraph 9 of subsection (2) is three members of the Committee, at least two of whom are regional members referred to in paragraph 2 or 3 of subsection 2.1 (3) from the region for which an appointment is considered and another of whom is a core member under subsection 2.1 (2). 2020, c. 18, Sched. 8, s. 2.

Information to be provided to Attorney General on request

(7) The Committee shall provide the Attorney General with any information about the application, review and evaluation process that the Attorney General requests, other than information collected or prepared by the Committee through a discreet inquiry. 2020, c. 18, Sched. 8, s. 2.

Meaning of discreet inquiry

(8) For the purposes of subsection (7), a discreet inquiry is a confidential inquiry conducted by the Committee into the views or opinions of individuals with knowledge of a candidate's suitability for appointment. 2020, c. 18, Sched. 8, s. 2.

Recommendation of criteria

(9) The Attorney General may recommend criteria to be included in the criteria the Committee establishes under paragraph 7 of subsection (2), and the Committee shall consider whether to include those criteria in the criteria it has established. 2020, c. 18, Sched. 8, s. 2.

Rejection of list

(10) The Attorney General may reject the list of classified candidates provided by the Committee under subsection (2). 2020, c. 18, Sched. 8, s. 2.

Reconsideration or re-advertisement

(11) If the Attorney General rejects the list of classified candidates provided by the Committee, or if there are not enough candidates who are classified as "Recommended" or "Highly Recommended" for the number of vacant justice of the peace positions, the Committee shall either reconsider the applicants and provide a new list to the Attorney General in accordance with paragraph 9 of subsection (2) or re-advertise for applications, as the chair of the Committee considers appropriate. 2020, c. 18, Sched. 8, s. 2.

Recommendation by Attorney General

(12) The Attorney General shall only recommend a candidate who has been classified as "Recommended" or "Highly Recommended" to the Lieutenant Governor in Council to fill a justice of the peace vacancy. 2020, c. 18, Sched. 8, s. 2.

Transition

(13) Despite this section, subsections 2.1 (2) and (12) to (18) of this Act, as they read immediately before the day section 2 of Schedule 8 to the *COVID-19 Economic Recovery Act, 2020* came into force, continue to apply to any vacancy that was advertised by the Committee before that day. 2020, c. 18, Sched. 8, s. 2.

Appendix B
Justices of the Peace Appointments Advisory Committee
Members Biographies

Core Committee

Her Worship Wendy Agnew, Senior Indigenous Justice of the Peace

Justice of the Peace Wendy Agnew was appointed to the Ontario Court of Justice in 2009. Prior to her appointment she was a secondary school principal. She continues to be involved in the community at the local and national level as a member of the Indigenous Advisory Committee and the National Working Group on *Gladue.* She received her Juris Doctor from the University of Toronto and was called to the bar in 2015. She is a proud member of Garden River First Nation. In 2018 she was appointed as the Senior Indigenous Justice of the Peace and became a member of the Advisory Committee on Education, the Indigenous Initiatives Advisory Committee and Justices of the Peace Appointments Advisory Committee (JPAAC).

The Honourable Vincent Clifford, Regional Senior Justice

Justice Clifford was appointed as a judge on the Ontario Court of Justice in 2017. In 2020, Justice Clifford was appointed as the Regional Senior Justice for the East Region of the Ontario Court of Justice. In 2021, Justice Clifford was appointed as a Core Member of Ontario's Justice of the Peace Appointment Advisory Committee. Regional Senior Justice Clifford also sits on the Ontario Court of Justice Equity, Diversity and Inclusion Committee, and he chairs the Court's Decorum Committee. Prior to his appointment as a judge of the Ontario Court of Justice, His Honour was a member of the Law Society of Upper Canada for twenty-six years, working as a lawyer in Ottawa.

Michael Ras, Chair

Michael Ras is a public affairs and strategic communication professional with broad experience advising a variety of industries, professional bodies and corporations across Canada.

