

CONVOCATION AGENDA

Convocation Date: March 27 and 28, 2025
Location: In-person at the Hotel Saskatchewan, Regina
and virtually via *Zoom* on both Thursday and Friday
Commencement and End Time: Thursday, March 27 - Lunch at 12:00 pm;
Bencher Session from 12:45 – 4:30 pm.
Friday, March 28 - Breakfast at 8:30 am;
Convocation will begin at 9:00 am, with lunch service
at 12:00 pm

1. Approval of the Agenda

1.1 Apologies for Absence

Kathryn Gilliss sends her 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 Thursday Afternoon Session
- ii. Appointments
- iii. Informational Items – Operational reports, Committee Reports and reports from Representatives on outside organizations

2. Decision Items

2.1 Appointments (*discussion In-Camera, motions are public*)

- i. Law Foundation of Saskatchewan

Justice Sean Sinclair was on his second term, but was appointed to the King's Bench on November 5, 2024.

This appointment is made in conjunction with the Law Foundation, according to an existing Memorandum of Understanding which provides for a joint selection committee with both Law Society and Law Foundation representation.

The Selection Committee will make a recommendation to the Benchers.

A motion is required.

ii. Hearing Committee Adjudicator Roster

Terms for the existing Hearing Committee Adjudicator Roster members expired on December 31, 2024 and require renewal.

The Roster consisted of ten Law Society members and ten members of the general public, all of which are eligible for reappointment. Nine Benchers were also members of the Roster, however, after the 2024 Bencher election, only two re-elected Benchers remain eligible to serve.

The recommendation of the Hearing Administrator will be provided at March Convocation.

A motion will be required.

2.2 Regulation

i. Rule Amendments

There are no Rule amendments for approval at March Convocation.

2.3 Society Governance

i. Resolutions

a. TD Asset Management Inc. - Investments

Attached is a TD Asset Management Inc. Resolution for signatures. With the appointment of a new President and Vice-President, they require a resolution authorizing signing authorities.

A motion will be required.

b. TD Bank – Bank Accounts

Attached is a TD Bank Resolution for signatures. Again, with the appointment of a new President and Vice-President, they require a resolution authorizing signing authorities.

A motion will be required.

3. Discussion Items

3.1 Society Governance

i. Standing Reports

- a. President's Report – a verbal report will be provided.
- b. Executive Director's Report – Tim Brown, K.C.'s written report is included in the materials.
- c. Federation Council Report – Andrea Argue, K.C.'s report is included in the materials.

ii. Financial Reporting

a. Financial Statements

Enclosed are the *draft* financial statements for the year ended December 31, 2024, along with a memo from Pamela Harmon, CPA, CA, containing a variance analysis both from budget and most recent forecasts.

In addition, attached are the February 28, 2025 financial statements for review.

b. Investment Reports

Enclosed for review are the following:

- December 31, 2024 TDAM Investments Summary;
- TDAM Quarterly Investment Review for the period October 1 to December 31, 2024; and
- TDAM Investments Summary as at February 28, 2025.

c. Annual General Meeting and Approval of Audited Financial Statements for the year ended December 31, 2024

Audited financial statements for the year ended December 31, 2024 will be approved by the members at the AGM proposed to be held virtually over the lunch hour on June 19, 2025. In advance of this meeting, Benchers will be required to approve the Audited Financial Statements during the virtual May Convocation scheduled for May 1, 2025.

iii. Bencher Vacancy

At the 2024 Bencher election, there was a vacancy in the East Central district. Pursuant to Policy C-XII: Member Bencher Vacancy Appointment Policy, the Nominations Committee is responsible for making a recommendation regarding whether an appointment should be made to fill this vacancy based on an assessment of Board needs.

The Nominations Committee considered this issue at its March meeting and agreed that it should defer making a recommendation in relation to the vacancy to a later date. The Board has a sufficient number of member Benchers to meet the requirements of the Act, and there would still be sufficient time left in the term if a decision to fill the appointment was made later this year. Additionally, the committee agreed that the Law Society would have a better understanding of the overall competencies of the Board after a period of time, given the recent Bencher election, the appointment of two Public Representative Benchers, and the anticipated appointment of another Public Representative Bencher in the near future. The Policy is attached for information, along with the background memo that was provided to the Nominations Committee.

iv. Workplan 2025

An updated workplan is provided for review and discussion.

