

The Honourable Chief Judge T.J. Matchett



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**The Provincial Court of Alberta**

April 3, 2020

To: **COVID-19 Warrant Protocol Contact List**

Re: **WARRANT PROTOCOL**

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The Provincial Court of Alberta (Court) has developed and implemented a COVID-19 Pandemic Plan (Plan) designed to balance the Court's need to provide essential services with the requirement to safeguard the health and wellbeing of all justice system participants. The Court appreciates that law enforcement agencies must also continue to provide essential services and will require ongoing judicial authorizations for investigative purposes.

The Court has developed a Warrant Protocol (Protocol) that addresses how warrants and other judicial authorization applications in Edmonton and Calgary will be handled while the Plan is implemented.

Attached are three documents, as described below.

**1. Warrant Protocol**

This document describes the internal "division of labour" between the Hearing Office and Judges' Chambers during the implementation of the Plan.

**2. Notice to Law Enforcement Agencies**

This document advises law enforcement agencies how warrants will be handled under the Plan in both Edmonton and Calgary.

**3. Warrant Checklist**

This document is to accompany all warrant applications. It is designed to direct an applicant's attention to the fact that the Court expects them to come with an ITO that is already commissioned (this helps to address both workload and physical distancing issues). The checklist also provides a quick reference to the Hearing Office as to whether or not the application is urgent and whether a Provincial Court Judge has reviewed previous related applications.

This Protocol is in force until further notice. The Court is currently working on a remote warrant application process. Further details will be provided, when available.

If you have any questions or concerns please feel free to contact:

**The Honourable Ray Bodnarek**  
Assistant Chief Judge  
The Provincial Court of Alberta  
Edmonton Criminal Division

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**The Honourable Joanne Durant**  
Assistant Chief Judge  
The Provincial Court of Alberta  
Calgary Criminal and Regional Division

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Sincerely,



**The Honourable T.J. Matchett**  
Chief Judge  
The Provincial Court of Alberta

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Attach.

cc: The Honourable Deputy Chief Judge L. McLellan  
The Honourable Assistant Chief Judge R. Bodnarek  
The Honourable Assistant Chief Judge J. Durant