



Courts of Saskatchewan Communications Office
2425 Victoria Avenue
Regina, Saskatchewan S4P 4W6
Tel: 306-787-9602 Cell: 306-533-1114

March 15, 2020

Saskatchewan Courts respond to COVID-19

Saskatchewan's courts are actively responding to the COVID-19 situation in an effort to both stem the spread of the virus and maintain operations to the extent possible.

Each of Saskatchewan's three courts faces very different operational issues in responding to the challenges posed by COVID-19. Watch the COVID-19 Update webpage for each court to keep up to date on these and future responses.

Please see the following for more detail from each Court, including important postponement announcements related to jury trials and child protection chambers and filing direction from the Court of Queen's Bench and appearance guidance from all levels of court.

Court of Appeal

The Court of Appeal for Saskatchewan is actively monitoring the advice being provided by public health experts with respect to COVID-19. It is working with the Court Services Division of the Ministry of Justice in order to maintain the operations of the Court to the extent reasonably possible during the course of the pandemic.

The Court very much understands that it provides essential dispute resolution services and that it does work necessary to protect liberty and safeguard the public. At the same time, the Court is also alert to the need to protect the health and safety of court and security staff and of all those people who are involved in its proceedings or who come to observe those proceedings. It will be taking all of this into very careful account as the Covid-19 situation continues to unfold.

At this time, there are no plans to cancel or reschedule Court of Appeal proceedings. However, all lawyers and self-represented individuals slated to appear in matters before the Court are being notified that they may make their submissions by way of telephone rather than in person. The Court is in the process of putting in place a system that will allow all of those involved in a matter to appear by way of audio-video link.

The Court will continue to evaluate the COVID-19 situation as it evolves and will make adjustments to its operations as necessary.

Chief Justice Robert G. Richards

Court of Queen's Bench

Directive and Advisory respecting COVID-19 as of March 15, 2020

The Court of Queen's Bench for Saskatchewan is committed to taking the steps necessary to safeguard the health of everyone in our courtrooms and court facilities while ensuring access to justice, upholding the rule of law, and continuing court operations as effectively and efficiently as possible.

As such, in response to the most recent information available concerning the public health risks posed by novel coronavirus (COVID-19), Chief Justice M. D. Popescul has issued this directive and advisory respecting Court of Queen's Bench operations. It applies to all Court of Queen's Bench judicial centres throughout the province.

The Court will continue to monitor the situation related to COVID-19 and will update this directive and advisory from time to time.

Effective immediately

- This directive takes effect immediately.

Symptoms related to COVID-19

- Information on the symptoms related to COVID-19 can be found on the Provincial Government's website at: <https://www.saskatchewan.ca>

Attending court

- Court houses remain open to the public and press and media may attend proceedings. However, court visits by classes and other groups have been cancelled effective immediately. To reduce the potential spread of COVID-19, it is recommended that only those persons who are necessary to the proceedings before the Court attend.
- Parties with scheduled matters including trials, pre-trial conferences and hearings are encouraged, where appropriate, to adjourn those matters to a future date.
- Further, if any person either has symptoms associated with COVID-19 or has been in contact with someone who has symptoms, they are asked not to come to the Court House. If the person has a scheduled court matter that has not otherwise been postponed in accordance with this directive, they should contact the appropriate Local Registrar's Office through their lawyer (if they have one) or by phone to either make arrangements to appear by phone or to determine if their matter is or will be adjourned.

Jury Trials Postponed

- All jury trials scheduled to commence between March 16, 2020, and May 30, 2020, will be postponed. Any person who has been summoned to attend Court for jury duty for a matter scheduled before May 30, 2020, are not to attend Court.

Jury Trials Postponed (ctd)

- The adjournment of jury trials will be spoken to in Court or by video or audio conference on the date the matter was originally set for trial.
- Jury trials that were commenced before March 16, 2020, and are underway shall continue as scheduled subject to the discretion of the trial judge.
- For affected criminal cases, arrangements may be made for a re-election to trial by judge alone, if the accused wishes to proceed on that basis, and the trial will proceed during the scheduled time period (if there is no other bar to the matter so proceeding). If there is no re-election and the trial must therefore be adjourned until after May 31, the Court will give the case priority for rescheduling once normal operations resume.

Civil and Family Chambers

- Parties to a proceeding that does not urgently need to proceed, are encouraged to delay bringing new applications to civil and family chambers (including matters involving maintenance enforcement and Inter-jurisdictional support orders) and to adjourn those already scheduled to a future date so long as the provincial government's restriction respecting public gatherings remain in place.
- Effective immediately and until further notice, all participants in regularly scheduled civil and family chamber applications (other than child protection chambers) are required to attend by phone. Participants are expected to be available by phone at the commencement of chambers until they are called. The Local Registrar will call them at the phone number set out in their address for service unless the participant makes arrangements with the local registrar to be contacted at another number.

Child Protection

- Child Protection Chamber matters scheduled for the week of March 16, 2020, to March 20, 2020, are postponed. All matters on the list for this week will be rescheduled by the Court to a future date and no person is required to attend court to speak to re-scheduling a matter. Parties will be contacted by the Local Registrar this week and will be advised when their matter will be heard.

Pre-Trial Conferences, Trials, and other scheduled matters.

- All conferences, trials and other hearings that are currently scheduled will continue. A party wishing to seek an adjournment should contact the Local Registrar so that the question of whether a matter may be adjourned can be decided. Should the Court determine that a matter should be adjourned due to the implications of COVID-19, the Local Registrar will notify the parties to attend a teleconference to discuss alternate scheduling.
- Also, in consultation with Court Services, the Court is encouraging the use of video and audio appearances for individuals in custody.

Pre-Trial Conferences, Trials, and other scheduled matters. (ctd)

- The Court will permit, when appropriate, applications to adjourn criminal proceedings, whether by consent or contested by telephone or video appearance. Criminal proceedings adjourned because of COVID-19 will receive priority for re-scheduling.

