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2:00   Break

2:10   Concurrent Sessions

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<td>Online Research Skills</td>
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3:10   Refreshment and Networking Break

3:00   Concurrent Sessions

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   Ken Fox, Law Society of Saskatchewan Library (Saskatoon)

      Keyword Search Strategies
      Computer Lab Exercises
ABOUT THE PRESENTERS:

The professionals who are presenting at this Law Society of Saskatchewan seminar are all volunteers who have donated their valuable time to contribute to continuing professional development.

Ken Fox, Librarian
Law Society of Saskatchewan Library (Saskatoon)

Ken was awarded a Bachelor of Applied Science from University of Regina in 1996 and a Master of Library and Information Science from UBC in 2004. He has worked as Reference Librarian with the Law Society of Saskatchewan Library since 2008, and served as Librarian at Tapper Cuddy LLP in Winnipeg before that.

Melanie Hodges Neufeld, Director of Legal Resources
Law Society of Saskatchewan Library (Regina)

Melanie is responsible for administration of the traditional library, as well as developing and recommending a strategic plan for the management of legal information within the Law Society and the province. Melanie is a lawyer with a background in administrative law and policy development. She also recently completed her Master of Laws from the University of Saskatchewan in the area of Restorative Justice.

Alan Kilpatrick, Librarian
Law Society of Saskatchewan Library (Regina)

Alan is new to legal librarianship, and brings a wealth of fresh ideas and energy to the practice. He has a Master of Library and Information Science from the University of Western Ontario and also holds a Bachelor of Arts degree from Vancouver Island University. Alan has previously had the opportunity to work with the Transport Canada Library in Ottawa, the Graduate Resource Centre at the University of Western Ontario, the Hippocampus Reading Foundation in India, and the Saskatchewan Legislative Library.

Ann Marie Melvie, Librarian
Court of Appeal for Saskatchewan Library (Regina)

Ann Marie is the Librarian at the Court of Appeal for Saskatchewan, having served in this position since 2001. She received her Bachelor of Education from the University of Saskatchewan and her diploma as a Library Technician from SIAST. Ann Marie began her work in law libraries at Robertson Stromberg in Saskatoon, where she was employed from 1989–1996. Following that, she worked for three years at the Assiniboine Community College library in Brandon, Manitoba. She received her Master of Library and Information Studies from the University of Alberta in 2001, and joined the staff of the Court of Appeal soon after. She is a member of the Canadian Association of Law Libraries.
Research Basics Overview

Melanie Hodges Neufeld
Law Society of Saskatchewan Library
(Regina)
Online Resources

The Law Society of Saskatchewan offers numerous online resources in the Members’ Section at www.lawsociety.sk.ca.

**Library Blog**

Check out our new blog for useful research tips, interesting legal research news, book reviews, new products and much more!

http://lsslib.wordpress.com

**Ebooks**

- **Emond Montgomery Publications**
  More than 30 titles available in the Working With the Law series.

- **Irwin Law e-Library**
  More than 100 online textbooks, including the entire Essentials of Canadian Law series.

**Databases**

- Library Catalogue
- Saskatchewan Case Digests
- Saskatchewan Court of Appeal Sentencing Digests
- Saskatchewan Bills
- Saskatchewan Regulations

**Law Society Publications**

- **Case Mail**
  Our semi-monthly online newsletter of recently digested Saskatchewan cases

- **The Limitations Manual**
  This recently updated online-only manual of all Saskatchewan statutes with limitation periods with relevant case law annotations.

- **Queen’s Bench Practice Manual**
  This companion to The Queen’s Bench Rules of Saskatchewan: Annotated, 4th edition, synthesizes the collective knowledge of seasoned practitioners from across the province.

- **Saskatchewan Practice Checklists**
  These checklists provide useful guidance to practitioners in the areas of client identification, corporate and commercial law, criminal law, family law, litigation, real estate and wills.

**Journals**

- **HeinOnline**
  Full text of over 700 legal periodicals from the United States, Canada and the Commonwealth. Includes all US Supreme Court decisions.

