

CONVOCAATION AGENDA

Convocation Date: November 29 & 30 and December 1, 2017
Location: Radisson Hotel, Saskatoon
Commencement and End Time: Begins Thursday, November 30th at 8:30 am
Ends Friday, December 1st after lunch

1. Approval of the Agenda

1.1 Apologies for Absence

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. CLASSIC/PBLS Funding Requests
- ii. Appointments for Saskatchewan Legal Aid, PLEA and College of Law Endowment Fund
- iii. Approval of Minutes of *in-camera* discussion from October 27, 2017 Convocation
- iv. CanLII Update
- v. Litigation Update
- vi. Legal Resources Update
- vii. Media Inquiries

2. Approval of the Minutes of September 22, 2017, October 27, 2017 and *In-Camera* Minutes from October 27, 2017

2.1 Amendments

2.2 Confirmation of Minutes

2.3 Business Arising from Minutes

3. Strategic Initiatives

3.1 Funding Requests

- a. Attached is a letter from Chantelle Johnson, Executive Director at CLASSIC, with a request for funding for the 2018-19 fiscal year. Also for consideration, is a copy of their sponsorship request for their upcoming *Cirque de Classic* fundraiser in January 2018.

- b. Attached is a letter received from David Thera, Q.C., Chair of PBLs, requesting funding for 2018.

Time will be allotted for both organizations to make brief submissions at November Convocation.

3.2 Work Plan

Attached is an updated Work Plan from Barbra Bailey.

3.3 Improve Confidence in the Law Society among Stakeholders

- i. Risk Management

At September Convocation, the Benchers reviewed a memo from Barbra Bailey setting out a categorization of risks identified by the Benchers and Staff through separate strengths, weaknesses, opportunities and threats (SWOT) discussions.

Discussion relating to the Risk Analysis Report of Barbra Bailey dated November 23, 2017, which includes a description of the controls in place for each risk, will be discussed during the November 30th Governance discussion. This item appears on the Agenda to allow for any follow-up discussion and required motions.

- ii. Leadership Roles, Responsibilities and Relationships at September Convocation

At June Convocation, the Benchers approved a proposal for short term and long term reform/improvement initiatives that resulted from the HTBABB session in February. The Glenn Tecker session at September Convocation was the first step in implementing this reform. Tim Brown reported that he received a lot of positive feedback about the session and time will be allotted on November 30th for a follow-up discussion. This item appears on the Agenda to allow for any required motions.

- iii. Communications Committee

Tim Brown will provide an update relating to the progress of the Communications Committee.

- iv. Media Communications

In-Camera

3.4 Improve Capacity, Competency and Knowledge of Members

i. Innovating Regulation – Update

The pilot project is coming to a close and Barbra Bailey has been conducting evaluation of the project through exit interviews and a survey. A report of those results will be reviewed by the Access Committee at a date to be determined, following November Convocation.

ii. CPLED – Update

Tim Brown to provide an update on the ongoing search for a CEO.

iii. Legal Resources

In-Camera

iv. CanLII

In-Camera

v. CPD Program Survey Results

The A & E Committee distributed a survey to the members over the summer asking for their feedback regarding the CPD program. For information, attached is a memo from Andrea Johnston provided earlier to the A & E Committee.

It is the intention of the A & E Committee to discuss, and where appropriate, to proceed to implement some of the easily achievable policy changes by January 1, 2018. Some of the more significant changes will require further work.

vi. Practise Tips

Enclosed is a memo from Ronni Nordal, Vice-Chair of PSC, dated November 20, 2017, along with a paper titled *Digital File Management – Practice Tips*.

3.5 Improve Access to Legal Services

i. Legal Services Task Team

Gerald Tegart, Q.C. to provide an update.

4. Society Governance

4.1 Operational Reporting

This item moved to end of this section for early Vice-Presidential voting.

4.2 Election of President

Craig Zawada, Q.C. is the only declared candidate for the President of the Law Society in 2018.

4.3 Election of Vice-President

Leslie Belloc-Pinder and Ian Wagner are the candidates running for the Vice-Presidential election and they will be making a 10 minute presentation to the Benchers at November Convocation.

A vote will then be cast via secret ballot to determine the new Vice-President of the Law Society for 2018.

