

# Memo

**To:** Notice to the Profession  
**From:** Sharon Wolbaum ,Case Management Coordinator  
**Date:** April 16<sup>th</sup>, 2014

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## **RE: SUMMER SESSION**

In order for a case conference to be heard in the summer, it must fall under the following criteria:

- a) New matter – where there is no order with regard to custody, maintenance and access.
- b) Summer access
- c) Urgent seized matters where trial dates have been set. (If the seized judge is not available, another judge will hear the matter).
- d) The 9:15 a.m. time slots shall be reserved for child protection pre-trials, fast track trials or urgent case conference where trial dates have been set.
- e) For the months of July and August only, matters on Friday afternoons will be set from 1:30 p.m. to end 3:30 p.m.

Notice of Motions to Vary & Opt-in matters where there is an order currently in place are not considered urgent to be heard during the summer. Counsel may submit correspondence to the Case Management Coordinator requesting a summer hearing, which will be referred to the Duty Judge for decision.

Sharon Wolbaum

Case Management Coordinator