Local Registrar Services

- Effective immediately and until further notice, personal access to the offices of the Local Registrar is restricted and the following procedures will be implemented:
 - To obtain guidance on Court procedures or court schedules, contact the office of the Local Registrar by phone. Phone numbers for each office can be found on the Court's website: <https://sasklawcourts.ca/index.php/home/court-of-queen-s-bench/court-locations-and-sitting-times>
 - Documents to be filed should be placed in an envelope and delivered either to a drop box located in the hallway (where available) or on the LR counter. The envelope should clearly set out the phone number where the party filing the documents can be contacted. All documents delivered will be date stamped and issued on the delivery date unless the documents are insufficient. Local Registrars will notify persons who have filed documents by phone if their documents require amendment or completion before filing.
 - Documents that are required to be returned will be available for pick up the following day. Pick up locations at each location will be provided in the court house.
 - Until further notice lawyers or other parties who have a deposit account with the Court may file documents by email at the Local Registrar's official email address where appropriate. The official email for each Local Registrar's office is listed below.

Chief Justice M.D. Popescul

Judicial Centre Contact Information

Battleford

Box 340
291 23rd Street West
Battleford, SK S0M 0E0
Phone: (306) 446-7675
Fax: (306) 446-7737
Email: qblrbattleford@gov.sk.ca

Estevan

1016 4th Street
Estevan, SK S4A 0W5
Phone: (306) 637-4527
Fax: (306) 637-4536
Email: qblrestevan@gov.sk.ca

Melfort

Box 2530
409 Main Street
Melfort, SK S0E 1A0
Phone: (306) 752-6265
Fax: (306) 752-6264
Email: qblrmelfort@gov.sk.ca

Moose Jaw

64 Ominica Street West
Moose Jaw, SK S6H 1W9
Phone: (306) 694-3602
Fax: (306) 694-3056
Email: qblrmoosejaw@gov.sk.ca

Prince Albert

1800 Central Avenue
Prince Albert, SK S6V 4W7
Phone: (306) 953-3200
Fax: (306) 953-3210
Email: qblrprincealbert@gov.sk.ca

Regina

2425 Victoria Avenue
Regina, SK S4P 4W6
Phone: (306) 787-5377
Fax: (306) 787-7217
Email: qblrregina@gov.sk.ca

Saskatoon

520 Spadina Crescent East
Saskatoon, SK S7K 3G7
Phone: (306) 933-5135
Fax: (306) 975-4818
Email: qblrsaskatoon@gov.sk.ca

Swift Current

121 Lorne Street West
Swift Current, SK S9H 0J4
Phone: (306) 778-8400
Fax: (306) 778-8581
Email: qblrswiftcurrent@gov.sk.ca

Yorkton

29 Darlington Street East
Yorkton, SK S3N 0C2
Phone: (306) 786-1515
Fax: (306) 786-1521
Email: qblryorkton@gov.sk.ca

Provincial Court

The Provincial Court of Saskatchewan is taking precautions in response to the identification of the COVID-19 virus in the province. In keeping with public health advice recommending social distancing, the Court is discouraging all unnecessary visits to the court.

Court visits by classes and other groups have been cancelled effective immediately.

In consultation with Court Services, the Court is encouraging the use of video and audio appearances for individuals in custody. Lawyers are asked to obtain designations of counsel in indictable matters so that the accused person is not required to appear at the docket stage. As well, counsel is asked to obtain instructions from their clients at the docket stage to reduce unnecessary appearances in summary conviction matters by accused.

Trials and preliminary hearings currently scheduled will proceed on the dates set. The Court's decision to proceed in this way will be revisited in the week of March 16. Until further notice, any lawyer or self-represented party who wishes to have their matter adjourned due to concerns about COVID-19 is encouraged to apply to the Court as soon as possible for an adjournment. This applies to proceedings conducted by Justices of the Peace as well as those held before Provincial Court Judges.

The Court continues to monitor the situation to ensure that the public continues to have meaningful access to justice, while also prioritizing the safety and well-being of all court participants.

Chief Judge J.A. Plemel

For more information, please watch the COVID-19 Update webpage for each court:

- Court of Appeal: <https://sasklawcourts.ca/index.php/home/court-of-appeal/covid-19>
- Court of Queen's Bench: <https://sasklawcourts.ca/index.php/home/court-of-queen-s-bench/covid-19-update>
- Provincial Court: <https://sasklawcourts.ca/index.php/home/provincial-court/covid-19-update>



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March 17, 2020

Saskatchewan Courts respond to COVID-19

Saskatchewan's courts are actively responding to the COVID-19 situation in an effort to both stem the spread of the virus and maintain operations to the extent possible.

Each of Saskatchewan's three courts faces very different operational issues in responding to the challenges posed by COVID-19. Watch the COVID-19 Update webpage for each court (at end of this update) to keep up to date.

Provincial Court

In order to protect the health and safety of all Court users and help contain the spread of COVID-19 the Provincial Court of Saskatchewan is reducing court operations while ensuring meaningful access to the Court for those with urgent matters.

Cleaning protocols have been increased inside courtrooms as well as secure and common areas of the court facilities. All persons in court facilities are asked to cooperate with recommended handwashing and use of hand sanitizer practices and ensure social distancing by keeping 1 to 2 metres of space between yourself and other individuals.

Effective March 23, 2020, access to Provincial Court court houses in Saskatchewan will be restricted to only those persons who are necessary to the proceedings before the Court. This will include counsel, litigants, accused, witnesses, support workers, treatment court workers, and members of the media.

The Court will post further information as it becomes available, so please continue to check the Provincial Court COVID-19 Update webpage for updates (see end for address).

People showing COVID-19 symptoms

No one who is experiencing any COVID-19-related symptoms or who has been advised to self-isolate should attend the court houses. Persons who fall within that category and who have scheduled court appearances including those who have been subpoenaed for court are to immediately contact the [appropriate Court office](#) or, if not available, the provincial prosecutions office for directions.

