

# Windsor and Essex County

## Legal Resource Guide

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**Duty Counsel:** Duty Counsel will assist in criminal court by giving advice, referring individuals to Legal Aid Ontario, helping with adjournments, referring to other agencies, assisting with guilty pleas and assisting with bail hearings. In family court, Duty Counsel will review documents, give advice, assist with motions and pre-trials, represent individuals at garnishment hearings, and refer individuals to Legal Aid Ontario.

**Legal Advice Lawyer:** The Legal Advice Lawyer can advise individuals about their legal rights in debt related areas, powers of attorney and family matters. They can assist in reviewing and preparing documents and swearing affidavits.

**Family Law Information Centre (FLIC):** A Family Law Information Centre is available for clients who meet the financial criteria and do not have a lawyer. The FLIC is an initiative of the Attorney General. Court staff will assist with forms and provide information about the court process. An advice lawyer is provided from 9:00 a.m. to Noon, four days a week. Appointments are preferred, but walk-ins are accepted. Call 973-6670 or 973-6620 for an appointment.

**Wills:** Legal Aid Ontario assists senior citizens to draft wills for small estates which consist of personal or real property, or both, and where the only income is the Old Age Pension.

### **What Areas of Law are not covered?**

Wrongful dismissal, change of name, personal bankruptcy, debt litigation, sponsorship of relatives, commercial litigation, libel, defamation, slander and real estate matters.

### **What Are the Costs of Service?**

An applicant may qualify for a free certificate or they may be required to enter into a payment agreement. The payment agreement may be for a monthly payback arrangement or it may be in the form a lien on an asset the client owns.

### **Other Information:**

If an applicant is denied service, they may appeal to the Area Committee.

Services are offered in English and in French.

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### **Community Legal Aid (CLA)**

University of Windsor, 2475 University Ave. West, Windsor N9B 3P4  
1 Traffic Light East of Huron Church Road on University West  
Bus Route 1C

Telephone: 519-253-7150 or 519-253-3000 Ext. 3904  
Fax: 519-971-3617 E-mail: cla@uwindsor.ca

**Accessibility:** Wheelchair Accessible

#### **What services are provided?**

Free legal services to any member of the community who qualifies financially and jurisdictionally for our services and to full-time undergraduate University of Windsor students. Law students volunteer to perform file work under the supervision of lawyers.

#### **How do I apply?**

By appointment and limited walk-in business.

#### **What are the qualifications for service?**

Financial qualification, geographical qualification (i.e. Windsor and Essex County matters), appropriate area of law (see areas of service below). In criminal matters: a rejection letter from Legal Aid Ontario on the basis that it is a summary conviction matter and there is no likelihood of jail.

#### **What Areas of Law are covered?**

Small Claims Court matters, University of Windsor student affairs, landlord-tenant, High Traffic Act and provincial offences, and minor criminal matters. Affidavits and notarization available for a small charge.

#### **What areas of law are not covered?**

Personal injury, impaired driving charges, family law matters, criminal offences proceeding by way of indictment, civil matters above \$10,000, young offenders, real estate, or representation of landlords in landlord-tenant matters.

#### **What is the cost of service and other information?**

Services are free, but clients remain responsible for any fines assessed, court costs awarded, governmental applications fees, and court filing costs. CLA is a project of the Faculty of Law, University of Windsor, and is funded by Legal Aid Ontario.

### **Legal Assistance of Windsor (LAW) 4.**

85 Pitt Street East, Windsor, Ontario N9A 2V3  
Ground Level of Chatham Street Parking Garage  
Telephone: 519-256-7831 Fax: 519-256-1387

TTY: 519-256-5287

E-mail: lawclinic@lao.on.ca

**Accessibility:** Wheelchair Accessible

**Hours of Service:** Monday to Friday, 8:30 a.m. – 4:30 p.m.

#### **What services are provided?**

We provide legal and social work services, public legal education, law reform, research, and community development services.

#### **How do I apply?**

Clients may apply directly or are referred by a variety of sources, including community organizations, the private bar, law enforcement, legal clinics, family and friends. Walk-ins are accepted; however, we prefer that people call in advance for an appointment.

#### **What are the qualifications for service?**

Persons who cannot afford a lawyer and are unable to obtain a Legal Aid Certificate qualify for legal assistance. Social work services are available for individuals and families experiencing social or emotional problems.