- **Lawyers Weekly**
  Published 48 times a year, Lawyers Weekly provides lawyers with information essential to maintaining and building a successful practice in today’s competitive business environment.

- **Saskatchewan Law Review**
  Complete issues in full text from 2013. Prior issues available on HeinOnline.

**Subscriptions**

- **CCH Online**
  An authoritative and comprehensive source for legislation, cases, commentary, forms, precedents and current events.

- **Criminal Spectrum**
  Includes several criminal law textbooks, the Canadian Criminal Cases, a comprehensive collection of full text unreported decisions, Weekly Criminal Bulletin case summaries, topical indexes, a case citator and search templates.

- **DART: Western Decisions**
  Digests of judgments from the Western provinces dating back to 1980, plus a number of subject indices.

- **LexisNexis Quicklaw**
  The Law Society Library’s agreement with LexisNexis Canada Inc. gives access to all law firms of 10 members or less, some conditions apply.

- **O’Brien’s Internet**
  The online version of the popular O’Brien’s Encyclopedia of Forms, a comprehensive online source of Canadian legal forms and precedents.

- **rangefindr**
  A tool to help lawyers and judges find criminal sentencing ranges in seconds instead of hours.
**Reference Services**

The Law Society of Saskatchewan Library offers high-quality reference services at affordable rates.

<table>
<thead>
<tr>
<th><strong>Document Delivery</strong></th>
<th><strong>$5 per item</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>* Judgments, legislation, articles, forms and precedents, specifically requested by member, not as part of a subject search</td>
<td></td>
</tr>
<tr>
<td>* Delivered by fax, mail, pick-up, or electronically where permitted</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Research Training</strong></th>
<th><strong>$25 for 15 minutes</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>* Pre-arranged with a librarian</td>
<td></td>
</tr>
<tr>
<td>* Individualized to the member’s needs; in person or by telephone, depending on location</td>
<td></td>
</tr>
<tr>
<td>* Law Society of Saskatchewan Library databases, CanLII, or other resources (such as doing legislative histories)</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Legal Research</strong></th>
<th><strong>$100 per hour</strong></th>
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<tbody>
<tr>
<td>* Subject searches that could include copies of digests, precedents, legislation, articles, or excerpts from textbooks</td>
<td></td>
</tr>
<tr>
<td>* Quantum (wrongful dismissal, sentencing, personal injury)</td>
<td></td>
</tr>
<tr>
<td>* Databases: Lexis, Law Society of Saskatchewan Library databases, CanLII, CCH products, Criminal Spectrum, Western Decisions, HeinOnline</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Noting Up/Judicial Considerations</strong></th>
<th><strong>$10 per item or negotiated as research</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>* Cases, legislation, court rules</td>
<td></td>
</tr>
<tr>
<td>* Databases and tools consulted: LSSL databases, CanLII, Lexis, Canadian Case Citations, CPCs, Statutes Judicially Considered, Rules Judicially Considered</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Legislation Research</strong></th>
<th><strong>$100 per hour</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>* Statutes, regulations, court rules, provincial and federal</td>
<td></td>
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<tr>
<td>* CIF dates, point in time, legislative intent</td>
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</tbody>
</table>

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<tr>
<th><strong>Copiers</strong></th>
<th><strong>$100 per hour</strong></th>
</tr>
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<tbody>
<tr>
<td>* The self-service copiers in Regina and Saskatoon are activated with copy codes assigned to each law firm</td>
<td></td>
</tr>
<tr>
<td>* Copies are $0.25 per page plus GST. Copying by library staff is $1.00 per page.</td>
<td></td>
</tr>
<tr>
<td>* All copies are bound by restrictions under the Copyright Act</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Book Loans</strong></th>
<th><strong>$25 handling fee for complicated loans requiring the librarian to spend more than 30 minutes research to locate an item</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>* Lawyers in Saskatchewan may borrow books for two weeks. Renewals are available unless recalled.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Interlibrary Loans</strong></th>
<th><strong>$25 handling fee for complicated loans requiring the librarian to spend more than 30 minutes research to locate an item</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>* Any fees from lending library will be covered by the member</td>
<td></td>
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</tbody>
</table>

