

NOTICE

DATE: November 5, 2021

TO: The Family & Child Enhancement Bar – Red Deer

FROM: Assistant Chief Judge Snider

RE: **Courtroom 103 Webex Protocol for Family and CFE**

Courtroom 103 is now equipped with Webex. The following will govern use by parties involved in Family and Child and Family Enhancement matters:

1. Use of Webex by counsel for appearances will only be for uncontested adjournments or consent orders. Counsel are reminded that, as these applications can be done by letter, the use of Webex should be rare.
2. Contested applications, any matter involving the calling of evidence and/or argument, will be in person unless otherwise ordered by the Court.
3. Parties wishing to appear, or have witnesses appear, via Webex for matters as outlined in paragraph 2 will be required to bring an application, supported by affidavit evidence, setting out reasons for the application and why personal attendance is not practicable at least 21 days in advance of the trial or contested matter. The counsel or party bringing the application must serve the application on opposing counsel or party at least 21 days prior to the trial. The application will be heard at least 7 days prior to the trial or contested application.
4. Notwithstanding Clause 3 above, a judge sitting in docket may allow appearance by Webex for a contested docket matter provided the requesting party advises the Clerk of the Court and opposing parties at least 7 days in advance of the docket day. This will allow the Court to review the file for the appropriateness of the application and to advise counsel and/or the parties at least 3 days in advance if the application will be allowed.
5. Applications for appearance via Webex on contested docket matters will be heard before the judge presiding in docket court on the day of the application. Applications for counsel or witnesses to appear via Webex for trial will be heard by the judge assigned to the trial matter.

The Honourable ACJ R.A. Snider
Provincial Court of Alberta