



**SUPERIOR COURT OF JUSTICE  
SOUTHWEST REGION**

---

**Regional Calendar  
January - December 2018**

---

By direction of  
The Honourable Mr. Justice Bruce Thomas  
Regional Senior Judge  
Southwest Region

# INDEX

<b>Judicial Listing</b> .....	<b>5</b>
<b>Courthouse Addresses</b> .....	<b>5</b>
<b>Trial Coordinator Directory</b> .....	<b>5</b>
<b>Provincial Practice Directions</b> .....	<b>5</b>
<b>Southwest Region Consolidated Practice Direction</b> .....	<b>5</b>
<b>DIVISIONAL COURT</b> .....	<b>6</b>
<b>CHATHAM-KENT</b> .....	<b>7</b>
Divisional Court .....	7
Criminal .....	7
Criminal Trial Sittings .....	7
Family .....	8
Civil .....	8
Family/Civil Trial Sittings .....	8
Assignment Court and Family Trial Scheduling Court Dates:.....	9
Chatham/Sarnia (C/S) Rotation .....	9
Rota Court Days.....	9
<b>GODERICH/HURON</b> .....	<b>12</b>
Divisional Court .....	12
Criminal .....	12
Family .....	12
Civil .....	13
Trial Sittings .....	13
Assignment Court and Family Trial Scheduling Court Dates:.....	13
Criminal, Family and Civil .....	13
Regular Rota Circuit .....	14
St. Thomas, Stratford, Goderich & Woodstock (STT/STR/GW) Rotation) .....	14
Family Rota Circuit .....	14
St. Thomas, (Stratford or Goderich) & Woodstock (STT/STR or GW) Rotation:.....	14
Rota Court Days.....	14
<b>LONDON/MIDDLESEX</b> .....	<b>16</b>
London Divisional Court Sittings.....	16
Jury Panels .....	16
Criminal Assignment Court Dates and Date of Committal Periods:.....	16
Civil Assignment Court .....	16
Criminal and Civil Trial Courts .....	17
Rota Court.....	18
Civil Motions Court .....	18
<b>LONDON - FAMILY COURT</b> .....	<b>19</b>
Case Management Rota Court: .....	19
CAS FINAL ORDERS.....	19
Trial Scheduling.....	19

Southwest Regional Calendar - January to December 2018

Adjournments of Trials.....	20
Trial Sitting (3 weeks duration) & Trial Readiness Court Date: .....	20
<b>ST. THOMAS/ELGIN.....</b>	<b>21</b>
Divisional Court.....	21
Criminal.....	21
Criminal Trial Sitings .....	21
Family .....	22
Civil .....	22
Civil & Family Trial Sitings .....	22
Assignment Court.....	22
Regular Rota Circuit .....	23
St. Thomas, Stratford, Goderich & Woodstock (STT/STR/G/W) Rotation .....	23
Family Rota Circuit .....	23
St. Thomas, (Stratford or Goderich) & Woodstock (STT/STR or G/W) Rotation.....	23
Rota Court Days.....	23
<b>SARNIA/LAMBTON .....</b>	<b>26</b>
Divisional Court.....	26
Criminal.....	26
Criminal Trial Sitings .....	26
Family .....	27
Civil .....	27
Family & Civil Trial Sitings .....	27
Assignment Court.....	28
Chatham/Sarnia Rotation (C/S).....	28
Motions/Appointments/Conferences/Pre-Trials/Short Notice Trials.....	28
Rota Court Days.....	28
<b>STRATFORD/PERTH.....</b>	<b>31</b>
Divisional Court.....	31
Criminal.....	31
Family .....	31
Civil .....	31
Criminal, Civil & Family Trial Sitings .....	32
Assignment Court & Family Trial Scheduling Court Dates .....	32
Regular Rota Circuit .....	33
St. Thomas, Stratford, Goderich & Woodstock (STT/STR/G/W) Rotation .....	33
Family Rota Circuit.....	33
St. Thomas, (Stratford or Goderich) & Woodstock (STT/STR or G/W) Rotation.....	33
Rota Court Days.....	33
<b>WINDSOR/ESSEX.....</b>	<b>35</b>
Divisional Court.....	35
Jury Panels .....	35
Criminal Assignment & Trial Readiness Court.....	35
Criminal & Civil Trial Sitings, Weekly Trials and Pre-trials .....	35
Rota Court.....	36
Case Management Rota Schedule .....	<b>Error! Bookmark not defined.</b>
<b>WOODSTOCK/OXFORD.....</b>	<b>38</b>
Divisional Court.....	38
Criminal.....	38

Southwest Regional Calendar - January to December 2018

Criminal Trial Sitings .....	38
Family .....	39
Civil .....	39
Trial Sitings .....	39
Assignment Court and Family Trial Scheduling Court Dates:.....	39
Regular Rota Circuit .....	40
St. Thomas, Stratford, Goderich & Woodstock (STT/STR/GW) Rotation .....	40
Family Rota Circuit .....	40
St. Thomas, (Stratford or Goderich) & Woodstock (STT/STR or G/W) Rotation.....	40
Rota Court Days.....	40

---

## **SUPERIOR COURT OF JUSTICE SOUTHWEST REGION**

---

### **Judicial Listing**

[http://www.ontariocourts.ca/scj/judges/current/judges/#Judges\\_of\\_the\\_Southwest\\_Region](http://www.ontariocourts.ca/scj/judges/current/judges/#Judges_of_the_Southwest_Region)

### **Courthouse Addresses**

<http://www.ontariocourts.ca/scj/practice/schedules/sw/addresses>

### **Trial Coordinator Directory**

<http://www.ontariocourts.ca/scj/practice/schedules/sw/directory>

### **Provincial Practice Directions**

<http://www.ontariocourts.ca/scj/practice/practice-directions/provincial/>

### **Southwest Region Consolidated Practice Direction**

<http://www.ontariocourts.ca/scj/practice/practice-directions/southwest/>

---

**SUPERIOR COURT OF JUSTICE**  
**SOUTHWEST REGION**  
**2018 COURT CALENDAR**

---

**DIVISIONAL COURT**

**Divisional Court Sittings (London)**

Panel – All Divisional Court matters to be heard by a three judge panel will be heard in the regional centre of London during the one week commencing Monday, April 9, and the one week commencing Monday, November 26, 2018.

Single Judge – All Division Court matters to be heard before a single judge of the Divisional Court, including Small Claims Court appeals will be heard in the local centre and are scheduled through the Trial Coordinator for Superior Court.

---

## CHATHAM-KENT

All of the timelines specified in the existing Criminal Proceedings Rules, the Family Law Rules, and the Rules of Civil Procedure are to be strictly adhered to without exception.

### Divisional Court

Panel – All Divisional Court matters to be heard by a three judge panel will be heard in the regional centre of London during the one week commencing Monday, April 9, and the one week commencing Monday, November 26, 2018.

Single Judge – All Division Court matters to be heard before a single judge of the Divisional Court, including Small Claims Court appeals will be heard in the local centre and are scheduled through the Trial Coordinator for Superior Court.

---

### **The trial sittings have been designated in blocks of CRIMINAL and CIVIL:**

#### Criminal

All criminal cases will be committed to an Assignment Court date in the Superior Court of Justice and shall be pre-tried prior to that Assignment Court. At the Assignment Court, a sufficient number of JURY cases will be assigned to the commencement of an appropriate sitting for jury selection and trial on a Running List basis. All NON-JURY cases will be assigned to a Running List within an appropriate sitting. If applicable, guilty pleas can be arranged through the Trial Coordinator.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

A Trial Readiness Court will be conducted by the presiding trial judge at the commencement of the trial sittings. Counsel are to confirm their readiness for trial by completing and filing a Trial Readiness Report no later than three business days prior to the Trial Readiness Court unless otherwise directed by the Trial Coordinator. Counsel or self-represented accused conducting a case shall appear in the Trial Readiness Court unless all counsel and self-represented accused have not changed their position from the position described in the most recent Pre-trial Conference Report, have complied with all filing requirements, and have completed and filed a Trial Readiness Report.

