

**Addendum B2-1**

**Civil and Family Legal Aid Tariff of Fees**

**Maximum Fees Calculated on an Hourly Fee Base**

**Effective January 1, 2021**

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**Family Law Division, Provincial Court, and Court of Queen’s Bench**

The Family Maintenance Act

The Adoption Act

The Children’s Law Act

The Child and Family Services Act

The Divorce Act

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**Important Notes:**

When a solicitor represents an individual regarding more than one of the above noted Acts and is dealt with in the same court at approximately the same time, then the solicitor shall be entitled to fees as for one Act only, except where he/she can demonstrate that he/she has rendered separate and distinct services with respect to the additional Act.

If a solicitor feels additional preparation time is required to conclude a file, then written request should be made to Head Office Legal Aid outlining the reason for the request as well as an estimate of time required. This should be submitted before incurring additional time.

**For all other matters not described below, the prior approval of the chief Executive Officer or his/her designate is required.**

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<b>TYPE OF PROCEEDINGS</b>	<b>SERVICE DESCRIPTION</b>	<b>TARIFF</b>
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**1. CHAMBERS/GENERAL:**

Preparation      Billable per hour for general preparation such as reviewing financial statements, general legal advice, the drafting of pleadings, affidavits, negotiating with opposing parties, supporting clients in negotiation, drafting or reviewing family law agreements, offers of settlement, or consent orders, supporting clients in alternative dispute resolution processes, providing collaborative law services, etc.

UP TO 10 hours @ \$92/hour for matters dealt with up to, and/or concluded in chambers

Record the actual time spent as specified in your time records

Chamber/Court ACTUAL TIME – Billable per hour or portion thereof actual time  
Appearance @ \$92/hour

**2. PRE-TRIAL CONFERENCE** *if the matter is not resolved at the above stage, then the following applies if the matter is to be dealt with at a Pre-trial conference.*

Preparation: billable per hour or portion thereof for pre-trial preparation  
UP TO 10 hours @ \$92/hour

Court Appearance: ACTUAL TIME – billable per hour or portion thereof  
Actual time @ \$92/hour

Additional Preparation (lengthy pre-trial conf): \*When pre-trial conferences last more than 5 hours, you are entitled to bill up to one hour of preparation time for each additional full hour of hearing time **exceeding the first five hours.**

UP TO 1 hour per qualifying hour of hour of pre-trial time  
*This item is applicable only if the hours for Pre-trial preparation have been maximized.*

**3. TRIAL REQUIRED:** *if the matters are required to go to trial:*

Preparation: billable per hour or portion thereof for trial preparation  
UP TO 15 hours @ \$92/hour

Court Appearance: ACTUAL TIME – Billable per hour or portion thereof  
Actual time @ \$92/hour

Additional Preparation (lengthy trials): \* When trial exceeds 10 hours, additional preparation time is available. You are entitled to bill up to one hour of preparation time for each additional hour of court time that exceeds the 10 hours.

UP TO 1 hour per qualifying hour of  
*This item is applicable only if the hours for Trial preparation have been maximized.*

**4. ALL APPEALS:** The **prior approval** of the Chief Executive Officer or his/her designate is required. In addition, the Chief Executive Officer or his/her designate will allow reasonable disbursements for printing of transcripts, factums, and appeal books.

Preparation: Billable per hour or portion thereof preparation. UP TO 25 hours @ \$92/hour

Court Appearance: ACTUAL TIME – Billable per hour or portion thereof  
Actual time @ \$92/hour