

June 27, 2022



## COURT OF QUEEN'S BENCH OF ALBERTA

### ANNOUNCEMENT

#### **FILING PROCEDURE: JUDICIAL REVIEW OF SAFEROADS DECISIONS**

##### **Originating Applications:**

Complete [Form 7 – Originating Application](#)

Enter “TBD” (To Be Determined) for the hearing date and time on Form 7

Complete [Form 8 - Notice to Obtain Record of Proceedings](#)

Submit Form 7 and Form 8 electronically, by email to the applicable Judicial Centre’s QBfiling email address.

All submissions must include an [Email Filing Request](#), and follow the [Court’s naming convention](#).

##### **Stay Applications:**

If the applicant is also applying to stay the Immediate Roadside Sanction (IRS) pending the hearing of the Judicial Review, complete and submit the following to the applicable Judicial Centre’s QBfiling email address using the [Court’s naming convention](#):

With Consent	<a href="#">Email Filing Request</a> <a href="#">Without Notice Desk Application</a> Supporting Materials Draft Consent Order
Without Consent	<a href="#">Email Filing Request</a> <a href="#">Form 27 – Civil Application</a> Supporting Materials

These materials may be filed together with the Originating Application, under the same Email Filing Request. If they are filed separately the applicant must file them under a new Email Filing Request.

Stay Applications will be heard with the Summary Conviction Appeals list either at the next available date that is at least 5 clear days from the date of submission, allowing for service and proper notice, or at a later date as proposed by the Applicant.

Where exceptional circumstances warrant the shortening of the notice period, the Applicant may make a request using the [Justice Urgent Matters Chambers Process](#) to have the application heard on an earlier date.

### **Securing the Hearing Date for the Judicial Review:**

The date and time of the Judicial Review are set by the Civil (or Regional) Coordinator upon receipt of the following document:

#### **Triage Form**

- Provided by the applicant.

The date is scheduled in accordance with [Rule 3.15\(5\)](#) of the *Alberta Rules of Court*.

### **Next Steps:**

The following materials must be filed prior to the Judicial Review:

a) An affidavit or other evidence to be used to support the originating application for judicial review, other than an originating application for an order in the nature of *habeas corpus*, must be filed and served on every other party one month or more before the date scheduled for hearing the application

b) [Form 9 – Certified Record of Proceedings](#)

- Provided and filed by SafeRoads.

c) Certified transcript of SafeRoads hearing

- Provided and filed by the applicant.
- Written transcript of the SafeRoads hearing made from the audio recording provided by SafeRoads. Prepared by a certified shorthand reporter at applicant's cost. A search for available certified shorthand reporters can be done online [here](#).

Reminder: ensure all Affidavits of Service are filed with the court prior to the hearing.

One month prior to the hearing, the applicant must send all previously filed materials to the applicable Judicial Centre's Qbfiling email address using the [Court's naming convention](#).

### **Filing Fees:**

Form 7 – Originating Application and Form 8 – Notice to Obtain Record of Proceedings  
\$250.00 + pages (\$1.00 per page up to \$20.00)

Form 9 – Certified Record of Proceedings (no filing fee)

Form 27 – Civil Application \$50.00 + pages (\$1.00 per page up to \$20.00)

**Judicial Centres Qbfiling email addresses:**

Edmonton	<a href="mailto:Qbfiling.Edmonton@just.gov.ab.ca">Qbfiling.Edmonton@just.gov.ab.ca</a>
Calgary	<a href="mailto:Qbfiling.Calgary@just.gov.ab.ca">Qbfiling.Calgary@just.gov.ab.ca</a>
Red Deer	<a href="mailto:Qbfiling.RedDeer@just.gov.ab.ca">Qbfiling.RedDeer@just.gov.ab.ca</a>
Lethbridge	<a href="mailto:Qbfiling.Lethbridge@just.gov.ab.ca">Qbfiling.Lethbridge@just.gov.ab.ca</a>
Fort McMurray	<a href="mailto:Qbfiling.FortMcMurray@just.gov.ab.ca">Qbfiling.FortMcMurray@just.gov.ab.ca</a>
Peace River	<a href="mailto:Qbfiling.PeaceRiver@just.gov.ab.ca">Qbfiling.PeaceRiver@just.gov.ab.ca</a>
Grande Prairie	<a href="mailto:Qbfiling.GrandePrairie@just.gov.ab.ca">Qbfiling.GrandePrairie@just.gov.ab.ca</a>
St. Paul	<a href="mailto:Qbfiling.StPaul@just.gov.ab.ca">Qbfiling.StPaul@just.gov.ab.ca</a>
Hinton	<a href="mailto:Qbfiling.Edmonton@just.gov.ab.ca">Qbfiling.Edmonton@just.gov.ab.ca</a>
Wetaskiwin	<a href="mailto:Qbfiling.Wetaskiwin@just.gov.ab.ca">Qbfiling.Wetaskiwin@just.gov.ab.ca</a>
Drumheller	<a href="mailto:Qbfiling.Drumheller@just.gov.ab.ca">Qbfiling.Drumheller@just.gov.ab.ca</a>
Medicine Hat	<a href="mailto:Qbfiling.MedicineHat@just.gov.ab.ca">Qbfiling.MedicineHat@just.gov.ab.ca</a>

**Civil Coordinator Contact Information:**

Edmonton	<a href="mailto:CivilCoordinator.QBEdmonton@albertacourts.ca">CivilCoordinator.QBEdmonton@albertacourts.ca</a>
Calgary	<a href="mailto:CivilCoordinator.QBCalgary@albertacourts.ca">CivilCoordinator.QBCalgary@albertacourts.ca</a>
Red Deer	403.340.5360
Lethbridge	403.381.5455
Fort McMurray	<a href="mailto:qbcourtcoordinator.fortmcmurray@just.gov.ab.ca">qbcourtcoordinator.fortmcmurray@just.gov.ab.ca</a>
Peace River	780.624.6385
Grande Prairie	<a href="mailto:CourtCoordinator.QBGrandePrairie@just.gov.ab.ca">CourtCoordinator.QBGrandePrairie@just.gov.ab.ca</a>
St. Paul	780.645.6387
Hinton	<a href="mailto:Gracia.Boutilier@just.gov.ab.ca">Gracia.Boutilier@just.gov.ab.ca</a>
Wetaskiwin	780.361.1258
Drumheller	403.820.7306
Medicine Hat	403.529.8710