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<thead>
<tr>
<th><strong>Lost Books</strong></th>
<th><strong>$100 if out of print</strong></th>
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<tbody>
<tr>
<td>* A book is considered lost after 6 months</td>
<td></td>
</tr>
<tr>
<td>* Members are responsible for the replacement cost plus $50 handling fee</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>CanLII Tutorials</strong></th>
<th><strong>$25 handling fee for complicated loans requiring the librarian to spend more than 30 minutes research to locate an item</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>* A series of free video tutorials created by the Law Society Library to aid members in searching CanLII’s updated website</td>
<td></td>
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</tbody>
</table>

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**www.lawsociety.sk.ca**
Saskatchewan Cases Database

This database is generally your best first search for Saskatchewan case law.

Scope of Database

The Saskatchewan Cases database contains digests of all Saskatchewan court decisions for which there are written reasons:

- Court of Appeal: 1986 to date
- Court of Queen’s Bench: 1987 to date
- Provincial Court: 1989 to date

All records from 2001 to the present contain links to fulltext judgments in CanLII.

How to Search Saskatchewan Cases

Saskatchewan cases can be accessed in the Quick Links area of the Law Society Library homepage. There is also a link in the Members’ Section of the Law Society website, under the heading “Databases and Subscriptions.”

Please note that there is no ‘relevancy’ ranking – the results are always by date. Therefore, the search needs to be constructed to get a manageable number of results.

Boolean Search Commands

On the main search screen, the right-hand column lists the search commands that this database uses.

The default operation for Saskatchewan Cases is phrase. That means when the database reads two words beside each other with no connectors, it searches only for records where those two words occur in the same order as they are presented in the search. So armed robbery might be an effective phrase, but the words weapon robbery would need an AND (&) connector to produce useful results.

<table>
<thead>
<tr>
<th>Search Commands: (Use symbols)</th>
</tr>
</thead>
<tbody>
<tr>
<td>&amp; = and</td>
</tr>
<tr>
<td>/ = or</td>
</tr>
<tr>
<td>! = not</td>
</tr>
<tr>
<td>w# = within # of words</td>
</tr>
<tr>
<td>p# = preceded by # of words</td>
</tr>
<tr>
<td>* = truncation symbol</td>
</tr>
</tbody>
</table>

Two words with no connectors are searched as a phrase:
child support is a phrase
A phrase cannot be combined with a proximity search:
wills act & 14
not: wills act w10 14
Finding Particular Cases

The easiest way to find a particular decision is to search by citation. The citation search is at the very bottom of the search screen. Either a neutral citation or any valid citation to a printed report will work:

To search using the Case Name command box, enter the names of parties separated by the AND operator (&):

Noting Up Cases

The database can search for Saskatchewan judicial considerations of cases from any jurisdiction, as well as statutes, regulations and rules.

Noting Up Statutes

All legislation mentioned in Saskatchewan case law is indexed in the database, including federal, extra-provincial and international.

All of the searches in Saskatchewan Cases follow the same basic search commands discussed above. So to search for all of the cases that cite section 17 of *The Administration of Estates Act*, for example, enter the short title of the statute as a phrase, with the section number as a separate term:

Saskatchewan Court of Appeal Sentencing Digests

The *Saskatchewan Court of Appeal Sentencing Digest* contains summaries of sentence appeals heard by the Court from 1982 to the present. The *Digest* is an excellent tool to find dispositions for charges under the *Criminal Code* and the *Controlled Drugs and Substances Act*, as the Court does not always issue written reasons for sentence appeals. The database permits users to limit their results by using specific search terms such as age or record of the accused.
Saskatchewan Bills Database

- Includes all Saskatchewan government bills since 1993
- Each record represents how an existing act was affected by a bill, or a new substantive act

Use to search for:
- All bills on a particular subject
- All amendments to a particular statute
- The proclamation dates for new and amending legislation
- The status of a bill
- All the bills introduced in a session or in a particular year

The Saskatchewan Bills front page shows the data in tabular form:

