



## Interior Virtual Bail Users Meeting

**Date:** November 19, 2025  
**Time:** 3:00p.m.  
**Location:** MS TEAMS

<b>Meeting called by:</b>	JCM Sheila Paul	<b>Type of Meeting:</b> Virtual Bail Court Users
<b>Guests:</b>	RAJ L. Wyatt	<b>Note taker:</b> JCM Sheila Paul
<b>Attendees:</b>	RAJ L. Wyatt, JCM, Sheila Paul, Alexandra Janse, Claire Mastop, Nelson Selamaj, Joanna Kelly, Jeff Maxwell, Anne Shrieves, Lois Salmond, Ken Walker, Cameron Johnson, Jamie Gagnon, Darrelle Anne Hopkins, Corilee Allan, Tracy Kintzel, Jeanine Ball, Daniel Forbes, Norman Yates, Robert Crowder, Rory Neary, Michael Patterson, Megan Wilson, Kris Steffler, Jay Michi, James Goodlad, Michael Stephenson, Helene Walford, Melissa Lowe, Courtenay Simmons, Dustin Gagnon, Don White, Dave Cooper	

### ----- Minutes-----

Item #	Discussion	Concluded Information	Follow-up
<b>Review of Minutes September 23, 2025</b>			
<b>5) TSR Registry Procedures</b>	<p>Anne Shrieves / RAJ Koturbash</p> <p>*Form to Request TSR goes to the home registry (ex if three registries, then copies go to each different registry office) prior to requesting TSR in Court. Probation office closest to address requested does the TSR report.</p> <p>-Form should also be uploaded to P Drive before TSR Request in Court for Judge to view</p> <p>List of all Registry email addresses on final pages of Crim 05 Practice Direction</p>		
<b>6) Executed Warrants</b>	<p>Bail Crown Office Alexandra Janse</p> <p>*RCMP responsibility to upload executed warrants and to send them to home location (NOT send them to Kamloops/Kelowna just because they are VR4 &amp; VR3)</p> <p>A.Janse to follow up with RCMP. Crown will not commit to including it in Bail Package.</p>		
<b>7) Sheriffs – list of Institutional procedure re: client calls</b>	<p>Sheriffs / Dave and Ed</p> <p>James Goodlad – very complicated/not consistent – may not have a response to this request.</p>		
<b>7) Sheriffs – updated run list to</b>	Sheriffs / Dave and Ed		

<b>be saved in MS teams</b>		James Goodlad *list is not updated yet/ new RCMP procedures coming into affect Dec1/25 will affect the Sheriff run list			
<b>New Business</b>					
1	Sheila Paul	New Interior Regional Administrative Judge – L. Wyatt  RAJ Koturbash appointed to Supreme Court 17Nov2025			
2	Sheila Paul	Consent Remands -should have Crown consent before sending to the JCM - if no time to get Crown consent, indicate that in the email and copy Crown asking for consent. Bail JCM will wait for Crown to respond before processing it.  Consent Requisitions -must have Crown consent before sending to the JCM			
3	Sheila Paul	Time change – East Kootenays (Cranbrook, Golden, Fernie, Invermere, Sparwood) and now Creston are one hour ahead of us. Try to have those files done by 3:15p.m. at the latest Note: *Cranbrook Registry prepares all documents for these locations.  Request for Bail Crown to prioritize the East Kootenays: Crown prepares files in the order they are received * remind to RCMP to prioritize them too!			
4	Alex Janse	Judges sitting past Court Sitting hours (ex. after 4:30p.m) *addressed by RAJ Koturbash *any issues are to be sent to the Bail JCM who will forward to RAJ			
5	Sheila Paul	Accused being remanded to JCM IAR Court without Counsel (self reps) *JCMs cannot deal with in custody self represented accused *do not remand them to an IAR courtroom if they do not have counsel / remand back to VR3 or VR4 if needed  *Bail JCM to check to make sure Provincial Court (IAR/PCJ) Court dates are up to date on Provincial Court website			Bail JCM
6	Alex Janse	Floor arrests – request for Court Registry staff to include Region4 Crown daytime email address on new floor arrest emails to home location Crown asking for direction			

		<p>*Tracy Kintzel to request Registries to include Region4 Crown email address in notification of floor arrest</p> <p>*A. Janse to remind local crown offices to reply asap with directions</p>			<p>Tracy Kintzel</p> <p>Alex Janse</p>
7	<p>Alex Janse</p> <p>Talia Magder</p> <p>n/a</p>	<p>Weekend Duty counsel update – if Duty Counsel need to work a longer shift than the contract allows, Legal Aid always happy to add hours on request / submit a request</p>			
8	<p>Nick Jacob</p> <p>(n/a for meeting)</p>	<p>Requesting Crown provide an RCC in bail package - Defence counsel concerned synopsis does not have everything Crown is going to say</p> <p>Jessica Patterson – requests this discussion be held in a different forum</p> <p>Joanna Kelly – suggest it be discussed at Bail Committee with ACJ Dohm</p>			
9	<p>Sheila Paul</p>	<p>Reminder – PCJ &amp; JCM Conference – Wednesday, December 3 to Friday, December 5</p> <ul style="list-style-type: none"> <li>- JJ sitting in VR3 only / VR4 closed</li> <li>- PCJs not available</li> <li>- No remands to these dates</li> <li>- Bail JCM not available</li> <li>- No FXDs</li> </ul> <p>*Protocol attached</p>			
10	<p>James Goodlad</p>	<p>RCMP not holding remanded or sentenced prisoners as of December 1, 2025</p> <p>*this will affect sheriff runs</p> <p>*sheriff schedules will change depending on discussions between RCMP &amp; Sheriffs</p> <p>*will affect circuit court locations</p>			
11	<p>Joanna Kelly</p>	<p>Nelson Victim Services – changed telephone number</p> <p><b>*PRESS 1</b> (not 3)</p>			
<p><b>3. Next Meeting:</b>     <b>January 28, 2026 at 3:00p.m.</b></p>					