



Alberta Court of Justice

Practice Directive

Central Region – Red Deer, Camrose Steps to Book a Family/Child Enhancement Trial

Effective: June 1, 2022

Amended: September 18, 2026

Purpose

The Central Region requires a unified process for booking trials on applications brought under the Family Law Act (FLA) and Child, Youth, and Family Enhancement Act (CYFEA). This will reduce confusion for stakeholders and increase efficiency for the Court. This Practice Directive governs the procedure for scheduling trials in relation to FLA and CYFEA matters in the Central Region.

Procedure

1. All FLA/CYFEA matters shall require a Pre-Trial Conference (PTC) to be held prior to scheduling trial dates, regardless of the amount of time required for trial.
2. Prior to scheduling a PTC, parties shall file a completed Trial Readiness Form with the Clerk's Office. Once all parties have filed a completed Trial Readiness Form, a request for a PTC date can be sent to the Case Coordinator via email to ACOJ.Central-CC@albertacourts.ca
3. Following the completion of the PTC:
 - a. If one (1) day or less is required for trial, the parties shall obtain a date from the Clerk's Office or schedule a date in docket court.
 - b. If more than one (1) day is required for trial or the trial is to take place at a circuit location, the parties shall contact the Clerk's Office via email in advance of their next appearance date to obtain trial dates.

- c. The Clerk's Office shall forward all pertinent file information to the Judicial Paralegals to assist with the canvassing of available trial dates; the Judicial Paralegals shall only provide trial dates to the Clerk's Office, and only upon receipt of the required information, unless otherwise directed.

As per: Assistant Chief Justice R.A. Snider
Central Region Courts