

**NOTICE**  
**MANITOBA COURT OF QUEEN'S BENCH – MASTERS**  
**FAMILY DIVISION**  
**RE: PREREQUISITE MOTIONS – APRIL 24, 2020**

Effective immediately, despite the continuing COVID-19 suspension and restriction of hearings in place, the Masters of the Manitoba Court of Queen's Bench will be resuming the hearing of motions in the Family Division relating to the completion of prerequisites. The service in this area will be undertaken remotely as detailed in this Notice. This service will represent an amendment from the previous direction contained in the April 7, 2020 Notice. It relates specifically to motions dealing with prerequisites in the Family Division and the process described herein will be in effect until May 25, 2020.

**Without notice motions and proposed consent orders**

Any motions that can be made without notice are to be filed and submitted for consideration as a desk motion. A draft order should be submitted with the notice of motion and if the master is satisfied that the relief sought is appropriate, the order will be signed. In the event that the master has concerns about the relief, the moving party will be contacted.

**Prerequisite motions to be brought with notice**

**Winnipeg Centre**

If a party wishes to file a motion dealing with prerequisites, they are to book a hearing date with the masters' coordinator. During this period of time motions are only to be booked by sending an email to the masters' coordinator general email address [MastersCoordinator@gov.mb.ca](mailto:MastersCoordinator@gov.mb.ca). Your email will be responded to promptly and a hearing time will be assigned.

Motions will be heard on Tuesday and Thursday mornings from 9:30 a.m. until noon during the affected period. The first date that will be made available for these hearings is May 5, 2020. The hearing will be assigned a 30 minute time slot with the master. The party booking the motion must provide a telephone number where the party must be able to be reached at the assigned time for the motion. In addition, the moving party will be required to serve a Notice in the attached form on the responding party. Any responding party wishing to oppose or participate in the hearing must email

the masters' coordinator a telephone number at which that party can be reached at the appointed time for the hearing of the motion.

The motion will be heard by teleconference and the master will call the moving party and the responding party at the numbers that have been provided to the masters' coordinator.

If at the hearing it is determined that the matter is contested and that further material is required to be filed, the master will adjourn the hearing to a contested hearing date and provide timelines for the filing of any necessary material.

All motions being brought on notice along with the supporting affidavit(s) shall be filed at least four (4) clear days before the hearing.

Affidavits of service must confirm service of the attached Notice and must be filed before 2:00 p.m. the day before the scheduled hearing.

### **Brandon and other regions**

The above noted directions and procedure for the Winnipeg Centre concerning without notice motions as well as with notice motions shall also apply to the Brandon Centre as well as the Dauphin, Portage and Morden Centres, subject to the following modifications for with notice motions:

#### **Brandon**

Motions are to be booked by sending an email to Michelle Brown, Queen's Bench Trial Coordinator at [BrandonQBTrialCoordinator@gov.mb.ca](mailto:BrandonQBTrialCoordinator@gov.mb.ca) (Michelle Brown's telephone number is (204) 726-7430). Motions will be heard on Monday morning each week (from 9:30 a.m. until 11:30 a.m.) during the suspension period. The first date made available for these hearings is May 4, 2020.

#### **Dauphin**

Motions are to be booked by sending an email to Shauna Kachur, Trial Coordinator, at [Shauna.Kachur@gov.mb.ca](mailto:Shauna.Kachur@gov.mb.ca) (Shauna Kachur's telephone number is (204) 622-2100). Motions will be heard on Thursday, May 14, 2020.

**Portage**

Motions are to be booked by sending an email to Sherry Moffit, Queen's Bench Trial Coordinator at [Sherry.Moffit@gov.mb.ca](mailto:Sherry.Moffit@gov.mb.ca) (Sherry Moffit's telephone number is 204-239-3383). Motions will be heard on Thursday, May 28, 2020.

**Morden**

Motions are to be booked by sending an email to Jan Moody, Administrator, at [Janett.Moody@gov.mb.ca](mailto:Janett.Moody@gov.mb.ca) (Jan Moody's telephone number is (204) 822-2880). Motions will be heard when arranged (as the next regularly scheduled hearing date in Morden beyond the present suspension period is June 19, 2020).

For matters in Dauphin, Portage and Morden which a party believes is urgent and should be heard sooner than the available dates in that particular centre, a party may, with approval of the master, schedule a with notice motion for hearing in Brandon.

