



Alberta Court of Justice

Traffic Court Remote Appearance Practice Directive

Effective: June 6, 2022

Application

Effective June 6, 2022, and until further notice of the Court, in-person traffic docket appearances will continue to be heard remotely through Webex or telephone.

Trials for adult and youth traffic matters will continue to be heard in-person with the exception of virtual traffic trials scheduled in Medicine Hat, Brooks, Lethbridge and Fort MacLeod. For all other locations, in-person appearance is required on the date of your trial.

Commercial legal agents and Defence Counsel will continue to appear remotely by Webex (where available) or telephone for mandatory docket appearances. Defendants will be required to contact the respective base court office to deal with their matters.

Defendants also have the option of going online at traffictickets.alberta.ca if they wish to plead guilty to their ticket and request time to pay; plead not guilty and request a trial date; or change their previous not guilty plea to guilty and request time to pay. This website can be accessed through Google Chrome or Microsoft Edge by typing the URL directly in the address bar.

PLEASE NOTE: This service may not be available for certain types of tickets. Use the other procedures specified in the Protocol in these cases.

Docket appearance adjournment requests and time to pay applications/extensions and set aside applications will continue to be handled as desk top applications.

Adjournment requests for matters scheduled for trial must be made in accordance with the practice followed by the Court hearing the matter. Please call the Courthouse where your matter will be heard to obtain further information. Consent of the Crown may be required prior to a trial matter being adjourned.

Warrants to Hold will only be considered in those situations where the Justice of the Peace (JP) or Justice determines there was a likelihood that the accused was unable to contact the requisite court location.

Docket Courtroom Appearances for Part 2 Tickets

Files at Warrant Status

1. Warrants to Hold – Defendant Contacts the Court Office
2. Where a Defendant contacts the court location by email or telephone and wishes to deal with their warrant to hold by telephone, and it is the intention of the Defendant to plead guilty to the matter, the matter will be scheduled in a courtroom in the respective court before a JP or Justice in accordance with local scheduling protocols.
3. The Crown will attend the court remotely for these appearances, unless the Crown determines that an in-person appearance is required.

Warrant to Hold – Defendant Does Not Contact the Court Office

4. If the Defendant does not contact the court office by the scheduled court date, the JP or Justice will determine whether the warrant will be released, extend the hold, and if released, whether the warrant should be endorsed or not.

Appearances on Outstanding Warrants

5. If a Defendant attends the courthouse and advises the sheriffs at perimeter security that they have an outstanding warrant they wish to deal with, they will be directed to call or email the court office for further information.

Releases on Outstanding Warrants

6. Where Law Enforcement Agencies (LEA) or a bail JP releases a person arrested on a Traffic warrant, the accused should be released to appear at a date, place and time in accordance with local scheduling protocols in effect.

In-Custody Appearances

7. Accused persons who are in custody exclusively for traffic matters will appear in the respective traffic courtroom at the court location. For court locations that don't have regularly scheduled traffic sitting days, the accused will appear in a criminal courtroom.

Mandatory Court Appearances for Self-Represented Defendants

8. If a Defendant attends the courthouse and advises the sheriffs at perimeter security that they have a ticket with a mandatory court appearance they wish to deal with, they will be directed to call or email the court office for further information.
9. Where the Defendant contacts the court office by email or telephone and advises they wish to plead guilty to their matter and there is a mandatory court appearance required (e.g., no insurance, suspended driving, etc.), the court office will provide the Defendant the opportunity to adjourn their matter into a courtroom for personal appearance.
10. The matter will be heard in the scheduled courtroom on the date and time scheduled by the court, in “b” above, as per the local scheduling protocol.

Sentencings/Decisions/Trial Continuations

11. Effective June 6, 2022, these matters will be treated as a priority and will be scheduled into the earliest available trial slot, taking into consideration the availability of the seized JP or Justice.

Guilty Pleas

12. Effective June 6, 2022, any guilty plea on a mandatory court appearance ticket will be scheduled for personal or remote appearance on the earliest available date in accordance with local scheduling protocols. Contact the court location on or before the appearance date on your ticket for further information.

Trial Courtrooms

13. Traffic Courts have resumed hearing trial matters in person.

Justice of the Peace Counters (Non-Presiding)

14. Justice of the Peace Counters (Non-Presiding) will remain closed, and all tickets will continue to be handled through the remote email/telephone process.