

ONTARIO

Superior Court of Justice Family Court Branch

(Name of court)

161 Elgin Street, Ottawa, Ontario, K2P 2K1

Court office address

Court File Number

FC-15-2446-0

Form 17:  
Conference  
Notice

**Applicant(s)**

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Jonathan Kiska  
1244 Lampman Crescent, Ottawa, Ontario K2C 1P8  
mobile: 613-723-0010 jk@johnkiska.com

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Wade Smith  
700-116 Lisgar Street, Ottawa, Ontario K2P 0C2  
phone: 613-237-3444 wsmith@bellbaker.com

**Respondent(s)**

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Deirdre Moore  
7 Vanson Avenue, Ottawa, Ontario K2E 6A9  
mobile: 613-791-1451 deirdre@cceh.ca

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Name & address of Children's Lawyer's agent (street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any)) and name of person represented.

TO: (name of party or parties or lawyer(s)) Mr. Wade Smith

A ☐ CASE CONFERENCE ☒ SETTLEMENT CONFERENCE ☐ TRIAL MANAGEMENT CONFERENCE

WILL BE HELD at (place of conference) 161 Elgin Street, Ottawa, Ontario K2P 2K1

at 10:00 on (date) June 28, 2017

The conference has been arranged at the request of

- ☐ the applicant ☒ the respondent  
☐ the case management judge ☐ (Other, specify.)

to deal with the following issues:

Custody, Access, Support, Division of Assets, Damages, Sale of Matrimonial  
You must participate at the time and date by  
☒ coming to court at the address set out above. Conversion & freezing of RRSP, Home  
☐ video-conference or telephone at (location of video terminal or telephone) Restraint Order

as agreed under arrangements already made by (name of person)

for video/telephone conferencing.

**IF YOU DO NOT PARTICIPATE AS SET OUT ABOVE, THE CASE MAY GO ON WITHOUT YOU OR THE COURT MAY DISMISS THE CASE.**

June 19, 2017

Date of signature

A. C. [Signature]

Signature of clerk of the court

**NOTE:** The party requesting the conference (or, if the conference is not requested by a party, the applicant) must serve and file a case conference brief (Form 17A or 17B), settlement conference brief (Form 17C or 17D) or trial management conference brief (Form 17E) not later than seven days before the date scheduled for the conference. The other party must serve and file a brief not later than four days before the conference date. Each party must also file a confirmation (Form 14C) not later than 2 p.m. two days before the conference.

Superior Court of Justice, Family Court

(Name of court)

at 161 Elgin Street, Ottawa, Ontario K2P 2K1

Court office address

Court File Number

FC-15-2446-0

Form 6B: Affidavit of Service  
sworn/affirmed

June 19, 2017

17 Conference Notice

Applicant(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Jonathan Kiska  
1244 Lampman Crescent, Ottawa, Ontario K2C 1P8  
mobile: 613-723-0010 jk@johnkiska.com

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Wade Smith  
700-116 Lisgar Street, Ottawa, Ontario K2P 0C2  
phone: 613-237-3444 wsmith@bellbaker.com

Respondent(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Deirdre Moore  
7 Vanson Avenue, Ottawa, Ontario K2E 6A9  
mobile: 613-791-1451 deirdre@cceh.ca

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

My name is (full legal name) Deirdre Ann Moore

I live in (municipality & province) City of Ottawa, Ontario

and I swear/affirm that the following is true:

1. On (date) June 19, 2017, at (time) 2:30 p.m., I served (name of person to be served)

Mr. Wade Smith, Bell Baker

with the following document(s) in this case:

Name of document

Author (if applicable)

Date when document  
signed, issued, sworn, etc.

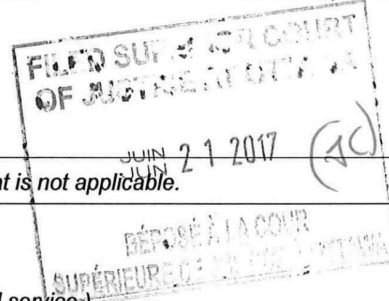
17 Conference Notice

Deirdre Moore

June 19, 2017

List the  
documents  
served

with Exhibit A



NOTE: You can leave out any part of this form that is not applicable.