<table>
<thead>
<tr>
<th>Act Amended</th>
<th>Bill No. / Title</th>
<th>Sections Amended</th>
<th>Reading</th>
<th>Royal Assent</th>
<th>In Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>An Act to Incorporate The Lutheran Sunset Home of Saskatoon</td>
<td>Bill 902, Twenty-Seventh Legislature, Second Session</td>
<td>s. 2</td>
<td>1st: March 13, 2013</td>
<td>May 15, 2013</td>
<td>May 15, 2013</td>
</tr>
<tr>
<td></td>
<td>Lutheran Sunset Home of Saskatoon Amendment Act, 2013 S.S. 2013, c. 01</td>
<td>s. 6</td>
<td>2nd: April 11, 2013</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>s. 9</td>
<td>3rd: April 29, 2013</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>s. 10.1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>s. 11.1</td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>s. 14</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>s. 15</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Click on “Search Saskatchewan Bills Database” to search the database itself:
• Searching the first field will give you a complete list of amendments for a particular statute.
• The third field down combines the statute name with the individual section number, so you can narrow the search to instances where a particular section has been amended.
• Justice Update searches the legislative summaries provided by the Saskatchewan Department of Justice – use this to search for bills on a particular topic.
• In the bottom section, you can limit the search to bills (or view all bills) from a particular legislative session or year.

As with our other database, the search results display in reverse chronological order – there is no “relevancy ranking.” So it is very important to know how to use the Search Commands to obtain a manageable set of relevant documents.

Saskatchewan Regulations Database

• Indexes all revised and unrevised regulations published in *The Saskatchewan Gazette* since January 1, 2000.
• Structured similarly to Saskatchewan Bills database.

Use the Saskatchewan Regulations database to find:

• Regulations made pursuant to a particular statute since 2000.
• The “coming into force” dates for new regulations.
• Amendments to existing regulations since 2000.

Also Note:

• Regulations are published in Part II of *The Saskatchewan Gazette*, not as standalone documents. Thus, the database data includes Gazette dates and citations, rather than direct links to regulations.
• As regulations do not pass through the Legislature, there is no general information about their legislative process or Justice Updates, and thus no way to search by keywords.
CanLII

Scope

CanLII provides access to more than one million Canadian court cases and thousands of statutes, regulations and tribunal decisions from every legal jurisdiction and court in Canada. CanLII also provides an almost complete record of reported Saskatchewan case law from 1909 to the present.

CanLII provides access to thousands of consolidated statutes and regulations from all federal and provincial jurisdictions, which are reproduced directly from Canada’s official legislative printers. CanLII obtains and reproduces consolidated Saskatchewan legislation from the Saskatchewan Queen’s Printer Freelaw® website on a weekly basis. Legislation from other jurisdictions may not be as current.

CanLII provides the following historical coverage of Saskatchewan legislation:

- Consolidated Statutes: March 2003 to present
- Consolidated Regulations: March 2003 to present

Searching on CanLII

CanLII can be accessed from the “Quick Links” area of the Law Society of Saskatchewan Library homepage. Alternatively, http://canlii.org/ can be typed into your browser’s address bar.

CanLII can be searched in three primary ways:

- Keyword search
- Known item search by case name, legislation, citation or docket
- Noteup search by cited case or cited legislation

Please note you can also browse by province or territory.

It is important to note that CanLII’s noteup feature may be less reliable and consistent than the same from the Saskatchewan Cases database.

Boolean Search Commands

CanLII’s Boolean search commands are displayed in a pop-up box when the cursor is placed over the question mark icon to the right of the search interface.

CanLII’s Boolean search commands differ significantly from those in the Saskatchewan Cases database.

