### Practice Memorandum No. 13

### **Intimate Images and Cyber-Protection**

#### **Alternate Resolution**

- 1. A small number of complaints under the 2013 *Cyber-Safety Act* went to court. Most were resolved with the help of the CyberSCAN unit at the Department of Justice. We can expect the same with the 2017 *Intimate Images and Cyber-protection Act*.
- 2. A person who wishes to start a proceeding in court under this statute should contact CyberSCAN if they have not already done so. They can be reached at https://cyberscan.novascotia.ca/ or (855) 702-8324.

### Main Subjects of the 2017 Act

3. The Act permits proceedings to be started for orders of the court against unlawful electronic distribution of intimate images, against cyber-bullying, for information that may help identify the source of the distribution or cyber-bullying, or for taking down or disabling a source. The court also has power to provide other orders that are just and reasonable. See s. 5 and 6 of *Intimate Images and Cyber-protection Act*.

### **Applicant as Named Party**

- 4. An applicant who is an adult must be identified by name. The adult may make a motion to the court for a declaration that s. 9 to the Act applies and for the approval of a pseudonym. A motion of that kind must be made with notice to the other parties and to the press, unless the court orders otherwise. Notice can be given to the press through <a href="http://www.courts.ns.ca/Publication">http://www.courts.ns.ca/Publication</a> Ban Notice/pubbanform.htm.
- 5. See s. 9 of the Act and Rule 85 Access to Court Records. (There are constitutional limits on how far the court can go with confidentiality orders.)
- 6. The Act provides an automatic publication ban for minors. See, s. 8. Also, the application may be made by a child's parent or guardian.
- 7. Subsection 5(2) requires the court to identify the child by pseudonym. An applicant who is a child, and who wishes to go by a pseudonym in the documents that start the proceeding, may deliver a letter to the prothonotary giving the child's true name, proof of age, suggested

pseudonym, address, other contact information, and a proposed method of receiving notice. A judge may direct the use of the pseudonym in the application and how other parties are to give notice to the child.

8. The prothonotary will keep the letter separate from public records, unless a judge directs otherwise.

### **Respondent as Named Party**

- 9. The Act requires the applicant to name certain respondents. In summary, they are:
  - the alleged distributor or distributors of an intimate image or the alleged cyber-bully,
  - the owner of an electronic device identified as having been used for the distribution or cyber-bullying,
  - the person in control of an internet protocol address used for these purpose,
  - the person responsible for a website, user name, or e-mail address so used,
  - the parent or guardian of any of the above who is a minor,
  - any other person against whom an order is sought, which would include persons from whom the applicant seeks information identifying a source or against whom the applicant requests an order to take down or disable a source,
  - others as the court directs.

See, s. 5.

### Respondents who are Under age

- 10. Section 8 of the Act also protects minor respondents. There is the same publication ban, and the same requirement that the court use a pseudonym.
- 11. A child who is, or is to be, a respondent, and who wishes to go by a pseudonym in the court documents may deliver a letter to the prothonotary requesting that all court documents, or all future court documents, refer to the child by a pseudonym.
- 12. The letter must give proof of age, the child's true name, the suggested pseudonym, address, other contact information, and a proposed method of receiving notice. A judge may direct the use of the pseudonym in future, redaction of the child's true name from present court documents, and how other parties are to give notice to the child.

13. The prothonotary will keep the letter separate from public records, unless a judge directs otherwise.

### **Use of Regular Chambers**

- 14. The judges accept that these applications are to be scheduled by the applicant for regular chambers, notwithstanding Rule 5.05(1). The applicant must take reasonable steps to select a time convenient for each respondent: Rule 5.05(5).
- 15. The chambers judge will either hear the application there and then, or give directions for preparation for a hearing and set a date. A judge who is satisfied there is an emergency will try to find time for a quick hearing. If evidence supports it, the judge may grant an interim order under s. 6(5) of the Act or Rule 41 Interlocutory Injunction and Receivership. The interim order will be in place until the hearing or such other time as the court orders.

#### **Forms**

- 16. Attached are forms for
  - Intimate Images Application
  - Cyber-bullying Application
  - Production or Take-down Application
  - Affidavit of Service
  - Motion to Extend, Vary, or Terminate
  - Affidavit
  - Notice of Contest
  - Order.

These forms were developed with the assistance of the provincial Department of Justice and the Registry of Regulations. They are to assist applicants and respondents who act on their own. Lawyers are free to use these forms, follow *Civil Procedure Rules* Part 22 - Forms, or use their own precedents.

