

Convocation Agenda

Convocation Date: October 2 and 3, 2025
Location: In-person at the Bessborough Hotel and virtually via Zoom on both Thursday and Friday
Commencement and End Time: Thursday, October 2, 2025, lunch at 12:00 pm; Governance Session at 1:00 pm
Friday, October 3, 2025, breakfast at 8:30 am; Convocation will begin at 9:00 am, lunch at 12:00 pm.

1. Approval of the Agenda

1.1 Apologies for Absence

None.

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 on Governance to be held *in-camera* on Thursday, October 2, 2025;
- ii. 2026 Budget; and
- iii. Minutes from the *Closed* Bencher meeting held June 20, 2025.

2. Decision Items

2.1 2026 Budget (*Discussion In-Camera, motions are public*)

The proposed 2026 Budget, practicing fee and special fund levy for 2026, as well as an annual review of the Reserve and Surplus Management – General Fund Policy, will be presented *in-camera*.

Separate motions will be required:

- A motion to approve the 2026 Budget;
- A motion to approve the practicing fee for 2026 and Special Fund assessment for 2026 (included in the practice fee);
- A motion to approve Rule amendments to *Schedule 1 – Law Society Fees and Assessments*.

The motions will be recorded in the public record.

2.2 Regulation

i. Rule Amendments

Part 15 – Rule 1545(10)(b)(ii) – Requirement to Verify Client Identity and Rule 1549(a)(i)(B) – Monitoring

Subsequent to amendment to Rule 1545 in June 2025, and to ensure consistency throughout the Rules, a housekeeping amendment is required to each of the Rules. In both instances, the terminology should be updated to indicate “source of **money**” rather than “source of the funds”. The redlined Rules are listed below.

Rule 1545 – Requirement to Verify Client Identity

(10) If a member is not able to obtain the information referred to in subrule (7) or to confirm the accuracy of that information in accordance with subrule (8), the member must:

- (a) take reasonable measures to ascertain the identity of the most senior managing officer of the organization;*
- (b) determine whether the following are consistent with the purpose of the retainer and the information obtained about the client as required by this Rule:*
 - (i) the client’s information in respect of its activities;*
 - (ii) the client’s information in respect of the source of **money the funds** described in Rule 1543; and*

Rule 1549 – Monitoring

1549 *During a retainer with a client in which the member is engaged in or gives instructions in respect of any of the activities described in Rule 1543, the member must:*

- (a) monitor on a periodic basis the professional business relationship with the client for the purposes of:*
 - (i) determining whether the following are consistent with the purpose of the retainer and the information obtained about the client as required by this Rule:*
 - (A) the client’s information in respect of the client’s activities;*
 - (B) the client’s information in respect of the source of **money the funds** described in Rule 1543; and*

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 – a report will be provided following Convocation.

- c. Federation Council's Report – Andrea Argue, K.C.'s report is included in the materials.
- ii. Financial Reporting
 - a. Financial Statements

The financial statements for the month ended August 31, 2025, is enclosed for review.
 - b. Investment Reports

The August 31, 2025, TDAM Investments Summary is enclosed for review.

The Quarterly Investment Report for the period April 1 to June 30, 2025, is also enclosed for review.
- iii. Workplan 2025

An updated workplan is enclosed for review and discussion.

3.2 Continuing Professional Development Renewal Project

In 2023, the Law Society began exploring potential options for improvement and renewal of our continuing professional development (CPD) regulatory framework. Benchers and staff engaged in facilitated, small group discussions regarding various elements of CPD regulatory systems and considered the Law Society of Alberta Professional Development Profile at Convocation on June 23, 2023, and received a demonstration of the Law Society of Alberta CPD Tool, which guides users through a self-assessment and CPD planning and reporting process, at Convocation on September 22, 2023. At Convocation on December 1, 2023, the Benchers indicated general agreement to use the Law Society of Alberta's Competency Profile and CPD Tool as a starting point for developing a renewed CPD regulatory framework.