Six important Boolean search commands to note prior to searching CanLII are:

<table>
<thead>
<tr>
<th>Command</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AND</td>
<td>Narrow a search by combining concepts together</td>
</tr>
<tr>
<td>OR</td>
<td>Broaden a search to include results that mention any of the keywords</td>
</tr>
<tr>
<td>&quot; &quot;</td>
<td>Narrow a search by searching for an exact phrase</td>
</tr>
<tr>
<td>( )</td>
<td>Group similar concepts together</td>
</tr>
<tr>
<td>/p</td>
<td>Narrow a search by searching within a paragraph</td>
</tr>
<tr>
<td>/s</td>
<td>Narrow a search by searching within a sentence</td>
</tr>
</tbody>
</table>
Working with Results

- Search results are grouped under separate tabs for Cases, Legislation, Commentary or “All CanLII.
- Within each tab, search results can be further filtered (e.g., in case law, by jurisdiction, date, level of court or tribunal).
- Case law results can be sorted by relevance, date, most cited, or court level.

Tips for Searching Legislation

Note that CanLII is not an official source of legislation. Official legislative sources must be consulted to view authoritative or official legislation.

Past versions of legislation are easily accessible through a point-in-time database feature and can be compared to current versions through a comparison feature. It is activated by applying a “in force on” filter to the initial search results, or by clicking on “Compare” tick boxes once the current legislative document has been opened. A legislation noteup feature is also available.

In addition to current legislation, CanLII also provides access to previous versions of legislation back to 2003. Please consult a print source in the Law Society of Saskatchewan Library if you require access to older versions of legislation.

CanLII Tools

- **Browser Plugins** – allows you to query various search engines directly from your browser’s search bar without first visiting the CanLII website.
- **RSS Feeds** - be notified of recent changes to CanLII by subscribing to an RSS feed with your favorite RSS reader or aggregator. These feeds appear on the presentation pages of courts, tribunals, legislative databases and individual legislation. In addition, our search engine can provide an RSS feed for new decisions that would match a specific query.
- **Hyperlinking Tool** – automatically adds hyperlinks in your documents to legislative and case law citations corresponding to materials posted on the CanLII website.

More information is available at [canlii.org/en/tools](http://canlii.org/en/tools).

CanLII Connects

For legal commentary/summaries of Canadian court decisions, visit [canliiconnects.org](http://canliiconnects.org). You can also link directly from the headnotes of cases on CanLII.
Legal Research Bootcamp Scenarios

Scenario 1

A couple is divorced after 22 years of marriage. They have one adult child attending university, who lives with the mother, and has had no contact with the father for more than five years. The father claims that the mother has actively prevented contact between father and child, and would like to stop child support payments.

Scenario 2

Two undercover police constables enter a bar where they believe drugs are being sold. They notice two young men (the accused and a friend) who look suspicious, approach them and ask to buy some cocaine. The accused then sells them a small amount of powder cocaine. The next day the constables arrest the accused and charge him with drug trafficking. Given that the police asked to buy drugs, is entrapment a viable defense?
Session 1
Exploration of Secondary Sources

Alan Kilpatrick
Law Society of Saskatchewan Library
(Regina)

Ann Marie Melvie
Court of Appeal for Saskatchewan Library
(Regina)
The Canadian Encyclopedic Digest

Introduction

The Canadian Encyclopedic Digest (CED) is a complete legal encyclopedia, published by Carswell, covering all areas of Canadian law. It consists of over 200 titles, each covering a specific legal topic, across multiple loose-leaf binders. An online version of the CED can be accessed through WestlawNext Canada. The CED is available in Ontario and Western Canadian editions. The handout will focus on the Western Canadian loose-leaf edition of the CED. The CED is composed of three parts: Subject Titles, Research Guide and Key, and Index Key.

Subject Titles

The CED is made up of over 200 subject titles, arranged alphabetically, across 50 loose-leaf volumes. Each covers a distinct area of Canadian law and contains a table of classification, table of statutes, and an index. The table of classification, located at the front of each subject title, provides a permanent classification for each topic.

Each paragraph in the CED is assigned a paragraph number. Conveniently, the table of classification, table of cases, table of statutes, and index all refer to specific paragraph numbers. This makes it convenient to move quickly between these finding aids and the contents inside the subject title.