Circuit Courts

Starting the week of March 16, 2020, all circuit courts at the northern circuit fly-in locations will be closed and the remaining circuit courts will be closed starting March 23, 2020.

Court proceedings are being adjourned to dates past May 31, 2020.

If you don't have a lawyer helping you, we encourage you to contact the [Court office responsible](#) for the circuit court in advance of your scheduled date. Staff will assist you.

In some circuit locations, trials and preliminary hearings for in-custody accused may proceed if possible and determined to be urgent by the presiding judge, in consultation with Crown and defence lawyers. All other trials and preliminary hearings will be adjourned to court dates after May 31, 2020.

All in-custody accused from the circuit points should appear at the local permanent court point by video, telephone, agent or in-person depending on the circumstances. Lawyers should contact the local permanent court office if they have a client in-custody to determine how that client can appear in court.

Notices will be posted on the doors at each of our circuit locations providing information to affected individuals of adjourned court dates and contact numbers.

Permanent Court Locations

CRIMINAL MATTERS – IN-CUSTODY ACCUSED

All 13 permanent Provincial Court locations will remain open.

The scheduling and hearing of in-custody criminal trials, preliminary hearings, sentencing and bail hearings will proceed unless adjourned by the Court on its own motion or on application by the party.

Wherever possible the Court will make full use of video and audio technology to effectively address criminal matters involving accused persons who are in-custody.

If possible, bail or sentencing hearings will be conducted by use of video/audio conference instead of in-person unless otherwise directed by the judge. Lawyers are urged to appear by telephone on behalf of their clients, with arrangements being made in advance.

CRIMINAL MATTERS – NON-CUSTODY ACCUSED

Effective March 23, 2020, trials and preliminary hearings for accused who are not in-custody will be adjourned to dates after May 31, 2020. Where feasible, lawyers are encouraged to arrange early appearances in docket court.

Police will make all new first appearances returnable after May 31, 2020.

Those matters already scheduled will still be spoken to at that docket time and date except that judges will be urged to use video and audio technology where possible. Lawyers are urged to appear by telephone on behalf of their clients, with arrangements being made in advance. If further adjournments are requested, matters will be adjourned to dates after May 31, 2020.

If you do not have a lawyer helping you, you should call the court in advance of your scheduled court date to arrange to appear on a date after May 31, 2020. Your matter can be adjourned without you being present, using a Court Order called a "bench warrant held by the Crown" which will require you to attend Court on the new court date. If you do not appear on the new date you may be arrested.

A list of adjournment dates will be posted to the Courts of Saskatchewan website.

Child Protection Matters

Applications with respect to urgent Child Protection matters can proceed at Provincial Court permanent locations. Local judges will determine whether hearings will take place.

Provincial Tickets

All tickets and trials requiring your court appearance at all court locations (including Traffic Safety Court) between March 23 and May 31, 2020 will need to be adjourned. You must exercise one of the following options:

- You may be able to make a voluntary payment. [Payments can be made online](#), by mail to the Fine Collection Branch, Box 5030, Regina, Saskatchewan S4P 3T9, or by telephone at (306) 787-7821 or toll-free at 1-888-935-5555.
- Time to pay extensions, time to pay requests and not guilty pleas can be made by contacting the local court office by phone.
- We will be adjourning tickets to dates that are 10 weeks or more from your court date and you will be able to refer to the Court's website for your adjourned date.

If you have any questions regarding your ticket please call the relevant [Provincial Court office](#).

Small Claims

All Small Claims trials and case management conferences scheduled for a date between March 23, 2020, and May 31, 2020, are adjourned. Parties will be contacted by the court office and new dates will be provided for your Small Claims proceeding.

Small Claims documents can be filed with the Court by mail or by placing them in a drop box provided in the lobby of the court house for this purpose.

You will need to provide full contact particulars and after your documents have been reviewed a clerk will contact you and advise of next steps or whether revisions are required.

Bylaw Courts

All stand-alone Bylaw Courts will be closed between March 23, 2020, and May 31, 2020. You will need to contact the local municipal office to discuss the rescheduling of your matter.

Chief Judge J.A. Plemel

For more information, please watch the COVID-19 Update webpage for each court:

- Court of Appeal: <https://sasklawcourts.ca/index.php/home/court-of-appeal/covid-19>
- Court of Queen's Bench: <https://sasklawcourts.ca/index.php/home/court-of-queen-s-bench/covid-19-update>
- Provincial Court: <https://sasklawcourts.ca/index.php/home/provincial-court/covid-19-update>



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March 22, 2020

Provincial Court of Saskatchewan Notice to Court Users and the Public

This Notice replaces the Court's previous Notices respecting COVID-19 issued on March 15 and March 17, 2020.

The Provincial Court of Saskatchewan is reducing court operations to protect the health and safety of all Court users and help contain the spread of COVID-19, while maintaining meaningful access to the Court for those with urgent matters.

Access to Court Facilities

Effective immediately, access to Provincial Court court houses in Saskatchewan is restricted to only those persons necessary to the proceedings before the Court, which includes counsel, litigants, accused, witnesses, support workers, treatment court workers, and members of the media. Court managers and deputy sheriffs will exercise discretion to admit other members of the public whose entry is deemed crucial.

People showing COVID-19 symptoms

Anyone experiencing COVID-19-related symptoms or who has been advised to self-isolate should **NOT** attend the court house. Everyone in that category with a scheduled court appearance, including those who have been subpoenaed for court, must immediately call the [appropriate Court office](#) or the local provincial prosecutions office for instruction.

Telephone Appearances

Crown and defense counsel have blanket permission to appear by telephone on **all matters EXCEPT trials and preliminary hearings** until further notice.

Counsel do not need to seek approval from the presiding judge to appear by phone, but must advise the [court office](#) of the telephone number where they may be contacted. The sooner this information is relayed, the more efficient the Court is able to be.

Defense counsel must notify the court office of:

- the time of the appearance,
- courtroom,
- phone number,
- name of client, and
- what they anticipate will happen (e.g.: adjournment, show cause proceeding, consent release, attendance requested to be waived, etc.).

