

CONVOCAATION AGENDA

Convocation Date: June 14, 15 and 16, 2017
Location: DoubleTree Hotel, Regina
Commencement and End Time: Begins Wed. June 14th at 4:00 pm (Risk Management Session) and finishes Fri. June 16th

1. Approval of the Agenda

1.1 Apologies for Absence

An apology for absence was received from Ronni Nordal who will be present for committee meetings on Thursday, but not the Friday Convocation meeting.

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

- i. IT Update
- ii. Queen's Counsel Selection Committee
- iii. Senior Life Membership Policy
- iv. C. Willy Hodgson Award (personal information)

2. Approval of the Minutes of April 28, 2016

2.1 Amendments

2.2 Confirmation of Minutes

2.3 Business Arising from Minutes

3. Federation 101 Training

Jonathan Herman, CEO, Federation of Law Societies, will make a presentation to the Benchers regarding the operations of the Federation.

A motion is required to present an honorary certificate to Mr. Herman.

4. Strategic Initiatives

4.1 Work Plan

For information, attached is an updated Law Society Workplan.

4.2 Improve Confidence in the Law Society among Stakeholders

i. IT Update

Tim Brown to provide his report.

ii. Risk Management Session – follow up

Discussion of Thursday's Risk Management Session.

iii. Communications Strategy

a. Work respecting the Enterprise Communication Strategy is ongoing. Natalie Tomczak will present an overview of her work to-date.

b. Attached is a copy of a *draft* Media Strategy (and a copy of the Executive Committee Terms of Reference).

4.3 Improve Capacity, Competency and Knowledge of Members

i. Innovating Regulation – Update

The Access Committee is approving the final materials to be used in the outreach, operation and assessment of the Law Firm Practice Management Pilot Project at this Convocation. The Pilot Project is expected to launch on Monday, with the first step being outreach to the firms that have been selected for participation. The Pilot Project will run over the summer and the Benchers will receive an interim report at September Convocation.

Attached are the assessment tool and comments form for use in the pilot project, as well as the roll-out plan.

ii. Legal Resources

a. Next steps re: survey

b. Renewal of Westlaw Contract

c. ExLibris Project – memo from Melanie Hodges Neufeld

iii. CPLED Update

Tim Brown attended the CPLED meeting in Calgary on May 16, 2017 and will report to the Benchers.

iv. CPD Course – How to Read Financial Statements

This project was initially envisioned as something which could be applicable to the membership at large, as well as Benchers. However, since the primary focus of the video was to be a training tool for Benchers as an aid to improve their capacity to provide financial oversight to the organization, Management has

produced a video for the benefit of Benchers alone with the assistance of an arm's length facilitator -- Auditor Sheila Filion, CPA, CA, Virtus Group. Her presentation was informed with input from Pamela Harmon, CPA, CA and Stephanie Kievits, CPA, CA, as well as Monte Gorchinski.

A link to the video "Analyzing Financial Statements" has been posted and can be viewed at any time. Any questions arising out of the presentation can be forwarded by email to the Audit Department at auditor@lawsociety.sk.ca. Answers will be gathered and shared in the form of FAQ's at a later date.

4.4 Improve Access to Legal Services

i. Legal Services Task Team

A press release was posted May 5, 2017 on our website and an email was sent to the members, providing an update on work done by the Task Team. Update from Gerald Tegart, Q.C.

At April Convocation, the Benchers requested more information on this project, so we decided to post all information in a location accessible by all Benchers. A new tab was created in PBWorks titled *Projects*. Under this tab, two special projects were added - *Legal Service Provider Project* and *Proactive Entity Regulation*. In future, information on these issues will be posted directly to PBWorks for easy access and are located on the Bencher Convocation Packages page.

ii. Courthouse Closure Discussion

Recent emails among Benchers have given rise to questions about the role the Law Society should / may take with respect to certain matters affecting the legal profession (such as courthouse closures). The attached Executive Committee Terms of Reference relating to external affairs as mentioned above are relevant to this discussion, as well.

Attached is an update on access to the Weyburn Library by Melanie Hodges Neufeld.

iii. Access to Justice

Attached are materials regarding the summer campaign:

- a. Email from Sarah McCoubrey, Strategist on Access to Justice
- b. Campaign brochure

5. Society Governance

5.1 Operational Reporting

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

5.2 Financial Reporting

- i. Financial Statement

Enclosed are the financial statements for the periods ended January 31, 2017, February 28, 2017, March 31, 2017 and April 30, 2017 (to follow).