Example of a subject title:

<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>(a) Who Is a Child</td>
<td>(i) General</td>
</tr>
<tr>
<td>(ii) Withdrawal From Charge</td>
<td></td>
</tr>
<tr>
<td>A. Alberta</td>
<td>$9</td>
</tr>
<tr>
<td>B. British Columbia</td>
<td>$12</td>
</tr>
<tr>
<td>C. Manitoba</td>
<td>$13</td>
</tr>
<tr>
<td>D. Ontario</td>
<td>$15</td>
</tr>
<tr>
<td>E. Saskatchewan</td>
<td>$23</td>
</tr>
<tr>
<td>F. Federal</td>
<td>$24</td>
</tr>
</tbody>
</table>

Each paragraph contains commentary on the law and is followed by references to case law and legislation in the footnotes. Some subject titles contain annual cumulative supplements that highlight new case law and legislative changes. It is important to check whether a particular subject title includes a supplement to determine if the content is up-to-date.

---

*7 Under the Divorce Act, the term “child of the marriage” means a child of two spouses or former spouses who, at the material time, is under the age of majority  and who has not withdrawn from the charge of the spouses; or is the age of majority or over and under the spouses’ charge but unable, by reason of illness, disability or other cause, to withdraw from their charge or to obtain the necessary of life.

1 Chartier v. Chartier (1999), 1999 CarwellBlaw 25 (S.C.C.) (existence of parental relationship determined as of time family functioned as unit; “material time” factor not affecting determination of parental relationship, but applying to age considerations that are precondition to determination of needs); St. [a.] v. H. (L.H.) [1971], 1971 CarwellBlaw 101 (B.C. C.A.) (relevant time to determine whether child is child of marriage being time of divorce).

2 Divorce Act, R.S.C. 1985, c. 3 (2nd Supp.), s. 2(1): “age of majority” [en. 1997, c. 1, s. 1(0)] (age of majority determined by law of province where child ordinarily resides or, if child ordinarily resides outside
Research Guide and Key

The Research Guide and Key contains a user guide describing how to best use the CED. It also contains a Statutes Key and Regulations Key. For example, the Statute Key lists every section of every statute mentioned in the CED and highlights its location (volume, subject title, and paragraph) within the encyclopedia. This can be extremely helpful if you would like to research a particular statute section. If you were interested in section 6(4) of The Children’s Law Act, SS 1997, c C-8.2, the Statute Key indicates that you could consult Volume 10 – Subject Title 25 – Paragraph 1287.

Index Key

The Index Key features an alphabetical list of all subject titles in the CED. It also contains a topical index, with extensive cross references, that is easy to navigate. References in the index are made to the volume, subject title, and paragraph number. For example, Volume 10 – Subject Title 25 – Paragraph 23 discusses the definition of a child in Saskatchewan.

I. Child Support
   1. Standing
      (a) Who is a Child
         (i) General
         (ii) Withdrawal From Charge
            A. Alberta
            B. British Columbia
            C. Manitoba
            D. Ontario
            F. Saskatchewan

Using the CED Effectively

If you are not sure which subject title your legal topic is located in, try consulting the Index Key. The Index Key is an extremely helpful tool when you are not sure where a particular topic might be located in the CED.
The Canadian Abridgment Case Digests

Introduction

The Canadian Abridgment Case Digests is a comprehensive collection of digests of Canadian court decisions published by Carswell. It contains digests, or brief summaries, of almost every reported Canadian case since the 1800s. Using the Abridgment will enable you to locate relevant case law on a particular topic very quickly. This handout will focus on the print version of the Abridgment. An online version of this resource is available through WestlawNext Canada.

Classification System

The Abridgment organizes case digests, across approximately 50 hardcover volumes, according to a legal topic classification system. Case digests on a point of law can be located by identifying where that topic lies within the classification system. For example, case digests on the parental duty to pay child support when children are attending school is located here in the classification:

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Family Law
IV. Support
  2. Child Support
    a. Duty to Contribute
    iv. Child at School

Volume 43:
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Case Digests

Using the Abridgment effectively involves consulting one of the hardcover volumes and then the softcover cumulative supplement located directly beside that hardcover volume. Every case digest features a digest number, classification code, keyword, and citation. Digests are numbered consecutively within each volume and contain a classification code indicating where the digest is located within the classification.
Finding Tools

Three finding tools can help you navigate the Abridgment and determine where legal topics are located in the classification:

- **Canadian Encyclopedic Digest (CED)** — Headings in the CED feature cross-references to the Abridgment. For example, the CED's section on child support law and children over the age of majority directs readers to volume FAM.IV.2.a.iii Family law – Support – Child support – Duty to contribute – Age of child to see case digests from this area of the law.