#### Criminal Trial Sittings

##### **Scheduled for the Week commencing:**

##### Jury/Non-Jury

- Monday, February 5, 2018
- Monday, February 12, 2018

##### Jury/Non-Jury

- \*Tuesday, April 3, 2018

Southwest Regional Calendar - January to December 2018

- Monday, April 9, 2018

Jury/Non-Jury

- \*Tuesday, May 22, 2018
- Monday, May 28, 2018

Jury/Non-Jury

- Monday, September 10, 2018
- Monday, September 17, 2018

Jury/Non-Jury

- Monday, October 15, 2018
- Monday, October 22, 2018

Jury/Non-Jury

- Monday, December 3, 2018
- Monday, December 10, 2018

**Family**

All family law matters will be set for trial by the Trial Coordinator following the settlement conference and completion of the Trial Scheduling Endorsement form. If Counsel cannot agree on trial sittings, the matter will be assigned to an upcoming Trial Scheduling Court. The case will be assigned to a trial sitting on a running list basis.

**Civil**

All civil cases will be pre-tried. Thereafter, if the action is **ready for trial** (and Counsel agree on a Sittings), the Trial Coordinator will assign the case to the Running List for that sittings. If Counsel do not agree, the case will be set to an Assignment Court for scheduling. ALL cases on the Running List may be spoken to before the Trial Justice at the commencement of the sittings and/or called for trial by the Trial Coordinator during the sittings.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

**Family/Civil Trial Sittings**

**Scheduled for the Week commencing:**

Jury/Non-Jury

- Monday, January 8, 2018
- Monday, January 15, 2018

Family/Non-Jury

- Monday, March 26, 2018

Jury/Non-Jury

- Monday, May 7, 2018
- Monday, May 14, 2018



Jury/Non-Jury

- Monday, September 24, 2018
- Monday, October 1, 2018

Family/Non-Jury

- \*Tuesday, October 9, 2018

Jury/Non-Jury

- \*Tuesday, November 13, 2018
- Monday, November 19, 2018

**Assignment Court and Family Trial Scheduling Court Dates:**

CRIMINAL – Heard at 10:00 a.m. FAMILY and CIVIL – Heard at 11:00 a.m. on the following dates:

- \*Tuesday, February 20, 2018
- \*Tuesday, May 22, 2018
- Monday, September 24, 2018
- Monday, November 19, 2018

**All criminal cases are to be pre-tried prior to the day of the Assignment Court.**

Gowning is no longer required for Assignment Court, if only to set date. If other business, e.g. to enter guilty plea or sentencing, then gowning is required.

**Chatham/Sarnia (C/S) Rotation**

The Judge will conduct motions/appointments/conferences/pre-trials/short notice trials on a weekly rotation divided as follows:

- **Chatham:** Mondays and Tuesdays

\*Except where holidays fall on Mondays then Rota Court will be Tuesdays and Wednesdays

- **Sarnia:** Wednesdays, Thursdays and Fridays

Mondays: Conferences/Pre-trials/Special Appointments and short notice trials

Tuesdays: Every other week Motions Court (short motions) and short notice trials

Any civil motion or application that requires more than 30 minutes, and any family motion or application that requires more than 60 minutes, will be adjourned to a special appointment hearing date – see [Consolidated Provincial Practice Direction](#), issued by Chief Justice of the Superior Court and [Consolidated Practice Direction for Southwest Region](#)

**Rota Court Days**

Civil Motions (CVM); Assignment Court (AC)

**January to June**

- January 2, 3 (CVM)
- January 8, 9
- January 15, 16 (CVM)
- January 22, 23

## Southwest Regional Calendar - January to December 2018

- January 29, 30 (CVM)
- February 5, 6
- February 12, 13 (CVM)
- February 20 (AC), 21
- February 26, 27 (CVM)
- March 5, 6
- March 12, 13 (CVM)
- March 19, 20
- March 26, 27 (CVM)
- April 3, 4
- April 9, 10 (CVM)
- April 16, 17
- April 23, 24 (CVM)
- May 7, 8 (CVM)
- May 14, 15
- May 22 (AC), 23 (CVM)
- May 28, 29
- June 4, 5 (CVM)
- June 18, 19
- June 25, 26 (CVM)

### **Summer**

- July 3, 4 (CVM)
- July 9, 10
- July 16, 17 (CVM)
- July 23, 24
- July 30, 31 (CVM)
- August 7, 8
- August 13, 14 (CVM)
- August 20, 21
- August 27, 28 (CVM)

### **September to December**

- September 3, 4 (CVM)
- September 10, 11
- September 17, 18 (CVM)
- September 24 (AC), 25
- October 1, 2 (CVM)
- October 9, 10
- October 15, 16 (CVM)
- October 22, 23
- October 29, 30 (CVM)
- November 13, 14 (CVM)
- November 19 (AC), 20

Southwest Regional Calendar - January to December 2018

- November 26, 27 (CVM)
- December 3, 4
- December 10, 11 (CVM)
- December 17, 18

Week of December 24, 2017 – Judge on Call for Emergencies Only

## **GODERICH/HURON**

All of the timelines specified in the existing Criminal Proceedings Rules, the Family Law Rules, and the Rules of Civil Procedure are to be strictly adhered to without exception.

### **Divisional Court**

Panel – All Divisional Court matters to be heard by a three judge panel will be heard in the regional centre of London during the one week commencing Monday, April 9, and the one week commencing Monday, November 26, 2018.

Single Judge – All Division Court matters to be heard before a single judge of the Divisional Court, including Small Claims Court appeals will be heard in the local centre and are scheduled through the Trial Coordinator for Superior Court.

---

The Sittings have been designed in blocks of combined JURY and NON-JURY. The criminal work will precede the civil in the first week of the Sittings. The civil/family work will follow in the subsequent week(s).

### **Criminal**

All criminal cases will be committed to an Assignment Court date in the Superior Court of Justice and shall be pre-tried prior to that Assignment Court. At the Assignment Court, a sufficient number of JURY cases will be assigned to the commencement of an appropriate sitting for jury selection and trial on a Running List basis. All NON-JURY cases will be assigned to a Running List within an appropriate sitting. If applicable, guilty pleas can be arranged through the Trial Coordinator.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

A Trial Readiness Court will be conducted by the presiding trial judge at the commencement of the trial sittings. Counsel are to confirm their readiness for trial by completing and filing a Trial Readiness Report no later than three business days prior to the Trial Readiness Court unless otherwise directed by the Trial Coordinator. Counsel or self-represented accused conducting a case shall appear in the Trial Readiness Court unless all counsel and self-represented accused have not changed their position from the position described in the most recent Pre-trial Conference Report, have complied with all filing requirements, and have completed and filed a Trial Readiness Report.

### **Family**

All family law matters will be set for trial following the settlement conference and upon completion of the Trial Scheduling Endorsement form. The presiding judge will complete part 3 of Trial Scheduling Endorsement form and assign the case to a trial sitting on a running list

basis.

### **Civil**

All civil cases will be pre-tried. Thereafter, if the action is **ready for trial** (and Counsel agree on a Sittings), the Trial Coordinator will assign the case to the Running List for that sittings. If Counsel does not agree, the case will be set to an Assignment Court for scheduling. ALL cases on the Running List may be spoken to before the Trial Justice at the commencement of the sittings and/or called for trial by the Trial Coordinator during the sittings.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

### **Trial Sittings**

#### **Scheduled for the Week commencing:**

Jury/Non-Jury

- Monday, February 26, 2018
- Monday, March 5, 2018

Jury/Non-Jury

- Monday, April 16, 2018
- Monday, April 23, 2018

Family

- May 14, 2018

Jury/Non-Jury

- Monday, June 18, 2018
- Monday, June 25, 2018

Jury/Non-Jury

- Monday, September 17, 2018
- Monday, September 24, 2018

Civil Jury/Non-Jury/Family

- Monday, October 15, 2018
- Monday, October 22, 2018

Jury/Non-Jury

- Monday, November 19, 2018
- Monday, November 26, 2018

#### **Assignment Court and Family Trial Scheduling Court Dates:**

##### **Criminal, Family and Civil**

Criminal commencing at 2:00 p.m. followed by Family and Civil matters to be heard on the

following dates:

- Monday, February 26, 2018
- Monday, June 18, 2018
- Monday, September 17, 2018
- Monday, November 19, 2018

**All criminal cases are to be pre-tried prior to the day of the Assignment Court.**

Gowning is no longer required for Assignment Court, if only to set date. If other business, e.g. to enter guilty plea or sentencing, then gowning is required.