2. I served the documents mentioned in paragraph 1 by:

- ☒ special service. (Go to paragraph 3 below if you used special service.)
- ☐ mail. (Go to paragraph 4 if you used mailed service.)
- ☐ same day courier. (Go to paragraph 5 if you used courier.)
- ☐ next day courier. (Go to paragraph 5 if you used courier.)
- ☐ deposit at a document exchange. (Go to paragraph 6 if you used a document exchange.)
- ☐ an electronic document exchange. (Go to paragraph 7 if you used an electronic document exchange.)
- ☐ fax. (Go to paragraph 8 if you used fax.)
- ☐ email. (Go to paragraph 9 if you used email.)
- ☐ substituted service or advertisement. (Go to paragraph 10 if you used substituted service or advertisement.)

Check one  
box only and  
go to  
indicated  
paragraph.

3. I carried out special service of the document(s) on the person named in paragraph 1 at (place or address)

700 - 116 Linger St. Ottawa, ON K2P 0C2

by: ☐ leaving a copy with the person.

☒ leaving a copy with (name) Elizabeth Vaughns

Check one  
box only.  
Strike out  
paragraphs 4  
to 10 and go  
to paragraph  
11.

☐ who is a lawyer who accepted service in writing on a copy of the document.

☐ who is the person's lawyer of record.

☐ who is the (office or position) receptionist

of the corporation named in paragraph 1.

☐ mailing a copy to the person together with a prepaid return postcard in Form 6 in an envelope bearing the sender's return address. This postcard, in which receipt of the document(s) is acknowledged, was returned and is attached to this affidavit.

☐ leaving a copy in a sealed envelope addressed to the person at the person's place of residence with (name) \_\_\_\_\_

who provided me with identification to show that he/she was an adult person residing at the same address and by mailing another copy of the same document(s) on the same or following day to the person named in paragraph 1 at that place of residence.

☐ other (Specify. See rule 6 for details.) \_\_\_\_\_

4. I mailed the document(s) to be served by addressing the covering envelope to the person named in paragraph 1 at: (Set out address.) \_\_\_\_\_

which is the address ☐ of the person's place of business.

☐ of a lawyer who accepted service on the person's behalf.

☐ of the person's lawyer of record.

☐ of the person's home.

☐ on the document most recently filed in court by the person.

☐ other (Specify.) \_\_\_\_\_

Check appropriate  
paragraph and strike  
out paragraphs 3, 5, 6,  
7, 8, 9 and 10.

5. The document(s) to be served was/were placed in an envelope that was picked up at \_\_\_\_\_ a.m./p.m. on (date) \_\_\_\_\_ by (name of courier service) \_\_\_\_\_

a private courier service, a copy of whose receipt is attached to this affidavit. The envelope was addressed to the person named in paragraph 1 at: (Set out address.) \_\_\_\_\_

which is the address ☐ of the person's place of business.

☐ of a lawyer who accepted service on the person's behalf.

☐ of the person's lawyer of record.

☐ of the person's home.

☐ on the document most recently filed in court by the person.

☐ other (Specify.) \_\_\_\_\_

Check appropriate  
paragraph and strike  
out paragraphs 3, 4, 6,  
7, 8, 9 and 10.

6. The document(s) was/were deposited at a document exchange. The exchange's date stamp on the attached copy shows the date of deposit. *(Strike out paragraphs 3, 4, 5, 7, 8, 9, 10 and 13.)*
7. The documents were served through an electronic document exchange. The record of service from the exchange is attached to this affidavit. *(Strike out paragraphs 3, 4, 5, 6, 8, 9, 10 and 13.)*
8. The document(s) to be served was/were faxed. The fax confirmation is attached to this affidavit. *(Strike out paragraphs 3, 4, 5, 6, 7, 9, 10 and 13.)*
9. The documents were served by email. Attached to this Affidavit is a copy of the email that the document was attached to. *(Strike out paragraphs 3, 4, 5, 6, 7, 8, 10 and 13.)*

10. An order of this court made on (date) \_\_\_\_\_ allowed

☐ substituted service.