Michael is presently Senior Vice President at Counsel Public Affairs. Prior to this position, he was Director of Government and Stakeholder Relations at Meridian Credit Union and prior to that was Executive Director of the Federation of Ontario Law Associations.

In his community, Michael is a volunteer Board member with Radius Child and Youth Services, a leading provider of assessment and counselling services to children and families affected by abuse. He is also on the Board of Career Edge, a social enterprise that provides recent graduates and new Canadians employment opportunities through internship work placements.

Central East Regional Committee

Nicholas Charitsis, Regional Lead

Nicholas Charitsis was appointed as a member of the JPAAC in March 2019. Mr. Charitsis was called to the Ontario Bar in 2004. Nicholas is a graduate of Osgoode Hall Law School and earned

his Bachelor of Business Administration degree in 1999 from the Schulich School of Business at York University. Upon graduating Nicholas worked at the Toronto law firm of Goodman and Carr LLP, where he was seconded to the Enforcement Branch of the Ontario Securities Commission. Nicholas has worked as a per diem Assistant Crown Attorney and has practiced criminal defence at his own firm Charitsis Law since 2006. He is actively involved with fundraising for the Canadian Diabetes Association, Heart and Stroke Foundation and participates in the Run For Southlake Hospital.

Her Worship Martha De Gannes, Regional Senior Justice of the Peace

Her Worship Martha De Gannes was appointed to the bench in June 2007 for Newmarket, Central East Region and appointed in March 2019 as the regional senior justice of peace. Prior to this important appointment, Her Worship was the local administrative justice of the peace for Oshawa, Ontario. She became a member of the JPAAC in March 2019. Her Worship held management positions with the Ministry of the Attorney General Criminal Law Division over-seeing justice matters related to Domestic Violence, Bail Safety Program, victim services, and high-risk offenders. Prior to her appointment, she worked as a Labour Relations Consultant with a special interest in human rights. Her Worship has more than 15 years in Human Resources consulting, management experience and mediation. As part of the Ontario Justice Education Network, Her Worship De Gannes was selected as the Bursary Program Lead and involved in the Public Legal Education Committee.

Edward Markle

No bio provided.

Karen McCleave

Karen McCleave is a lawyer who devoted her career to public service as an Assistant Crown Attorney in several judicial districts. She handled a varied caseload, including domestic and sexual assault, child abuse, complex fraud and homicide. Karen has been on stakeholder committees, such as regional child abuse protocols and community partnering. She has been a wiretap agent and provincial mentor for sexual violence cases. Karen taught Crown Attorneys, Provincial and Municipal Prosecutors, Police and others on various legal topics. She is the recipient of two Ontario Excelsior Awards for "outstanding achievement". She has served on Boards of Directors, both professional and community based, and currently sits on the Board of Trustees at the McMichael Canadian Art Collection where she chairs the Governance & Nominating Committee. Volunteer work includes many community causes and fund-raising. Karen is involved in thoroughbred horse-racing.

Rick Webster

Richard W. Webster is a graduate of Loyalist College in Business Administration. Rick began his entrepreneurial career as a management trainee for a national building supply retailer which culminated in ownership of the Home Hardware Building Supply Centre in Elmvale Ontario that he owned and managed for 25 years. His community commitments over the years include Board positions on Timber Mart stores, Simcoe Community Living, Barrie Trojans Swim Club, College of Pharmacy and Committees of Adjustment in two municipalities. He was elected Councillor in Springwater Township and served from 2010-2014. In this capacity he served on Finance and Economic Development committees and as a board member of the Nottawasaga Valley

Conservation Association. Rick is a past member of the Elmvale Lion's Club and volunteered at the Barrie Hospital in Cancer Care.

