



LAW SOCIETY
OF THE NORTHWEST TERRITORIES

MINUTES

Law Society of the Northwest Territories
Law Society Training Room
January 19, 2018

Attendance:

Alex Godfrey, President
Tracy Bock, Vice President
Candace Seddon, Member at Large
Heather Chang, Layperson
Karen Wilford, FLSC Representative

Donna Allen, Executive Director
Bob Wilson, Communications and Planning Coordinator

Regrets- Ian Rennie, Secretary
Mike Reddy, Treasurer

Call To Order:

President Alex Godfrey called the meeting to order at 11:05 AM.

Approval of the Agenda:

MOVED BY: Tracy BOCK
SECONDED BY: Heather CHANG

THAT the Agenda be approved as amended.

CARRIED

Approval of the Consent Agenda:

MOVED BY: Candace SEDDON
SECONDED BY: Tracy BOCK

THAT the Consent Agenda be approved as amended.

CARRIED

Action Plan:

- 1) The action plan was reviewed and updated.

Finance:

- 1) The 2017 audit will take place February 19-23, 2018.
- 2) Financial Approvals

MOVED BY: Candace SEDDON
SECONDED BY: Tracy BOCK

THAT the Executive Director may do electronic approvals on all regular items that are part of the approved budget,

AND FURTHER that when the Executive Director has expenses her expense summary will be sent to the Executive Committee for signature by two members,

AND FURTHER that at the end of each month the Executive Director and Treasurer or designate will review the approved payables and the Treasurer or designate will sign them off, and that this record will be kept for presentation to the auditor,

AND FURTHER that any expenses outside of the approved budget will be reviewed by the Treasurer prior to approval.

CARRIED

- 3) The Income Statement and Variance Report for 2017 were presented for information.

Discipline:

- 1) Donna Allen reported that Peter Harte has been appointed Sole Inquirer into the complaint against Garth Wallbridge, and that the hearing for the complaint has been scheduled for February 28, 2018. Notice has been provided and a Notice has been duly posted.

Business Arising from the Minutes:

- 1) Update on custodianship – Phillips Law office. An update was provided. The custodianship will be discharged soon.
- 2) The results of the Communications Survey of the membership were provided for information. They will be provided to the membership.

Rule/Policy Amendments:

- 1) The Rules Work Plan for 2018 was discussed. Rules related to Trust Accounts, Anti Money Laundering, Lawyer Mobility and Un-numbered LSNT Forms are on the agenda.

Work Plan Review:

- 1) The Work Plan was reviewed.

New Business:

- 1) Volunteer Appointments

MOVED BY: Candace SEDDON
SECONDED BY: Tracy BOCK

THAT the 2018 Volunteer List be accepted as presented.

CARRIED

- 2) The Executive Committee Planning Day will be held on February 28, 2018.
- 3) Signing of approved minutes

MOVED BY: Heather CHANG
SECONDED BY: Tracy BOCK

THAT electronic signatures be affixed to Executive Committee minutes upon approval by the Executive Committee.

CARRIED

- 4) A call for Expressions of Interest for members interested in sitting on the Judicial Appointments Advisory Committee will be included in the weekly bulletin.
- 5) The 2017 financial statements of the NWT Law Foundation were presented for information.
- 6) Request for Consultation - Office of the Commissioner of Official Languages of Canada: Donna Allen will ask for more information regarding the format of the consultation and who is invited to participate.

Federation of Law Societies of Canada:

- 1) An update on the CanLII purchase of Lexum was presented for information.
- 2) LSNT Approved Law Schools

MOVED BY: Candace SEDDON
SECONDED BY: Tracy BOCK

THAT the list of approved law schools presented by the Federation of Law Societies of Canada for 2018 be adopted by the Law Society of the Northwest Territories.

CARRIED

- 3) A report from Sheila MacPherson, President of the Federation of Law Societies of Canada, to the FLSC Council, Presidents and CEOs was presented for information.
- 4) Karen Wilford updated the Executive Committee on her activities as the FLSC Council Member for the Law Society of the Northwest Territories. The FLSC Annual Conference October 17-20, 2018 will be held in Charlottetown, Prince Edward Island.

The Executive Committee moved *in camera* for the remainder of the meeting.

Meeting Dates:

LSNT Executive: February 21, 2018
Planning Session: February 28, 2018

Meeting Adjourned: 12:00PM.

Alex Godfrey, President

Ian Rennie, Secretary