**Regular Rota Circuit**

**St. Thomas, Stratford, Goderich & Woodstock (STT/STR/G/W) Rotation)**

This circuit is titled the “regular rota circuit” and will include all short motions, civil special appointments, criminal and civil pre-trials, and criminal hearings scheduled every other week as follows:

- STT (St. Thomas) - Monday (Motions Court in morning)
- STR (Stratford) - Tuesday (Motions Court in morning)
- G (Goderich) - Wednesday (Motions Court in morning)
- W (Woodstock) - Thursday and Friday (Motions Court on Friday morning)

**Note: Motions Court day adjusted if statutory holiday during week.**

**Family Rota Circuit**

**St. Thomas, (Stratford or Goderich) & Woodstock (STT/STR or G/W) Rotation:**

This circuit is titled the “family rota circuit” and will include family law special appointments, case conferences, settlement conferences, trial management conferences, and short trials, if time permits, scheduled on assigned days as follows:

- STT (St. Thomas) 2 days - Monday and Tuesday
- STR (Stratford) or G (Goderich) 1 day - (either Wednesday or Thursday)
- W (Woodstock) 1-2 days - (Thursday) and Friday

**Note: All matters in the above two rota circuits are scheduled through the Trial Coordinator.**

Any civil motion or application that requires more than 30 minutes, and any family motion or application that requires more than 60 minutes, will be adjourned to a special appointment hearing date – see [Consolidated Provincial Practice Direction](#), issued by Chief Justice of the Superior Court and [Consolidated Practice Direction for Southwest Region](#)

**Rota Court Days**

Civil Motions (CVM); Family Law Rota (FLR)

**January to June**

- January 4 (CVM)
- January 11 (FLR)
- January 17 (CVM)
- January 24 (FLR)
- January 31 (CVM)

## Southwest Regional Calendar - January to December 2018

- February 8 (FLR)
- February 14 (CVM)
- February 28 (CVM)
- March 8 (FLR)
- March 14 (CVM)
- March 21 (FLR)
- March 28 (CVM)
- April 5 (FLR)
- April 11 (CVM)
- April 25 (CVM)
- May 10 (FLR)
- May 16 (CVM)
- May 24 (FLR)
- May 30 (CVM)
- June 6 (FLR)
- June 20 (CVM)

### **Summer**

- July 5 (CVM)
- July 12 (FLR)
- July 18 (CVM)
- July 25 (FLR)
- August 1 (CVM)
- August 9 (FLR)
- August 15 (CVM)
- August 29 (CVM)

### **September to December**

- September 6 (FLR)
- September 12 (CVM)
- September 19 (FLR)
- September 26 (CVM)
- October 4 (FLR)
- October 11 (CVM)
- October 24 (CVM)
- November 1 (FLR)
- November 15 (CVM)
- November 21 (FLR)
- November 28 (CVM)
- December 6 (FLR)
- December 12 (CVM)

Week of December 24, 2018 – Judge on Call for Emergencies Only

## **LONDON/MIDDLESEX**

All of the timelines specified in the existing Criminal Proceedings Rules, the Family Law Rules, and the Rules of Civil Procedure are to be strictly adhered to without exception.

### **London Divisional Court Sittings**

Panel – All Divisional Court matters to be heard by a three judge panel will be heard in the regional centre of London during the one week commencing Monday, April 9, and the one week commencing Monday, November 26, 2018.

### **Jury Panels**

Jury Panels are summoned each week with the exception of the seminar weeks which are the weeks of April 30, June 11 and November 5, 2018. During the summer Jury Panels will be summoned for the weeks of July 16 and August 13, 2018. Additional Panels may be summoned as required.

### **Criminal Assignment Court Dates -Commencing at 9:00 a.m.:**

Tuesday, January 9, 2018  
Tuesday, February 6, 2018  
Tuesday, March 6, 2018  
Tuesday, April 10, 2018  
Tuesday, May 8, 2018  
Tuesday, June 5, 2018  
Tuesday, July 10, 2018  
Tuesday, August 14, 2018  
Tuesday, September 11, 2018  
Tuesday, October 16, 2018  
Tuesday, November 13, 2018  
Tuesday, December 11, 2018  
Tuesday, January 8, 2019

Gowning is no longer required for Criminal Assignment Court, if only to set date. If other business, e.g. to enter guilty plea or sentencing, then gowning is required.

### **Civil Assignment Court – Commencing at 9:00 a.m.:**

January 19, 2018  
February 16, 2018  
March 23, 2018  
April 20, 2018  
May 18, 2018  
June 22, 2018  
July 20, 2018  
August 17, 2018



September 21, 2018  
October 19, 2018  
November 23, 2018  
December 21, 2018

Gowning is no longer required for Civil Assignment Court, if only to set date.

### **Criminal and Civil Trial Courts**

The CRIMINAL and CIVIL TRIAL COURTS are run with continuous sittings. The Trial Coordinator, in conjunction with the Administrative Justice, will schedule the required courts based on the judicial complement assigned each week.

All **CRIMINAL** cases will be committed to an Assignment Court date in the Superior Court of Justice at which time a pre-trial will be scheduled. Pre-Trial Memorandums are to be filed by 12 noon 2 days prior to the pre-trial date (not counting holidays of weekends). If received late from either counsel, the pre-trial will be cancelled. The matter will return to the next Assignment Court date after the pre-trial date to schedule any pre-trial application and trial dates.

**Trial Readiness Court** will be held on the **Wednesday** preceding the scheduled trial date. Counsel are to confirm their readiness for trial by completing and filing a Trial Readiness Report no later than 3 business days prior to the Trial Readiness Court unless otherwise directed by the Trial Coordinator.

**Application Readiness Court** will be held on a Wednesday approximately 30 days before the return of any pre-trial application in order to confirm that the applicant's materials have been served and filed in a timely way and to ensure that the respondent's materials either have or will be served and filed in sufficient time for the application to proceed as scheduled and to be completed within the allotted time.

Counsel for the parties and any self-represented accused are required to attend the Application Readiness and/or Trial Readiness Court, unless otherwise directed by the Trial Coordinator.

All **CIVIL** cases will be called to an Assignment Court and assigned a pre-trial and a trial date. Requested pre-trial dates must be at least 90 days before the trial date. Trial dates are assigned to a Weekly Running List. Simplified Procedure trials are scheduled through the Trial Coordinator with Counsel at the completion of the pre-trial, if the case is deemed ready for trial.

Once the Trial Coordinator is in a position to call a civil case in for trial from the running list, the Trial Coordinator will contact all counsel / self-represented litigants to advise them of their start date and time.

Requests for adjournments of trials require written application/motions with supporting affidavit. These applications/motions are to be made returnable in advance of the assigned scheduled sittings before the local administrative judge on a date provided by the Trial Coordinator.

Requests for adjournments of pre-trials also require a motion returnable before the local administrative judge on a date provided by the Trial Coordinator unless the rescheduled pre-trial date is at least ninety (90) days before the trial date.