Adopted by the court on June 22, 2018.

Joseph P. Kennedy

Chief Justice of the Supreme Court of Nova Scotia

# **Intimate Images Application**

20			No.
		Supreme Court of Nova Scotia	
Betwee	en:		
			Applicant
		and	
			Respondent
			Respondents [delete one]
		Notice of Application in Chambers	
Го:		[name of respondent or names of res	pondents]
The nan		ion ban involved in this proceeding, and other information likely bublished or broadcast. See, <i>Intimate Images and Cyber-proceeding</i> .	•
The cou	ırt must ident	ify a minor involved in this proceeding by a pseudonym.	See, s. 8.
Reques	ts for other p	publication ban	
	[optional	requests for applicant who is not a minor; delete if not ap	plicable]
The app	olicant reques	ets that	
		ublish or broadcast the applicant's name or any information applicant. See, <i>Intimate Images and Cyber-protection Action</i>	
	the court ide	entify the applicant by a pseudonym. See, s. 9(2).	
		an order against you lying to a judge in chambers for a cyber-protection order	
		[select all that apply]	
1. 🗆	declaring the	at an image is an intimate image;	
2. 🗆	prohibiting :	you from distributing the intimate image;	

3. □	prohibiting you from contact with the applicant or [name of other person];
4. □	requiring you to take down or disable access to the intimate image;
5. □	requiring you to pay damages to the person depicted in the intimate image and account for profits;
6. □	referring the matter to dispute-resolution services provided by CyberSCAN or otherwise;
7. □	requiring you to pay costs of the proceeding;
8. 🗆	[give specifics of other order that is just and reasonable]
The appropriate prothon	olicant started this application by filing this notice on the date certified by the otary.
	ds for order olicant is applying for the order on the following grounds:
	[select all that apply]
1a. □	the applicant is an individual whose intimate image was distributed without consent,
	or
1b. □	the applicant is a parent or guardian of an individual under the age of nineteen years whose intimate image was distributed without consent;
2. □	the distribution of the intimate image is not in the public interest;
3. □	the respondent [name] distributed the intimate image without consent;
4. □	the respondent [name] is a parent or guardian of an individual under the age of nineteen years who distributed the intimate image without consent;
5. 🗆	the respondent [name] is the owner of the electronic device, a person who has been assigned or has control over the use of the Internet Protocol address or the user or person responsible for the website, user name or account, electronic-mail address or other unique identifier, used to distribute the intimate image without consent;
6. □	the respondent [name] is a parent or guardian of an individual under the age of nineteen who is the owner the electronic device, a person who has

been assigned or has control over the use of the Internet Protocol address or the user or person responsible for the website, user name or account, electronic-mail address or other unique identifier, used to distribute the intimate image without consent.

The applicant brings this application under the *Intimate Images and Cyber-protection Act*, s. 5.

	applicant offers the follo	eation wing affidavits in support of the app	lication:
		[name] [name] [date] and filed with this notice	
	affidavit ofon	[name] [date] and filed with this notice	[sworn/affirmed]
		be delivered to you with this notice, s provided in Civil Procedure Rule 5	
You than Filin noti	five days after this notice	notice of contest, and any affidavits e is delivered to you or you are other ntitles you to notice of further steps i	wise notified of the application.
The	application is to be heard	l by the judge in chambers at 9:30 a.	m. on se/I aw Courts]
mur	nicipality], Nova Scotia.	[Courthou [street address], [Street address], [You have the right to be present, and are not present, the judge may proceed	l to be represented by counsel,
The deli		order on the application without furth on time, or if you or your counsel fa	
Any	[Cou	the court must be filed at the office arthouse/Law Courts] at(telephone 902).	

When you file a document you must immediately deliver a copy of it to the applicant and each other party entitled to notice, unless the document is part of an *ex parte* motion, the parties agree

delivery is not required, or a judge orders it is not required.