Central West Regional Committee

Terri-Lynn Collings, Regional Lead

Terri-Lynn Collings became a member of the JPAAC in April 2019 and is a retired police sergeant from the Hamilton Police Service. During her 30-year tenure, Terri-Lynn performed her duties in patrol, crime analysis, community services and crime prevention. As a sergeant she was the voice of the organization as the Media Relations Coordinator, and she investigated crimes against seniors as a detective in the Victims of Crime Unit. She is an active community volunteer raising funds for golf tournaments, participating in the annual Ancaster Food Drive, a committee member of the Ancaster Heritage Days event and a participant in the Hamilton Out of the Cold program.

Her Worship Marsha Farnand, Regional Senior Justice of the Peace

Justice of the Peace Marsha Farnand holds a Bachelor of Laws degree from the University of London, UK, Bachelor of Arts degree from Carleton University and a diploma in family mediation from McMaster University. She has been an adjudicator for the Social Benefits Tribunal. Her Worship Farnand held several positions within the Ontario Public Service and has been in private practice as a family mediator and mediator volunteer for the Etobicoke Conflict Mediation Team providing mediation services through a community-based organization. She has volunteered in years past at Settlement and Integration Services Organization in Hamilton and presently volunteers at the Carlisle Food Bank.

Omar Farouk

Omar Farouk is a Public Member on Council and of the College of Opticians of Ontario. Former public member of the College of Nurses of Ontario and current member of the Toronto Police Chief's Muslim Consultative Community. In July 2019, Omar was appointed by The Heritage Minister of Canadian Heritage as a Board of Trustee of the Canadian Museum of Immigration at Pier 21 Halifax. In March 2020, Omar was also appointed as a regional member of the Justice of Peace Appointments Advisory Committee of Ontario. Omar also has a Certificate in Conflict Resolution, from York University. In 2012, he was awarded the Queen Elizabeth II Diamond Jubilee Medal Award by the Governor General of Canada. In 2018, he was also a recipient of the inaugural award of Canada's 150 Community Award.

Lorraine Hirst

No bio provided.

Michelle Zare

Michelle Zare is a paralegal with a career specializing in Workplace Safety and Insurance Law for over 15 years. She established her firm, Zare Paralegal Services Professional Corporation, in 2009. Her practice is devoted to representing injured workers across the province. She also practices in the area of Canada Pension Plan Disability law, regularly appearing at hearings before the Social Security Tribunal of Canada. Her devotion to lifetime learning is seen through her ongoing active participation in co-chairing and speaking at conferences for the Law Society of

Ontario and the Ontario Bar Association's Workers Compensation Section, as well as her experience teaching part-time in the Paralegal Studies Program at Mohawk College.

East Regional Committee

Bonnie Gryce, Regional Lead

Bonnie Gryce retired after 45 years with the Ministry of the Attorney General where she was Sheriff and managed all court operations for the Counties of Hastings and Prince Edward together with sitting on a number of corporate committees. For 21 years Bonnie served her community sitting on the Board of Directors for Corbyville Children's Home where she was Board chair for a number of years. Bonnie holds a certificate in Advanced Alternate Dispute Resolution and Negotiation.

Frank Hendry

No bio provided. Term ended on February 14, 2023.

Stewart Kiff

Stewart Kiff served on the JPAAC region from 2022 to March 2, 2023. He is the founder and owner of Solstice Public Affairs, Canada's leading bilingual public affairs agency.

With a track record spanning three decades, Stewart has established a reputation as one of Canada's most trusted strategic advisors. For decades, publicly traded and privately held corporations, non-profit groups, television networks, universities and high-profile individuals have sought Stewart's counsel in public and private matters.

A well-known community volunteer, Stewart is a founding member of the Economic Club of Canada. A veteran of over 30 political campaigns, Stewart currently serves as a director on the Conservative Party of Canada's 20-member National Council, overseeing Party constitutional and governance matters. In 2022, Stewart was appointed as a member of the board of governors of the University of Ottawa. Stewart also sits on the Board of Directors of Leading Influence, a non-profit organization that provides excellence in chaplaincy care for elected leaders in Canada.

