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**R. Brian Gibson**  
Associate Chief Judge

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Provincial Court  
200 - 277 Pleasant St.  
Dartmouth, NS  
B2Y 4B7

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## **MEMORANDUM**

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**TO: All Lawyers Appearing in the Provincial Court at Dartmouth**

### **Re Centralized Intake**

Effective February 1, 2010, first appearances at the Provincial Court in Dartmouth by all accused individuals, whether or not the accused is in custody, will occur through the "Intake Courtroom". The Intake Courtroom will also deal with all Bail matters, including applications to vary or revoke Bail Orders.

On a weekly, rotating basis, Courtrooms 1, 2, 3 and 4 will be designated and identified with appropriate signage as the "Intake Courtroom". Courtroom 1 will be designated as the Intake Courtroom during the week of February 1, 2010, followed by Courtroom 2, the week of February 8, 2010, Courtroom 3, the week of February 15, 2010 and Courtroom 4, the week of February 22, 2010. This rotating sequence will thereafter be repeated on an on going basis.

The attached schedule sets out the weekly first appearance/arraignment days for non-custodial matters in the Intake Courtroom. The scheduling of Bail variation applications will require a minimum of three days written notice to the Court and will be subject to limitations of the Intake Courtroom docket. It is anticipated that Bail variation applications will be scheduled on Mondays, Thursdays and Fridays.

Subsequent non-custodial appearances will generally be scheduled to occur in the same courtroom on a Monday or Friday during a week when that courtroom is once again the designated Intake Courtroom.

Trials will be scheduled to be heard in Courtrooms 1, 2, 3 and 4 during weeks when those courtrooms are not designated as the Intake Courtroom. Generally, trials will be scheduled to be heard in the same Courtroom where either the first appearance occurred or Bail was determined.

In addition to dealing with individuals involving mental health issues, Courtroom 5 will be utilized to schedule trials for individuals where Bail has been denied and to schedule trials requiring three or more days to hear.

cc Provincial Court Judges, Dartmouth  
Gail Wilson, Supervisor Provincial Court, Dartmouth

**Weekly First Appearances/Arrestment Days for Non-custodial Matters  
In the “Intake” Courtroom at the Dartmouth Courthouse**

TUESDAYS AT 9:30 AM:

- All individuals charged or matters initiated by HRPD officers in respect of the commission of **offences** under the Criminal Code or Provincial legislation, excluding Motor Vehicle Act or Liquor Control Act offences.

WEDNESDAYS AT 9:30 AM:

- All individuals charged or matters initiated by RCMP officers, working at Detachments in Cole Harbour, Lower Sackville, Musquodoboit Harbour or at the Robert L. Stanfield Intl. Airport, with respect to the commission of offences under the Criminal Code, other Federal legislation or Provincial legislation, excluding the Motor Vehicle Act or the Liquor Control Act;
- All individuals charged with the commission of CDSA offences and related weapons offences, regardless of whether such charges were laid by HRPD officers working in Dartmouth or RCMP officers working at the foregoing detachments or locations;
- All individuals charged or matters initiated by other law enforcement agencies or other agencies with respect to the commission of offences under Federal or Provincial legislation, allegedly committed within the area of Dartmouth and the geographical areas policed by the above noted RCMP detachments and locations, except for those matters specifically identified below as matters to be scheduled on Thursdays at 8:00 AM.

THURSDAYS AT 8:00 AM:

- all individuals charged by the Halifax-Dartmouth Bridge Commission, the Military Police and HRPD and RCMP officers with offences under the Motor Vehicle Act, the Liquor Control Act, and HRM by-laws, allegedly committed within the area of Dartmouth and the geographical areas policed by the above noted RCMP detachments and locations.

THURSDAYS AT 9:30 AM:

- All individuals charged by HRM by-law compliance officers or other non HRPD or RCMP officers, with the commission of offences under Halifax Regional Municipality by-laws allegedly occurring within the geographical areas of Dartmouth, Cole Harbour, Lower Sackville, Musquodoboit Harbour and the rural areas of HRM lying between those communities.