- **Key & Research Guide** — The Key & Research Guide contains the complete topical classification system by which the Abridgment organizes case digests. For example, it indicates that child support case digests are located in Volume 43Reissue.

- **General Index** — Legal concepts arising out of the Abridgment’s digests are alphabetically listed in the index. For example, digests on child support law and children at school are found at FAM 43Reis.659-1079 (Family – Volume 43 Reissue – Digests 659–1079) and FAM 43Supp.68-171 (Family – Volume 43 Supplement – Digests 68–171).

  Child support
  - Conflict of laws, see Conflict of laws
  - Duty to contribute
    - **Age of child, FAM 43Reis.497-658; FAM 43Supp.32-67**
    - **Child at school, FAM 43Reis.659-1079; FAM 43Supp.68-171**
    - **Child withdrawing from parental control, FAM 43Reis.1081-1306; FAM 43Supp.172-222**
    - **General principles, FAM 43Reis.1-361; FAM 43Supp.1-16**
    - **Means of parents**
      - **Disparity in income or lifestyle, FAM 43Reis.1554-1574; FAM 43Supp.240**
Legislation – Important Tools

Provincial

1. Queen’s Printer – [www.qp.gov.sk.ca](http://www.qp.gov.sk.ca)
   - Online access to Saskatchewan legislation.
   - The quick access link to “Acts (Statutes) with associated Regulations” is handy.

   - Contains a useful point-in-time feature.

3. Legislative Table of Acts and Regulations
   - Link is available on the main page of the Queen’s Printer website.
   - The table lists all public Acts and Regulations alphabetically. It provides an overview of the status of Acts and Regulations, including name, chapter number, date of original enactment, amendments, and effective date.

4. Saskatchewan Cases Database – Statutes Judicially Considered
   - This is an excellent tool for finding Federal and Saskatchewan statutes judicially considered.

Federal

   - Online access to Federal statutes and regulations.

   - Contains a useful point-in-time feature.

3. Table of Public Statutes and Responsible Ministers
   - “The Table of Public Statutes is a reference document which provides useful historical information on the acts comprising the consolidated statutes, including a chronological listing of amendments, repealed acts, years of enactment and responsible ministers.”

   - An essential research tool for finding information on legislation before Parliament.
   - Provides access to a wide range of information about each bill:
     - details on the passage of the bill through the Senate and House of Commons
     - text of the bill at First Reading and its most recent version if amended during the legislative process
     - votes
     - major speeches at second reading
     - coming into force data
     - legislative summaries from the Parliamentary Information and Research Service of the Library of Parliament
     - government press releases and backgrounders (for government bills).
Session 2
Online Research Skills

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Keyword Search Strategies

Strategy 1: Cast your net wide

This is generally the best search strategy. Use whenever you have at least a basic understanding of the legal concepts involved. The goal is to create a search that will include ALL relevant documents and as few irrelevant ones as possible. Start with a broad search and refine or expand as you go.

Step 1: Brainstorm for keywords

From Scenario 2: undercover, police, bar, drugs, suspicious, ask, request, cocaine, powder, trafficking, guilty, entrapment, dealing, selling, narcotics, controlled substances.

Step 2: Identify concepts, group keywords

- Each keyword associated with a particular concept is called a synonym.
- Concept 1: drugs, controlled substances, narcotics (cocaine, powder = too specific)
- Concept 2: trafficking (as “trafficking” is official name of charge, additional synonyms (dealing, selling) are not needed)
- Concept 3: entrapment (no synonyms)

Step 3: Create search query

(drugs OR “controlled substances” OR narcotics) AND trafficking AND entrap!