Family Law matters are scheduled through the London Family Court Branch – please refer to London – Family Court

### **Rota Court**

A Justice is assigned WEEKLY to preside over the ROTA COURT, which is scheduled as follows:

- Mondays: Special Appointments (Long Civil Motions)
- Tuesdays: Civil Litigation Short Motions (30 minutes or less)
- Wednesdays: Special Appointments (Long Civil Motions)
- Thursdays: Civil Pre-trials
- Fridays: Civil Pre-trials & Special Appointments (Long Motions)
- Monday to Friday: Criminal Pre-trials at 9:00 a.m. and 2:00 p.m.

\*Bail Reviews, Summary Conviction Appeals, Criminal Motions and Bail Estreatments are scheduled on an as needed / requested basis by contacting the Trial Coordinator.

### **Civil Motions Court**

Short civil motions court will be opened at 9:15 a.m. for consent adjournments and subject to the approval of the presiding judge, the scheduling and timetabling of long civil motions (Special Appointments). The hearing of all other matters will commence at 10:00 a.m. A Court Reporter will be available at 11:30 a.m. for any short civil motion which involves a self-represented litigant. Any motion or application that requires more than 30 minutes (long civil motions) will be adjourned to a special appointment date – see [Consolidated Provincial Practice Direction](#) issued by Chief Justice of the Superior Court; and [Consolidated Practice Direction for Southwest Region](#)

Dates for Special Appointments will be available in Motions Court and will be scheduled in that court. All short and long civil motions and all applications scheduled for hearing must be confirmed in accordance with the Rules of Civil Procedure. Confirmations sent by fax must be sent to (519) 660-3133. Confirmations sent to any other fax number will not be effective. Matters not confirmed on a timely and proper basis will not be heard. Counsel and/or any unrepresented party will not be notified that their matter will not be heard.

## LONDON - FAMILY COURT

All of the timelines specified in the Family Law Rules are to be strictly adhered to without exception.

The FAMILY COURT sits in London on a continuous basis. The Family Court Trial Coordinator, in conjunction with the Administrative Justice of the Family Court, will schedule the required courts based on the judicial complement assigned each week. The following is a brief outline:

### **Case Management Rota Court:**

- Mondays: Conferences
- Tuesdays: Family Law Act Conferences & First Appearance Courts
- Wednesdays: Unconfirmed & Consent Motions List and Argued Motions List
- Thursdays: Children's Aid Society [First Appearance Courts & Conferences (Settlement & Trial Management Conferences)]
- Fridays: Children's Aid Society Temporary Custody Motions & Summary Matters

### **CAS FINAL ORDERS: Direction from Justice Henderson, LAJ**

The Family Bench is changing the procedure in respect of Final Orders based on a Statement of Agreed Facts, currently heard on Thursdays. When seeking a Final Order, Statement of Agreed Facts are to be filed with a Checklist of Documents for Final Order form. Counsel must have all documents checked on the Checklist and attached as a package when filed at the counter. The material is to be placed in the file but not inserted in the Continuing Record. The material shall be returned upon the court either receiving a signed SAF or affidavit of the worker or if the matter is not proceeding on this basis. If the material has not been filed, the matter will be adjourned at the discretion of the judge. In the meantime, each individual judge will be handling these matters as they see fit.

**Trial Management Conferences** are mandatory in every case once on a trial list, unless completed Trial Scheduling Endorsement Forms have been filed and a judge specifically dispenses with a trial management conference. The trial management conference will be heard 1 to 2 weeks prior to trial. The purpose of a trial management conference is outlined in section 17.6 of the Family Law Rules.

**Motions Court** and **Argued Motions** will be held on **Wednesdays**. Argued Motions exceeding 60 minutes **maximum** for **all** parties will require a special motions appointment from the Trial Coordinator of the Family Court.

- See [Consolidated Provincial Practice Direction](#) issued by Chief Justice of the Superior Court; and [Consolidated Practice Direction for Southwest Region](#)

### **Trial Scheduling**

Trials will be scheduled into a 3-week trial sitting block. Each week two to three judges will be

scheduled to hear trials from this running list during the 3-week sittings. Approximately 30 matters will be scheduled for each 3-week trial sittings block regardless of length, which may be adjusted by the local administrative judge, as needed. *Counsel and the parties must be prepared to attend with their witnesses for trial when called at any time during the 3-week block.*

All Trial Records are to be filed according to the Rules and cases may be struck from the trial sittings if the Trial Record is not filed by this date.

Trial Readiness Court – On the Tuesday prior to commencement of the trial block, all the cases scheduled for trial in the next Sittings will be called to a Trial Readiness Court.

Any trials not reached in a trial block will be given priority on the next trial sittings block or Counsel and/or the parties may select another Trial Sittings.

**Adjournments of Trials**

- Any adjournments of a FLA case or child protection case must be made at the Trial Readiness Court on the Tuesday prior to the trial sitting on notice to the other party.

Any request for an adjournment at the Trial Readiness Court shall be supported by affidavit material that explains why the trial is not ready to proceed.

**Trial Sitting (2 or 3 weeks duration) & Trial Readiness Court Date:**

January 8, 2018 (3 wks)	Trial Readiness Court – Tuesday, January 2, 2018
February 12, 2018 (3 wks)	Trial Readiness Court – Tuesday, January 30, 2018
April 3, 2018 (3 wks)	Trial Readiness Court – Tuesday, March 27, 2018
May 7, 2018 (3 wks)	Trial Readiness Court – Tuesday, April 24, 2018
June 18, 2018 (2 wks)	Trial Readiness Court – Tuesday, June 5, 2018

Summer Trials Sittings for CAS trials will be determined and scheduled for priority matters as identified by the local administrative judge and scheduled through the Trial Coordinator.

September 10, 2018 (3 wks)	Trial Readiness Court – Tuesday, September 4, 2018
*October 9, 2018 (3 wks)	Trial Readiness Court – Tuesday, October 2, 2018
*November 13, 2018 (2 wks)	Trial Readiness Court – Tuesday, October 30, 2018
December 3, 2018 (2 wks)	Trial Readiness Court – Tuesday, November 27, 2018

## **ST. THOMAS/ELGIN**

All of the timelines specified in the existing Criminal Proceedings Rules, the Family Law Rules, and the Rules of Civil Procedure are to be strictly adhered to without exception.

### **Divisional Court**

Panel – All Divisional Court matters to be heard by a three judge panel will be heard in the regional centre of London during the one week commencing Monday, April 9, and the one week commencing Monday, November 26, 2018.

Single Judge – All Division Court matters to be heard before a single judge of the Divisional Court, including Small Claims Court appeals will be heard in the local centre and are scheduled through the Trial Coordinator for Superior Court.

---

### **The trial sittings have been designated in blocks of CRIMINAL, CIVIL AND FAMILY:**

#### **Criminal**

All criminal cases will be committed to an Assignment Court date in the Superior Court of Justice and shall be pre-tried prior to that Assignment Court. At the Assignment Court, a sufficient number of JURY cases will be assigned to the commencement of an appropriate sitting for jury selection and trial on a Running List basis. All NON-JURY cases will be assigned to a Running List within an appropriate sitting. If applicable, guilty pleas can be arranged through the Trial Coordinator.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

A Trial Readiness Court will be conducted by the presiding trial judge at the commencement of the trial sittings. Counsel are to confirm their readiness for trial by completing and filing a Trial Readiness Report no later than three business days prior to the Trial Readiness Court unless otherwise directed by the Trial Coordinator. Counsel or self-represented accused conducting a case shall appear in the Trial Readiness Court unless all counsel and self-represented accused have not changed their position from the position described in the most recent Pre-trial Conference Report, have complied with all filing requirements, and have completed and filed a Trial Readiness Report.

