

## **NOTICE TO THE PUBLIC**

### **COUNTER SERVICES and FAMILY MEDIATION INFORMATION SERVICES**

*Ministry of the Attorney General / July 6, 2020*

The health and wellbeing of court occupants and all Ontarians who access the courthouse is a priority.

**All members of the public should avoid unnecessary visits to Ontario courthouses.**

**Do not attend the Courthouse in person if you:**

- **Have tested positive for COVID-19 in the past 14 days or are currently awaiting results of COVID-19 testing**
- **Have traveled outside Canada in the past 14 days**
- **Have been asked to self-isolate by a medical professional at this time**
- **You have been in close physical contact with a person with COVID-19**
- **Are experiencing any COVID-19 symptoms** (*including fever, new/worsening cough, sore throat, shortness of breath, difficulty breathing or swallowing, decreased/loss of taste or smell, unusual headache, unexplained fatigue/muscle aches, nausea/vomiting/diarrhea/abdominal pain, runny nose/nasal congestion*)
- **Have been in close physical contact, in the last 2 days, with a person experiencing any COVID-19 symptoms**

All users of this courthouse are advised to consult the MOH website for the latest information on COVID-19 at: **Ontario.ca/coronavirus**

If you are experiencing COVID-19 symptoms or to determine whether you should isolate yourself or seek medical assistance, call Telehealth at 1-866-797-0000 or your local public health unit for assistance and direction, **before** attending the courthouse.

#### **COUNTER SERVICES**

**Effective July 6, 2020 and until further notice:**

- **Court Services Division** counter services are being offered **between 9:00 a.m. to 11:00 a.m. and from 2:00 p.m. to 4:00 p.m.**
- **Criminal Law Division** counter services will also be offered **between 9:00 a.m. to 11:00 a.m. and from 2:00 p.m. to 4:00 p.m.**
- The **Victim Witness Assistance Program** will continue to service the public **via telephone and by appointment only.**

#### **FAMILY MEDIATION AND INFORMATION SERVICES**

All on-site family mediation and information services continue to be suspended until further notice. Parties are encouraged to contact service providers to discuss services being offered remotely, including online or by phone.

**613-675-1829**

If you are experiencing difficulties accessing services, please contact the courthouse at: **613-675-4567**

#### **ONLINE FILING**

Please note that online filing is available for Small Claims Court, Civil, and Family Court matters. For more information, please visit:

<https://www.ontario.ca/page/file-small-claims-online> (Small Claims Court)

<https://www.ontario.ca/page/file-civil-claim-online> (civil)

<https://www.ontario.ca/page/file-divorce-application-online> (family)