The Law Society has now entered into an agreement with the Law Society of Alberta permitting development of a CPD Competency Profile and Tool in line with Alberta's model. Administration has developed a high-level project plan and timeline for development, piloting, and launch to Law Society membership of the CPD Tool, Competency Profile and associated policy changes. The attached memo sets out additional background and proposed next steps. Administration is seeking feedback from the Benchers related to the proposed project plan and timeline.

4. Informational Items

4.1 Strategic Initiatives Update

- i. Strengthen Regulation (Goal 1)
 - Legal Guided Pathways Project

Further to the presentation of the Legal Guided Pathways (LGP) at June Convocation, the content and branding are undergoing standard review by the Communications Team and finalization of technology-related fixes are complete and the expected launch date is October 6, 2025.

The LGP will be introduced to the membership via ReSource in conjunction with the public launch.

ii. Enhance Competency (Goal 2)

a. Firm Regulation

The initial three-year roll-out of the online Practice Management Assessment Tool is concluded and we are currently in Q4 of the second cycle. The Administration continues to review trends identified in the Assessment Tool with a view to development of resources and 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 well as a Retirement Guide resource for practitioners.

The Practice Management Course (PMC) data is somewhat limited at this time, given the recent integration of the course into the New Sole Small Firm Practice Program. From January 1, 2025, to September 2, 2025, 34 firms have been notified of the requirement to complete the course with a completion rate as follows:

- 20 firms have completed the course;
- 10 firms are in progress;
- 2 firms have not yet started the course; and
- 2 firms were advised of the requirement but ceased operations before completing the course.

As the data set increases, Administration will review the modules that appear to be the most challenging for members based on the number of attempts for successful completion. This data will assist in identifying specific gaps and areas to be aware of in terms of resource development and risk.

Though we do not actively seek feedback on the PMC, we have received the following unsolicited feedback: *"Even though I've been practicing for nearly 20 years, I still found it insightful! I'd almost go as far as to recommend a 5-year mandatory refresher requirement for all lawyers."*

b. Western Canada Competency Profile

The [Western Canada Competency Profile](#) (WCCP) was approved by all four western provinces in spring 2024, but was not implemented.

In fall 2024, the western provinces, and joined by the Nova Scotia Barristers' Society, began work on the WCCP Implementation Project –

with an aim to determine where and how the WCCP competencies should be acquired and the appropriate method of assessment for these competencies. The work of the Implementation Project included two phases. Phase 1 looked at the current state to identify Bar training gaps. Phase 2 focused on envisioning the future state. Work on phase 2 recently concluded with the project steering committee considering a set of recommendations for implementation of the WCCP.

The Competency Committee will be reviewing the steering committee's recommendations at its next meeting in November – with Administration seeking direction and support to explore any or all recommendations further. The Board will be updated again at December Convocation.

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

The mentorship program was open from May 1 to August 31, 2025. Throughout the program, 36 mentors and 39 mentees were approved to participate, and 44 sessions were booked. Overall participation in number of mentors and mentees decreased when compared to the 2024 mentorship program, where 44 mentors and 42 mentees participated. There was an increase in the number of sessions booked this year as compared to last, where 31 sessions were booked.

Further to the Internationally Trained Lawyers Conference in April, Administration is advancing consultation related to additional content related to compensation for the *Guide to Equity, Diversity and Inclusion for Legal Workplaces*. A call for volunteers resulted in a Working Group of seven drawn from firms, government, and Legal Aid. The Working Group will support the work of an expert to develop additional guidance on compensation for this practice resource during Q4 2025.

iv. Advance Truth and Reconciliation (Goal 4)

A meeting of the Truth and Reconciliation Advisory Group was held on September 4, 2025.