#### **Criminal Trial Sittings**

##### **Scheduled for the Week of:** (Jury followed by Non-Jury)

##### Criminal

- Monday, January 22, 2018
- Monday, January 29, 2018
  
- Monday, March 19, 2018
- Monday, March 26, 2018

- \*Tuesday, May 22, 2018
- Monday, May 28, 2018
  
- Monday, June 18, 2018
- Monday, June 25, 2018
  
- \*Tuesday, September 4, 2018
- Monday, September 10, 2018
  
- \*Tuesday, October 9, 2018
- Monday, October 15, 2018
  
- Monday, November 26, 2018
- Monday, December 3, 2018

### **Family**

All family law matters will be set for trial by the Trial Coordinator following the settlement conference and completion of the Trial Scheduling Endorsement form. If Counsel cannot agree on trial sittings, the matter will be assigned to an upcoming Trial Scheduling Court. The case will be assigned to a trial sitting on a running list basis.

### **Civil**

All civil cases will be pre-tried. Thereafter, if the action is **ready for trial** (and Counsel agree on a Sittings), the Trial Coordinator will assign the case to the Running List for that sittings. If Counsel does not agree, the case will be set to an Assignment Court for scheduling. ALL cases on the Running List may be spoken to before the Trial Judge at the commencement of the sittings and/or called for trial by the Trial Coordinator during the sittings.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

### **Civil & Family Trial Sittings**

**Scheduled for the Week of:** (Jury followed by Non-Jury)

Civil/Family

- Monday, January 8, 2018
- Monday, January 15, 2018
  
- Monday, May 7, 2018
- Monday, May 14, 2018
  
- Monday, October 22, 2018
- Monday, October 29, 2018

### **Assignment Court**

**For Criminal, Family and Civil**

Family and Civil- commencing at 10:00 a.m., Criminal - commencing at 2:00 p.m. on the following dates:

- Wednesday, February 14, 2018
- Wednesday, May 9, 2018
- Wednesday, September 19, 2018
- Wednesday, November 14, 2018

All criminal cases are to be pre-tried prior to the Assignment Court.

Gowning is no longer required for Assignment Court, if only to set date. If other business, e.g. to enter guilty plea or sentencing, then gowning is required.

### **Regular Rota Circuit**

#### **St. Thomas, Stratford, Goderich & Woodstock (STT/STR/G/W) Rotation**

This circuit is titled the “regular rota circuit” and will include all short motions, civil special appointments, criminal and civil pre-trials, and criminal hearings scheduled every other week as follows:

- STT (St. Thomas) - Monday (Motions Court in morning)
- STR (Stratford) - Tuesday (Motions Court in morning)
- G (Goderich) - Wednesday (Motions Court in morning)
- W (Woodstock) - Thursday and Friday (Motions Court on Friday morning)

Motions Court day adjusted if statutory holiday on Monday.

Any civil motion or application that requires more than 30 minutes, and any family motion or application that requires more than 60 minutes, will be adjourned to a special appointment hearing date – see [Consolidated Provincial Practice Direction](#), issued by Chief Justice of the Superior Court and [Consolidated Practice Direction for Southwest Region](#)

### **Family Rota Circuit**

#### **St. Thomas, (Stratford or Goderich) & Woodstock (STT/STR or G/W) Rotation**

This circuit is titled the “family rota circuit” and will include family law special appointments, case conferences, settlement conferences, trial management conferences, and short trials (if time permits) scheduled on assigned days as follows:

- STT (St. Thomas) 2 days - Monday and Tuesday
- STR (Stratford) or G (Goderich) 1 day - (either Wednesday or Thursday)
- W (Woodstock) 1-2 days - (Thursday) and Friday

All matters in the above two rota circuits are scheduled through the Trial Coordinator.

### **Rota Court Days**

Civil Motions (CVM); Family Law Rota (FLR)

#### **January to June**

- January 2 (CVM)
- January 8, 9 (FLR)
- January 15 (CVM)

## Southwest Regional Calendar - January to December 2018

- January 22, 23 (FLR)
- January 29 (CVM)
- February 5, 6 (FLR)
- February 12 (CVM)
- February 20 (FLR)
- February 26 (CVM)
- March 5, 6 (FLR)
- March 12 (CVM)
- March 19, 20 (FLR)
- March 26 (CVM)
- April 3 (FLR)
- April 9 (CVM)
- April 16, 17 (FLR)
- April 23 (CVM)
- May 7, 8 (FLR)
- May 14 (CVM)
- May 22, 23 (FLR)
- May 28 (CVM)
- June 4 (FLR)
- June 18 (CVM)
- June 25, 26 (FLR)

### **Summer**

- July 3 (CVM)
- July 9, 10 (FLR)
- July 16 (CVM)
- July 23, 24 (FLR)
- July 30 (CVM)
- August 7 (FLR)
- August 13 (CVM)
- August 20, 21 (FLR)
- August 27 (CVM)

### **September to December**

- September 4 (FLR)
- September 10 (CVM)
- September 17, 18 (FLR)
- September 24 (CVM)
- October 1, 2 (FLR)
- October 9 (CVM)
- October 15, 16 (FLR)
- October 22 (CVM)
- October 29, 30 (FLR)
- November 13 (CVM)
- November 19, 20 (FLR)
- November 26 (CVM)
- December 3, 4 (FLR)
- December 10 (CVM)



Southwest Regional Calendar - January to December 2018

- December 17, 18 (FLR)

Week of December 24, 2018 – Judge on Call for Emergencies Only

## **SARNIA/LAMBTON**

All of the timelines specified in the existing Criminal Proceedings Rules, the Family Law Rules, and the Rules of Civil Procedure are to be strictly adhered to without exception.

### **Divisional Court**

Panel – All Divisional Court matters to be heard by a three judge panel will be heard in the regional centre of London during the one week commencing Monday, April 9, and the one week commencing Monday, November 26, 2018.

Single Judge – All Division Court matters to be heard before a single judge of the Divisional Court, including Small Claims Court appeals will be heard in the local centre and are scheduled through the Trial Coordinator for Superior Court.

---

### **The trial sittings have been designated in blocks of CRIMINAL, CIVIL AND FAMILY:**

#### **Criminal**

All criminal cases will be committed to an Assignment Court date in the Superior Court of Justice and shall be pre-tried prior to that Assignment Court. At the Assignment Court, a sufficient number of JURY cases will be assigned to the commencement of an appropriate sitting for jury selection and trial on a Running List basis. All NON-JURY cases will be assigned to a Running List within an appropriate sitting. If applicable, guilty pleas can be arranged through the Trial Coordinator.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

A Trial Readiness Court will be conducted by the presiding trial judge at the commencement of the trial sittings. Counsel are to confirm their readiness for trial by completing and filing a Trial Readiness Report no later than three business days prior to the Trial Readiness Court unless otherwise directed by the Trial Coordinator. Counsel or self-represented accused conducting a case shall appear in the Trial Readiness Court unless all counsel and self-represented accused have not changed their position from the position described in the most recent Pre-trial Conference Report, have complied with all filing requirements, and have completed and filed a Trial Readiness Report.

#### **Criminal Trial Sittings**

##### **Scheduled for the Week of:**

##### **Jury/Non-Jury**

- \*Tuesday, January 2, 2018
- Monday, January 8, 2018
  
- Monday, February 26, 2018
- Monday, March 5, 2018

## Southwest Regional Calendar - January to December 2018

- Monday, April 16, 2018
- Monday, April 23, 2018
  
- Monday, May 7, 2018
- Monday, May 14, 2018
  
- Monday, June 18, 2018
- Monday, June 25, 2018
  
- Monday, September 17, 2018
- Monday, September 24, 2018
  
- \*Tuesday, October 9, 2018
- Monday, October 15, 2018
  
- \*Tuesday, November 13, 2018
- Monday, November 19, 2018
  
- Monday, December 10, 2018
- Monday, December 17, 2018

### **Family**

All family law matters will be set for trial by the Trial Coordinator following the settlement conference and completion of the Trial Scheduling Endorsement form. If Counsel cannot agree on trial sittings, the matter will be assigned to an upcoming Trial Scheduling Court. The case will be assigned to a trial sitting on a running list basis.