ISSUED BY:

“Original signed by Senior Master Lee”

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Senior Master F.A. Lee  
April 24, 2020

**IMPORTANT NOTICE TO RESPONDENTS  
MANITOBA COURT OF QUEEN'S BENCH  
FAMILY DIVISION  
(WINNIPEG CENTRE)**

You are being served with a Notice of Motion relating to the completion of prerequisites in your Family Division matter. If you are opposed to the relief being sought by the moving party or wish to participate at the hearing, you are required to provide an email to the Masters' Coordinator email address, [MastersCoordinator@gov.mb.ca](mailto:MastersCoordinator@gov.mb.ca), providing a telephone number at which you will be available at the assigned time of the hearing as shown on the Notice of Motion. You will be contacted by telephone at that time by the presiding master. If you cannot email, you may contact the Masters' Coordinator at 204-945-0994 to provide telephone contact information. If you are opposing the relief sought you are expected to file responding material within the time periods prescribed by the Court of Queen's Bench Rules. You are NOT to attend at the court house for the hearing as these motions are being heard strictly by way of teleconference during the current COVID-19 restriction period.

**IMPORTANT NOTICE TO RESPONDENTS**

**MANITOBA COURT OF QUEEN'S BENCH**  
**FAMILY DIVISION**  
**(BRANDON CENTRE)**

You are being served with a Notice of Motion relating to the completion of prerequisites in your Family Division matter. If you are opposed to the relief being sought by the moving party or wish to participate at the hearing, you are required to provide an email to Michelle Brown, Queen's Bench Trial Coordinator by emailing [BrandonQBTrialCoorinator@gov.mb.ca](mailto:BrandonQBTrialCoorinator@gov.mb.ca) providing a telephone number at which you will be available at the assigned time of the hearing as shown on the Notice of Motion. You will be contacted by telephone at that time by the presiding master. If you cannot email, you may contact the Trial Coordinator at (204) 726-7430 to provide telephone contact information. If you are opposing the relief sought, you are expected to file responding material within the time periods prescribed by the Court of Queen's Bench Rules. You are NOT to attend at the court house for the hearing as these motions are being heard strictly by way of teleconference during the current COVID-19 restriction period.

**IMPORTANT NOTICE TO RESPONDENTS**  
**MANITOBA COURT OF QUEEN'S BENCH**  
**FAMILY DIVISION**  
**(DAUPHIN CENTRE)**

You are being served with a Notice of Motion relating to the completion of prerequisites in your Family Division matter. If you are opposed to the relief being sought by the moving party or wish to participate at the hearing, you are required to provide an email to Shauna Kachur, Queen's Bench Trial Coordinator by emailing [Shauna.Kachur@gov.mb.ca](mailto:Shauna.Kachur@gov.mb.ca) providing a telephone number at which you will be available at the assigned time of the hearing as shown on the Notice of Motion. You will be contacted by telephone at that time by the presiding master. If you cannot email, you may contact the Trial Coordinator at (204) 622-2100 to provide telephone contact information. If you are opposing the relief sought, you are expected to file responding material within the time periods prescribed by the Court of Queen's Bench Rules. You are NOT to attend at the court house for the hearing as these motions are being heard strictly by way of teleconference during the current COVID-19 restriction period.

**IMPORTANT NOTICE TO RESPONDENTS**

**MANITOBA COURT OF QUEEN'S BENCH**  
**FAMILY DIVISION**  
**(PORTAGE LA PRAIRIE CENTRE)**

You are being served with a Notice of Motion relating to the completion of prerequisites in your Family Division matter. If you are opposed to the relief being sought by the moving party or wish to participate at the hearing, you are required to provide an email to Sherry Moffit, Queen's Bench Trial Coordinator by emailing [Sherry.Moffit@gov.mb.ca](mailto:Sherry.Moffit@gov.mb.ca) providing a telephone number at which you will be available at the assigned time of the hearing as shown on the Notice of Motion. You will be contacted by telephone at that time by the presiding master. If you cannot email, you may contact the Trial Coordinator at (204) 239-3383 to provide telephone contact information. If you are opposing the relief sought, you are expected to file responding material within the time periods prescribed by the Court of Queen's Bench Rules. You are NOT to attend at the court house for the hearing as these motions are being heard strictly by way of teleconference during the current COVID-19 restriction period.

**IMPORTANT NOTICE TO RESPONDENTS****MANITOBA COURT OF QUEEN'S BENCH  
FAMILY DIVISION  
(MORDEN CENTRE)**

You are being served with a Notice of Motion relating to the completion of prerequisites in your Family Division matter. If you are opposed to the relief being sought by the moving party or wish to participate at the hearing, you are required to provide an email to Jan Moody, Morden Administrator by emailing [Janett.Moody@gov.mb.ca](mailto:Janett.Moody@gov.mb.ca) providing a telephone number at which you will be available at the assigned time of the hearing as shown on the Notice of Motion. You will be contacted by telephone at that time by the presiding master. If you cannot email, you may contact the Administrator at (204) 822-2880 to provide telephone contact information. If you are opposing the relief sought, you are expected to file responding material within the time periods prescribed by the Court of Queen's Bench Rules. You are NOT to attend at the court house for the hearing as these motions are being heard strictly by way of teleconference during the current COVID-19 restriction period.