Crown counsel must notify the court office of:

- the time of the appearance, and
- the courtroom in which they wish to appear.

If Crown counsel is not appearing on all matters on the docket, they must provide the court office with a list of matters on which they are appearing.

Circuit Court Appearances

All circuit court locations are closed until after May 31, 2020.

Docket court proceedings at circuit court will be adjourned to dates past May 31, 2020.

Adjournment dates will be [posted on the website](#) and outside of the court facility.

Where an accused does not have a lawyer, the matter will be placed on the docket for the adjourned date. The accused person does NOT have to contact the Court, but MUST appear on the adjourned-to date.

Trials and preliminary hearings will be adjourned to dates after May 31, 2020. The reason for the adjournment will be clearly stated on the record and endorsed on the Information. If counsel believes an in-custody matter should proceed, arrangements must be made in advance of the scheduled date to have the matter put before a judge. The application will be heard by telephone.

If you do not have a lawyer helping you for your *trial or preliminary hearing*, you need to contact the [Court office responsible](#) for the circuit court before the originally scheduled date. Staff will assist you.

Bail hearings and sentencing matters for in-custody accused will proceed by telephone and video-conferencing at the local **permanent court point**, unless the Court orders otherwise.

Counsel who have reached a resolution on matters that have been adjourned may ask that the matter be brought forward and dealt with by phone and at the discretion of the presiding judge.

Permanent Court Locations

All 13 permanent Provincial Court locations will remain open.

CRIMINAL MATTERS – IN-CUSTODY ACCUSED

The scheduling and hearing of in-custody *criminal trials, preliminary hearings, sentencings, and bail hearings* will proceed unless adjourned by the Court on its own motion or on application by the accused or the Crown.

Bail hearings and sentencing matters for in-custody accused will proceed by telephone and/or video unless the Court orders otherwise.

CRIMINAL MATTERS – NON-CUSTODY ACCUSED

Non-custody docket

All matters will be adjourned to dates after May 31, 2020. Adjournment dates will be [posted on the website](#) and outside the court house.

Docket matters already scheduled will be spoken to on the scheduled date and time. Counsel are reminded to arrange any telephone appearances with as much notice as possible.

Accused persons without counsel do NOT need to appear or contact the Court for *docket appearances*. The matter will be spoken to on the date currently scheduled, and a bench warrant will issue to preserve jurisdiction of the Court with the warrant held to the adjourned-to date. You MUST appear in Court on the adjourned-to date.

Docket size will be monitored when usual operations resume to ensure it remains reasonable.

Pleas and resolutions

Counsel who have reached a plea or other resolution on matters that have been adjourned, may request that the matter be brought forward and dealt with by phone and at the discretion of the presiding judge. Accused can appear by phone for purposes of sentencing at the discretion of the presiding judge and if prior arrangements are made.

Non-custody trials and preliminary hearings

All non-custody trials and preliminary hearings are adjourned. The reason for the adjournment will be clearly stated on the record and endorsed on the Information. If counsel believes a non-custodial matter should proceed, arrangements must be made in advance of the scheduled trial/preliminary hearing date to have the matter put before a judge. The application will be heard by telephone.

Counsel Case Management conferences will proceed by telephone. Case management is vital to ensuring the Court is prepared to manage the backlog when regular operations resume.

Adjournment dates will be [posted on the website](#) and outside the court house.

Child Protection Matters

Applications with respect to urgent Child Protection matters can proceed at Provincial Court permanent locations. Local judges will determine whether and how hearings will take place.

Provincial Tickets

All tickets and trials requiring your court appearance at all court locations (including Traffic Safety Court) between March 23 and May 31, 2020 will be adjourned. You need to exercise one of the following options:

- You may be able to make a voluntary payment. [Payments can be made online](#), by mail to the Fine Collection Branch, Box 5030, Regina, Saskatchewan S4P 3T9, or by telephone at (306) 787-7821 or toll-free at 1-888-935-5555.
- Contact the [local court office](#) by phone for time to pay extensions, time to pay requests and to enter not guilty pleas.
- Tickets will be adjourned to dates 10 weeks or more from your original court date and you will need to appear at that time. You will be able to refer to the Court's website for your adjourned-to date.

If you have any questions regarding your ticket please call the relevant [Provincial Court office](#).

Small Claims

All Small Claims trials and case management conferences scheduled between now and May 31, 2020, are adjourned. Parties will be contacted by the court office and new dates will be provided for your Small Claims proceeding.

Small Claims documents can be filed with the Court by mail or by placing them in a drop box provided in the lobby of the court house for this purpose.

You will need to provide full contact information. After your documents have been reviewed a clerk will contact you and advise of next steps or whether revisions are required.

Bylaw Courts

All stand-alone Bylaw Courts will be closed until May 31, 2020. Contact the local municipal office to discuss the rescheduling of your matter.

Public Health Requirements

Court users are advised that cleaning protocols have been increased inside courtrooms as well as in secure and common areas of court facilities. Everyone attending court facilities must follow recommended handwashing and hand sanitizer practices.

All court users are required to follow social distancing protocols, keeping 2 metres of space between themselves and others.

The number of people permitted in any courtroom or area of the Court will be in accordance with the current Public Health Order concerning the size of gatherings. As of this date, March 22, 2020, that size is 25.

The Court will post further information as it becomes available, so please continue to check the Provincial Court COVID-19 Update on our website for updates.

Chief Judge J.A. Plemel

Each of Saskatchewan's three courts faces very different operational issues in responding to the challenges posed by COVID-19. Watch the COVID-19 Update webpage for each court to keep up to date.

- Court of Appeal: <https://sasklawcourts.ca/index.php/home/court-of-appeal/covid-19>
- Court of Queen's Bench: <https://sasklawcourts.ca/index.php/home/court-of-queen-s-bench/covid-19-update>
- Provincial Court: <https://sasklawcourts.ca/index.php/home/provincial-court/covid-19-update>



PROVINCIAL COURT OF SASKATCHEWAN

**Small Claims Court Update
April 29, 2020**

Effective immediately, Small Claims Court will start to hear certain matters by telephone and other electronic means. These will include First Appearances, Case Management Conferences, Applications to set aside Default Judgments and other interim applications, but will not include matters which have been set down for trial.