#### **What areas of Law and Social Work are covered?**

Public benefits, Old Age Security, disability benefits, tenant protection, criminal injuries compensation, advocacy, family and individual counselling, crisis intervention, referral, law reform, public legal education, research and community development.

#### **What areas of Law are not covered?**

Family, criminal, personal injury, real estate, Highway Traffic Act, Workplace Safety Insurance Board matters, Canada Pension, Employment Standards, Employment Insurance, consumer debt, immigration.

#### **What is the cost of service and other information?**

There is no fee for service. LAW is a project of the University of Windsor, Faculty of Law and is funded by Legal Aid Ontario. Law and Social Work students handle casework under the supervision of lawyers and social workers.

## WHERE TO GET HELP:

AREA OF LAW	LAO P. 1	CLA P. 3	LAW P. 4	WEBLC P. 7	UWMS P. 9
Canada Pension Plan Disability				√	
Civil – Other	√				√
Community Development			√	√	√
Consumer/Contract		√			√
Counselling			√		
Criminal Pardon					
Criminal (Indictment)	√				
Criminal (Summary Conviction)	√	√			
Criminal (Young Offenders Act)	√				
Criminal Injuries Compensation Board			√		
Employment Matters				√	√
Employment Standards				√	
Employment Insurance				√	
Family Law	√				
Highway Traffic Act	√	√			
Human Rights				√	√

AREA OF LAW	LAO P. 1	CLA P. 3	LAW P. 4	WEBLC P.7	UWMS P. 9
Immigration - Refugee	√				
Immigration – Other				√	
Landlord-Tenant		√	√		√
Law Reform			√	√	
Non-Profit Incorporation				√	
Notarization of Documents		√		√	
Old Age Security			√	√	
Ontario Works			√	√	
Ontario Disability & Support			√	√	
Personal Injury	√				
Provincial Offences Defence		√			
Public Legal Education			√	√	
Real Estate					√
Small Claims Court		√			√
University of Windsor Student Affairs		√			√
Wills (for Seniors)	√				
Workplace Safety & Insurance Board				√	

## **Windsor/Essex Bilingual Legal Clinic (WEBLC)**

595 Tecumseh Road East, Suite 3, Windsor, Ontario N8X 2S1  
Near the Corner of Tecumseh and Howard  
Bus Route 1C

Telephone: 519-253-3526 Fax: 519-253-7874  
E-mail: iwasiw@lao.on.ca

**Accessibility :** Wheelchair Accessible

**Hours of Service :** Monday to Friday, 9:00 a.m. to 4:30 p.m.  
Wednesday, 11:00 a.m. to 4:30 p.m.

### **What services are provided?**

We offer free legal advice, representation and referrals in both French and English to low income resident. The Clinic also participates in public legal education, law reform, and community organizations.

### **How do I apply?**

Contact us by telephone or in person for legal advice and representation.

### **What are the qualifications for service?**

We will provide advice or representation to low income residents who require help in the areas of law we practice. People who do not qualify financially will be given referrals only.

### **What areas of law are covered?**

Ontario Works, (emergency only) Ontario Disability Support Program, Canada Pension and Old Age Security matters, Workplace Safety and Insurance Board claims, Employment Insurance and Employment Standards Act matters, Wrongful Dismissal advice, Human Rights claims, immigration matters not covered by Legal Aid.

### **What areas of law are not covered?**

Family law, criminal law, civil litigation, criminal injuries compensation claims, debtor/creditor matters, and estate law.

### **What is the cost of service and other information?**

There is no fee for service. If medical reports are required, the client is asked to reimburse the Clinic when the appeal is successful.

## **Pro Bono Students Canada**

304 Sunset Avenue, Windsor, Ontario N9B 3P4  
<http://www.uwindsor.ca/units/law/pbsc.nsf>  
Telephone: 519-253-0000, Ext. 3966 Fax: 519-973-7064  
E-mail: pbsc@u.windsor.ca

### **What services are provided?**

Any legal work for community organizations or lawyers on a pro bono basis provided a supervisor, usually a lawyer, is working pro bono. Individuals can receive assistance if a solicitor is retained on a pro bono basis. We will assist a project in finding an interested student and, if required, may assist in securing adequate supervision. Placements may be performed in a law office or legal library, so the organization is not required to provide a working space for the student. As such, projects can be done for an organization or a lawyer anywhere in Ontario and potentially anywhere in Canada.

### **How do I apply?**

Community organizations and lawyers need only complete a form and submit a proposal explaining the project. Students will choose from among available placements. Forms are available free of charge by contacting *Pro Bono Students Canada*.

