

CONVOCATION AGENDA

Convocation Date: June 22 and 23, 2023
Location: In-person at Dakota Dunes Resort and virtually via *Zoom* on both Thursday and Friday
Commencement and End Time: Thursday, June 22nd at 12:00 Noon
Annual General Meeting at 12:00 pm
Lunch at 12:30 pm
Bencher Training Session 1:00 – 3:00 pm;
Convocation will begin at 9:00 am Friday, June 23rd

1. Approval of the Agenda

1.1 Apologies for Absence

Jonathan Bodvarson sends regrets for Thursday, but will attend on Friday. Erin Kleisinger, K.C. and James Korpan, K.C. send their regrets.

1.2 Confirmation of Agenda

1.3 Bencher Conflict of Interest Disclosures

1.4 Committee Reports and Documents Which Are Not Available to the Public

Documents and Reports related to the following items are not available to the public.

- i. Bencher afternoon session to be held *in-camera* on Thursday, June 22, 2023
- ii. Appointments
- iii. Informational Items – Operational reports, Committee Reports and reports from Representatives on outside organizations

2. Decision Items

2.1 Appointments

- i. King's Counsel Selection Committee

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

We received interest from 1 member Bencher and 1 Public Representative Bencher and they are acclaimed.

The Nominations Committee will make a recommendation to the Benchers in relation to the member-at-large position at Convocation.

The Nominations Committee Report Form is attached.

A motion will be required to confirm the recommendation of the member-at-large.

ii. College of Law Endowment Fund

The first term for the Law Society's current appointee will expire on December 31, 2023.

The Nominations Committee will make a recommendation to the Benchers in relation to this appointment at June Convocation.

A motion will be required to confirm the recommendation.

iii. Public Legal Education Association of Saskatchewan (PLEA)

The first term for the Law Society's current appointee will expire on December 31, 2023.

The Nominations Committee will make a recommendation to the Benchers in relation to this appointment at June Convocation.

A motion will be required to confirm the recommendation.

iv. PREP Appeal Hearing Committee

The term for the existing 5 members of this Committee will expire on June 30, 2023.

The Nominations Committee will make a recommendation to the Benchers in relation to these appointments at June Convocation.

A motion will be required to confirm the recommendation.

v. Practitioner Staff Appeals Tribunal

The Practitioner Staff Appeals Tribunal hears appeals from medical practitioners who have been aggrieved by a decision of the Saskatchewan Health Authority. The Minister of Health may appoint two lawyer candidates to a three-year term on the Tribunal. As part of this process, the Law Society is entitled to nominate candidates (three per position) to the Minister of Health for consideration. Currently, there is one lawyer vacancy.

The Nominations Committee will make a recommendation to the Benchers at June Convocation for nominees to be considered by the Minister of Health for the appointment.

A motion will be required to approve the recommendation.

2.2 Regulation

- i. Part 15 - Accounting, Part 16 - Reporting Requirements and Part 23 - Withdrawal from Practice

The Trust Safety Committee, in consultation with the Firm Regulation Committee, recommends changes to the trust accounting Rules to establish a uniform annual reporting period for all firms.

A uniform annual reporting period (year-end) for all firms supports the objectives of proactive firm regulation, and in particular, streamlining the reporting process and requirements. It forms part of the larger trust safety model which includes risk-based assessment criteria to determine eligibility of a lawyer/firm to maintain a trust account, as well as an education component to ensure ongoing competency. A shift to a uniform year-end for all firms allows for a more timely and complete review by Administration of annual reporting and identification of risks for compliance audit selection in accordance with the risk-based approach to the trust safety program. The change will also facilitate future data collection and trend reporting.

A memo from Administration with redlined Rule amendments is attached.

A motion is required.