### **Civil**

All civil cases will be pre-tried. Thereafter, if the action is **ready for trial** (and Counsel agree on a Sittings), the Trial Coordinator will assign the case to the Running List for that sittings. If Counsel does not agree, the case will be set to an Assignment Court for scheduling. ALL cases on the Running List may be spoken to before the Trial Judge at the commencement of the sittings and/or called for trial by the Trial Coordinator during the sittings.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

### **Family & Civil Trial Sittings**

#### **Scheduled for the Week of:**

Jury/Non-Jury/Family

- Monday, January 22, 2018
- Monday, January 29, 2018
  
- \*Tuesday, April 3, 2018
- Monday, April 9, 2018

## Southwest Regional Calendar - January to December 2018

- Monday, May 28, 2018
- Monday, June 4, 2018
  
- \*Tuesday, September 4, 2018
- Monday, September 10, 2018
  
- Monday, October 1, 2018 (dedicated for FAMILY)
- \*Tuesday, October 9, 2018 ( “ ” )
  
- Monday, October 22, 2018
- Monday, October 29, 2018
  
- Monday, November 26, 2018
- Monday, December 3, 2018

### **Assignment Court**

CRIMINAL at 10:00 a.m., FAMILY & CIVIL to follow (if required)

- Friday, February 23, 2018
- Friday, May 25, 2018
- Friday, September 28, 2018
- Friday, November 23, 2018

\*All criminal cases are to be pre-tried prior to the Assignment Court.

Gowning is no longer required for Assignment Court, if only to set date. If other business, e.g. to enter guilty plea or sentencing, then gowning is required.

### **Chatham/Sarnia Rotation (C/S)**

- The Judge will conduct motions/appointments/conferences/pre-trials/short notice trials on a weekly rotation divided as follows:
- Chatham: Mondays and Tuesdays
- Sarnia: Wednesdays, Thursdays and Fridays

### **Motions/Appointments/Conferences/Pre-Trials/Short Notice Trials**

Every Wednesday, Thursday and Friday

- Wednesdays & Fridays: Conferences/pre-trials/special appointments/short trials, etc.
- Thursdays: Motions Court (short)

Any civil motion or application that requires more than 30 minutes, and any family motion or application that requires more than 60 minutes, will be adjourned to a special appointment hearing date – see [Consolidated Provincial Practice Direction](#), issued by Chief Justice of the Superior Court and [Consolidated Practice Direction for Southwest Region](#)

### **Rota Court Days**

Civil Motions (CVM); Assignment Court (AC)

### **January to June**

- January 4 (CVM), 5
- January 10, 11 (CVM), 12
- January 17, 18 (CVM), 19
- January 24, 25 (CVM), 26
- January 31, February 1 (CVM), 2
- February 7, 8 (CVM), 9
- February 14, 15 (CVM), 16
- February 22 (CVM), 23 (AC)
- February 28, March 1 (CVM), 2
- March 7, 8 (CVM), 9
- March 14, 15 (CVM), 16
- March 21, 22 (CVM), 23
- March 28, 29 (CVM)
- April 5, 6 (CVM)
- April 11, 12 (CVM), 13
- April 18, 19 (CVM), 20
- April 25, 26 (CVM), 27
- May 9, 10 (CVM), 11
- May 16, 17 (CVM), 18
- May 24 (CVM), 25 (AC)
- May 30, 31 (CVM), June 1
- June 6, 7 (CVM), 8
- June 20, 21 (CVM), 22
- June 27, 28 (CVM), 29

### **Summer**

- July 5 (CVM), 6
- July 11, 12 (CVM), 13
- July 18, 19 (CVM), 20
- July 25, 26 (CVM), 27
- August 1, 2 (CVM), 3
- August 9 (CVM), 10
- August 15, 16 (CVM), 17
- August 22, 23 (CVM), 24
- August 29, 30 (CVM), 31

### **September to December**

- September 5 (CVM), 6
- September 12, 13 (CVM), 14
- September 19, 20 (CVM), 21
- September 26, 27 (CVM), 28 (AC)
- October 3, 4 (CVM), 5
- October 11 (CVM), 12
- October 17, 18 (CVM), 19
- October 24, 25 (CVM), 26
- October 31, November 1 (CVM), 2
- November 15 (CVM), 16

Southwest Regional Calendar - January to December 2018

- November 21, 22 (CVM), 23 (AC)
- November 28, 29 (CVM), 30
- December 5, 6 (CVM), 7
- December 12, 13 (CVM), 14
- December 19, 20 (CVM), 21

Week of December 24, 2018 – Judge on Call for Emergencies Only

## **STRATFORD/PERTH**

All of the timelines specified in the existing Criminal Proceedings Rules, the Family Law Rules, and the Rules of Civil Procedure are to be strictly adhered to without exception.

### **Divisional Court**

Panel – All Divisional Court matters to be heard by a three judge panel will be heard in the regional centre of London during the one week commencing Monday, April 9, and the one week commencing Monday, November 26, 2018.

Single Judge – All Division Court matters to be heard before a single judge of the Divisional Court, including Small Claims Court appeals will be heard in the local centre and are scheduled through the Trial Coordinator for Superior Court.

---

**The majority of the sittings have been designed in blocks of combined JURY and NON-JURY. The criminal work will precede the civil except in the designated CVJ/NJ sittings.**

### **Criminal**

All criminal cases will be committed to an Assignment Court date in the Superior Court of Justice and shall be pre-tried prior to that Assignment Court. At the Assignment Court, a sufficient number of JURY cases will be assigned to the commencement of an appropriate sitting for jury selection and trial on a Running List basis. All NON-JURY cases will be assigned to a Running List within an appropriate sitting. If applicable, guilty pleas can be arranged through the Trial Coordinator.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

A Trial Readiness Court will be conducted by the presiding trial judge at the commencement of the trial sittings. Counsel are to confirm their readiness for trial by completing and filing a Trial Readiness Report no later than three business days prior to the Trial Readiness Court unless otherwise directed by the Trial Coordinator. Counsel or self-represented accused conducting a case shall appear in the Trial Readiness Court unless all counsel and self-represented accused have not changed their position from the position described in the most recent Pre-trial Conference Report, have complied with all filing requirements, and have completed and filed a Trial Readiness Report.

### **Family**

All family law matters will be set for trial following the settlement conference and upon completion of the Trial Scheduling Endorsement form. The presiding judge will complete part 3 of Trial Scheduling Endorsement form and assign the case to a trial sitting on a running list basis.

**Civil**

All civil cases will be pre-tried. Thereafter, if the action is **ready for trial** (and Counsel agree on a Sittings), the Trial Coordinator will assign the case to the Running List for that sittings. If Counsel do not agree, the case will be set to an Assignment Court for scheduling. ALL cases on the Running List may be spoken to before the Trial Judge at the commencement of the sittings and/or called for trial by the Trial Coordinator during the sittings.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

**Criminal, Civil & Family Trial Sittings**

**Scheduled for the Week of:**

Jury/Non-Jury

- Monday, February 12, 2018
- \*Tuesday, February 20, 2018
- Monday, February 26, 2018

- Monday, March 26, 2018
- \*Tuesday, April 3, 2018

- Monday, May 7, 2018
- Monday, May 14, 2018
- \*Tuesday, May 22, 2018

- \*Tuesday, September 4, 2018
- Monday, September 10, 2018
- Monday, September 17, 2018

- Monday, October 1, 2018
- \*Tuesday, October 9, 2018

[CIVIL/FAMILY SITTINGS]

- Monday, November 26, 2018
- Monday, December 3, 2018
- Monday, December 10, 2018

**Assignment Court & Family Trial Scheduling Court Dates**

**For Criminal, Family and Civil:**

CRIMINAL - commencing at 10:00 a.m., FAMILY & CIVIL - commencing at 12:00 p.m. on the following dates:

- Friday, March 2, 2018
- Friday, May 25, 2018



- Friday, September 21, 2018
- Friday, December 14, 2018

**\*\*Where possible all criminal cases are to be pre-tried prior to the day of the Assignment Court.**

Gowning is no longer required for Assignment Court, if only to set date. If other business, e.g. to enter guilty plea or sentencing, then gowning is required.