☐ service by advertisement. *(Attach advertisement.)*

The order was carried out as follows: *(Give details. Then go to paragraph 13 if you had to travel to serve substitutionally or by advertisement.)*

11. My relationship to, or affiliation with, any party in this case is as follows: *Respondent*

12. I am at least 18 years of age.

13. To serve the document(s), I had to travel 9 kilometres. My fee for service of the document(s) is \$ 0 including travel.

Sworn/Affirmed before me at Ottawa municipality

in Ontario province, state, or country

on June 21, 2017 date  
[Signature]  
Commissioner for taking affidavits  
(Type or print name below if signature is illegible.)

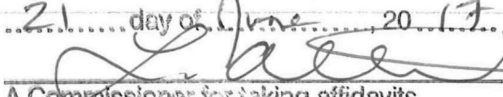
[Signature]  
Signature  
(This form is to be signed in front of a lawyer, justice of the peace, notary public or commissioner for taking affidavits.)

Deirdre Moore

**From:** Christine Hammond <CHammond@bellbaker.com>  
**Sent:** Thursday, February 23, 2017 11:16 AM  
**Subject:** 'Law, James (MAG)'; Deirdre Moore  
RE: Settlement Conference

Ms. Moore requested the Settlement Conference.

**From:** Law, James (MAG) [mailto:James.Law@ontario.ca]  
**Sent:** Wednesday, February 22, 2017 9:31 AM  
**To:** Deirdre Moore; Christine Hammond  
**Subject:** RE: Settlement Conference

This Exhibit 'A' referred to in the  
Affidavit of Deirdre  
sworn before me at the City of Ottawa, this  
21 day of June, 2017.  
  
A Commissioner for taking affidavits

Good morning,

I will schedule this matter for a Settlement Conference on June 28<sup>th</sup>, 2017 at 10:00am.  
I would kindly ask the party requesting this conference to prepare the Conference Notice (Form 17C) and send it to me for signature.

Thank you,

**James Law**  
SCJ Assistant Trial Coordinator  
161 Elgin Street Ottawa, Ontario  
5<sup>th</sup> Floor – Room 5300  
K2P 2K1  
T: 613-239-1301  
F: 613-239-1324

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**From:** Deirdre Moore [mailto:Deirdre@cceh.ca]  
**Sent:** February-21-17 1:44 PM  
**To:** Law, James (MAG)  
**Subject:** Re: Settlement Conference

June 28 at 10:00 is great. Thank you for your help.

Sent from my iPhone

On Feb 21, 2017, at 12:44 PM, Law, James (MAG) <James.Law@ontario.ca> wrote:

Good afternoon,

Ms. Moore, I take it that date is okay with you?

Thank you,

**James Law**

SCJ Assistant Trial Coordinator  
161 Elgin Street Ottawa, Ontario  
5<sup>th</sup> Floor – Room 5300  
K2P 2K1  
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**From:** Christine Hammond [<mailto:CHammond@bellbaker.com>]  
**Sent:** February-21-17 12:20 PM  
**To:** Law, James (MAG); Deirdre Moore; Wade Smith  
**Subject:** RE: Settlement Conference

Hello Mr. Law,

June 28 @ 10 a.m. works for both Mr. Smith and Mr. Kiska.

