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COURT OF APPEAL OF ALBERTA

<https://albertacourts.ca>

April 27, 2022

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Re: Catherine Twinn (A) and others v. Roland Twinn (R) and others
Appeal No. 2203-0045AC

Hearing Date

This will confirm that the application in the above named case is scheduled to be heard in **Single Justice Chambers** on **May 5, 2022 at 9:30 a.m.**. The matter will be heard virtually via WebEx.

The Court has directed that all counsel and self-represented parties attend the hearing 15-30 minutes prior to the designated time so as to ensure any technical difficulties are resolved prior to the commencement of the hearing. Should there be more than one application scheduled on that date, the duty judge will decide at that time which application will proceed first.

Counsel of Record

If there are any changes to counsel of record or any additions to counsel who will be appearing at the hearing of this application (whether speaking or not), please ensure that our office is

informed in writing as soon as possible prior to the hearing of the application so that the record of counsel and appearances are properly captured.

Adjournments

If a request for an adjournment becomes necessary, please make that request in writing as soon as possible in advance of the scheduled hearing date. The request must include reasons, the length of adjournment requested and a statement as to whether it is consented to or contested by the other parties to the application. The applicant should be particularly mindful of the provision of rule 14.44(2) and rule 14.52.

Electronic Appearance

The hearing will proceed electronically via WebEx. You can use either a computer or a smartphone to connect. It is recommended that you use a headset. Please note that a meeting invite will be emailed to you the day prior to the hearing. Should you not have access to a computer or a smart phone, please contact the Registry as soon as possible to make alternate arrangements.

Please refer to the following resources which will assist in preparing for the electronic hearing:

[Guide for Connecting and Attending Electronic Hearings for Counsel and SRL](#)
[Guide for Viewing Electronic Hearings for Public and Media](#)

Required Forms

In accordance with [insert title of NTPP and link] issued on [insert date], the following forms must be completed prior to the scheduled hearing date:

1. All counsel and self-represented parties must complete the Virtual Hearing Attendance Undertaking Form. A PDF fillable version of this form is available on the Court's website [here](#). Once complete, this form must be electronically filed with the Registry via CAMS.
2. All counsel and self-represented parties must complete the Hearings Confidentiality or Privacy Concerns Form. Wherever possible, parties should discuss the form together and file a single coordinated response. A PDF fillable version of this form is available on the Court's website [here](#). Once complete, this form must be electronically filed with the Registry via CAMS.
3. All self-represented parties and represented parties (i.e., clients) who wish to view the electronic hearing at their lawyer's office, or by listening to the audio as arranged by their lawyer's office, must complete the Acknowledgement of Non-Lawyer to Abide by Court Direction. A PDF fillable version of this form is available on the Court's website [here](#). If a represented party will be viewing the electronic hearing using the publicly available link, there is no need for them to complete this form.

All self-represented litigants must file the completed form electronically with the Registry via CAMS. In the case of represented parties, the form is to be retained on their lawyer's file and must be provided to the Court if requested.

Electronic Devices

Electronic devices may only be used in accordance with the [Court's Policy on the Use of Electronic Devices in the Courtroom](#). In particular, there can be no recording of any kind except for the official recording, which is administered by the clerk. Any request for an exemption to this Policy must be brought immediately to the attention of the Court. Electronic devices must always remain on silent mode.

Thank you,

For/Ileen Moore
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Court of Appeal – Edmonton
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