### **Regular Rota Circuit**

#### **St. Thomas, Stratford, Goderich & Woodstock (STT/STR/G/W) Rotation**

- This circuit is titled the “regular rota circuit” and will include all short motions, civil special appointments, criminal and civil pre-trials, and criminal hearings scheduled every other week as follows:
- STT (St. Thomas) - Monday (Motions Court in morning)
- STR (Stratford) - Tuesday (Motions Court in morning)
- G (Goderich) - Wednesday (Motions Court in morning)
- W (Woodstock) - Thursday and Friday (Motions Court on Friday morning)

Note: Motions Court day adjusted if statutory holiday during week.

Any civil motion or application that requires more than 30 minutes, and any family motion or application that requires more than 60 minutes, will be adjourned to a special appointment hearing date – see [Consolidated Provincial Practice Direction](#), issued by Chief Justice of the Superior Court and [Consolidated Practice Direction for Southwest Region](#)

### **Family Rota Circuit**

#### **St. Thomas, (Stratford or Goderich) & Woodstock (STT/STR or G/W) Rotation**

This circuit is titled the “family rota circuit” and will include family law special appointments, case conferences, settlement conferences, trial management conferences, and short trials, if time permits, scheduled on assigned days as follows:

- **STT (St. Thomas) 2 days - Monday and Tuesday**
- **STR (Stratford) or G (Goderich) 1 day - (either Wednesday or Thursday)**
- **W (Woodstock) 1-2 days - (Thursday) and Friday**

**\*\*All matters in the above two rota circuits are scheduled through the Trial Coordinator.**

### **Rota Court Days**

Civil Motions (CVM); Family Law Rota (FLR)

#### **January to June**

- January 3 (CVM)
- January 10 (FLR)
- January 16 (CVM)
- January 30 (CVM)
- February 7 (FLR)
- February 13 (CVM)
- February 21 (FLR)
- February 27 (CVM)
- March 7 (FLR)

Southwest Regional Calendar - January to December 2018

- March 13 (CVM)
- March 27 (CVM)
- April 4 (FLR)
- April 10 (CVM)
- April 18 (FLR)
- April 24 (CVM)
- May 9 (FLR)
- May 15 (CVM)
- May 29 (CVM)
- June 5 (FLR)
- June 19 (CVM)
- June 27 (FLR)

**Summer**

- July 4 (CVM)
- July 11 (FLR)
- July 17 (CVM)
- July 31 (CVM)
- August 8 (FLR)
- August 14 (CVM)
- August 22 (FLR)
- August 28 (CVM)

**September to December**

- September 5 (FLR)
- September 11 (CVM)
- September 25 (CVM)
- October 3 (FLR)
- October 10 (CVM)
- October 17 (FLR)
- October 23 (CVM)
- October 31 (FLR)
- November 14 (CVM)
- November 27 (CVM)
- December 5 (FLR)
- December 11 (CVM)
- December 19 (FLR)

Week of December 24, 2018 – Judge on Call for Emergencies Only

## **WINDSOR/ESSEX**

All of the timelines specified in the existing Criminal Proceedings Rules, the Family Law Rules, and the Rules of Civil Procedure are to be strictly adhered to without exception.

### **Divisional Court**

Panel – All Divisional Court matters to be heard by a three judge panel will be heard in the regional centre of London during the one week commencing Monday, April 9, and the one week commencing Monday, November 26, 2018.

Single Judge – All Division Court matters to be heard before a single judge of the Divisional Court, including Small Claims Court appeals will be heard in the local centre and are scheduled through the Trial Coordinator for Superior Court.

---

### **Jury Panels**

Jury Panels are summoned bi-weekly with the exception of the above-noted seminar weeks. Additional Panels may be summoned as required.

### **Criminal Assignment & Trial Readiness Court**

Assignment Court at 9:30 a.m., Trial Readiness Court at 10:00 a.m. and Criminal Pre-Trials at 10:00 a.m. or 2:00 p.m. (Fridays 2:00 p.m. ONLY)

Gowning is no longer required for Assignment Court, if only to set date. If other business, e.g. to enter guilty plea or sentencing, then gowning is required.

<b>Month of:</b>	<b>Assignment Court Date:</b>	<b>Criminal Pre-trial Dates:</b>
November 2017	December 8, 2017	January 3, 4, 5, 2018
December 2017	January 5, 2018	February 14, 15, 16, 2018
January 2018	February 16, 2018	March 7, 8, 9, 2018
February 2018	March 9, 2018	April 4, 5, 6, 2018
March 2018	April 6, 2018	May 9, 10, 11, 2018
April 2018	May 11, 2018	June 6, 7, 8, 2018
May 2018	June 8, 2018	July 11, 12, 13, 2018
June 2018	July 13, 2018	August 8, 9, 10, 2018
July 2018	August 10, 2018	September 5, 6, 7, 2018
August 2018	September 7, 2018	October 3, 4, 5, 2018
September 2018	October 5, 2018	October 31, Nov 1, 2, 2018
October 2018	November 2, 2018	December 5, 6, 7, 2018

### **Criminal & Civil Trial Sitzings, Weekly Trials and Pre-trials**

#### **Judicial complement assigned each week as follows:**

The criminal and civil trial courts are run with continuous sittings. The Trial Coordinator, in conjunction with the Administrative Judge, will schedule the required courts based on the

judicial complement assigned each week.

All **criminal cases** will be committed to an Assignment Court date in the Superior Court of Justice at which time the pre-trial will be set. Cases are returned to an Assignment Court following the pre-trial, to set a trial date.

**Trial Readiness Court** will be the Assignment Court preceding the scheduled trial date.

Counsel are to confirm their readiness for trial by completing and filing a Trial Readiness Report no later than three business days prior to the Trial Readiness Court unless otherwise directed by the Trial Coordinator. Counsel or self-represented accused conducting a case shall appear in the Trial Readiness Court unless all counsel and self-represented accused have not changed their position from the position described in the most recent Pre-trial Conference Report, have complied with all filing requirements, and have completed and filed a Trial Readiness Report.

Counsel is asked to contact the Trial Coordinator to confirm the date of the Assignment Court and to ensure the matter is added to the list.

All **civil cases** will be scheduled for pre-trial through the Trial Coordinator's Office. Trial dates will be set at the pre-trial by the presiding Judge unless there are unique or special scheduling accommodations. Trials will be assigned to a Weekly Running List.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions should be scheduled with the trial coordinator and returnable on Wednesday mornings, before the local administrative judge, in advance of the sittings or alternatively, at the commencement of the sittings before the trial judge.

### **Rota Court**

#### **Civil/Criminal/Family Rota Schedule**

- *Monday: 10:00 a.m. & 2:15 p.m. - Special Motions (long over 30 minutes)*
- *Tuesday: 10:00 a.m. – All Civil Motions (short under 30 minutes including Motions for Status Hearings)*
- *Tuesday: 2:15 p.m. – Audits; Family Case Conferences*
- *Wednesday: 10:00 a.m. – Family Case & Settlement Conferences (all day)*
- *Thursday: 10:00 a.m. – Undefended Trials; Misc. Criminal Matters; Summary Judgment Motions; Divisional Court Matters (Single Judge); Civil Case Conferences & References*
- *Thursday: 2:00 p.m. – Summary Conviction Appeals & Civil Case Conferences*
- *Friday: 10:00 a.m. – Family Law Motions*
- *Friday: 2:15 p.m. & 3:15 p.m. – Family Trial Management Conferences*

#### **Case Management Rota Schedule**

- *Monday: All day – Case Management (Civil Pre-Trials & Civil Case Conferences)*

Southwest Regional Calendar - January to December 2018

Master Lou Anne Pope will return to Windsor until her retirement in May, 2018 and has been designated by the Regional Senior Justice to conduct Family Case and Settlement Conferences. Master Pope may also assist with other matters falling within her jurisdiction. Matters will be scheduled through the Trial Coordinator.