<b>Contact information</b> The applicant designates the follow	
Documents delivered to this address information is available from the p	are considered received by the applicant. Further contact thonotary.
Signature Signed[	onth/day], 20
	Signature of applicant Print name:
	OR
	Signature of counsel
	[name] as counsel for [name of applicant]
Prothonotary's certificate I certify that this notice of applicate 20	n was filed with the Court on,
	Prothonotary

# **Cyber-bullying Application**

20			No.
		Supreme Court of Nova Scotia	
Betwe	een:		
			Applicant
		and	
			Respondent or
			Respondents [delete one]
		Notice of Application in Chambers	
То:		[name of respondent or names of res	pondents]
The name	must not be p	r involved in this proceeding, and other information likely published or broadcast. See, <i>Intimate Images and Cyber-pr</i> tify a minor involved in this proceeding by a pseudonym. S	otection Act, s. 8.
		an order against you lying to a judge in chambers for a cyber-protection order	
		[select all that apply]	
1. 🗆	declaring th	at a communication is cyber-bullying;	
2. 🗆	prohibiting	you from making communications that would be cyber-bu	llying;
3. □	prohibiting of other per	you from contact with the applicant orson];	[name
4. □	requiring yo bullying;	ou to take down or disable access to the communication that	at is cyber-
5. □	requiring yo	ou to pay damages to the victim of cyber-bullying and acco	ount for profits;
6. □	referring the otherwise;	e matter to dispute-resolution services provided by CyberS	CAN or

7. □	requiring you to pay cos	sts of the proceeding;	
8. □			
	[give specifics of other	order that is just and reasonable]	
The app		ntion by filing this notice on the date	certified by the
	ls for order licant is applying for the	order on the following grounds:	
		[select all that apply]	
1a. □	the applicant is a victin	n of cyber-bullying	
	or		
1b. □	the applicant is a paren a victim of cyber-bully	at or guardian of an individual under ing;	the age of nineteen who is
2. □	the communication is r	not in the public interest;	
3. □	the respondent	[name] engaged in cyt	per-bullying;
4. □		[name] is a parent or gen who engaged in cyber-bullying;	guardian of an individual
5. 🗆	person who has been a address or the user or p	[name] is the owner of ssigned or has control over the use of the website, used for other unique identifier, used for the website.	f the Internet Protocol ser name or account,
6. □	under the age of ninete been assigned or has co or person responsible f	[name] is a parent or gen who is the owner the electronic dontrol over the use of the Internet Profor the website, user name or account, used for cyber-bullying	evice, a person who has otocol address or the user
The app	olicant brings this applica	ntion under the <i>Intimate Images and</i> (	Cyber-protection Act, s. 5.
	ce supporting application	on ng affidavits in support of the applica	ntion:
□ affi	idavit of	[name] [name] [date] and filed with this notice	[sworn/affirmed]

	affidavit of	[name] [date] and filed with this notice	[sworn/affirmed]
	on	[date] and filed with this notice	
	1 0	davit is to be delivered to you with this notice, and e deadlines provided in Civil Procedure Rule 5 -	-
You than Filin	n five days after	the court a notice of contest, and any affidavits the this notice is delivered to you or you are otherw contest entitles you to notice of further steps in	ise notified of the application.
The	onth/dayl, 20	to be heard by the judge in chambers at 9:30 a.m. in the [Courthouse [street address],	Law Courts],
mui	nicipality], Nov	a Scotia. You have the right to be present, and to wn. If you are not present, the judge may proceed	o be represented by counsel,
The deli		nt a final order on the application without further of contest on time, or if you or your counsel fail	
Any	y documents yo	ing documents u file with the court must be filed at the office of  [Courthouse/Law Courts] at	
Whothe	en you file a do er party entitled	ova Scotia (telephone 902	arte motion, the parties agree
		ion gnates the following address:	
	cuments deliver	red to this address are considered received by the lable from the prothonotary.	applicant. Further contact
	nature ned	[month/day], 20	

	Signature of applicant Print name:	_
	OR	
	Signature of counsel	-
	[name] as counsel for [name of applicant]	_
Prothonotary's certificate certify that this notice of application 20	was filed with the court on	,
	Prothonotar	— У

# **Production or Take-down Application**

20			No.
		Supreme Court of Nova Scotia	
Betwe	een:		
			Applicant
		and	
			Respondent
			Respondents [delete one]
	N	Notice of Application in Chambers	
Го:		[name of respondent or names of r	espondents]
The nai		In this proceeding, and other information like r broadcast. See, <i>Intimate Images and Cyber</i> -	
The co	urt must identify a minor	r involved in this proceeding by a pseudonym	. See, s. 8.
Reque	sts for other publication	n ban	
		[delete if not applicable]	
The ap	plicant requests that		
		roadcast the applicant's name or any informa See, <i>Intimate Images and Cyber-protection A</i>	
	the court identify the a	pplicant by a pseudonym. See, s. 9(2).	
	eant requests an order a plicant is applying to a ju	<b>ngainst you</b> udge in chambers for a cyber-protection order	r
		[select all that apply]	
1. 🗆		le to the applicant any information in your porson who may have used an internet protocol	

