

THE HONOURABLE CALUM MACLEOD
REGIONAL SENIOR JUSTICE
SUPERIOR COURT OF JUSTICE



L'HONORABLE CALUM MACLEOD
JUGE PRINCIPAL RÉGIONAL
COUR SUPÉRIEURE DE JUSTICE

COURT HOUSE
161 ELGIN STREET
OTTAWA, ONTARIO K2P 2K1

PALAIS DE JUSTICE
161, RUE ELGIN
OTTAWA (ONTARIO) K2P 2K1

MEMORANDUM

To: The Profession in the East Region

Date: August 11, 2025

Re: East Region Commercial List

The purpose of this Memorandum is to outline new procedures and processes for urgent commercial matters in the East Region.

The matters covered by the East Region Commercial List will be as follows:

- a) Norwich orders, Mareva injunctions or other mandatory orders in commercial matters.
- b) Receivership applications and all motions relating to the receivership
- c) Applications under the Companies' Creditors Arrangement Act (CCAA)
- d) Contested Bankruptcy matters that are urgent or cannot be accommodated on the regular Bankruptcy Lists
- e) Applications for relief under the CBCA, OBCA or partnership legislation if approved by the Team Lead
- f) Any other matter that would be eligible for the Commercial List in Toronto and the Team Lead or designate directs should be dealt with on the East Region Commercial List

The practice on the East Region Commercial List will be governed by analogy to the Commercial List in Toronto with the major exception that there will be no dedicated or separate filing office or administrative process. Accordingly, while bankruptcy matters will continue to be dealt with by the Bankruptcy office in Ottawa, all other documents will be filed using the normal filing procedures for civil litigation files.

Except for urgent motions in an intended proceeding, the Application or Action shall be commenced in Ottawa or any other location in the East Region in the normal manner. There is no separate Registry or Filing Process for the East Region Commercial List. Subject to any direction by the presiding judge, all documents in each proceeding will continue to be filed in the local court where the matter was commenced or to which it was subsequently transferred.

This direction does not affect the functioning of the regular Bankruptcy Lists.

To obtain an appointment with a Judge assigned to the Commercial List, the Applicant or Moving Party shall send a request form to the Coordinator at: ER.Commercial.List@ontario.ca. The matter will be scheduled to be heard or spoken to at a 9:00 a.m. practice court which will ordinarily be available every second Tuesday. If a matter is so urgent that it cannot be dealt with in this manner or where a 9:00 appearance is for other reasons inappropriate, the form should so indicate, and the matter will be referred to the Team Lead or other judge for directions.

SUPERIOR COURT OF JUSTICE EAST REGION COMMERCIAL LIST

REQUEST FORM

Date filed:	Court File Number:	Court Location:
A	Short Title of Proceeding:	
B	This matter will be brought: On Notice _____ Without Notice: _____	
C	Estimated Time required for the hearing:	
D	The matter concerns (<i>indicate one of the categories from the Practice Direction</i>) and attach draft notice of Application or notice of Motion	
E	This matter may be spoken to at 9:00 a.m. on any of the following Tuesdays:	
F	This matter is urgent and cannot be dealt with at a regular 9:00 a.m. appearance. Describe the urgency and provide dates and times when counsel can be available (including the responding parties if the matter will be brought on notice):	
G	Specify if this matter is already being dealt with in the court system (giving particulars as court number and office, when and by what judge or other judicial official). Advise of any known judicial conflicts.	
H	The following materials will be necessary for the matter to be considered. (It is the responsibility of counsel to confirm that the proper materials are available for the Court.)	

COUNSEL FOR APPLICANT/MOVING PARTY		COUNSEL FOR RESPONDENT / OTHER PARTY	
Party		Party	
Counsel	PRINT AND SIGN OR INITIAL	Counsel	PRINT AND SIGN OR INITIAL
Address		Address	
Phone		Phone	
Fax		Fax	
E-Mail		E-Mail	

(IF MORE THAN 2 PARTIES INVOLVED, ADD ADDITIONAL SIGNATURES AND PARTICULARS ON A SEPARATE PAGE)

To be submitted via e-mail to: ER.Commercial.List@ontario.ca

<u>Endorsement / Disposition or Direction:</u>