- ii. Quarterly Investment Report

Nothing to report.

5.3 Surplus Policy - Update

Tim Brown to provide an update.

5.4 CLIA Update

Tim Brown will provide an update with respect to the CLIA AGM and subscribers meeting he attended in Calgary on May 16th and 17th.

5.5 Appointments

- i. Law Foundation Auditor

Pursuant to Rule 76(7), the Benchers appoint the Law Foundation auditor. Bob Watt, FCPA, FCA, Law Foundation CEO, advised that the board recommends re-appointment of their current Auditor, Deloitte.

A motion is required to re-appoint Deloitte as auditors of the Law Foundation.

- ii. Queen's Counsel Selection Committee

The committee consists of the past President, a Bencher, a Public Representative and a member-at-large.

The precedent has been to elect a Bencher by secret Ballot at Convocation. Ian Wagner served on the committee last year and expressed interest in serving again on this year's committee. No other Benchers have come

forward. Ian Wagner was the sole Bencher applicant, therefore, he is elected by acclamation.

The Public Representative Benchers held a meeting and selected Judy McCuskee to serve again this year.

Six Applications were received for the member-at-large position and they are attached. The member-at-large appointee will be selected by secret ballot.

iii. C. Willy Hodgson Award

Four nominations were received and they are attached. Also attached is the criteria for the award. The appointee will be selected via secret ballot.

5.6 Terms of Reference – Equity & Diversity Committee

For Bencher approval, attached is the Terms of Reference for the Equity & Diversity Committee.

5.7 Terms of Reference – Legal Resources Committee

For Bencher approval, attached is the Terms of Reference for the Legal Resources Committee.

5.8 Governance Reform

From the summary notes on “How to Build a Better Bencher Table” held in February, followed by discussion of the Governance Committee, attached is a memo prepared by Barbra Bailey setting out a proposal for short-term and long-term reform initiatives.

5.9 Senior Life Membership Policy

At April Convocation, the Benchers requested that the Policy come back to the table for discussion about whether the criteria should be revised. Attached is the current policy, as well as a memo from Donna Sigmeth, Q.C. to assist in the deliberations. Also included is a memo from Barbra Bailey regarding process.

6. Regulation

6.1 Amendments to *The Legal Profession Act, 1990* and Law Society Rule 605

Attached is a memo from Barbra Bailey discussing new section 11.1(4) of the *Act* and the resultant changes to our Rules, Part 10 – Insurance, Rule 605(4)(b), reflecting that most government lawyers will be exempt from payment of the Annual Assessment. This will bring the language of the *Act* and the Rules into harmony. These Rule amendments require Bencher approval.

Discussion with senior government staff indicate that they hope the Law Society will entertain Rule amendments to insure government lawyers for the provision of *pro bono legal* services. The Government has been asked to supply wording for suggested Rule amendments, however we will not receive this in time for June Convocation. Therefore, proposed Rule amendments to insure government lawyers for the provision of *pro bono legal* services will be deferred to September Convocation.

7. Committee Reports

- a. Access to Legal Services
- b. Admissions & Education
- c. Audit
- d. Conduct Investigation
- e. Discipline
- f. Equity & Diversity
- g. Ethics
- h. Executive
- i. Governance
- j. Insurance
- k. Legal Resources
- l. Professional Standards
- m. Trust Safety

8. Informational Items

- a. *Law society discovers “systemic weaknesses” in protecting Indigenous people from unscrupulous lawyers*, by Judy Porter, CBC News, Posted April 26, 2017.
- b. *Liberals reshape judicial bench with appointments of women*, by Sean Fine, The Globe and Mail, Posted May 12, 2017.
- c. *The Role of Today’s Board Member*, by Glenn H. Tecker, Associations Now Supplement, 2017.

9. Meeting Finalization

- 9.1 Review Actions to be Taken**
- 9.2 Confirm Items under 1.4**
- 9.3 Meeting Evaluation**
- 9.4 Next Meeting (September 20 – 22 in Saskatoon)**
- 9.5 Motion to Adjourn**

10. Bencher In-Camera Session with Executive Director

11. Bencher In-Camera Session without Executive Director