If your matter requires you to file an affidavit and it is not possible for you to have it sworn, you may file it with the Court in an unsworn manner - but when your matter is heard, you will be required to swear to, or affirm, its contents.

Chief Judge James A. Plemel



May 22, 2020

**Provincial Court of Saskatchewan
Notice to Court Users and the Public**

This Notice replaces the Court's previous Notice respecting COVID-19 issued on March 22, 2020.

The Court will post further information as it becomes available, so please continue to check the Provincial Court COVID-19 Update on our website for updates.

Effective June 1, 2020, the Provincial Court of Saskatchewan will be easing some of the restrictions on court operations imposed earlier this year. The Court remains mindful of the need to protect the health and safety of all Court users and help contain the spread of COVID-19, while maintaining meaningful access to the Court.

Access to Court Facilities

Access to Provincial Court court houses in Saskatchewan continues to be restricted to only those persons necessary to the proceedings before the Court, which includes counsel, litigants, accused, witnesses, support workers, treatment court workers, aboriginal court workers, immediate family members and other support persons, and members of the media. However, depending on the number of people wanting to access a court house, entry may be restricted or delayed to ensure Public Health guidelines can be met. Everyone will be screened before entering a court house.

Counsel are encouraged to connect with witnesses and clients in advance of attending at the court house. Clients should not be present unless there is a substantive purpose for attending. Do not have your client present to ask for an adjournment. Counsel are encouraged to obtain a designation of counsel on all indictable offences.

Counsel should advise court staff of clients, family and other support persons and witnesses who will necessarily be attending Court for a sitting. This will assist with effective management of traffic in and out of the court house.

Efforts are made to provide safe interview rooms; however, in some cases, interviews of clients/witnesses will need to be done before arriving at Court or in an area sufficiently private and where parties can reasonably maintain physical distancing.

People showing COVID-19 symptoms

Anyone experiencing COVID-19-related symptoms or who has been advised to self-isolate should **NOT** attend the court house. Those with a scheduled court appearance, including those who have been subpoenaed for court, must immediately call the [appropriate court office](#) or the local provincial prosecutions office for instruction.

Public Health Guidelines

People wishing to gain entry into a court house shall:

- cooperate during a screening process,
- obey the capacity limits established by the Court,
- obey all Public Health hygiene and physical distancing rules, keeping 2 metres of space between themselves and others, and
- obey all signs and physical indicators while waiting in line to enter the court house.

The use of elevators will be limited to a maximum number of people at one time, based on the size of individual elevators. Access to public washrooms will be limited.

Court users are advised that cleaning protocols have been increased inside courtrooms as well as in secure and common areas of court facilities.

Court Offices

- People who need to communicate information to the Court are asked to use phone or email.
- The public is encouraged to pay fines online and contact the court office by phone or by e-mail.
- People with documents to be provided to the court office are encouraged to utilize the drop boxes in each court house or mail or e-mail documents wherever convenient.

Telephone Appearances

Crown and defense counsel are encouraged to appear by telephone on **all matters EXCEPT trials and preliminary inquiries** until further notice.

Counsel do not need to seek approval from the presiding judge to appear by phone, but must advise the [court office](#) of the telephone number where they may be contacted. The sooner this information is relayed, the more efficient the Court is able to be.

Defense counsel must notify the court office of:

- the time of the appearance,
- courtroom,
- phone number,
- name of client, and
- what they anticipate will happen (e.g.: adjournment, show cause proceeding, consent release, attendance requested to be waived, etc.).

Crown counsel must notify the court office of:

- the time of the appearance, and
- the courtroom in which they wish to appear.

If Crown counsel is not appearing on all matters on the docket, they must provide the court office with a list of matters on which they are appearing.

Electronic adjournments

The Court is considering a process to allow counsel to adjourn a matter by e-mail. Further information will be provided as the process is developed.

Circuit Court Appearances

Some circuit courts may open in June. A list of opened circuit courts will be placed on the Court's website as soon as that information becomes available. You may also contact the local permanent court point to learn when a circuit court will open or how matters from that circuit are being dealt with.

If a circuit court remains closed, matters originally set for that circuit and new matters may be addressed at the local permanent court point. In special circumstances, circuit courts may be opened to hear a trial, preliminary inquiry or other hearing.

Permanent Court Locations

All 13 permanent Provincial Court locations remain open.

CRIMINAL MATTERS – IN-CUSTODY ACCUSED

The scheduling and hearing of in-custody *criminal trials, preliminary inquiries, sentencings, and bail hearings* will proceed unless adjourned by the Court on its own motion or on application by the accused or the Crown.

Bail and sentencing hearings for in-custody accused will proceed by telephone and/or video unless the Court orders otherwise.

CRIMINAL MATTERS – NON-CUSTODY ACCUSED

Non-custody docket matters will be spoken to on the scheduled date and time unless the matter is brought forward. Counsel are reminded to arrange any telephone appearances within the notice period identified by the Court point.

Future docket sizes will be adjusted to ensure that Public Health guidelines can be followed.

Counsel who have reached *pleas or other resolutions* on matters that have been adjourned, may request that the matter be brought forward and dealt with by phone and at the discretion of the presiding judge. Accused are encouraged to appear by phone for purposes of sentencing if approved by the presiding judge and if prior arrangements are made.

All *non-custody trials and preliminary inquiries* that were adjourned since March 23, 2020 due to COVID-19 can now be rescheduled. Effective June 1, 2020, *trials and preliminary inquiries* will be heard if social distancing and proper hygiene practices can be followed.

Counsel case management conferences may proceed by telephone or in-person at the discretion of the judge. They may be initiated by the Court on its own with notice to the parties, or at the request of either party. Case management is vital to ensuring the Court is prepared to manage the backlog when regular operations resume.

