

# Alberta Small Claims Court Adds New Forms and Procedure Regulations

March 01, 2019

On January 1, 2019, an amendment to the Alberta Provincial Court Act, RSA 2000, c P-31 (the Act) came into effect which provides the Lieutenant Governor in Council the authority to increase the monetary jurisdiction of the Provincial Court of Alberta from \$50,000 to \$100,000. Accompanying that amendment were two new regulations: **the Provincial Court Civil Procedure Regulation, AR 176/2008 (the Procedure Regulation) and the Provincial Court Civil Forms Regulation, AR 179/2018 (the Forms Regulation)**. The monetary jurisdiction of the Provincial Court in Alberta remains at \$50,000 for now, but these two regulations made several other notable changes to the Provincial Court process in Alberta. In particular, after a dispute note is filed, the Court must now direct the matter to one of the following: (a) mediation; (b) pre-trial conference, (c) simplified trial, or (d) a trial. Alternatively, if all parties consent, they may participate in a binding judicial dispute resolution of the matter.

The new simplified trial process is reserved for less complex matters. The process requires parties to file and serve trial statements 14 days prior to the trial date which include, among other things, a summary of the facts and evidence the party intends to present to the Court, a list of witnesses and summaries of the evidence those witnesses are expected to provide, and copies of all relevant records. It is unclear how the simplified trial process will differ from the normal trial process once the trial commences.

The Forms Regulation introduced additional prescribed forms for use in Provincial Court including forms for an Application, Affidavit, Notice to Attend as a Witness, and Third Party Claim. The Forms Regulation also revised the previous prescribed forms for Civil Claims and Dispute Notes. Prior to January 1, 2019, the general practice when filing a civil claim or dispute note was to attach, as a Schedule to the prescribed form, a more **detailed summary of the party's claim or defence**. **The new prescribed forms appear to eliminate, or try to limit this practice.** There are also specified prescribed forms depending on what type of claim is being filed, for example, a debt claim or a wrongful dismissal claim. The Provincial Court clerks have been directed to observe a reasonable grace period where they will accept forms presented in the prior formats, but after that grace period, the requirement for the new prescribed forms will be more strictly enforced.

It is yet to be seen whether the monetary jurisdiction of the Provincial Court will ever increase to \$100,000, but if the new simplified trial process is successful in resolving

matters more quickly and in a more cost-effective manner, then that might be the next step.

By

[Laura Poppel](#)

Expertise

[Labour & Employment](#)

---

## **BLG | Canada's Law Firm**

As the largest, truly full-service Canadian law firm, Borden Ladner Gervais LLP (BLG) delivers practical legal advice for domestic and international clients across more practices and industries than any Canadian firm. With over 725 lawyers, intellectual property agents and other professionals, BLG serves the legal needs of businesses and institutions across Canada and beyond – from M&A and capital markets, to disputes, financing, and trademark & patent registration.

[blg.com](#)

### **BLG Offices**

#### **Calgary**

Centennial Place, East Tower  
520 3rd Avenue S.W.  
Calgary, AB, Canada  
T2P 0R3

T 403.232.9500  
F 403.266.1395

#### **Ottawa**

World Exchange Plaza  
100 Queen Street  
Ottawa, ON, Canada  
K1P 1J9

T 613.237.5160  
F 613.230.8842

#### **Vancouver**

1200 Waterfront Centre  
200 Burrard Street  
Vancouver, BC, Canada  
V7X 1T2

T 604.687.5744  
F 604.687.1415

#### **Montréal**

1000 De La Gauchetière Street West  
Suite 900  
Montréal, QC, Canada  
H3B 5H4

T 514.954.2555  
F 514.879.9015

#### **Toronto**

Bay Adelaide Centre, East Tower  
22 Adelaide Street West  
Toronto, ON, Canada  
M5H 4E3

T 416.367.6000  
F 416.367.6749

The information contained herein is of a general nature and is not intended to constitute legal advice, a complete statement of the law, or an opinion on any subject. No one should act upon it or refrain from acting without a thorough examination of the law after the facts of a specific situation are considered. You are urged to consult your legal adviser in cases of specific questions or concerns. BLG does not warrant or guarantee the accuracy, currency or completeness of this publication. No part of this publication may be reproduced without prior written permission of Borden Ladner Gervais LLP. If this publication was sent to you by BLG and you do not wish to receive further publications from BLG, you may ask to remove your contact information from our mailing lists by emailing [unsubscribe@blg.com](mailto:unsubscribe@blg.com) or manage your subscription preferences at [blg.com/MyPreferences](http://blg.com/MyPreferences). If you feel you have received this message in error please contact [communications@blg.com](mailto:communications@blg.com). BLG's privacy policy for publications may be found at [blg.com/en/privacy](http://blg.com/en/privacy).

© 2025 Borden Ladner Gervais LLP. Borden Ladner Gervais LLP is an Ontario Limited Liability Partnership.