4. Strategic Initiatives Update

4.1 Strategic Initiatives

i. Strengthen Regulation (Goal 1)

a. Legal Guided Pathways Project

The developer has been meeting with Professional Responsibility staff during the knowledge engineering and content mapping processes and this portion of the work is nearing its conclusion. The next step will be to have the content uploaded to the online framework and complete user testing.

The expected timeframe for completion of the project has been adjusted to Q2 2025.

ii. Enhance Competency (Goal 2)

a. Firm Regulation

The initial three-year roll out of the online Practice Management Assessment Tool is complete. At December 2024 Convocation, a summary of the trends and outcomes from the Assessment Tool was provided to the Benchers for information. Administration continues to review these trends with a view to development of continuing professional development programming. This includes programming focused on bridging the understanding between firms and the public with respect to the public experience and perceptions regarding access to justice.

As of January 1, 2025 the requirement to complete the Practice Management Course was integrated into the New Sole/Small Firm Practice Review Program. Since that date, 13 Sole or Small firms have begun that process. Administration has not received any feedback from any of the firms who have completed the course. We are able to identify the Modules that are requiring the most attempts made by the firms for successful completion. This will assist in identifying specific gaps and areas to be aware of in terms of resource development and risk. The Law Society Practice Advisors have also completed the course and have provided helpful feedback for the Administration's consideration.

b. Western Canada Competency Profile

As previously reported, the WCCP Implementation Project has commenced, in collaboration with Manitoba, Alberta, British Columbia and Nova Scotia (and our consultants, ACT). Work on phase one (Documenting the current state) is underway with Law Society staff mapping current methods for education, training, and evaluation with the 86 performance indicators in the WCCP.

The goal of the mapping exercise is to assess the extent to which WCCP competencies are taught and assessed in articling and PREP. This work will lead us into phase 2 (Envisioning the future state) and help focus efforts on areas needing enhancement. Review by the participating jurisdictions' Benchers and/or committees will occur throughout the project.

iii. Increase Equity, Diversity and Inclusion (Goal 3)

Administration will offer a mentorship program again in 2025 from May to August based on the positive response in 2024. Administration will also present with other regulators from British Columbia, Alberta, and Ontario at an inaugural Internationally Trained Lawyers Conference in April, focusing on lessons and efforts to integrate internationally trained lawyers into the Canadian legal landscape.

iv. Advance Truth and Reconciliation (Goal 4)

Administration participated in the first national symposium to advance reconciliation in legal education from law school through to continuing professional development. For law societies, discussion focused on mandatory education approaches and lessons from jurisdictions that have implemented mandatory Truth and Reconciliation education. Reflections from the discussion will be shared with the Law Society's Truth and Reconciliation Advisory Group for consideration and any further advice/guidance as the Law Society continues to act on broader continuing professional development reform.

Administration received additional feedback from Métis Nation Saskatchewan on the Statement on Commitment to Reconciliation which will be brought to an upcoming Truth and Reconciliation Advisory Group meeting for final review. Translations in Saulteaux and Northern Michif will be adjusted pending finalization of wording and work initiated again on other recruitments and translations. The Advisory Group will also be consulted on a timeline for release which will inform next-steps including providing advance notice to other law societies.

5. Informational Items

5.1 Society Governance

i. Bencher Honoraria

As done since 2019, the Law Society grants three CPD ethics hours per calendar year to Benchers to acknowledge their significant contribution of time and expertise. This ethics hour credit was also extended to non-Bencher lawyers who serve on one or more of the prescribed Law Society Committees.

Law Society staff have manually entered the three ethics hours for Benchers and non-Bencher Committee members.

In addition, Benchers will continue to receive full access to CPD OnDemand, to provide free access to all recorded Law Society CPD resources.

5.2 Information Package for Convocation

An information package is included in the materials.

6. New Business

7. 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 below:

7.1 Approval of Bencher Minutes

The following Bencher Minutes are provided for approval:

- a. Minutes from the Bencher meeting held December 6, 2024; and
- b. Minutes from the *Closed* Bencher meeting held December 6, 2024.

A motion is required.

7.2 Terms of Reference

Several Committees met in advance of Convocation to review their Terms of Reference. To date, the following Committees require changes to their Terms of Reference and a redlined/blacklined version is provided for review and approval.

- a. Executive Committee
- b. Nominations Committee

A motion is required.

8. Meeting Finalization

8.1 Review Actions to be Taken

8.2 Meeting Evaluation

8.3 Next Meeting – May 1, 2025 *virtually* via Zoom from 1:30 – 4:30 pm.

8.4 Motion to Adjourn