Unrepresented Individuals

If you do not have a lawyer helping you with your criminal matter and you require information, please contact the court office where your matter is set. If your matter was set at a circuit court location, please contact the permanent court responsible for that circuit court. You can find that information on the Court's website at sasklawcourts.ca. Staff will assist you.

If you want to apply for assistance from a Legal Aid lawyer, call the Application Centre at 1-800-667-3764 or visit www.legalaid.sk.ca to request a phone application.

Child Protection Matters

Applications with respect to urgent Child Protection matters can proceed at Provincial Court permanent locations. Local judges will determine whether and how hearings will take place.

Provincial Ticket Appearances

Anyone who has received a ticket for a first appearance on June 1st or later at a permanent court point, other than Saskatoon, Regina, Estevan, and Prince Albert, must follow the instructions on the ticket.

Also, if your ticket had been set for a docket appearance or trial between March 23rd and May 31st, please check sasklawcourts.ca for the date to which it was adjourned.

Saskatoon and Regina

Trials

Provincial tickets are dealt with at Traffic Safety Court in Saskatoon and Regina. Trials scheduled for June 1 or later will proceed on those dates.

Dockets

Persons who have tickets instructing them to attend court for a first appearance from June 1 to June 12 inclusive or have tickets that have been adjourned to June 1 to June 12 inclusive, should **NOT** attend the Traffic Safety Court. Those matters will be adjourned to dates in September and October that will be posted on the court house doors and published on sasklawcourts.ca. If you are required to appear after June 12 please watch the Court's website for updates.

Estevan

Provincial ticket trials set for June and later in Estevan will proceed on their scheduled dates. Dockets are not resuming at this time.

Prince Albert

Provincial ticket dockets and trials in Prince Albert will not be proceeding in-person on June 1. All Provincial ticket matters will be addressed on the scheduled dates at 9:00 a.m. in Courtroom 5. Individuals are discouraged from attending the court house and can instead make arrangements to appear by phone by contacting the Provincial Court at (306) 953-2640.

Provincial Ticket Payments

- You may be able to make a voluntary payment. [*Payments can be made online*](#), by mail to the Fine Collection Branch, Box 5030, Regina, Saskatchewan S4P 3T9, or by telephone at (306) 787-7821 or toll-free at 1-888-935-5555.
- Contact the [local court office](#) by phone for time to pay extensions and time to pay requests.

If you have any questions regarding your ticket please call the relevant [Provincial Court office](#).

Small Claims

Small Claims trials and case management conferences can now be scheduled. Parties will be contacted by the court office and new dates will be provided for your Small Claims proceeding. Matters set to proceed after June 1, 2020 can be heard where social distancing and proper hygiene practices can be followed.

Small Claims documents can be filed with the Court by mail or by placing them in a drop box provided in the lobby of the court house for this purpose. You will need to provide full contact information. After your documents have been reviewed a clerk will contact you and advise of the next steps or whether revisions are required.

Bylaw Courts

Beginning on June 1st, the following locations will resume Bylaw docket and trial proceedings as scheduled:

- Saskatoon
- Regina
- Lloydminster
- Moose Jaw

Prince Albert Parking Bylaw Court inquiries must be made to the City of Prince Albert. Other types of Bylaw matters in Prince Albert will not be proceeding in-person on June 1 but will be addressed on the scheduled dates at 9:00 a.m. in Courtroom 5. Individuals are discouraged from attending the court house and can instead make arrangements to appear by phone by contacting the Provincial Court at (306) 953-2640.

Please contact the local municipal office if you wish to discuss the rescheduling of your Bylaw matter.

Chief Judge J.A. Plemel



The Provincial Court of Saskatchewan

Provincial Court of Saskatchewan
Response to COVID-19

The following court points are open as of June 1, 2020:

Estevan	Carlyle
La Ronge	Fort Qu'Appelle
Lloydminster	Kindersley
Meadow Lake	Montreal Lake
Melfort	Nipawin
Moose Jaw	Punnichy
North Battleford	Spiritwood
Prince Albert	Weyburn
Regina	
Saskatoon	
Swift Current	
Wynyard	
Yorkton	

If you want information about your court date:

PLEASE CALL THE ESTEVAN COURT OFFICE: (306) 637-4528 for the following circuit courts:

Carlyle
Weyburn

PLEASE CALL THE LA RONGE COURT OFFICE: (306) 425-4505 for the following circuit courts:

Black Lake	Pinehouse
Creighton	Southend
Cumberland House	Stanley Mission
Deschambault Lake	Wollaston Lake
Fond Du Lac	

PLEASE CALL THE LLOYDMINSTER COURT OFFICE: (306) 825-6420 for the following circuit courts:

Onion Lake
St. Walburg

PLEASE CALL THE MEADOW LAKE COURT OFFICE: (306) 236-7575 for the following circuit courts:

Beauval	Ile a la Crosse
Big Island Lake Cree Territory	Loon Lake
Buffalo Narrows	La Loche
Buffalo River	Pierceland
Canoe lake	Turnor Lake
English River	

PLEASE CALL THE MELFORT COURT OFFICE: (306) 752-6230 for the following circuit courts:

Carrot River	Tisdale
Hudson Bay	Wakaw
Nipawin	

PLEASE CALL THE MOOSE JAW COURT OFFICE: (306) 694-3612 for the following circuit court:

Assiniboia

PLEASE CALL THE NORTH BATTLEFORD COURT OFFICE: (306) 446-7400 for the following circuit courts:

Biggar	Spiritwood
Cut Knife	Unity

PLEASE CALL THE PRINCE ALBERT COURT OFFICE: (306) 953-2640 for the following circuit courts:

Ahtahkakoop First Nation	Sandy Bay
Pelican Narrow	Shellbrook
Montreal Lake	Whitefish First Nation

PLEASE CALL THE REGINA COURT OFFICE: (306) 787-5250 for the following circuit courts:

