

THE PROVINCIAL COURT OF NEWFOUNDLAND AND LABRADOR

NOTICE TO THE PROFESSION AND THE GENERAL PUBLIC  
PROVINCIAL COURT OPERATIONS

**FOR GANDER AND GRAND FALLS-WINDSOR**

REVISED COVID-19 OPERATIONAL PLAN

ISSUED: JUNE 4, 2021

COURTHOUSES IN GANDER AND GRAND FALLS-WINDSOR REOPENING

Effective Monday, June 7, 2021, the Provincial Court of Newfoundland and Labrador will expand its Court operations in Gander and Grand Falls-Windsor. However, access to the Court will be restricted to those persons who are participants in the proceedings before it. These will include counsel, parties, witnesses, complainants, support workers, probation officers, victim services workers, parents of a young person, members of the media and any person authorized in advance by a Judge. The presiding Judge may limit access to the courtroom.

Peace officers may attend the courthouses with applications for judicial authorizations and other services as required.

**FRONT COUNTER SERVICE**

Front counter service may be restricted in some areas. Please call your local courthouse in advance. See below for contact information.

**ADULT CRIMINAL AND YOUTH CRIMINAL CASES, FAMILY MATTERS, PROTECTION APPLICATIONS AND PEACE BONDS**

All matters will proceed as scheduled unless otherwise notified. For matters which were rescheduled due to the pandemic, please refer to the Provincial Court Docket at <https://docket.court.nl.ca/> for instructions on how to access your new Court date.

Applications for peace bonds will now be accepted and hearings will be scheduled.

**PLEA DAY (GRAND FALLS-WINDSOR)**

If you were originally scheduled to appear on Wednesday, May 26, 2021 to enter a plea, your new Court date is Wednesday, June 9, 2021.

If you were originally scheduled to appear on Wednesday, June 2, 2021 to enter a plea, your new Court date is Wednesday, June 16, 2021.

**IN-CUSTODY ACCUSED**

Arraignments, judicial interim release (bail) hearings and sentencings will be conducted using audio and video technology unless otherwise directed by the Judge.

The Accused will attend their trials or preliminary inquiries in-person unless otherwise ordered by a Judge.

**PERSONS NOT IN-CUSTODY**

If you are scheduled to appear in Court (first appearance, trial, preliminary inquiry, sentencing hearing or other hearing, or to vary an existing order), and you are not represented by counsel, you must appear in Court on your scheduled date. For matters which were rescheduled due to the pandemic, please refer to the Provincial Court Docket at <https://docket.court.nl.ca/> for instructions on how to access your new Court date.

**PARTIES REPRESENTED BY COUNSEL**

Counsel requesting an adjournment of a matter are to file an application for a postponement in advance of the court date. Applications can be filed electronically to the relevant court centre:

[gander@provincial.court.nl.ca](mailto:gander@provincial.court.nl.ca)

[grandfallswindsor@provincial.court.nl.ca](mailto:grandfallswindsor@provincial.court.nl.ca)

Counsel are encouraged to file electronically but in-person applications will also be accepted.

Counsel are also encouraged to file designations of counsel where applicable.

For individual appearances by counsel, CourtCall may be employed.

#### **VIRTUAL COURT**

The Court will maintain its capacity to conduct virtual court. Parties are required to make an application for use of virtual court.

#### **CIVIL MATTERS (SMALL CLAIMS SETTLEMENT CONFERENCES, AND SMALL CLAIMS TRIALS)**

These cases will proceed as scheduled unless otherwise notified.

Small Claims filings may be made *via* mail, fax or online (e-filing) at

<https://provincial.efile.court.nl.ca>

#### **TRAFFIC COURT, CONTRAVENTIONS ACT CASES**

These cases will proceed as scheduled unless otherwise notified.

- Fine payments can be made to Fines Administration by phone, online at <https://www.gov.nl.ca/pay-online/> or by mail (see back of ticket). Payments may also be made to the Provincial Court by mail only. Do not mail cash.
- Time to pay extensions, adjournment requests and not guilty pleas can be made by contacting the local courthouse by mail, e-mail or fax.
- If you fail to notify the requisite court location of your intention to contest a matter by mail, e-mail or fax you will be convicted in your absence.

#### **CIRCUITS**

Travel to circuits is fully reinstated unless otherwise notified by the Court.

#### **PUBLIC HEALTH GUIDELINES**

If you are experiencing a COVID-19 related symptom, do not attend Court. You must contact the local court by telephone in advance of your scheduled appearance. (The numbers are listed below). You will be required to provide your contact information.

To help protect clients, the public, stakeholders, judges and staff, all individuals attending Court must wear a face covering over the mouth and nose, at all times. This requirement does not apply to children under the age of two or to individuals who are unable to wear a face covering due to a medical condition. If you attend Court without a mask, a disposable mask will be provided along with instruction on how to properly and safely use the mask.

Please visit <https://www.gov.nl.ca/covid-19/> for the most recent and up-to-date information relating to COVID-19, including the self-assessment tool.

#### **UPDATES**

Court operations will be monitored to ensure optimal service during these challenging times. Any changes will be posted on this website, <https://court.nl.ca/provincial/>.

#### **CONTACT**

Enquiries can be made to the local Courthouse, as follows:

Gander	(709) 256-1100	<a href="mailto:gander@provincial.court.nl.ca">gander@provincial.court.nl.ca</a>
Grand Falls-Windsor	(709) 292-4212	<a href="mailto:grandfallswindsor@provincial.court.nl.ca">grandfallswindsor@provincial.court.nl.ca</a>