As a person with a disability and a citizen of the Métis Nation of Ontario, Stewart brings a credible voice to the table regarding issues related to diversity and inclusion. Stewart is fluently bilingual in Canada's two official languages. He also speaks conversational Spanish.

His Worship Herb Kreling, Regional Senior Justice of the Peace

Justice of the Peace Herb Kreling has been appointed regional senior justice of the peace for the East region, effective February 4, 2021. In 2005, His Worship was appointed as a justice of the peace in the East region, base court Ottawa. RSJP Kreling is also the Coordinator for Education and Training in the East Region. He has served as the Local Administrative Justice of the Peace for Zone 1, East Region and on various committees at the criminal and provincial offences courts. Prior to his appointment, Herb served as an Ottawa City Councillor; Chair of the Algonquin College Board of Governors; Chair of the Ottawa Police Services Board; and President of the Canadian Association of Police Service Boards.

Jeffrey (JP) McAvoy

Jeffrey (JP) McAvoy was appointed as a member of the Justices of the Peace Appointments Advisory Committee in December 2018. Mr. McAvoy practices corporate and commercial law at Conduct Law. Called to the bar in 2001, he received his LL.B from Queen's University in 1999. He represents a diverse range of corporations throughout Canada, the United States, and Eastern Asia. Prior to commencing private practice, Mr. McAvoy was a founding employee of Silicon Valley start-up Zip2, which was sold for an internet record all cash deal. In addition to practicing law, he is a college professor, best selling author and hosts the top-rated legal podcast The Millionaire's Lawyer.

Northeast Regional Committee

Jessica Belisle

Jessica Belisle is a Métis Anishinaabe Kwe from Sault Ste. Marie, Ontario. Ms. Belisle's paternal family originates from the Thessalon First Nation. Ms. Belisle pursued a Bachelor of Arts in Anishinaabemowin at Algoma University, attended the Program of Legal Studies for Native People in 2013 and graduated from the University of Saskatchewan with a Juris Doctor Degree in 2016. In her third year of Law School, Jessica participated in a Clinical Placement at the C.L.A.S.S.I.C. a poverty Law Clinic in downtown Saskatoon, where she was drawn to Criminal Law. Ms. Belisle was called to the bar on January 26, 2018. Ms. Belisle is currently practicing in Sault Ste. Marie with a primary focus in Criminal Defence and the strongly advocates for the application of Gladue within all areas of the criminal justice system. Ms. Belisle is a member of the Indigenous Bar Association and the Criminal Lawyers Association.

His Worship Gary McMahon, Regional Senior Justice of the Peace

Regional Senior Justice of the Peace John Gary McMahon became a member of the JPAAC in December 2019. He was appointed as a justice of the peace in 2014. Prior to his appointment, he worked as a lawyer in private practice in Sudbury. He is a former board member of the Canadian Mental Health Association Sudbury/Manitoulin and Sudbury District Restorative Justice as well as a former member of the executive of the Sudbury District Law Association. Before undertaking the practice of law, he worked as an executive assistant to a Member of Parliament. Regional Senior Justice of the Peace McMahon holds a Developmental Services Worker Diploma from Cambrian College, an Honours BA in Psychology from Laurentian University and an MBA—LLB from l' Université de Moncton.

Nestor Prisco, Regional Lead

Nestor Prisco was appointed Sheriff in 1974. For 31 years, he managed all court operations in Nipissing and Parry Sound Judicial Districts. His community involvement has included serving on North Bay City Council, 53 years with the Rotary Club of North Bay, President with the Bliss-Gillmor Non-Profit Housing Complex Inc., President, MacKay Homes for Seniors, Huron University College Board (London, Ontario) and the Nipissing Parry Sound District Housing Authority. Mr. Prisco holds a Master of Public Administration degree from Queen's University.