Indian Head
Fort Qu'Appelle

PLEASE CALL THE SASKATOON COURT OFFICE: (306) 933-7052 for the following circuit courts:

Beardy's & Okemasis First Nation	Outlook
Blaine Lake	Rosetown
Humboldt	Rosthern
Kindersley	

PLEASE CALL THE SWIFT CURRENT COURT OFFICE: (306) 778-8390 for the following circuit courts:

Leader
Maple Creek
Shaunavon

PLEASE CALL THE WYNYARD COURT OFFICE: (306) 554-5521 for the following circuit courts:

Punnichy
Rose Valley
Wadena

PLEASE CALL THE YORKTON COURT OFFICE: (306) 786-1400 for the following circuit courts:

Broadview	Kamsack
Canora	Melville
Esterhazy	Moosomin



The Provincial Court of Saskatchewan

Provincial Court of Saskatchewan
Response to COVID-19

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**Provincial Court of Saskatchewan
Update for Court Users and the Public**

December 9, 2020

In response to the increased incidence of COVID-19 in Saskatchewan and guidance from the Chief Medical Health Officer (CMHO), the Provincial Court is suspending most trials, preliminary inquiries, and in-person hearings effective Monday, December 14 until Friday, January 15, 2021.

The CMHO has advised against unnecessary travel outside of home communities and reduced the maximum gathering limits. It has also increased the recommendation for distancing, where physical barriers are not present in courtrooms, to three metres.

Where the Court has contact information, it will contact parties in advance of the trial date. At that time any party to a proceeding may apply to have a matter proceed. In order for the matter to proceed the Court must be satisfied the trial can safely be held within the CMHO guidelines.

The Court continues to encourage lawyers and accused persons to appear by phone. Arrangements can be made via the [local court office](#).

Circuit point **dockets** will proceed but will be conducted by phone from the permanent court location. In most instances Court parties will not travel to the communities.

This notice does **not** apply to the off-site traffic court dockets in Saskatoon, Regina, Prince Albert and Estevan, which will continue, as distancing measures can be maintained and travel should not be a factor. Carlyle traffic court will also proceed.

The Provincial Court is committed to maintaining access to its critical services, while ensuring the safety of all those who work in court facilities and the public who attend.

Chief Judge J.A. Plemel



**Provincial Court of Saskatchewan
Update for Court Users and the Public**

January 8, 2021

This update replaces our update of December 9, 2020. The suspension of most trials, preliminary inquiries, and in-person hearings is extended to February 16, 2021.

In response to the increased incidence of COVID-19 in Saskatchewan and guidance from the Chief Medical Health Officer (CMHO), the Provincial Court is continuing to suspend most trials, preliminary inquiries, and in-person hearings to February 16, 2021.

The CMHO has advised against unnecessary travel outside of home communities and reduced the maximum gathering limits. It has also increased the recommendation for distancing, where physical barriers are not present in courtrooms, to three metres.

Where the Court has contact information, it will contact parties in advance of the trial date. At that time any party to a proceeding may apply to have a matter proceed and a judge will decide whether or not it will. In order for the matter to proceed the Court must be satisfied the trial can safely be held within the CMHO guidelines. Judges may conduct Trial Management Conferences to decide if a matter can safely be held. If parties are not ready, or if they fail to attend the Trial Management Conference the presiding judge may cancel the date set and schedule another time when the matter is to be dealt with.

The Court continues to encourage lawyers and accused persons to appear by phone. Arrangements can be made via the local court office.

Circuit point dockets will proceed but will be conducted by phone from the permanent court location. In most instances Court parties will not travel to the communities.

The Provincial Court is committed to maintaining access to its critical services, while ensuring the safety of all those who work in court facilities and the public who attend.

Chief Judge J.A. Plemel



**Provincial Court of Saskatchewan
Update for Court Users and the Public**

February 4, 2021

This update replaces our update of January 8, 2021, and is in effect until March 26, 2021. Our website will be updated from time to time as required.

Provincial Court is continuing operations during the pandemic guided by advice from the Chief Medical Health Officer (CMHO). The Court is committed to maintaining access to critical services while ensuring the safety of all those who work in court facilities and the public who attend. The CMHO has advised against unnecessary travel outside of home communities and has limited the size of gatherings.

All individuals attending a court facility must wear a mask.

Proceedings continue at our 13 permanent Court Houses. In order to reduce the size of gatherings, phone and video appearances will take the place of in-person attendance when possible.

However, in many cases trials and preliminary hearings may require people to appear in-person. In order to proceed to trial or preliminary hearing, counsel or unrepresented accused may be required to participate in a trial management hearing conducted by a judge, usually 7-14 days before the scheduled date. After hearing from the parties the Court will determine whether the matter can proceed safely on that date, in compliance with CMHO guidelines. If it cannot, another date will be scheduled.

Arrangements for telephone appearances can be made with the local court office. Circuit point dockets will proceed but will be conducted by phone from the permanent court location. Court phone numbers will be posted on the circuit point doors and on our website. In most instances Court parties will not travel to circuit points.

Chief Judge J.A. Plemel



Provincial Court of Saskatchewan Directive Update as of March 11, 2021

The Provincial Court places the highest priority on the health and safety of people who participate in its proceedings. The present Court Directive, issued February 4, 2021, gives effect to this priority. It notes the Court will not conduct in-person hearings if it decides there is a significant risk to public safety in proceeding. That directive expires on March 26, 2021. As of March 29, 2021, the Court will continue to hold in-person hearings at permanent court locations where they can proceed in compliance with Public Health Guidelines. Under this directive, counsel or an unrepresented accused who have concerns about the safety of proceeding with an in-person hearing are strongly encouraged to notify the court office so the Court can determine before the hearing date whether the matter should proceed as scheduled. Safety considerations that may be important include, but are not limited to, the number of participants, the attendance of an out of province witness, or travel between communities. The Court may also choose to initiate a case management conference on its own motion.

Traffic Safety Courts and Bylaw Courts will open in some areas where there is a relatively low number of participants.

This directive comes into effect on March 29, 2021.

