

Ministry of the Attorney General

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MEMORANDUM TO: Richard Stubbings
Assistant Deputy Minister
Public Safety Division
Ministry of the Solicitor General

FROM: Sheila Bristo
Assistant Deputy Attorney General
Court Services Division

DATE: July 3, 2020

SUBJECT: **Court Entrance Screening and Compliance Monitoring – Effective July 6, 2020**

On July 6, 2020, phase one of resuming in-person proceedings will begin in the Ontario Court of Justice and Superior Court of Justice locations set out in **Appendices A and B**. Additional courthouses will open by September, with the balance to open by November 1, 2020.

To ensure the safety of all courthouse staff, judiciary and other occupants, the following measures will be in place for each phase one courthouse by July 6, 2020:¹

- Active COVID-19 screening at courthouse entrances for all persons entering (notices setting out the conditions of entry and prohibited courthouse activities will be posted on public-facing internet sites, at courthouse entrances and throughout courthouses);
- Capacity limits on the number of people allowed in a courthouse, in courtrooms, and in specific spaces within a courthouse;
- Maintaining physical distancing of two metres (six feet); and
- Wearing of a mask or face covering at all times in the courthouse, subject to the exceptions outlined in the attached *Ministry of the Attorney General Protocol for Maintaining and Enforcing Safe COVID-19 Practices in Courthouses* (“Protocol”).

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¹ It is likely that these measures will be required for future phases of resuming in-person proceedings.

Further information on the above measures and notices that will be posted setting out the conditions of entry/prohibited activities is available in the attached Protocol.

Security guards are being engaged by local court management to undertake the above measures, including monitoring for compliance. For clarity, security guards will screen people based on the active screening protocol; monitor numbers of occupants coming into the courthouse building; ensure mandatory masks or face coverings are being worn; monitor public hallways to ensure physical distancing is being maintained; and assist in monitoring capacity levels in courtrooms. Please note that policing personnel will generally not be required to perform these functions; they will however continue to perform court security functions under Part X of the *Police Services Act*, which may require assisting security guards where there is escalated behavior that poses a security risk as a result of the above measures. We may, however, be seeking the assistance of policing personnel, on a temporary basis, in the limited locations where it is not possible for security guards to be in place for July 6, 2020. Every effort is being made to put these resources in place quickly.

Failure to adhere with the above measures may amount to trespass under section 2 of the *Trespass to Property Act*, R.S.O. 1990, c. T.21 (“TPA”) and may lead to removal from the courthouse. Please note that security guards are **not** authorized by the ministry to make arrests without warrant under section 9 of the TPA. Where security guards detect non-compliance, they will remind the individual of the above measures and direct them to any signage or markers. Where an individual remains non-compliant, security guards will caution them that failure to comply constitutes an offence, and if they do not wish to comply, they may be instructed to leave the courthouse. If after being cautioned the individual refuses to comply, security guards will engage police personnel for assistance. Further information on enforcement is available in section 6.0 of the attached Protocol.

Please consider this memorandum as authority for the relevant police services to enforce the TPA in respect of non-compliance with courthouse safety practices and entry conditions.

Please share this memorandum with police services. If members of the policing community have any questions about this initiative, they may contact the local manager of court operations.

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Thank you once again for your assistance and support.

Sincerely,

Sheila Bristo
Assistant Deputy Attorney General
Court Services Division

Enclosures: **Appendix A:** Ontario Court of Justice Phase One Court Locations
 Appendix B: Superior Court of Justice Phase One Court Locations

Appendix A: Ontario Court of Justice Phase One Locations

Region	Courthouse	Court Location
Central East	Barrie	75 Mulcaster Street
	Newmarket	50 Eagle Street West
	Oshawa (Durham)	150 Bond Street East
	Lindsay	440 Kent Street West
Central West	Brampton	7755 Hurontario Street
	Brantford	44 Queen Street
	Hamilton	45 Main Street East
	Milton	491 Steeles Avenue East
	Orangeville	10 Louisa Street
	St. Catharines	59 Church Street
East	Belleville (Quinte)	15 Bridge Street West
	Cornwall	29 Second Street West
	Kingston	279 Wellington Street
	Ottawa	161 Elgin Street
	Pembroke	297 Pembroke Street East
Northeast	North Bay	360 Plouffe Street
	Sault Ste. Marie	426 Queen Street East
	Sudbury	155 Elm Street
Northwest	Thunder Bay	125 Brodie Street North
Toronto	Toronto North	1000 Finch Ave West
	Toronto East	1911 Eglinton Ave East
	Toronto West	2201 Finch Ave West
	311 Jarvis Street	
	47 Sheppard Avenue East	
	College Park**	444 Yonge Street**
	Old City Hall	60 Queen Street West
West	Chatham	425 Grand Avenue West
	Guelph**	36 Wyndham Street South** 74 Woolwich Street**
	Kitchener (Waterloo Region)	85 Frederick Street
	London	80 Dundas Street
	Owen Sound	611 9th Avenue East
	Sarnia	700 Christina Street North
	St. Thomas (Elgin County)	4 Wellington Street
	Windsor	200 Chatham Street East

** Locations identified will not resume in-person hearings on July 6, 2020. Further information will follow on timing.

Appendix B: Superior Court of Justice Phase One Locations

Region	Courthouse	Court Location
Central East	Barrie	75 Mulcaster Street
	Newmarket	50 Eagle Street West
	Oshawa (Durham)	150 Bond Street East
	Lindsay	440 Kent Street West
Central West	Brampton	7755 Hurontario Street
	Milton	491 Steeles Avenue East
	Orangeville	10 Louisa Street
	Guelph**	74 Woolwich Street**
	Owen Sound	611 9th Avenue East
Central South	Brantford	70 Wellington Street
	Hamilton	45 Main Street East 55 Main Street West
	St. Catharines	59 Church Street
	Welland	102 East Main Street
	Kitchener (Waterloo)	85 Frederick Street
East	Belleville (Quinte)	15 Bridge Street West
	Cornwall	29 Second Street West
	Kingston	5 Court Street
	Ottawa	161 Elgin Street
	Pembroke	297 Pembroke Street East
Northeast	North Bay	360 Plouffe Street
	Sault Ste. Marie	426 Queen Street East
	Sudbury	155 Elm Street
Northwest	Thunder Bay	125 Brodie Street North
Southwest	Chatham	425 Grand Avenue West
	London	80 Dundas Street
	Sarnia	700 Christina Street North
	St. Thomas (Elgin County)	4 Wellington Street
	Windsor	245 Windsor Street
Toronto		130 Queen Street West
		330 University Avenue
		361 University Avenue
		393 University Avenue

** Locations identified will not resume in-person hearings on July 6, 2020. Further information will follow on timing.