a. Mandatory Education

Administration is advancing renewal of the Law Society's continuing professional development systems as described under agenda item 3.2 above. Considerations for mandatory Truth and Reconciliation education, based on discussion with and feedback from the Truth and Reconciliation Advisory Group, will be advanced through the Competency Committee and the Benchers as the project progresses.

b. Statement of Commitment to Truth and Reconciliation

The Statement of Commitment to Truth and Reconciliation is being finalized for release prior to the end of 2025 following a clarifying amendment approved by the Advisory Group and Board of the Law Society. A publication version has been created with a Métis designer, and updated

translations are underway in Cree, Dene, (Northern and Southern) Michif, and Saulteaux.

v. Increase Access to Legal Services and Justice (Goal 5)

a. Limited Licensing Pilot

Pending proclamation of outstanding sections of Bill No. 163 and regulations, the Limited Licensing Pilot remains active but new applications are paused. A summary of current Pilot data is as follows:

(Current to September 1, 2025¹)

Applicants	Participants – Approved and Active / Pending Conditions	Participants – Not Approved	Participants – Approved and Withdrawn	Applications Pending Review
44	23 / 5 (28)	6	10	0
Client Inquiries	Clients Served	Client Geographic Locations	Consumer Reviews – Positive / Neutral	Consumer Review - Concerns
26,867	8,247	300+	170 / 4	8
Insurance Providers Identified (Participants)	Education Institutions (Applicants)	CPD (Unique Sessions / Participants)	Co-Regulators / Associations (Applicants)	Working Group on Code of Conduct (Participants)
17	50	55 / 72	31	12

b. Alternative Business Structures

Further to approval in principle by the Future of Legal Services Committee at its last meeting, to support regulatory coherence with limited licensing and complete the Committee’s workplan, Administration is advancing draft rule amendments to remove barriers to:

- services an authorized entity may provide (multi-disciplinary practice);
- revenue-sharing within an authorized entity (fee-sharing); and
- ownership of an authorized entity.

These regulatory changes will allow for new optional forms of practice to enhance public access to legal services while upholding professional ethics and standards of conduct. The proposed amendments are anticipated to be ready for consideration by the Board in Q4 2025 after review by the Firm Regulation and Future of Legal Services Committees.

¹ On June 21, 2024, the Board of the Law Society approved rules for limited licensing and a *Code of Professional Conduct for Limited Licensees* conditional on proclamation of outstanding sections of Bill No. 163 and regulations. As the formalization of limited licensing in Saskatchewan is anticipated, new applications to the Pilot are paused effective July 1, 2024.

vi. Increase Wellness (Goal 6)

Staff continue to engage with a consultant to develop new processes for members experiencing health crisis. An initial draft framework and rules are being prepared by the consultant for review with staff for September 30. It is expected that the framework and draft Rules will be advanced for Committee consideration in Q4 2025.

5. 2026 Convocations

The 2026 Convocation dates will be published on the Law Society website, as follows:

- **March 19 and 20, 2026**
 - Hotel Saskatchewan, Regina
- **April 30, 2026**
 - Virtual meeting for approval of the audited 2025 financial statements and consideration of the SLIA Insurance Levy.
- **June 17, 18 and 19, 2026**
 - Cypress Hills
 - Strategic Planning Session with Glenn Tecker (Tecker International)
- **September 24 and 25, 2026**
 - Delta Hotel, Saskatoon. Budget to be reviewed on Thursday afternoon followed by Convocation on Friday morning.
- **December 3 and 4, 2026**
 - Hotel Saskatchewan, Regina

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 June 20, 2025; and
- b. Minutes from the *Closed* Bencher meeting held June 20, 2025.

A motion is required.

7.2 Terms of Reference

Proposed amendments to the Terms of Reference for the Truth and Reconciliation Advisory Group are attached.

A motion is required.

8. Meeting Finalization

10.1 Review Actions to be Taken

10.2 Meeting Evaluation

10.3 Next Meeting – December 4 and 5, 2025, Regina.

10.4 Motion to Adjourn