

CONVOCATION AGENDA

Convocation Date: April 26, 27 and 28, 2017
Location: Sheraton Cavalier Hotel, Saskatoon
Commencement and End Time: Wednesday, April 26th to Friday, April 28th
(Risk Management Session Thursday afternoon)

1. Approval of the Agenda

1.1 Apologies for Absence

Apologies for absence were received from Leslie Belloc-Pinder, David Rusnak, Q.C. and Jay Watson.

1.2 Confirmation of Agenda

1.3 Bencher Conflict of Interest Disclosures

1.4 Agenda Items, Committee Reports and Documents which are Not Open to the Public

- a. Bencher Vacancies (background information)
- b. Senior Life Membership Award (background information)
- c. IT Update
- d. Law Foundation

2. Approval of the Minutes held February 10, 2017

2.1 Amendments

2.2 Confirmation of Minutes

2.3 Business Arising from Minutes

3. Strategic Initiatives

3.1 Work Plan

For information, attached is an updated Law Society Work Plan.

3.2 Improve Confidence in the Law Society among Stakeholders

- i. Introduction of New Communications Director
- ii. IT Update

iii. Governance Training

Tim Brown is discussing the production of a training video for publicly appointed Benchers with Brenda Hildebrandt, Q.C. and Greg Walen, Q.C. The focus of the video will be investigation and adjudication and will be done in advance of the June Convocation.

Tim Brown has acquired good material from CSAE that will be provided to the Benchers. The Law Society has a number of good materials on governance intended to be of benefit to everyone in the organization. A bibliography of materials will be posted to PBWorks.

iv. Risk Management

Discussion / feedback on Thursday's Bencher risk management session. Tim Brown will report on next steps.

3.3 Improve Capacity, Competency and Knowledge of Members

i. Innovating Regulation Update

For review and discussion, a memo from Barbra Bailey has been provided.

ii. Legal Resources Survey Update

The Library surveyed the membership regarding funding to maintain legal resources available to Law Society members. Attached are the final results from Melanie Hodges Neufeld.

iii. CPD Course on How to Read Financial Statements

In response to the request by the Benchers for a one hour training session on how to read financial statements, the Executive proposed that producing a CPD webinar for the benefit of the membership, as well as any new and existing Benchers, would be beneficial. Administration will coordinate the session. Benchers will be offered the webinar free of charge.

iv. CPLED Update

Tim Brown will report that the CPLED board continues to move towards identifying a uniquely qualified candidate capable of redesigning the Bar Course Program, such that it meets the requirements of national professional accreditation standards.

3.4 Improve Access to Legal Services

i. National Access to Justice Roundtable

Tim Brown and Barbra Bailey attended the Roundtable discussions held in Vancouver in March. A report will be included in the Executive Director's Report.

ii. Legal Technicians Task Force

Attached is a memo from Barbra Bailey.

4. Society Governance

4.1 Operational Reporting

- i. President's Report**
- ii. Executive Director's Report**
- iii. Federation Council Report**

4.2 Financial Reporting

i. Current Financial Statements

Financial statements for the period ended February 28, 2017 and March 31, 2017 will follow.

ii. Audited Financial Statements

Enclosed are the following:

- a. Audited financial statements for the year ended December 31, 2016
- b. Audit Completion Report from Virtus Group, Auditors
- c. Audit Committee Report to the Benchers prepared by John McIntosh, Chair (to follow)

The financial statements require approval by the Benchers for presentation at the Annual General Meeting in June.

4.3 Excess Insurance Coverage for Staff and Benchers

For Bencher consideration, attached is a memo from Tim Brown and Brad Hunter, Q.C.

4.4 Appointments

i. Bencher Vacancy: Public Representative Bencher

Perry Erhardt, Q.C. will report to Convocation on the search for a candidate to replace Rennie Harper.

ii. Bencher Vacancy: North East Electoral District

A Bencher vacancy was created due to the resignation of Rosanne Newman, Q.C. Resumes were provided by 12 interested applicants. Attached is a memo from the Executive Committee outlining process.

