



## CALGARY FAMILY AND YOUTH PROCEDURE FOR DETERMINING IF FAMILY AND CHILD PROTECTION MATTERS ARE URGENT FOR THE TIME PERIOD MAY 3 TO 28, 2021

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For trials where a new trial date is being set due to the matter not proceeding during this time period due to not being urgent the parties are not required to submit new Trial Readiness Forms, but another Pretrial Conference will be required.

If all parties agree that the matter is not urgent they are to bring the matter forward to a date at least three (3) days in advance of the trial date by contacting [trialcoordinator.fycalgary@albertacourts.ca](mailto:trialcoordinator.fycalgary@albertacourts.ca).

If all of the parties are represented by counsel and at least one of the parties views the matter as being urgent they are to do a joint email to the trial coordinator at least five (5) business days in advance of the first day of the trial not exceeding one page per party outlining their position regarding the urgency of the matter. This will be reviewed by a Judge in Chambers and the trial coordinator will advise counsel what the Judge's decision is and what the next steps are. **If the trial coordinator does not receive this email then the matter will be deemed not urgent and the trial will be adjourned. Counsel are to appear remotely on day one scheduled for the trial in a courtroom determined by the trial coordinator to speak to the new date.**

If at least one of the parties is not represented by counsel then the trial coordinator will send counsel for parties that have a lawyer and the party(ies) not represented by counsel instructions on how to proceed.