

NOTICE

COURT OF QUEEN'S BENCH

RE: Information to Facilitate the Scheduling of Hearings Requiring French Language Interpretation in all Court of Queen's Bench Court Locations

Where there is no Crown Attorney involvement, Counsel or the self-represented party must make it known to the appropriate Court of Queen's Bench Motion/Hearing/Trial Coordinator when interpretation services in the French language are required.

Prior to any dates being provided, the coordinator must ensure the availability of Interpretation Services and a French speaking Judge. Assignment of a French speaking Court Clerk/Monitor will follow.

Counsel or the self-represented party is also asked to provide background material (such as copies of court documents and/or material that will be relied on at hearing) to the same Court of Queen's Bench Motion/Hearing/Trial Coordinator. Preferably this information should be provided two weeks prior to the hearing date so that it can be forwarded to the interpreters for their pre-court preparation.

Where there is Crown Attorney involvement, the appropriate Crown Attorneys Office will continue to coordinate their own interpretation request with Translation Services before contacting the appropriate Court of Queen's Bench Motion/Hearing/Trial Coordinator to obtain a hearing date before a French speaking Judge. Assignment of a French speaking Court Clerk/Monitor will follow.

Crown Counsel will continue to provide any background material directly to the Interpreters for their pre-court preparation within the same two week timeline.

A list of the Court Coordinators for Queen's Bench courthouses across the province is attached to this Notice for easy reference and to facilitate arrangements.

ISSUED BY:

Original signed by
Chief Justice Marc Monnin
(Manitoba)

DATE: November 2007

**COURT OF QUEEN'S BENCH
COURT COORDINATORS LIST**

Location	Address	Coordinator	Phone #
Winnipeg	Main Floor, 408 York Avenue Winnipeg, MB R3C 0P9	- Case Management Coordinator	945-7853
		- Case Management Coordinator (Seized)	945-2539
		- Civil Motions Coordinator	945-3043/8697
		- Criminal Motions Coordinator	945-3040/8697
		- Family Motions Coordinator	945-4209/2539
		- Masters' Motions Coordinator	945-0994
		- Civil & Criminal Trial Coordinator	945-8697
		- Family Trial Coordinator	945-2539
		- Small Claims Coordinator	945-5383
Brandon Includes scheduling for: - Minnedosa - Virden	100-1104 Princess Avenue Brandon, MB R7A 0P9	Trial Coordinator	1-204-726-6134
Dauphin Includes scheduling for: - Swan River	114 River Avenue West Dauphin, MB R7N 0J7	Trial Coordinator	1-204-622-2194
Flin Flon	104-143 Main Street Flin Flon, MB R8A 1K2	Trial Coordinator	1-204-687-1670
Morden	301 Wardrop Street Morden, MB R6M 1X6	Trial Coordinator	1-204-822-2882
Portage la Prairie	25 Tupper Street North Portage la Prairie, MB R1N 3K1	Trial Coordinator	1-204-239-3383
Selkirk	101-235 Eaton Avenue Selkirk, MB R1A 0W7	Trial Coordinator	1-204-785-5078
The Pas	300-3 rd Street East The Pas, MB R9A 1L2	Trial Coordinator	1-204-627-8420
Thompson	59 Elizabeth Road Box 34 Thompson, MB R8N 1X4	Trial Coordinator	1-204-677-6757