	website, electronic user name or account, electronic-mail address or other unique identifier that may have been used to distribute an intimate image without consent or for cyber-bullying;			
2. 🗆	requiring you to take down or disable access to an intimate image or cyber-bullying communication;			
3. 🗆	requiring you to pay costs of the proceeding;			
4. 🗆				
	[give specifics of other order that is just and reasonable]			
	oplicant started this application by filing this notice on the date certified by the onotary.			
	nds for order oplicant is applying for the order on the following grounds: [select all that apply]			
1. [	the applicant is an individual whose intimate image was distributed without consent;			
2. [	the applicant is a victim of cyber-bullying;			
3. [	the applicant is a parent or guardian of an individual under the age of nineteen whose intimate image was distributed without consent;			
4. [	the applicant is a parent or guardian of an individual under the age of nineteen who is a victim of cyber-bullying.			
The	pplicant brings this application under the Intimate Images and Cyber-protection Act, s. 5			
	ence supporting application pplicant offers the following affidavits in support of the application:			
	ffidavit of [name] [sworn/affirmed] n [date] and filed with this notice			
	ffidavit of [name] [sworn/affirmed] n [date] and filed with this notice			

A copy of each affidavit is to be delivered to you with this notice, and further affidavits may be delivered before the deadlines provided in Civil Procedure Rule 5 - Application.

## You may participate

You may file with the court a notice of contest, and any affidavits that you will rely on, no more than five days after this notice is delivered to you or you are otherwise notified of the application.

Filing the notice of contest entitles you to notice of further steps in the application, including notice of further affidavits.

Time, date, and place	
The application is to be heard by the judge i	n chambers at 9:30 a.m. on [Courthouse/Law Courts], [city, town, or ight to be present, and to be represented by counsel,
[month/day], 20 in the	[Courthouse/Law Courts],
[street a	ddress], [city, town, or
municipality], Nova Scotia. You have the r	ight to be present, and to be represented by counsel,
or to act on your own. If you are not presen	t, the judge may proceed without you.
Possible order against you	
	plication without further notice to you if you fail to
	you or your counsel fail to appear in chambers at the
above time, date, and place.	
Filing and delivering documents	
Any documents you file with the court must	be filed at the office of the prothonotary, at the
[Courthouse/Law C	Courts] at
[street address], Nova Scotia (telephone 902	·).
	iately deliver a copy of it to the applicant and each ument is part of an <i>ex parte</i> motion, the parties agree is not required.
Contact information	
The applicant designates the following addr	ess:
Documents delivered to this address are con information is available from the prothonota	asidered received by the applicant. Further contact ary.
Signature	
Signed [month/da	ıy], 20
	Signature of applicant
	Print name:
	Time manie.
	OR

	Signature of counsel	
	[name] as counsel for [name of applicant]	
<b>Prothonotary's certificate</b> I certify that this notice of application was 20	filed with the court on	
	10	Prothonotary

## **Affidavit of Service**

20						No.
	S	upreme Co	urt of No	ova Scotia	ı	
Between:						
						Applicant
			and			
						Respondent
						or Respondents [delete one]
	Aff	idavit of Se	ervice for	Applicat	ion	
deliver a certified cop affidavit is attached,	[da by of a notice together with [o	te] before the of applicate of applicate other documents.	make he hour o tion, the s ments be [name] s	oath and s  f same as the s earing the s worn on mmunity]	say that/aft [a.m./ e certified same headi [n: . I knew th	p.m.], personally copy to which this ing, namely a copy of, 20, a draft ame of person served]. The person to be the one
[Sworn to/Affirmed] on  Signature of A Print name: Official Capacity:	, 20	) ) ) _)				Signature of Witness

### Affidavit of Service

### Note for Applicants Acting on Their Own

A person who is named as a respondent must be notified of the proceeding as soon as possible. The deadline for regular chambers is ten days before the hearing.

The person is notified by handing him or her a copy of the notice of application certified by the court and exact copies of the supporting materials, such as affidavits.

You cannot make the delivery yourself. You need a literate person who is not a party to do it. See Rule 31.04(1).

