



Interior Virtual Bail Users Meeting

Date: September 23, 2025
Time: 3:00p.m.
Location: MS TEAMS

Meeting called by:	JCM Sheila Paul	Type of Meeting: Virtual Bail Court Users
Guests:	RAJ Koturbash	Note taker: Judge Koturbash & JCM Sheila Paul
Attendees:	RAJ Koturbash, Sheila Paul JCM, Janse, Alexandra, Robertson, Pamela, Ranjit Randhawa, Shrieves, Anne, Zarikoff, Dave, Hopkins, Darrelle Anne, Dave Cooper, Kehler, Edward, James Goodlad, Crowder, Robert, Ken Walker, Paul Varga, Nicholas Jacob, Claire Mastop, Laura McPheeters, Joanna Kelly, Melissa Lowe, Michael Stephenson, Kelly Newby, Helene Walford	
Absent:	Michelle Reinhart, Kintzel, Tracy, Allan, Corilee, Dodds, Gordon, Battistella, Jarret, Jeannotte, Shaun, Rutherford, Kent, Norm Yates, Blaine Weststrate, Daniel Forbes, Tanner Hinman, Jay Michi, Courtney McLaughlin, Don White, Nelson Selamaj, Glen Skobalski, Gavin Jones	

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Item #		Discussion	Concluded	Information	Follow-up
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1. New Business					
1)	Sheila Paul	<p>1)Morning Remands vs. Afternoon new in custodies</p> <p>Bail Triage is at 9:00a.m. You must let the JCM know if you are ready to proceed that morning. Waiting to let the JCM know later in the morning/day creates a lot of issues. First, the afternoons are reserved for new custodies and you may get told that you will need to go to the next day. Second, if your client is being remanded, the remand must be prepared, and people like the sheriffs require a copy; receiving them late in the day causes issues.</p> <p>2)Counsel double booking themselves</p> <p>Please do not double book yourself when you have a matter on the morning Bail Remand list. Virtual Bail Court starts at 9:30a.m. Counsel should be ready to proceed at 9:30a.m. When matters are stood down, a chain reaction occurs and typically leads to chaos for everyone. If you do not complete the matter in the morning, there is strong likelihood that it will have to be adjourned for a continuation, and it will have to be done in conjunction with the availability of the seized judge's calendar.</p>		Practice Direction attached	

		Door Prize Winner ** Nick Jacob		
2)	Duty Counsel – Paul Varga	<p>Weekend arrests remanded to Monday with 24 hour issues/Accused not dealt with on the weekend</p> <p>-Duty Counsel Paul Varga confirmed DC is available until approx. 3:00pm Sunday / prefer to deal with matters late Sunday vs having 24 hr issues on Monday morning -Crown Alex Janse - latest time on Sunday with Justice Centre is 2:00pm.</p> <p>There does not seem to be consistency among Duty Counsel working the weekends, week nights, or week days providing information to the Monday/next morning Duty Counsel. That should be happening on every file.</p> <p>Crown should also be providing updated information to the next Crown if a matter is remanded to the next day.</p>		
3)	Sheila Paul	<p>TMP Bail FXDs are at 9:30a.m.</p> <p>The TMP FXD list is at 9:30a.m. Waiting to contact the JCM late in the day creates delays. The JCM has to process it, then the remand must be prepared by the Registry, and the sheriffs and institution require a copy. -Bail JCM is happy to hear from Counsel any time before the actual FXDs. No need to wait until the day of the FXD. -it is not up to the Bail JCM to contact you with respect to your FXDs -if the Bail JCM does not hear from you, your matter will be scheduled to VR3 or VR4 Court list for DBJ.</p> <p>FXDs – next day remands</p> <p>Crown needs time to prepare files. Be considerate when asking for a JIR the next day after a FXD.</p> <p>Daily remanding of accused</p> <p>Please do not remand day to day on the 9:30a.m VR3/VR4 court list. The morning list should be used for clients whose counsel knows they are ready to proceed. Otherwise, if you aren't ready to proceed, matters should be going to the TMP FXD List. This does not apply to matters without Counsel.</p>		
4)	James Goodlad	<p>Priority Items for files called</p> <p>-matters with 24hr issues are given priority / called in morning if everyone available and file is ready(sworn) -afternoon bail Crown may or may not be available to speak to matter in the morning (they are prepping afternoon files)</p>	Practice Direction attached	

		Reminder ICs in remote locations, and in East Kootenays -East Kootenays (Cranbrook, Fernie, Sparwood, Golden and Invermere) are always one hour ahead / Creston one hour ahead in the fall) -Registry staff in Cranbrook prepare all documents / overtime an issue when matters spoken to late in the day -Sheriffs need to transport prisoners / issues created when spoken to late in the day			
5)	Laura McPheeters	TSR – Registry procedure *TSR protocol needs to be confirmed (if the request form does not clearly state who it should go to, it should) / Consistent procedure across the Interior.			Anne Shrieves/ RAJ Koturbash
6)	Anne Shrieves	Executed Warrants *The home Court Registries are not receiving copies of executed warrants. Justin is not being updated. The RCMP appear to be forwarding them to either the Kamloops or Kelowna Registries for Virtual Bail (VR3/VR4). The Crown office will look into whether executed warrants can be included with the Crown package and Crown can shoulder the responsibility of getting it to the right registry.			Bail Crown office
7)	Dave Cooper & Ed Kehler	Bail Sheriffs @ 1:15p.m. Bail Triage 1)One Sheriff between VR3 & VR4. Sheriff has to listen to both bail courts at same time. Sheriffs may not be able to respond during triage/please use chat function to ask Sheriff to speak to client. 2)Counsel need to be more proactive in reaching out to their clients. If counsel have utilized the sheriffs to speak/contact their client and have not heard back within 30 minutes, they and Nick Jacob can call the Sheriffs back and they will find out why and resubmit the request. 3)Problems arise for the Sheriffs, who will bring the accused to the video holding cell for their phone call / court appearance, and having to wait in that small cell without a bathroom can get the prisoners very agitated. 4)Sheriffs will prepare a list of what each institutions' procedure is with respect to responding to client calls. Judge Koturbash to share list with ACJ Judge Dohm. 5)Sheriffs would appreciate if Counsel could prioritize files with the runs, if possible. Sheriffs to provide an updated run list that will include places like Vernon, Kelowna etc. List to be saved to MS Teams Interior Virtual Bail.			Sheriffs

8)	Gordon Dodds (by email)	Afternoon triage time slots <ul style="list-style-type: none"> Northern Virtual Bail (and Island as per M. Lowe) simply note as first, second, third...etc. They do not do 10 minute slots anymore. <p>1) No decision made to change. Keep the 10 minute time slots; 2) J. Kelly wanted time to think about it before committing.</p>			
9)	RAJ Koturbash and JCM Sheila Paul	RAJ Koturbash and JCM Sheila Paul to develop a master email list and send Meeting minutes out to everyone in the Interior <ul style="list-style-type: none"> Minutes to be shared with other Virtual Bail locations Minutes to be saved to MS Teams Interior Virtual Bail 			JCM Sheila Paul and RAJ Koturbash
		Door Prize Winner is mentioned in the minutes. The Prize is “A Guide to Sentencing Hearings in Canada” by Judge Koturbash (don’t worry we have non-lawyer prizes when a non-lawyer wins)			
3. Next Meeting: Wednesday, November 19 @ 3:00p.m.					