Randy P. Schuran

Randy Schuran became a member of the JPAAC in February 2019 and served on the Committee until April 21, 2022. Randy has worked in the banking/finance industry for well over 30 years, serving in the capacity of Senior Branch Manager, Auditor, Human Resources and Regional Supervisor. Randy's volunteer work includes serving as the Regional chair of the Huron Superior

Catholic School Board for 6 years, fundraising for Habitat for Humanity for 2 years and for the Bon Soo Winter Carnival for 15 years.

Deborah Turner

Deborah Turner became a member of the Justices of the Peace Appointments Committee in April 2019. Debby has been on the Board of Directors of the local two site hospital since 2012 and is currently Chair of the Fundraising committee and sits also on the Executive committee. Debby has been active in the Community through years of volunteering with the Little Current Figure Skating Club, the Ski Club, Community Service Advisory Committee, Downtown BIA, Classic School of Dance, Holy Trinity Anglican Church Board, Downtown Beautification, Centennial Bridge Committee, Little Current Yacht Club.

Northwest Regional Committee

Hope Buset

Originally from Thunder Bay, Ontario, Hope Buset received her Bachelor of Laws degree from the University of Manitoba. She received her Ontario Call to the Bar and her Manitoba Call to the Bar in 2006. She practiced as a lawyer in Manitoba for approximately 10 years before returning to Thunder Bay and joining the Bora Laskin Faculty of Law as the Director of Student Services and Skills in the summer of 2017. She is passionate about working with and mentoring law students and helping them achieve their academic and career goals.

His Worship Bernard Caron, Regional Senior Justice of the Peace

His Worship J.A. Bernard Caron was appointed to the bench in 2009 as the bilingual justice of the peace for the Northwest. Prior to this important appointment, he was a private practice lawyer in Quebec City and did his common law degree at the University of Western Ontario. He was subsequently called to the Law Society of Ontario in 1995. He practiced in Thunder Bay in Criminal Law and Family Law for many years before he became the first provincial prosecutor for the City of Thunder Bay following the downloading of the provincial offences to the Ontario municipalities. He sits on the French Language Services, regional bail and criminal case management committees. For many years he served as Regional Director for the Association of Justice of the Peace of Ontario (AJPO). He was appointed as the regional senior justice of the peace for the Northwest Region in March 2018.

John Henderson, Regional Lead

John W. Henderson has provided communications services for businesses and non-profit agencies throughout Northwestern Ontario since 1979. Now semi-retired he is involved with numerous local organizations including The North Shore Steelhead Association, Port Arthur Hunt Club and is an avid outdoorsman. Mr. Henderson acts as a mentor through the Community Economic Development Corporation and has had significant work experience with Indigenous economic development in the region. In addition to degrees from Lakehead University, he holds an Advanced Certificate in Alternative Dispute Resolution from Windsor University.

Brandon Postuma

No bio provided.

Toronto Regional Committee

Danielle Bastarache

Danielle Bastarache is currently Discipline Counsel with the Law Society of Ontario. Called to the bar in 2007, she received her L.L.B. from the Université de Moncton, New Brunswick, in 2006. She has been an Associate Crown Attorney in Nova Scotia, a Municipal Prosecutor in Brampton and has been working in the Administrative Law regulatory sphere since 2013 in Ontario formerly with the Alcohol Gaming Commission of Ontario (AGCO), the College of Immigration (CICC) and the Investment Industry Regulatory Organization of Canada. Ms. Bastarache's first language is French which makes her a bilingual litigation counsel. In addition to practising law, she volunteers for Big Brother, Big Sister, volunteered at the St. John Mission of Compassion and has spent numerous years volunteering at animal shelters both in Canada and abroad. She also teaches French part-time to her work colleagues, judges of provincial nomination and other members of the public sector.