Step 4: Execute search and analyze results

- How many hits are there?
- If too few, may need (1) drop a concept, or (2) add some synonyms to existing concepts
- If too many, may need to (1) add a concept, or (2) drop some synonyms
- How are the results arranged? Relevancy? By date? Or by court level or number of cites?
- Look at a few hits – are they relevant?
- In the best results – are there other terms you should add to the search?
- In the least relevant results – are your keywords working correctly?

Step 5: Reformulate search

- In this case, too many hits – need to narrow search parameters
- In many of the results, the police did not actively ask for drugs
- Concept 4: officer, police
- Concept 5: ask, request, solicit
- Concepts 4 & 5 need to be searched in proximity
- New Search: (drugs OR “controlled substances” OR narcotics) AND trafficking AND entrap! AND ((officer! OR police!) /2 (ask! OR request! OR solicit!))

Note: In this example, adding Concepts 4 & 5 resulted in fewer hits, but some relevant ones were eliminated, so we have strayed from our strategy. Because of the high number of quality results, the correct strategy in this case is to work laterally, sort by court level or number of citations and build a chain of higher court authority.
Strategy 2: Cast your net narrow

This strategy is useful if you begin with a set of facts but are unclear how they relate to the law. Use more detail in the search to obtain a narrower range of results. It is not important to find all of the relevant cases. The strategy is to find a small number of “similar fact” cases, which will help you conceptualize the problem legally.

For this purpose, we will use a version of scenario 2 where we know the charge is trafficking, but do not know about the entrapment defence.

Step 1: Brainstorm for keywords

From Scenario 2: undercover, police, officer, bar, drugs, suspicious, selling, ask, request, solicit, cocaine, powder, trafficking, guilty, entrapment, dealing, selling, narcotics

Step 2: Identify concepts, group keywords

- Each keyword associated with a particular concept is called a synonym.
- Concept 1: drugs, controlled substances, narcotics (cocaine, powder = too specific)
- Concept 2: trafficking (as “trafficking” is official name of charge, additional synonyms (dealing, selling) are not needed)
- Concept 3: officer, police
- Concept 4: ask, request, solicit

Step 3: Create search query

(drugs OR “controlled substances” OR narcotics) AND trafficking AND ((officer! OR police!) /2 (ask! OR request! OR solicit!))

Step 4: Execute search and analyze results

- Look at a few hits – are they relevant?
- If zero relevant results, may need to (1) drop a concept, or (2) add some synonyms to existing concepts
- If more than a few results, sort by relevancy, OR add a concept or drop some synonyms

Step 5: Read best hits carefully, note key concepts, and plan next search

- The best hits all mentioned the “entrapment” defence, so the next search will include that concept.
- Since the concepts of entrapment & drug trafficking presume police and solicitation, drop Concepts 3 & 4

Note: In this example, removing Concepts 3 & 4 results in a high number of hits. The correct strategy in this case is to work laterally, sort by court level or number of citations and build a chain of higher court authority.
Computer Lab Exercises

Exercise 1: Saskatchewan Cases

Part 1

For Scenario 1, construct a keyword search in Saskatchewan Cases to determine how the courts might rule on the father’s application.

Part 2

Likely, one of your findings from Part 1 was that the Federal Child Support Guidelines apply to this scenario. The relevant section reads:

3(2) Unless otherwise provided under these Guidelines, where a child to whom a child support order relates is the age of majority or over, the amount of the child support order is

(a) the amount determined by applying these Guidelines as if the child were under the age of majority; or

(b) if the court considers that approach to be inappropriate, the amount that it considers appropriate, having regard to the condition, means, needs and other circumstances of the child and the financial ability of each spouse to contribute to the support of the child.

Use the Regulations Considered search to find relevant cases, and compare these results to your results from Part 1. Which search was more effective?

Exercise 2: CanLII

Part 1

For Scenario 1, construct a search in CanLII to find relevant case law.

Part 2

For Scenario 1, are there any relevant Saskatchewan acts or regulations?

Exercise 3: Saskatchewan Bills

With respect to Scenario 1, have there been any changes to Saskatchewan legislation in recent years that might affect this case? What sections were amended and what are the effective (In Force) dates of the changes?