

FAMILY LAW LITIGATION | WORKSHEET 3 OF 3

Family Litigation Control Plan

Sets objectives, milestones, settlement checkpoints and proportionality limits for the next 90 days.

BEST USED
WHEN

Use this at the start of litigation and revisit it after disclosure, an interim order or a major settlement proposal.

ALBERTA LEGAL CHECKPOINT

In Calgary, many family-law applications are subject to pre-court requirements involving parenting education, disclosure, family court counselling or dispute resolution. The requirements and exclusions depend on the court, the relief requested, urgency and the existing proceeding. The Court of King's Bench Family Focused Protocol also changed the pathway for Alberta family and divorce matters in 2026.

Primary source: [Alberta: Court and Justice Services](#)

PREPARED FOR

DATE

1 Complete what you know

2 Mark gaps and assumptions

3 Attach supporting records

THE PRACTICE LENS

Court files become expensive when each new message becomes a task and no one stops to ask what has changed. We use decision points: what the next step should accomplish, what it is expected to cost, which fact would change the strategy and when settlement should be revisited.

A CONCRETE EXAMPLE

A disclosure application may be worth pursuing if the missing corporate records could change support by thousands of dollars. The plan should also say what happens when the records arrive: update the calculation, make a proposal and reserve a hearing only for the issues the documents did not resolve.

Ninety-day decision plan

Use one row per issue and identify the source for every important number or date.

Milestone	Decision it should unlock	Target date	Settlement checkpoint
Initial disclosure			
Interim proposal/application			
Expert or third-party record			
Questioning or evidence response			
Mediation/settlement meeting			
Next hearing or trial step			

Proportionality test

Use short factual notes. If an answer is uncertain, write what would confirm it.

1. What practical or financial value could this step produce?

2. What is the likely legal cost and personal disruption?

3. Is there a narrower request that would answer the decisive question?

4. What evidence would cause me to change my position?

5. What future expense can be avoided if this step succeeds?

Keep the file directed

Tick completed items. Circle anything that needs a document, follow-up or legal advice.

☐ Separate urgent decisions from final issues.

☐ Use one chronology and one current issue list.

☐ Update the missing-document list instead of repeating broad disclosure demands.

☐ Set a response protocol for non-urgent correspondence.

☐ Make settlement proposals precise enough to implement.

☐ Reassess the plan after every order, material disclosure event or expert opinion.

BRING THIS TO YOUR CONSULTATION

You do not need every blank filled. Mark the three items that matter most, attach the records you relied on and use this handoff to identify the next decision.

STATUS	☐ Ready to discuss ☐ Missing records ☐ Deadline or urgent issue
NEXT REAL DEADLINE	
RECORD OR ANSWER STILL NEEDED	
DECISION I NEED HELP WITH	

calgaryfamilylaw.ca | 403-460-1230 | Free 15-minute phone or video consultation