### **What are the qualifications for service?**

Work must be of a legal nature, student or students placed receive adequate legal supervision, and the supervisor and students work pro bono.

### **What areas of Law are covered?**

All areas of the law are potentially serviced if the project qualifies.

### **What areas of Law are not covered?**

Community organizations might not qualify if Community Legal Aid or Legal Assistance of Windsor provides the service. Individuals for a specific, personal case must find their own legal counsel willing to work pro bono.

### **What are the costs of service and other information?**

All services are free. Students are not permitted to receive remuneration or academic credit to qualify for a placement. Projects can be done on-site or remotely in Windsor and Essex County. Through our network of law students across the country, organizations and lawyers from anywhere may qualify for service. We are funded by the Law Foundation of Ontario.

## University of Windsor Mediation Service (UWMS)

Faculty of Law, University of Windsor, 401 Sunset Ave., Windsor N9B 3P4  
 Corner of Sunset & University Ave. West  
 1 Traffic Light East of Huron Church Road on University Avenue  
 Bus Route 1C

Telephone: 519-253-3000, Ext. 2954 Fax: 519-971-3675  
 Website: [www.uwindsor.ca/mediation](http://www.uwindsor.ca/mediation) E-mail: [uwms@uwindsor.ca](mailto:uwms@uwindsor.ca)

**Accessibility:** Wheelchair Accessible

### What services are provided?

The University of Windsor Mediation Service offers mediation, facilitation, multi-party interventions, and conflict resolution training.

### How do I apply?

Contact the service. Clients may also be referred through the Small Claims Court, Community Legal Aid, Legal Assistance of Windsor, the Windsor-Essex Bilingual Clinic, the City of Windsor, and lawyers.

### What are the qualifications for service?

Suitability for mediation and voluntary consent by all disputants to participate.

### What areas of Law are covered?

Small Claims Court matters, personal service, personal debt, landlord and tenant, contracts, employment, and real estate.

### What areas of Law are not covered?

Criminal, custody and access of children, spousal and child support.

### What is the cost of service and other information?

Our services are free.

Mediation is an informal, voluntary process. No legal advice is provided and the parties are encouraged to create their own mediated agreements.

Legal representation may attend but is not necessary. The parties are welcome to bring support people with them to the mediation session.

## The Legal Community Coordinating Committee

The Legal Community Coordinating Committee was developed in the Fall of 1998 upon the recommendation of Juanita Westmoreland-Traore, who was then the Dean of the Faculty of Law at the University of Windsor. The Committee is comprised of non-for-profit legal service providers who serve modest and low-income families and individuals. The primary purpose of the Committee is to develop and implement strategies that result in more effective delivery of services to our clients.

On June 22, 1999, the Legal Community Coordinating Committee hosted a community consultation. The primary purpose of the consultation was to provide information about our respective organizations, discuss community trends and needs, and to receive recommendations to improve the delivery of legal services to low-income individuals and families.

The consultation identified a number of needs and issues. The most frequently cited need was for more effective coordination between the legal service providers. As well, the community identified specific populations and areas of law which needed to be addressed by the legal services system.

As a measure of our ongoing commitment to address the needs identified by the community, we have embarked upon a process to ensure more effective coordination of our services, to explore ways to meet the needs of specific groups, to fill gaps in services, and to improve our overall service delivery system. The use of a common brochure, or one brochure which outlines all legal services, was recommended as one way to decrease confusion about the various services which are available.

First Printing – 2000  
 Second Printing – 2001  
 Third Printing – 2004  
 Fourth Printing – 2007

Legal Aid Ontario	519-255-7822
Community Legal Aid	519-253-7150
Legal Assistance of Windsor <a href="http://www.uwindsor.ca/LegalAssistanceOfWindsor">www.uwindsor.ca/LegalAssistanceOfWindsor</a>	519-256-7831
Windsor/Essex Bilingual Legal Clinic	519-253-3526
Pro Bono Students Canada <a href="http://www.uwindsor.ca/units/law/pbsc.nsf">www.uwindsor.ca/units/law/pbsc.nsf</a>	519-253-3000 Ext. 3966
University of Windsor Mediation Service <a href="http://www.uwindsor.ca/mediation">www.uwindsor.ca/mediation</a>	519-253-3000 Ext. 2954

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[www.legalaid.on.ca](http://www.legalaid.on.ca)