Yours truly,

**BELL BAKER LLP**

*Christine Hammond,*

Christine Hammond, Assistant to  
**Wade L. Smith**  
Telephone: 613-237-3444 (extension 308)  
Facsimile: 613-237-1413

This message may contain confidential information. Any right of privilege which may exist has not been waived

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**From:** Law, James (MAG) [<mailto:James.Law@ontario.ca>]  
**Sent:** Tuesday, February 21, 2017 10:23 AM  
**To:** Deirdre Moore; Wade Smith  
**Cc:** Christine Hammond  
**Subject:** RE: Settlement Conference

Good morning,

Mr. Smith, could your office please provide your availability for a Settlement Conference?

Thank you,

**James Law**  
SCJ Assistant Trial Coordinator  
161 Elgin Street Ottawa, Ontario  
5<sup>th</sup> Floor – Room 5300  
K2P 2K1

T: 613-239-1301

F: 613-239-1324

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**From:** Deirdre Moore [<mailto:Deirdre@cceh.ca>]

**Sent:** February-17-17 1:20 PM

**To:** Law, James (MAG)

**Subject:** Fwd: Settlement Conference

Hi James.

Would you please provide another current list of dates/times?

Thank you.

Deirdre

Sent from my iPhone

Begin forwarded message:

**From:** "Deirdre Moore" <[deirdre@cceh.ca](mailto:deirdre@cceh.ca)>

**Date:** April 10, 2017 at 3:38:40 PM EDT

**To:** "Wade Smith" <[WSmith@bellbaker.com](mailto:WSmith@bellbaker.com)>

**Subject:** FW: Settlement Conference

<image001.gif>

Mr. Smith.

I am not available for Mar 1. Which of the following dates/times work for you and your client.

Thank you.

Deirdre

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**From:** Law, James (MAG) [<mailto:James.Law@ontario.ca>]

**Sent:** Thursday, February 16, 2017 2:25 PM

**To:** Deirdre Moore <[deirdre@cceh.ca](mailto:deirdre@cceh.ca)>; 'Christine Hammond' <[CHammond@bellbaker.com](mailto:CHammond@bellbaker.com)>

**Subject:** RE: Settlement Conference

Good afternoon,

Here are the available dates for a settlement conference:

Mar 1 at 10am (there was a cancellation recently)

Jun 28 at 10am, 11am, 2pm, 3pm

Jun 30 at 10am, 11am, 2pm, 3pm

Jul 5 at 10am, 11am, 2pm, 3pm

Thank you,

**James Law**

SCJ Assistant Trial Coordinator

161 Elgin Street Ottawa, Ontario

5<sup>th</sup> Floor – Room 5300



K2P 2K1  
T: 613-239-1301  
F: 613-239-1324

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**From:** Deirdre Moore [<mailto:deirdre@cceh.ca>]  
**Sent:** April-10-17 3:20 PM  
**To:** 'Christine Hammond'  
**Cc:** Law, James (MAG); [deirdre@cceh.ca](mailto:deirdre@cceh.ca)  
**Subject:** RE: Settlement Conference

Hello Christine.

Unfortunately that date has already been taken. I will repond shortly with a new selection of dates.

Meanwhile, would you please schedule a time with Carol Bartels so that a new Interim Parenting Agreement can me mediated.

Thank you.

Deirdre

**From:** Christine Hammond [<mailto:CHammond@bellbaker.com>]  
**Sent:** Thursday, February 16, 2017 12:45 PM  
**To:** '[deirdre@cceh.ca](mailto:deirdre@cceh.ca)' <[deirdre@cceh.ca](mailto:deirdre@cceh.ca)>  
**Cc:** Wade Smith <[WSmith@bellbaker.com](mailto:WSmith@bellbaker.com)>; [jonathankiska@gmail.com](mailto:jonathankiska@gmail.com)  
**Subject:** Settlement Conference

Hello Ms. Moore:

Are you able to secure the date for the Settlement Conference for June 23 @ 11:00 a.m.? This date would work for Mr. Smith and his client.

Please confirm by email.

Yours truly,

**BELL BAKER LLP**

*Christine Hammond,*

Christine Hammond, Assistant to  
**Wade L. Smith**  
Telephone: 613-237-3444 (extension 308)  
Facsimile: 613-237-1413

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