There are solutions to almost all procedural problems, such as when a respondent cannot be identified or found and when the deadline for service causes serious harm. You need to consult the *Nova Scotia Civil Procedure Rules*, which can be found online at <a href="http://www.courts.ns.ca/Civil Procedure Rules/cpr">http://www.courts.ns.ca/Civil Procedure Rules/cpr</a> home.htm, or get advice.

The person who makes the delivery for you has to swear an affidavit and you have to file it. The notice of application is an exhibit to the affidavit of service. The other documents referred to in the affidavit are not to be attached.

# Motion to Extend, Vary or, Terminate Cyber-protection Order

20		No.
	Supreme Court of Nova Scotia	
Between:		
		Applicant
	and	
	-	Respondent
		or
		Respondents [delete one]
	Notice of Motion	
То:	[name of other party or parties]	
Motion		
[applicant/r	[name of person making motion], theespondent] in this proceeding, moves for an order to	
	[select all that apply]	
1. □ ext	tend a cyber-protection order granted on [date];	
2. □ var	ry a cyber-protection order granted on[date];	
3. □ ter	minate a cyber-protection order granted on [date].	
Time and p		20 -+ 0.20
The motion	is to be heard by a judge on [month/day], [Courthouse/Law Courts] at	20, at 9:30
a.m. m me _	[street address], [city, town	n, or municipality],
	[street address], [city, town a. The moving party has set the motion for hearing in a half-hour or	less in chambers.
The moving	g party says that the motion will not require more time.	
References The moving	g party relies on the following legislation, rules, or points of law:	

Intimate Images and Cyber-protection Act, subsection 6(6).

	dence evidence in support of the n	notion is as follow	s:	
	affidavit ofon	[name [date] and filed v	e]vith this notice	_ [sworn/affirmed]
	affidavit ofon	[name _ [date] and filed v	e]vith this notice	_[sworn/affirmed]
You whe with	sible order against you is may file an affidavit and a lather the proposed order shou nout further notice to you.  nature med	ıld be made. If yo	u do not attend, the jud	
			Signature of moving Print name:	
			OR	
			Signature of counse	1
			[name] as counsel for	
			[name of moving pa	

## Affidavit

20			No.
		Supreme Court of Nova Scotia	
Betw	reen:		
			Applicant
		and	
			Respondent or
			Respondents [delete one]
Affida	vit of	[name] [choose one: sworn/affirmed] on	[date]
Ι		[name] [choose one: make oath/affirm] and give e	vidence as follows
1.	I amto the proceed	[name], the	[state relationship
2.		al knowledge of the evidence[svit, except where otherwise stated to be based on information	
3.		affidavit, the source of any information that is not based ond I state my belief of the source.	n my own persona
-		the facts, do not state any opinion, plea, view, or submissi numbered paragraphs]	on. Use concise
4.			
5.			
6.			

[Sworn to/Affirmed] before me	)		
on, 20	)		
at	)		
	)		
	)		
Signature of Authority	)	Signature of:	
Print name:	)		
Official capacity:	)		

Notice of Contest 20	Supreme Court of Nova Scotia	No.
Between:		
	and	Applicant
		Respondent or Respondents [delete one]
	Notice of Contest (Chambers Application)	
To:	[name of applicant]	
The respondent admi	ts the facts stated in your grounds numbered: [state number	ers of relevant
The respondent denie	he notice of application]es the rest of your statement of grounds, but may admit the formation: [describe]	e following after
	that your application should be[	[dismissed/allowed

[Briefly state the respondent's grounds in point form; include material facts and references to legislation and points of law; do not state evidence or provide argument.]

Evidence of respondent		
The respondent offers the follow	ving evidence:	
affidavit of [date]	[name]	[sworn/affirmed]
affidavit of [date].	[name]	[sworn/affirmed]
<b>Contact information</b> The respondent designates the fo		
Documents delivered to this add Further contact information is a	dress are considered received by	
Signature Signed	_ [month/day], 20	
£.		of respondent e:
	OR	
	Signature	of counsel
	[name] as counse	ol for the respondent [name]

# Order to Extend, Vary or, Terminate a Cyber-protection Order

20		No.
	Supreme Court of Nova Scotia	
Between:		
		Applicant
	and	5
		Respondent or
		Respondents [delete one]
	Order	
Before the Hono	ourable Justice	in chambers
On the motion of	of [name of moving party], the follow	wing is ordered:
	[delete all that do not apply]	
1. The cyber	r-protection order granted on[	date] is terminated.
	r-protection order granted on [o	date] is extended to
[describe	r-protection order granted on[d	
Issued	[month/day], 20	
		Prothonotary