Her Worship Melanie Bremner, Regional Senior Justice of the Peace

Justice of the Peace Melanie Bremner attended the University of Windsor Faculty of Law and was called to the bar in 2002. She was criminal defence counsel in Toronto until her appointment to the Ontario Court of Justice in 2012. She presides in Toronto where she was also the local administrative justice of the peace at Old City Hall. In 2019, Justice Bremner was appointed regional senior justice of the peace for the Toronto Region. Justice Bremner is currently a member of the Justices of the Peace Review Council having been appointed in 2020.

Andrew Cowan

No bio provided.

Kathy Narraway, Regional Lead

Kathy Narraway retired as a principal after 30 years with the Peel Board of Education. Ms. Narraway was a former Board Member at Our Place Peel (a youth shelter) and a long-time member of the Peel Sports Advisory Board. Currently an active volunteer on the local School Council, her long-standing community involvement included 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 in math and computer science.

Manu Raj

Manu Raj has been employed in the financial services sector for the past two decades, working in progressively senior roles with Canada's largest bank ranging from leading operational teams, account management, technical sales, and strategic program delivery. He currently works for IGM Financial as Director of Business Architecture and Analysis with responsibility for supporting the Investment Management and Fund Services functions in driving business strategy and enablement. His current focus is on defining and designing business capabilities, processes, and platforms to support their mandates. He has an MBA from the Australian Institute of Business and

achieved a mark of “distinction” on his final paper that focused on how Canadian asset managers can use digital transformation to achieve competitive advantage.

West Regional Committee

Her Worship Sonia Aleong, Regional Senior Justice of the Peace

Her Worship Sonia Aleong was appointed a justice of the peace with the Ontario Court of Justice in 2007. Since her appointment she has been assigned to London, where in 2020 at the start of the pandemic, HW Aleong was appointed Local Administrative Justice of the Peace for London and WASH court. In April 2021, HW Aleong was appointed the Regional Senior Justice of the Peace for the West region. Since her appointment to the bench, Her Worship Aleong has served as a regional director of the Association of Justices of the Peace of Ontario. Prior to her appointment as a justice of the peace, Her Worship Aleong was a magistrate with the Judiciary of Trinidad and Tobago. She holds a Bachelor of Arts Degree in History and Economics from St. Francis Xavier University, Nova Scotia and Bachelor of Laws degree from Cardiff University, Wales. HW Aleong was called to the bar of England and Wales, Middle Temple in 1988. She was admitted to practice in Trinidad and Tobago in 1989, where she practiced law prior to her appointment to the bench. Her Worship Aleong is a fellow of the Commonwealth Judicial Education Institute, Nova Scotia.

Marion Koepke

Marion Koepke was appointed to the Justices of the Peace Appointment Advisory Committee in July 2022 as a Community Representative. She is serving a third term as municipal Councillor with the City of Owen Sound and has gained much experience having served on the Owen Sound Police Services Board and various other Boards and Committees with the City during her Council tenure. She worked for the municipality for 26 years completing her career in 2010 as City Clerk. During her municipal career, Marion was a member of the Professional Development Committee of the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and helped develop the Certified Municipal Officer designation among other training sessions and tools to assist municipal staff.

Since retirement, Marion conducted the Municipal Election in 2010 and has been serving as Election Clerk for the Provincial Elections and has worked various positions with the Federal Elections. Marion is involved in her community by serving on the Grey County and North Grey Women’s Institutes, Community Foundation Grey Bruce, Grey Roots Museum and Archives, Kiwanis Club of Owen Sound, and formerly on the Grey Bruce Hospital Auxiliary and Grey Bruce Regional Hospital Foundation Boards, Owen Sound Golf and Country Club and the Bluewater Curling Club Boards. Marion is often found volunteering at various events in her community.

Joan Middleton

No bio provided.

