

Practice Directives of the Court of Québec

Telephone Appearances Before Presiding Justices of the Peace

1. Hearings are held by the Court of Québec for telephone appearances every week on Fridays from 6 p.m. to 10 p.m. and on Saturdays and Sundays from 9 a.m. to 4:30 p.m.
2. A special schedule is established every year for the holiday season, taking statutory holidays and working days into account.
3. When a hearing begins, the clerk must give the judge a copy of the role for hearing, which must include:
 - The name of the judge presiding over the hearing
 - The name of the clerk
 - The names of the attorneys of record
 - The names of the defendants and times of their appearances
 - The places and districts where the defendants are located
 - The names of the individuals in whose favour an order will be sought under Section 516(2) CCC
4. A 30-minute break will be granted for lunch and 15-minute breaks will be provided in the morning, afternoon, and evening.
5. The clerk must reserve the services of an interpreter if requested by the accused.
6. The clerk must record the hearing in full.
7. The defendant, lawyers, police officers and, if applicable, other participants must identify themselves and remain in attendance for the entire duration of the appearance, unless authorized to leave by the judge.
8. A hearing will end once all announced appearances are done and no more are scheduled. If other appearances are requested, the clerk will communicate with the judge to determine when they will take place.
9. The clerk must keep a record of the hearing in accordance with the criminal procedure in effect, including therein the judge's name, the defendant's name, and the case number.
10. The clerk must send the remand warrant to the concerned police officer. He or she must also send a copy of any order issued by the judge and a record of the appearance to the clerk of the district in which the defendant will make his or her next appearance.
11. Anyone who pays the applicable fee may obtain a recording of the proceedings from the clerk.