CONSISTENT WITH PREVIOUS DIRECTIVES:

Counsel to appear by telephone: Counsel are encouraged to appear by telephone on all matters except trials and preliminary inquiries. Counsel do not need to seek approval from the presiding judge to appear by phone but must advise the court office of the telephone number where they may be contacted **in accordance with the practice of the local court office.**

Unrepresented accused: If you do not have a lawyer helping you with your criminal matter and you require information, please contact the court office where your matter is set. If your matter was set at a circuit court location, please contact the permanent court responsible for the circuit point. Staff will assist you. If you want to apply for assistance from a Legal Aid lawyer, call the Application Centre at 1-800-667-3764 or visit www.legalaid.sk.ca to request a telephone application.

Bail and sentencing hearings will proceed by telephone and/or video wherever practicable.

Circuit Court Appearances

Circuit point dockets will proceed but will be conducted by phone from the permanent court location.

Circuit court points may begin to reopen starting in April. As circuit points reopen, the information will be updated on the [Courts of Saskatchewan website](#). You can also contact the local permanent court point to learn when a circuit point will open or how matters from that circuit are being dealt with.

Criminal Matters – Trials and Preliminary Inquiries

The scheduling and hearing of in-person hearings, including trials and preliminary inquiries, will proceed for in-custody and non-custody matters at all permanent court locations unless adjourned by the Court on its own motion, or on application by the accused or the Crown. As social distancing and proper hygiene practices must be followed, counsel are encouraged to contact the Court **14 days prior to the scheduled court date** if they have concerns about the safety of an in-person hearing such as the number of participants, attendance of an out-of-province witness, travel between communities, or if they wish to request the use of technology. A case management judge will determine whether the risk to public safety is too significant to proceed. Case management conferences may also be initiated by the Court on its own motion with notice to the parties.

Child Protection Matters

Applications with respect to Child Protection matters can proceed at Provincial Court permanent locations. Local judges will determine whether and how hearings will take place.

Small Claims Matters

Small Claims trials continue to be scheduled, although in some instances, a judge may, having due regard to social distancing concerns, adjourn the matter. In that event you will be notified by the Court clerk and advised of the new date for your trial. If *you* have concerns about in-person hearings, you may contact the Small Claims Court clerk in writing **at least 14 days prior to your trial** to identify your concerns. A judge will consider the matter and advise whether the trial will proceed, or give direction on potential telephone attendance for you and your witnesses.

All matters scheduled for first appearance or case management conference will continue to proceed by telephone. You are urged to contact the Small Claims Court clerk and provide a telephone number that you can be reached at on your court date.

Traffic and Bylaw Court Appearances

Traffic and bylaw courts will re-open on March 29, 2021, except for: first appearance dockets at Saskatoon, Regina, Prince Albert and Estevan traffic court and Saskatoon and Regina Municipal bylaw court. For traffic court information please consult the [Traffic Court page](#) on the Court's website or phone the court office. For bylaw court information, consult the [Municipal \(Bylaw\) Court webpage](#) or phone the Municipal office.

Chief Judge S. Metivier



**Provincial Court of Saskatchewan
Court Re-opening, July 12, 2021**

All permanent court points and most circuit court points have returned to regular sitting schedules. Please check the Court Location and Sittings page for more information.

All individuals attending a court facility may wear a mask unless they are asked to remove it by a judge, or a deputy sheriff for security screening purposes. The hygiene stations and physical barriers remain in place at all court facilities.

Subject to any local protocol, if counsel or an unrepresented accused wish to appear by telephone for a docket court appearance they should contact the court office at least two business days prior to the scheduled appearance date so that the Court can determine whether their personal attendance is required.

Chief Judge S. Metivier



Provincial Court of Saskatchewan Update | January 3, 2022

The Provincial Court is mindful of its responsibility, as an essential service, to continue to operate while taking reasonable steps to ensure the health and safety of those that work within the court facilities and the public. Accordingly, as a result of the high transmissibility of the Omicron variant, the Court is introducing the following measures effective immediately:

- All permanent and circuit point locations remain open to the public;
- Appearances by accused and counsel for out-of-custody criminal docket matters will presumptively be heard by telephone. You or your lawyer need to contact the Court Office to make arrangements with a clerk. The phone numbers for the court offices can be found on the [Courts of Saskatchewan website, here](#);
- Scheduled trials and other in-person hearings will proceed in person unless otherwise ordered by a judge;
- The court party will appear remotely at fly-in circuit point locations. You or your lawyer need to contact the Court Office to make arrangements with a clerk. The phone numbers for the court offices can be found on the [Courts of Saskatchewan website, here](#).

These measures will remain in effect until February 11, 2022.

For Traffic Court or Municipal (Bylaw) Court information refer to the [Traffic Court page](#) or the [Municipal \(Bylaw\) Court page](#).

Chief Judge S. Metivier



Provincial Court of Saskatchewan Update | January 31, 2022

The Provincial Court is mindful of its responsibility, as an essential service, to continue to operate while taking reasonable steps to ensure the health and safety of those that work within the court facilities and the public. Accordingly, as a result of the high transmissibility of the Omicron variant, the Court is introducing the following measures effective immediately:

- All permanent and circuit point locations remain open to the public;
- Appearances by accused and counsel for out-of-custody criminal docket matters will presumptively be heard by telephone. You or your lawyer need to contact the Court Office to make arrangements with a clerk. The phone numbers for the court offices can be found on the [Courts of Saskatchewan website, here](#);
- Scheduled trials and other in-person hearings will proceed in person unless otherwise ordered by a judge;
- The court party will appear remotely at fly-in circuit point locations. You or your lawyer need to contact the Court Office to make arrangements with a clerk. The phone numbers for the court offices can be found on the [Courts of Saskatchewan website, here](#).

These measures will remain in effect up to and including February 28, 2022.

For Traffic Court or Municipal (Bylaw) Court information refer to the [Traffic Court page](#) or the [Municipal \(Bylaw\) Court page](#).

Chief Judge S. Metivier