Pamela Munn

Pamela Munn was appointed a member of the JPAAC in January 2019. Ms. Munn attended Wilfrid Laurier University (B.A. History and Philosophy); and the University of Manitoba (LL.B.). Called to the Ontario bar in 2006, Ms. Munn worked as an associate at a general practice in Shelburne, Ontario, then a criminal law practice in London, Ontario, before starting her own practice in 2010. Ms. Munn has appeared before all levels of court in Ontario. Ms. Munn returned to school to study Health Sciences; Thanatology; and Grief Literacy. Ms. Munn has also

completed a 200-hour Yoga Teacher Training. Ms. Munn is a member of the Middlesex Law Association; a past President of the London Criminal Lawyers' Association. Ms. Munn is a tutor for the Criminal Law portion of the Bar Examination, an Advisor for the Coach and Advisor Network, and a Law Practice Program assessor.

Justin Samlal

No bio provided.

Appendix C

POLICIES AND PROCEDURES

Application Form

The Justices of the Peace Appointments Advisory Committee advertises for applications for vacant justice of the peace positions upon the request of the Attorney General.

Candidates must complete the current prescribed Justice of the Peace Appointment Application Form and submit it following the instructions available here for receipt by 11:59 p.m. EST on Monday, March 28, 2022. It is strongly encouraged that applicants submit well in advance of the deadline to avoid any issues that arise with the technology or administration related to the volume of applicants received. If an applicant is selected for an interview, they will be asked to submit proof that they meet the education requirement. An applicant will be asked to e-mail a copy of all (or the highest) post-secondary degree(s) or diploma(s) or certificate(s) earned or an official transcript (together with a certified translated copy/ies, if applicable) by a specified deadline date for submission. Failure to submit proof of the education requirement will result in the cancellation of the interview. The JPAAC strongly recommends that applicants begin compiling these transcripts and proof of post-secondary education as soon as possible, but **do not send them to us until requested**. If an applicant completes the Equivalency portion of the application instead, they are eligible for an interview and will be exempt from providing copies of certificates and diplomas.

The only updates to an application that are permitted after the closing date of an advertised vacancy are updates to personal and/or referee contact information as well as a change in answer to question #24: *Personal and Other Matters* of the application form. If an applicant desires to make a change to their personal or referee contact information, the applicant must e-mail JPAAC.Info@ontario.ca with that information, specifying the name of the applicant and the specific part of the original application that is to be amended.

Candidates must provide the names and contact information of four (4) referees – two (2) professional and two (2) community service work. No other material, including reference letters, will be considered by the Committee.

Communication with the Committee

All communication from candidates is to be made through the JPAAC Coordinator. **Due to the volume of applications and queries received during an application process, communication by e-mail is preferred.** The JPAAC Coordinator may be reached at JPAAC.Info@ontario.ca. It is not appropriate to contact members of the Committee at any stage of the application and evaluation process.

Review and Interview Process

Candidates may be selected for an interview based on the review and evaluation of a completed application form. Only candidates selected for an interview will be contacted by the Committee.

The interview panel will consist of at least three (3) Committee members – and likely more - present at the interview, including judicial members of the Ontario Court of Justice as well as public members appointed by the Attorney General of Ontario.

Language Proficiency Testing

Candidates may be required to undergo standardized language proficiency testing in the language(s) in which they indicate proficiency.

Reference Checks and Discreet Inquiries

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

Classification Process

Candidates are classified as Not Recommended, Recommended or Highly Recommended.

Candidates will not be notified of their classification.

Confidentiality

A candidate'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 D

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 subsections 2(1.1), (1.2) and (1.3) of the *Justices of the Peace Act*, as follows:

Qualifications

(1.1) No person shall be appointed as a justice of the peace under subsection (1) 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 (1.2); or

(e) meets the equivalency requirement set out in subsection (1.3). 2020, c. 18, Sched. 8, s. 1 (1).

Equivalency programs

(1.2) For the purposes of clause (1.1) (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 requirement, and shall make the list of programs so designated public. 2020, c. 18, Sched. 8, s. 1 (1).