4.4 Financial Reporting

i. Financial Statements

For discussion, attached are the financial statements for the period ended October 31, 2017.

ii. Quarterly Investment Report

For discussion, attached is the quarterly investment report from Greystone for the period July 1 to September 30, 2017.

iii. LSS Investments

Administration has been working with Loren Ghee from Greystone to update the investment policy. Loren will be invited to February 2018 Convocation to discuss investment strategies.

4.5 Appointments

i. Saskatchewan Legal Aid

The term for Ray Wiebe expires December 31, 2017 and he is interested in serving a second term. This requires Bencher approval.

ii. Public Legal Education Association of Saskatchewan (PLEA Board)

The term for Maya Scott expires December 31, 2017 and she is interested in serving a second term. This requires Bencher approval.

iii. College of Law Endowment Fund

The term for Derek Maher expires December 31, 2017 and he is interested in serving another term. This requires Bencher approval.

iv. Provincial Court Judicial Council

Craig Zawada, Q.C. provided his consent for Erin Kleisinger, Q.C. to continue as a Council member in 2018. A motion of the Benchers will be required.

4.6 Senior Life Membership Policy

The Benchers have been reviewing the policy and requested that Administration provide a memo setting out the implications of the options which were discussed at previous meetings. Attached, for ease of reference, are documents presented to the Benchers at June Convocation, as well as some additional research done on the topic:

- a. Memo from Kara-Dawn Jordan, dated November 23, 2017;
- b. Senior Life Membership Policy;
- c. Memo from Donna Sigmeth, Q.C. dated May 31, 2017;
- d. Memo from Barbra Bailey dated March 29, 2017;
- e. Research regarding the processes followed by other jurisdictions – memo from Barbra Bailey, dated August 31, 2017

4.7 Bencher Committees 2018

Attached is a form that the Benchers are asked to complete by indicating their preferences for Committee appointments.

4.8 Operational Reporting

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

5. Regulation

5.1 Rule Amendments

- i. Part 8 – Professional Standards and Discipline
 - a. Rule 403(3), Appointment to Hearing Committee

Attached is a memo from Tim Huber regarding an amendment to Rule 403 governing who may be appointed to sit as a Hearing Committee Chair. Presently, only Benchers may sit as Hearing Committee Chairs. The proposed amendment would allow former Benchers and non-Bencher lawyers to sit as a Hearing Committee Chair when a Bencher is not available. The Discipline Executive Committee considered this option and several others before agreeing to endorse the wording set out in option #6 in the memo.

b. Rule 405, Confidentiality

Attached are two memos from Tim Huber regarding an amendment to Rule 405 clarifying the ability of the Executive Director to make reports to the authorities when confronted with lawyers engaging in criminal activity. The first memo outlines the rationale for the proposed change. The second memo deals with the Benchers' ability to make the change as a rule amendment rather than an amendment to the Act. The Discipline Executive Committee has endorsed the proposed amendment as set out in the attached memos.

ii. Schedule 1 – Practicing Fees

Attached is *Schedule 1 – Law Society Fees and Assessments* for approval by the Benchers. Although the 2018 budget was passed at October Convocation, a separate motion is required to approve the actual Schedule of Fees.

6. 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

7. Informational Items

- a. *The Use (And Overuse) of In Camera Meetings* – by Craig Zawada, Q.C., Saskatchewan Business Magazine, September 2017
- b. *SALI Conference Summary* – Memo from Melanie Hodges Neufeld
- c. Law Society Gets a Toll Free Number
- d. Pilot Project – Legal Advice/Information for Survivors of Sexual Violence (Government of Saskatchewan)
- e. Recipient of the 2017 - 18 Law Society Scholarship in law is Andrea MacDonald
- f. U of S Senate Report – Karen Prisciak, Q.C.
- g. CLIA Subscribers Report – Tom Schonhoffer, Q.C.
- h. Convocation Dates 2018

8. Meeting Finalization

- 8.1 Review Actions to be Taken**
- 8.2 Confirm Items under 1.4**
- 8.3 Meeting Evaluation**
- 8.4 Next Meeting**
- 8.5 Motion to Adjourn**

9. Bencher In-Camera Session with Executive Director

10. Bencher In-Camera Session without Executive Director