



CALGARY REGION COURTS

DRUMHELLER PROVINCIAL COURT –REMOTE COURT APPEARANCE

Effective: April 23, 2020

Purpose:

The purpose of this practice note is to create a process that permits counsel to appear remotely in the Drumheller Provincial Court for Regional matters arising from court proceedings in Hanna, Strathmore, Siksika and Drumheller while the Court Pandemic Plan remains in effect. As of April 23, 2020, all counsel appearing in the Drumheller Provincial Court will do so by telephone.

Procedures/Guidelines:

Pre-Court:

1. The Calgary and Rural Regional Response Office (CaRRRO), the Public Prosecution Service of Canada (PPSC) and the Duty Counsel office will make available a list of the names and telephone numbers of the respective prosecutor(s) and Duty Counsel who are assigned to a particular courtroom, one week in advance of the designated court sitting day.
2. All counsel are strongly encouraged to discuss matters in advance of the scheduled court day, particularly if the matter is in court for the purposes of a judicial interim release hearing or a scheduled disposition.
3. Dockets will be faxed or scanned to email to the CaRRRO, PPSC and the Duty Counsel office by 12:00 p.m. the day prior to the scheduled court sitting at the following email addresses:
 - a. CaRRRO - JSG-ACPS.CaRRRO-Intake@gov.ab.ca
 - b. PPSC – lajvir@benipallaw.com
 - c. Duty counsel – remotedrumcourt@legalaid.ab.ca

4. Add-ons to the docket will be faxed or scanned to email to the ACPS, PPSC and Duty counsel by 8:30 a.m. the day of the scheduled court sitting.
5. Defence counsel who will be appearing remotely will be required to email the Court at regional101.Drumheller@just.gov.ab.ca no later than 8:00 a.m. the morning of the scheduled appearance.
 - a. The subject line of the email **must include** the Courtroom number and the date of the scheduled appearance (i.e. Drumheller, April 23, 2020).
 - b. The body of the email must include the names of the people for whom the lawyer will be appearing, the contact number where the lawyer can be reached and the name of the lawyer if that is not clear in the email address.
- C. Defence counsel are encouraged to include the Duty Counsel office with the email sent to the Court by copying the list to remotedrumcourt@legalaid.ab.ca.

Court Proceedings:

6. The designated courtroom clerk (clerk) will contact both the Crown Prosecutor(s) assigned to the courtroom and the Remand Centre by telephone no later than 9:25 a.m. the day of the court sitting. It is expected that the Crown Prosecutor will remain available on the telephone until all matters relevant to their prosecution service have been completed.
7. All counsel must be ready to proceed with their matters as of 9:30 a.m.
8. The clerk will begin calling defence counsel at 9:30 a.m. using the telephone number provided to the Court. Defence counsel are asked to be prepared to speak to all of their matters when contacted by the clerk.
9. Should matters arise during the court day that require counsel to communicate directly to the clerk in the courtroom, an email can be sent to regional101.Drumheller@just.gov.ab.ca. The subject line of the email must again include the Courtroom number and the date of the scheduled appearance of the matter (i.e. Drumheller – April 23, 2020).
10. Documents required for Court proceedings can be scanned/photographed and emailed directly to the clerk at regional101.Drumheller@just.gov.ab.ca. Again, the subject line must include the Courtroom number and the date of the scheduled appearance as above. Documents will be sent remotely to the assigned judge by the clerk once they are received.

As per: Assistant Chief Judge Durant

Calgary Criminal and Regional Courts

Date: April 21, 2020