



THE PROVINCIAL COURT
OF BRITISH COLUMBIA

Effective Date: *07 October 2020*

NP 23

NOTICE TO THE PROFESSION AND PUBLIC CIRCUIT COURT SITTINGS DURING COVID-19

Purpose

The BC Provincial Court sits in many court locations in the province. We have been working with government and in some cases, local communities, to have the consultant that government has retained view the circuit courts and make recommendations about what steps need to be taken to make those courts safe and accessible to members of the public. Once the consultant has viewed those court locations, we continue to work with government to implement the recommended changes so that existing matters can be heard in those locations in a timely way.

To reduce the number of people attending circuit court, counsel attendance at court should be limited to appearing on a matter scheduled in court where something substantive is happening. Counsel must endeavour to avoid unnecessary personal attendances of the accused or counsel at the courthouse wherever possible. Please refer to “Alternatives to in-person appearance” in [CRIM 13 Practice Direction: Initial Appearance Court During COVID-19](#) and [Notice to the Profession and Public COVID 19: Resumption of Court Operations](#).

Counsel are encouraged to use the [Consent Requisition](#) or [Consent Arraignment](#) forms to have files removed from the list prior to the scheduled court date if nothing substantive will occur on that date. We have attached a list below of the Judicial Case Managers and the circuit courts they are responsible for scheduling.

If you require legal assistance with your matter, you may contact Legal Aid at 1-866-577-2525.

Notice

If your court location is listed in the table immediately below, you will be required to contact the scheduling contact noted below for your location (by email or telephone) **before the date you were originally scheduled to attend Court** in order to set your next appearance date or to be provided with information regarding your next appearance date. If you do not know when your next court date is, you can also contact the scheduling contact noted below to obtain that information.

COURT LOCATION	SCHEDULING CONTACT
100 Mile House	Cariboo.Scheduling@provincialcourt.bc.ca 250-398-4377
Atlin	LCaporale@provincialcourt.bc.ca
Anahim Lake	Cariboo.Scheduling@provincialcourt.bc.ca 250-398-4377
Bella Bella	Vanessa.Fong@gov.bc.ca 236-468-3628
Bella Coola	Vanessa.Fong@gov.bc.ca 236-468-3628
Burns Lake	Smithers.Scheduling@provincialcourt.bc.ca 250-847-7482
Castlegar	WKootenays.Scheduling@provincialcourt.bc.ca 250-354-6870
Chetwynd	Peace.District.Scheduling@provincialcourt.bc.ca 250-787-3416
Clearwater	Kamloops.Scheduling@provincialcourt.bc.ca 250-828-4086
Creston	EKootenays.Scheduling@provincialcourt.bc.ca 250-426-1354
Dease Lake	Terrace.Scheduling@provincialcourt.bc.ca 250-638-2140
Fernie	EKootenays.Scheduling@provincialcourt.bc.ca 250-426-1354
Fort St. James	PG.Scheduling@provincialcourt.bc.ca 250-614-2740 or 250-614-2756
Fraser Lake	PG.Scheduling@provincialcourt.bc.ca 250-614-2756
Ganges/Saltspring	Dun.Scheduling@provincialcourt.bc.ca 250-746-1201
Gold River	CampbellRiver.Scheduling@provincialcourt.bc.ca 250-286-7556 (Mon and Tue) 250-334-1237 (Wed, Thu, and Fri)
Golden	EKootenays.Scheduling@provincialcourt.bc.ca 250-426-1354
Good Hope Lake	LCaporale@provincialcourt.bc.ca
Grand Forks	WKootenays.Scheduling@provincialcourt.bc.ca 250-354-6870
Hazelton	Smithers.Scheduling@provincialcourt.bc.ca 250-847-7482
Houston	Smithers.Scheduling@provincialcourt.bc.ca 250-847-7482
Invermere	EKootenays.Scheduling@provincialcourt.bc.ca 250-426-1354
Kitimat	Terrace.Scheduling@provincialcourt.bc.ca

	250-638-2140
Klemtu	Vanessa.Fong@gov.bc.ca 236-468-3628
Kwadacha	DKrenz@provincialcourt.bc.ca
Lillooet	Kamloops.Scheduling@provincialcourt.bc.ca 250-828-4086
Lower Post	LCaporale@provincialcourt.bc.ca
Mackenzie	PG.Scheduling@provincialcourt.bc.ca 250-614-2740 or 250-614-2756
Masset	PrinceRupert.Scheduling@provincialcourt.bc.ca 250-847-7482
McBride	PG.Scheduling@provincialcourt.bc.ca 250-614-2756
Merritt	Kamloops.Scheduling@provincialcourt.bc.ca 250-828-4086
Nakusp	WKootenays.Scheduling@provincialcourt.bc.ca 250-354-6870
New Aiyansh	Terrace.Scheduling@provincialcourt.bc.ca 250-638-2140
Pemberton	NVan.Scheduling@provincialcourt.bc.ca 604-981-0293
Princeton	Penticton.Scheduling@provincialcourt.bc.ca 250-492-1298
Queen Charlotte City	PrinceRupert.Scheduling@provincialcourt.bc.ca 250-847-7482
Revelstoke	Vernon.Scheduling@provincialcourt.bc.ca 250-549-5433
Sparwood	EKootenays.Scheduling@provincialcourt.bc.ca 250-426-1354
Stewart	Terrace.Scheduling@provincialcourt.bc.ca 250-638-2140
Tofino	Nanaimo.Scheduling@provincialcourt.bc.ca 250-741-5868
Tsay Key Dene	DKrenz@provincialcourt.bc.ca
Tumbler Ridge	Peace.District.Scheduling@provincialcourt.bc.ca 250-787-3416
Valemount	PG.Scheduling@provincialcourt.bc.ca 250-614-2740 or 250-614-2756
Vanderhoof	PG.Scheduling@provincialcourt.bc.ca 250-614-2740 or 250-614-2756
Ucluelet	Nanaimo.Scheduling@provincialcourt.bc.ca 250-741-5868

THE FOREGOING IS SUBJECT TO CHANGE, AND ANY UPDATES WILL BE POSTED ON THE COURT'S WEBSITE.

History of Notice to the Profession and Public

- Original Notice to the Profession and Public issued on July 17, 2020. This Notice includes information from the Circuit Courts - Update – July 3, 2020.
- Updates to locations and manner of hearing July 29, 2020.
- Updates to locations and manner of hearing August 7, 2020.
- Updates to charts and contact information August 19, 2020.
- October 7, 2020 revised to delete historical information in section 1 “Adjourned matters”.

By Direction of Chief Judge Melissa Gillespie
Provincial Court of British Columbia

Rescinded
July 29 2021