Exceptional qualifications

(1.3) For the purposes of clause (1.1) (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 (1.1) (a) to (d). 2020, c. 18, Sched. 8, s. 1 (1).

General Selection Criteria for Evaluating Candidates

In addition, the Act requires the Justices of the Peace Appointments Advisory Committee to develop general selection criteria.

Throughout the application process, candidates shall provide evidence that they meet **all** of the selection criteria. In addition, the candidate review process will consider the desirability of reflecting the diversity of Ontario's population in appointments of justices of the peace and an assessment of the skills, abilities and personal characteristics of candidates against those desired in a justice of the peace.

The following have been adopted by the Committee:

1. Skills and/or education that are clearly relevant and transferable to the work of a justice of the peace.

2. Work, volunteer or other experience that is clearly relevant and transferable to the duties and responsibilities of a justice of the peace.

3. An understanding of, and the skills, abilities, and personal characteristics applicable to, the vacancy.

4. Awareness and understanding of the breadth and depth of the role of a justice of the peace.

5. Keen interest in people and humanity as demonstrated through your knowledge of and engagement with aspects of diversity.

6. An ability to apply superior interpersonal skills and ability to manage adversarial circumstances.

7. A high level of achievement in the area(s) of employment and/or community service.

8. Experience providing functional advice, guidance and assistance to/at multiple levels of authority.

9. Ability and willingness to learn, substantiated through the candidate's record of life-long learning.

10. Demonstrated good judgment in the face of real or perceived conflict of interest.

11. Proven ability and experience in making sound, practical and timely decisions with complex factors.

12. Proven reputation for punctuality, reliability, organization skills and preparedness.

13. Highly developed intellectual and analytical skills.

14. Demonstrated flexibility and adaptability to change.

15. Ability to work both co-operatively and independently.

16. Ability to manage people, time and resources.

17. Ability to present a clear, concise and well-written application.

18. Bilingual ability (if applicable).

In its review process, the Committee recognizes the importance of reflecting the diversity of Ontario's population in appointments of justices of the peace as is required by Section 2.1 (12) 6 of the *Justices of the Peace Act*.

Skills, Abilities and Personal Characteristics Desired in a Justice of the Peace

Skills and Abilities

- Diverse life skills, experience and/or education that enhance and enable the work of a justice of the peace

Decision Making

- Ability to make sound, practical and timely judgments
- Highly developed intellectual, analytical, and decision-making skills
- Ability to keep an open mind while hearing all sides of an argument
- Ability to remain impartial and to demonstrate good judgment, including in the face of actual and/or perceived conflict of interest

Communication

- Superior active listening skills
- Superior written and oral communication skills in English and, where applicable, in French
- A skilled communicator in addressing diverse groups of people in large and small group settings
- Superior interpersonal skills, including the ability to conduct oneself in a dignified and judicious manner

Professional Skills

- Ability and willingness to learn
- Intermediate to advanced computer skills
- Ability and willingness to travel as required
- Ability to work independently without supervision, and effectively manage a heavy workload
- Ability to work at a fast pace while also handling the stress, pressure, and isolation of judicial role

Personal Characteristics

Social

- Keen interest in people and humanity, including cross-cultural experience and engagement
- A demonstrated commitment to community service

- Awareness of and an interest in regional and social issues that give rise to cases coming before the courts

Interpersonal

- Compassion, empathy, and respect for the essential dignity of all persons
- Courtesy
- Patience
- Moral courage and high ethics
- A reputation for honesty, integrity and fairness
- Strong, dignified interpersonal skills that command authority
- Confidence, with an absence of pomposity and authoritarian tendencies

Professional

- Work ethic, understanding and experience applicable to the vacancy in the court to which the justice of the peace is assigned
- Punctual, reliable, well prepared and organized
- Not involved in serious and/or unresolved criminal charges, professional complaints/claims, civil actions or financial claims including proposals to creditors or family support arrears, bankruptcy or matters with the Canada Revenue Agency