To assist in deliberations, a Bencher skills matrix, an advertisement, as well as resumes of all the applicants is included.

iii. Senior Life Membership

Attached is a memo from Barbra Bailey containing the 2017 potential candidates, complete with background information for deliberation by the Benchers. Certificates will be presented at the AGM in June.

iv. C. Willy Hodgson Award

This award was started by the Law Society in 2003/2004 in remembrance of the late Willy Hodgson, a former Bencher. Over the last few years, no nominations have been received, despite that there are deserving members who qualify. Benchers are encouraged to identify deserving recipients for the award. Attached is an advertisement outlining the criteria.

4.5 Federation 101

Jonathan Herman will attend June Convocation to provide “Federation 101” training to the Benchers.

4.6 National Discipline Standards Report

Attached is a report produced by Stacey McPeck.

4.7 How to Build a Better Bencher Table

Attached is a summary of the Bencher discussion held at February Convocation on “How to Build a Better Bencher Table.”

The summary is going to the Governance Committee so that they may explore some options for reform. It is expected that legislation will be passed in May.

5. Regulation

5.1 Insurance Levy

The Benchers will be asked to approve the Insurance Levy for the year beginning July 1, 2017. Insurance Counsel, Brad Hunter, Q.C. will explain the recommendation to the Benchers and the Chair of Insurance, Perry Erhardt, Q.C. will propose a resolution. Attached are the following:

1. Recommendation – memo from Brad Hunter, Q.C.
2. Exhibit 2 – Recommended Minimum Surplus Level
3. Exhibit 4 – Insurance Fees by Jurisdiction

5.2 Rule Amendments

- i. **Rule 110(1) – Part 6 Committees**
- ii. **Rule 1502(b) – Part 18, Contingent Fee and Retainer Agreements**

Attached is a memo from Barbra Bailey outlining minor Rule amendments to Rules 110 and 1502. Bencher approval is required.

iii. **Amendments to *The Legal Profession Act, 1990***

Amendments to the *Act*, excluding government lawyers from the insurance levy, was presented to the Legislature for first reading on April 3, 2017. The impact of this Bill on the public is for discussion at the Bencher table; please refer to the memo written by Tim Brown.

This change will also necessitate amendments to conflicting Law Society Rules. The Rule amendments will be tabled to June Convocation.

6. Law Review Grant Request

The Law Society has historically contributed \$35,000 each year towards the Law Review, which is advanced in May.

Attached is the following:

- i. Memo from Tim Brown and Melanie Hodges Neufeld;
- ii. Correspondence from Professor Heather Heavin at the College of Law requesting funding for this year;
- iii. Correspondence from Tracey Wray at the College of Law.

7. Law Foundation

Erin Kleisinger, Q.C. and Tim Brown met with the Chair and CEO of the Law Foundation on March 30, 2017 and will provide a report *in-camera*.

8. Reports from Representatives to Other Organizations

8.1 Legal Aid Commission

Written report from Ray Wiebe, Law Society representative on the Commission board.

8.2 Law Foundation of Saskatchewan

Written report from Tom Schonhoffer, Q.C., Law Society representative on the Foundation board.

9. Committee Reports

- a. Access to Legal Services (Minutes held December 1, 2016 and February 9, 2017)
- b. Admissions & Education (Minutes held December 1, 2016 and February 9, 2017)
- c. Audit (None)
- d. Conduct Investigation (None)
- e. Discipline (February 2016 meeting *cancelled*)
- f. Equity & Diversity (Minutes held February 9, 2017)
- g. Ethics (Minutes held December 1, 2016 and February 9, 2017)
- h. Executive (Minutes held January 23, 2017 and April 4, 2017)
- i. Governance (Minutes held December 1, 2016 and February 8, 2017)
- j. Insurance (None)
- k. Legal Resources (Minutes held December 1, 2017 and February 9, 2017)
- l. Professional Standards (December 2016 meeting *cancelled*. Minutes held February 9, 2017)

10. Informational Items

Indigenous History in Saskatchewan – Review on Residential Schools - Heather Hodgson's review of "A National Crime" by John Molloy (1999).

11. Meeting Finalization

- 11.1 Review Actions to be Taken
- 11.2 Confirm Items under 1.4
- 11.3 Meeting Evaluation
- 11.4 Next Meeting – June 14, 15 and 16, 2017 in Regina
(Annual General Meeting on Thursday, June 15th)
- 11.5 Motion to Adjourn

12. In-Camera Session *with* Executive Director

13. In-Camera Session *without* Executive Director