Any civil motion or application that requires more than 30 minutes, and any family motion or application that requires more than 60 minutes, will be adjourned to a special appointment hearing date – see [Consolidated Provincial Practice Direction](#), issued by Chief Justice of the Superior Court and [Consolidated Practice Direction for Southwest Region](#)

## **WOODSTOCK/OXFORD**

All of the timelines specified in the existing Criminal Proceedings Rules, the Family Law Rules, and the Rules of Civil Procedure are to be strictly adhered to without exception.

### **Divisional Court**

Panel – All Divisional Court matters to be heard by a three judge panel will be heard in the regional centre of London during the one week commencing Monday, April 9, and the one week commencing Monday, November 26, 2018.

Single Judge – All Division Court matters to be heard before a single judge of the Divisional Court, including Small Claims Court appeals will be heard in the local centre and are scheduled through the Trial Coordinator for Superior Court.

---

**The trial sittings have been designated in blocks of CRIMINAL, CIVIL AND FAMILY:**

### **Criminal**

All criminal cases will be committed to an Assignment Court date in the Superior Court of Justice and shall be pre-tried prior to that Assignment Court. At the Assignment Court, a sufficient number of JURY cases will be assigned to the commencement of an appropriate sitting for jury selection and trial on a Running List basis. All NON-JURY cases will be assigned to a Running List within an appropriate sitting. If applicable, guilty pleas can be arranged through the Trial Coordinator.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

A Trial Readiness Court will be conducted by the presiding trial judge at the commencement of the trial sittings. Counsel are to confirm their readiness for trial by completing and filing a Trial Readiness Report no later than three business days prior to the Trial Readiness Court unless otherwise directed by the Trial Coordinator. Counsel or self-represented accused conducting a case shall appear in the Trial Readiness Court unless all counsel and self-represented accused have not changed their position from the position described in the most recent Pre-trial Conference Report, have complied with all filing requirements, and have completed and filed a Trial Readiness Report.

### **Criminal Trial Sittings**

**Scheduled for the Week of:**

### **Criminal**

- Monday, January 8, 2018
- Monday, January 15, 2018
  
- Monday, February 26, 2018

## Southwest Regional Calendar - January to December 2018

- Monday, March 5, 2018
- Monday, April 16, 2018
- Monday, April 23, 2018
- Monday, May 28, 2018
- Monday, June 4, 2018
- Monday, September 24, 2018
- Monday, October 1, 2018
- Monday, October 15, 2018
- Monday, October 22, 2018
- Monday, December 10, 2018
- Monday, December 17, 2018

### **Family**

All family law matters will be set for trial by the Trial Coordinator following the settlement conference and completion of the Trial Scheduling Endorsement form. If Counsel cannot agree on trial sittings, the matter will be assigned to an upcoming Trial Scheduling Court. The case will be assigned to a trial sitting on a running list basis.

### **Civil**

All civil cases will be pre-tried. Thereafter, if the action is **ready for trial** (and Counsel agree on a Sittings), the Trial Coordinator will assign the case to the Running List for that sittings. If Counsel does not agree, the case will be set to an Assignment Court for scheduling. ALL cases on the Running List may be spoken to before the Trial Justice at the commencement of the sittings and/or called for trial by the Trial Coordinator during the sittings.

Request for adjournments of trials require written application/motions with supporting affidavit. These applications/motions can be returnable at the commencement of the sittings before the trial judge or in advance of the sittings before the local administrative judge.

### **Trial Sittings**

#### **Scheduled for the Week of:**

#### **Civil/Family**

- Monday, April 9, 2018 [FAMILY]
- Monday, May 14, 2018
- \*Tuesday, May 22, 2018
- Monday, November 19, 2018
- Monday, November 26, 2018

### **Assignment Court and Family Trial Scheduling Court Dates:**

#### **For Criminal, Family and Civil:**

CRIMINAL – Heard at 11:00 a.m., FAMILY & CIVIL – Heard at 10:00 a.m. on the following dates:

- Thursday, February 15 – FAMILY & CIVIL / Friday, February 16 - CRIMINAL
- Thursday, May 10 - FAMILY & CIVIL / Friday, May 11 - CRIMINAL
- Thursday, September 20 - FAMILY & CIVIL / Friday, September 21 - CRIMINAL
- Thursday, November 15 - FAMILY & CIVIL / Friday, November 16 - CRIMINAL

All criminal cases are to be pre-tried prior to the Assignment Court commencing at 11:30 a.m. or the afternoon on the day preceding.

Gowning is no longer required for Assignment Court, if only to set date. If other business, e.g. to enter guilty plea or sentencing, then gowning is required.

### **Regular Rota Circuit**

#### **St. Thomas, Stratford, Goderich & Woodstock (STT/STR/G/W) Rotation**

This circuit is titled the “regular rota circuit” and will include all short motions, civil special appointments, criminal and civil pre-trials, and criminal hearings scheduled every other week as follows:

- STT (St. Thomas) - Monday (Motions Court in morning)
- STR (Stratford) - Tuesday (Motions Court in morning)
- G (Goderich) - Wednesday (Motions Court in morning)
- W (Woodstock) - Thursday and Friday (Motions Court on Friday morning)

Note: Motions Court day adjusted if statutory holiday on Monday.

Any civil motion or application that requires more than 30 minutes, and any family motion or application that requires more than 60 minutes, will be adjourned to a special appointment hearing date – see [Consolidated Provincial Practice Direction](#), issued by Chief Justice of the Superior Court and [Consolidated Practice Direction for Southwest Region](#)

### **Family Rota Circuit**

#### **St. Thomas, (Stratford or Goderich) & Woodstock (STT/STR or G/W) Rotation**

This circuit is titled the “family rota circuit” and will include family law special appointments, case conferences, settlement conferences, trial management conferences, and short trials, if time permits, scheduled on assigned days as follows:

- STT (St. Thomas) 2 days - Monday and Tuesday
- STR (Stratford) or G (Goderich) 1 day - (either Wednesday or Thursday)
- W (Woodstock) 1-2 days - (Thursday) and Friday

Note: All matters in the above two rota circuits are scheduled through the Trial Coordinator.

### **Rota Court Days**

Civil Motions (CVM); Family Law Rota (FLR)

### **January to June**

- January 5 (CVM)
- January 12 (FLR)
- January 18, 19 (CVM)



## Southwest Regional Calendar - January to December 2018

- January 25, 26 (FLR)
- February 1, 2 (CVM)
- February 9 (FLR)
- February 15, 16 (CVM)
- February 22, 23 (FLR)
- March 1, 2 (CVM)
- March 9 (FLR)
- March 15, 16 (CVM)
- March 22, 23 (FLR)
- March 29 (CVM)
- April 6 (FLR)
- April 12, 13 (CVM)
- April 19, 20 (FLR)
- April 26, 27 (CVM)
- May 11 (FLR)
- May 17, 18 (CVM)
- May 25 (FLR)
- May 31, June 1 (CVM)
- June 7, 8 (FLR)
- June 21, 22 (CVM)
- June 28, 29 (FLR)

### **Summer**

- July 6 (CVM)
- July 13 (FLR)
- July 19, 20 (CVM)
- July 26, 27 (FLR)
- August 2, 3 (CVM)
- August 10 (FLR)
- August 16, 17 (CVM)
- August 23, 24 (FLR)
- August 30, 31 (CVM)

### **September to December**

- September 7 (FLR)
- September 13, 14 (CVM)
- September 20, 21 (FLR)
- September 27, 28 (CVM)
- October 5 (FLR)
- October 12 (CVM)
- October 18, 19 (FLR)
- October 25, 26 (CVM)
- November 2 (FLR)
- November 16 (CVM)
- November 22, 23 (FLR)
- November 29, 30 (CVM)

Southwest Regional Calendar - January to December 2018

- December 7 (FLR)
- December 13, 14 (CVM)
- December 20, 21 (FLR)

Week of December 24, 2018 – Judge on Call for Emergencies Only