3. Discussion Items

3.1 Society Governance

- i. Standing Reports
 - a. President's Report – verbal report to be provided.
 - b. Executive Director's Report – a written report has been provided by Tim Brown, K.C.
 - c. Federation Council Report – no report for this Convocation.
- ii. Financial Reporting
 - a. Financial Statements

Enclosed for review are the financial statements for the 5 months ended May 31, 2023, along with a memo from Pamela Harmon, CPA, CA.

b. Investment Reports

Enclosed for review is snapshot of the TDAM investment portfolio as at May 31, 2023.

The TDAM Quarterly Investment Report for the 1st quarter of the year, January 1 to March 31, 2023, is also provided for review.

iii. 2023 Workplan

A updated and streamlined workplan will be developed following adoption of a new Strategic Plan.

iv. Convocation Scheduling 2024

The Executive Committee considered scheduling Convocation dates for 2024 and is proposing that the Benchers consider whether to change from 6 in-person Convocations per year, to 4 full in-person Convocations per year, with issue specific virtual meetings as needed. This may increase both the efficiency and effectiveness of Convocation.

If approved by the Benchers, the Convocation schedule for 2024 might be as follows, with the potential for additional issue specific virtual meetings.

- March 21 and 22, 2024 OR March 27 and 28 (which are a Wed/Thursday, due to Good Friday) in-person and virtually
- April 30, 2024 (virtual meeting to approve Audited Financial Statements and consider the SLIA Insurance Levy)
- June 20 and 21, 2024 (in-person and virtually)
- September 26 and 27, 2024 (Budget to be considered in September. In-person and virtually.)
- November 28 and 29 OR December 5 and 6, 2024 (in-person and virtually)

4. Informational Items

4.1 Strategic Initiatives

i. Expanded Approach to Competency (Goal 1)

a. Firm Regulation

We have recently surpassed the midway point of the three-year rollout of the Assessment Tool with 185 firms having completed or currently engaged in the assessment process. The vast majority of firms appear to engage positively with the assessment process. As a result, Administration has been able to identify several areas of overlap in need for resources and supports for both sole and multi lawyer firms.

The Firm Culture Principles were integrated in the Assessment Tool on February 6, 2023 and all DRs were notified of the launch. There was a significant increase of views on the DR Hub after February 6, 2023, when compared to the initial launch of the Hub on February 1, 2021 to February 5, 2023. Notably, 17% of the unique page views on the DR Hub occurred after the dissemination of the communication (three-month period) compared to 83% during the two years prior to the integration.

The most recent group consisting of small firms with 5-7 members, having completed the Assessment Tool, were the first group to complete it with the integrated Firm Culture Principles. The average rating reported by firms for Principle 6 – Equity, Diversity, and Inclusion was “4” and the average rating of Principle 7 – Access to Justice was “3”, suggesting that many firms have already included some of the principles within their practices. It is significant to note that Administration has not received any queries or comments from DRs related to the Firm Culture Principles, other than thoughtful feedback noted in both the Areas of Priority and Areas of Excellence.

ii. Increased Equity, Diversity and Inclusion in the Law Society and Legal Service Provision (Goal 4)

Administration has finalized a [Summary Report](#) from the Women in Law Virtual Roundtable and shared with partners including the Canadian Bar Association, CREATE Justice and the International Association of Women Judges (SK). A [communication](#) has also been prepared highlighting important data related to discrimination and harassment to accompany the related notice of changes to the *Code of Conduct*.

iii. Increased Access to Legal Services (Goal 5) and Future of Legal Services Initiative

a. Limited Licensing Pilot

Administration has responded to an inquiry from the Court of King's Bench in relation to status of the Pilot and authorizations for those who might be appearing. The Pilot remains active and an upcoming meeting of the Future of Legal Services Committee will consider four new applicants as well as reconsideration of one application.

