

# CONVOCATION AGENDA

Convocation Date: February 6, 7 and 8, 2019  
Location: Delta Hotel, Saskatoon (formerly the Radisson)  
Commencement and End Time: Begins at Noon on Wednesday, February 6<sup>th</sup> and ends  
Friday, February 8<sup>th</sup> after lunch

## 1. Approval of the Agenda

### 1.1 Apologies for Absence

An apology was received from Gerald Tegart, Q.C.

### 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. Legal Resources

## 2. Approval of the Minutes

- a. Bencher Minutes from the meeting held December 7, 2018
- b. *In Camera* Bencher Minutes from the meeting held December 7, 2018

### 2.1 Amendments

### 2.2 Confirmation of Minutes

### 2.3 Business Arising from Minutes

## 3. Society Governance

### 3.1 Governance Reform

Time has been allotted for discussion and feedback regarding the 2019 Committee structures and assignments. The attached background memo was prepared by Leslie Belloc-Pinder, Q.C. and she will introduce the topic for discussion. Also included is a memo prepared by Barbra Bailey, provided to the Benchers on January 11, 2019.

### 3.2 New Bencher Orientation

Time will be allotted at February Convocation for Benchers to provide feedback on the Bencher Orientation session. The goal is to collect information that can be used in the future to optimize the on-boarding process. Another opportunity for feedback will also be

provided through a brief, anonymous survey to be distributed by Administration. This survey will seek to obtain feedback regarding the training experience of all Benchers. The results of this survey will be provided to the Governance Committee which evaluates the on-boarding process.

### **3.3 Bencher Honoraria** *(Informational)*

At December Convocation, the A & E Committee announced their decision to grant Benchers with 3 CPD credits for their work as Benchers. For 2019, three Ethics hours have been added to the CPD database for all lawyer Benchers.

### **3.4 Operational Reporting**

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

### **3.5 Financial Reporting**

- i. Financial Statements

Attached is a memo from Don Hansen, FCPA, along with the November 30, 2018 financial statements for both the General Fund and the Special Fund, which include an updated forecast.

Administration is still awaiting cut-off items in order to close the books for December 2018. These include some accruals, as well as our December 2018 Greystone funds statement that contains a detailed breakdown by investment to record investment revenue. Administration expects to receive these documents shortly, but not in time for Convocation.

- ii. Quarterly Investment Report

Attached is the Greystone Quarterly Investment Report for the period October 1 to December 31, 2018.

- iii. Financial Statements for the year ended December 31, 2018

The Benchers will need to approve the December 31, 2018 audited financial statements prior to the AGM. This will have to be done via conference call.

Administration will send a Doodle Poll to the Benchers in order to schedule a meeting via conference call on March 21, 2019.

#### iv. Resolutions

##### a. Greystone Investments

Attached is a Greystone Banking Resolution. With the appointment of a new President and Vice-President, Greystone requires a resolution authorizing signing authorities.

This resolution will require approval by the Benchers.

##### b. Toronto Dominion Bank

Attached is a banking Resolution for the Toronto Dominion Bank authorizing signing authorities for 2019.

This resolution will require approval by the Benchers.

### 3.6 Appointments

#### i. CPLED Board

The term for Tom Schonhoffer, Q.C. will end February 9, 2019.

Tim Brown, Q.C. contacted Tom Schonhoffer, Q.C. regarding the end of his term and he is willing to continue as required if re-appointed.

The CPLED Board, which is currently undergoing a governance rethink as part of the CPLED 2.0 redevelopment, considers Mr. Schonhoffer's experience and corporate knowledge to be a significant asset to the Board at a critical time for the organization. They are hopeful that he can stay on, at least on an interim basis, until this work is complete. Tim Brown, Q.C. can provide further background to the Benchers, if necessary.

This appointment requires Bencher approval.

#### ii. Judicial Advisory Committee

Heather Laing, Q.C. is willing to serve another term on this Committee. Her term is due to expire March 1, 2019.

This appointment requires Bencher approval.

### 3.7 Entity Regulation Committee

Terms of Reference for the new *ad hoc* Entity Regulation Committee is attached for Bencher review and approval. Also attached, is the project Work Plan.

## 4. Strategic Initiatives

### 4.1 Operational Planning

Attached is a memo prepared by Kara Dawn Jordan regarding operational action planning.

### 4.2 Improve Confidence in the Law Society among Stakeholders

#### i. Communications

##### a. Communications Report

Attached is a report from Anna Willey.

#### ii. Legal Resources (*In-Camera*)

Tim Brown, Q.C. will provide an update on the Regina Library space *in-camera*.

### 4.3 Improve Capacity, Competency and Knowledge of Members

#### i. Cloud Computing Checklist and Best Practices

The Cloud Computing Paper authored by ISM, as well as the checklist, will be made available on the Law Society website shortly.

Recommendations made by ISM, including recommendation that the Law Society consider establishing rules with respect to confidentiality breaches, will be considered by the Professional Standards Committee. This will also be a subject considered by the Staff Action teams.

#### ii. Membership Analytics

Tim Brown, Q.C. met with ISM on November 2<sup>nd</sup> and discussed AI, Blockchain, cloud computing and ways they could collaborate and involve other law societies. The next meeting has been scheduled for February 21, 2019.

A meeting with the Law Society of Alberta took place on January 24, 2019 and Tim Huber attended, along with Andrew Norton from the Law Society of Alberta. Tim Brown, Q.C. will provide an update on the results of the meeting.

#### iii. Equity and Diversity

Attached is a memo from Barbra Bailey regarding the analysis of the survey results of the demographic data survey conducted in conjunction with the 2019 annual membership renewal.

#### 4.4 Improve Access to Legal Services

##### i. Access to Justice (*Informational*)

Tim Brown, Q.C. was invited to speak to the students at the Dean's Forum on January 17, 2019 and again to the students on January 28, 2019, along with Craig Zawada Q.C. He will provide an update on the proposed topics and our involvement.

### 5. Regulation

#### 5.1 Rule Amendments

##### i. Rules 110, 135 and 303

Attached is a memo from Barbra Bailey regarding Rule amendments related to the proposed 2019 Committee Structures.

#### 5.2 The Legal Profession Act, 1990

Melanie Baldwin, Q.C., Chair of the Law Foundation, will be in attendance on Friday, February 8, 2019 at 9:00 am to make a presentation to the Benchers regarding the Law Foundation's proposed amendments to the *Act*. Bob Watt, FCPA, FCA, Executive Director at the Law Foundation, will attend via conference call to answer any questions the Benchers may have.

Included are:

- a memo from the Law Foundation outlining their rationale for the proposed changes; and
- a tracked changes document outlining the proposed amendments to the *Act*.

### 6. Committee Reports

- a. Audit
- b. Competency (joint Committee of Admissions & Education and Professional Standards)
- c. Conduct Investigation
- d. Discipline Executive
- e. Entity Regulation
- f. Equity and Access (joint Committee of Equity & Diversity and Access to Legal Services)
- g. Ethics
- h. Executive
- i. Governance
- j. Insurance
- k. Legal Resources
- l. Trust Safety

**7. Informational Items**

- a. Sask. Legal Aid Commission – report from Ray Wiebe
- b. CLIA Board Report – report from Dave Jackson
- c. Creating Strong Passwords – KnowBe4 Brochure
- d. [“Artificial Intelligence for Lawyers: Why it Matters to You and Your Success”](#) - presented by Chris Bentley of the Legal Innovation Zone at Ryerson University (qualifies for 1 CPD hour, 0.5 of which qualifies for Ethics)

**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**