



**SUPERIOR COURT OF JUSTICE
JUDGES' CHAMBERS**
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Memorandum

To: Notice to the Profession and Self-Represented Litigants
From: Justice A. K. Mitchell, Local Administrative Justice, London, Ontario
Date: March 19, 2025
Re: In-Person Hearing Requests
And Re: Civil Motions Court – Draft Consent Orders

In-Person Hearing Requests

To facilitate and encourage the mentoring and education of junior lawyers, at the request of the parties: (i) any long motion (> 60 minutes) scheduled for hearing on a special appointment date; and (ii) any pretrial conference, may be conducted in-person.

Permission of the court for an in-person hearing will be granted provided:

- (a) the court receives the written consent of ALL parties no later than 2 p.m. on the Wednesday of the week preceding the week in which the long motion or pretrial conference, as the case may be, is scheduled to take place; and
- (b) in the case of a request for an in-person pretrial conference, in addition to counsel each party (or their instructing representative) shall confirm their availability to attend the conference in-person.

NOTE: with respect to all civil matters save and except for civil trials, the presumptive mode of participation/hearing is virtual. Hybrid participation (i.e., a combination of virtual and in-person participation) is NOT permitted unless advance leave of the court is first obtained.

Civil Motions Court – Draft Consent Orders

To ensure the timely processing of consent orders, counsel shall attend before the Registrar at 9:15 AM prior to the commencement of regular Friday motions court and provide a draft consent order with respect to any motion originally confirmed as proceeding for hearing in regular motions court, and which resolves by way of a consent order following filing of the original confirmation form.

The foregoing practice changes take effect immediately.

A handwritten signature in cursive script that reads "A.K. Mitchell".

Justice A.K. Mitchell
Local Administrative Justice, London, Ontario

Dated: March 19, 2025