Quick data from the Pilot includes:

APPLICANTS	PARTICIPANTS - APPROVED	PARTICIPANTS - NOT APPROVED	PARTICIPANTS - REMOVED	APPLICATIONS PENDING REVIEW
29	22	2 (1 pending reconsideration)	1	4
CLIENT INQUIRIES	CLIENTS SERVED	CLIENT GEOGRAPHIC LOCATIONS	CONSUMER REVIEW – POSITIVE	CONSUMER REVIEW - CONCERNS
10,590 (in some contexts a high volume of inquiry but not all clients elect or are candidates for services)	2,913	300+ outside of Regina and Saskatoon	21	3

Additionally, work is progressing on the development of a Code of Conduct and mandatory ethics training for Limited Licensees, as well as Rules to guide the licensing process.

b. Exemptions

Consultation is continuing with stakeholders regarding two exemptions from unauthorized practice. A survey (preview draft, final to follow) related to family law early dispute resolution will be circulated shortly and findings will be considered by the Future of Legal Services Committee at upcoming meetings.

4.2 Truth and Reconciliation through Treaty Implementation (TRTI)

The Community of Practice has continued to work with the Office of the Treaty Commissioner to develop an action plan for the Truth and Reconciliation through Treaty Implementation recommendations.

The April 19th meeting focused on reviewing priorities and key items for implementation, as well as considering communications and evaluation for enabling strategies. The May 10th meeting involved a smaller working group focusing on editing, organization and alignment of action areas with the Law Society's Strategic Plan. The full Community of Practice met on June 7th to review and validate the action plan, which was successfully achieved, with some minor amendments anticipated in the final plan. Five areas of focus have been identified as follows:

1. Policy Review and Reform
2. Capacity Building
3. Service Accessibility
4. Collaboration and Engagement
5. Communication

Once a final action plan has been received, it will be brought before the Benchers for review.

The Office of the Treaty Commissioner also presented the Law Society with original artwork by artist Kevin Pee-ace from the Yellow Quill First Nation with the inscription *“The Office of the Treaty Commissioner celebrates the Law Society of Saskatchewan for walking the Truth and Reconciliation through Treaty Implementation journey as our first partner to develop its Action Planning process.”*

4.3 Statement on Commitment to Reconciliation

The Law Society has invited the Office of the Treaty Commissioner to help facilitate review of the Statement and engagement by the Federation of Sovereign Indigenous Nations. Work is also being done to identify translators and prepare for implementation of the communications plan.

4.4 Information Items

An information package is included in the Agenda.

5. New Business

6. Consent Agenda

The Consent Agenda includes items which are not considered controversial and will collectively be enacted by one motion at Convocation.

The items included on the consent Agenda are set out in 6.1 and 6.2 below:

6.1 Approval of the Bencher Minutes

The following Bencher Minutes are provided for approval:

- a. Minutes from the Bencher meeting held April 28, 2023; and
- b. Minutes from the *CLOSED* Bencher meeting held April 28, 2023.
- c. Minutes from the *CLOSED* Bencher meeting held April 27, 2023.

Minutes from the *Closed* Bencher meeting held April 27, 2023 are confidential as relates to Staff, excepting Staff that were involved in the discussion to fill member Bencher vacancies, and were distributed separate from the Convocation Materials in a private email to Benchers.

A motion is required.

6.2 Terms of Reference

The Competency Committee is recommending amendments to the Terms of Reference to accurately reflect reporting practices, and to delete the “Role of Contracted Practice Advisors” section. Practice Advisors can be asked to attend a Committee meeting as needed, but the information currently included in that section of the Terms of Reference is more appropriately included in the contract between the Law Society and the Practice Advisors. The Competency

Committee Terms of Reference are attached for review, redlined to highlight the proposed changes.

A motion is required.

7. Meeting Finalization

- 7.1 Review Actions to be Taken**
- 7.2 Confirm Items under 1.4**
- 7.3 Meeting Evaluation**
- 7.4 Next Meetings**

September Convocation will be held September 21 and 22, 2023 at the Hotel Saskatchewan in Regina.

7.5 Motion to Adjourn