LAW SOCIETY
OF THE NORTHWEST TERRITORIES

MINUTES
Executive Committee Meeting
Law Society of the Northwest Territories
Law Society Training Room
25 February 2026

Attendance:
Sandra Mackenzie, President
Sukhmanpreet Dhindsa, Vice-President
Bradley Patzer, Treasurer
Keelen Simpson, Secretary
Alex Godfrey, Member at Large
Jeff Round, Executive Director
Margo Nightingale, FLSC Council Member

Call To Order:

Sandra called the meeting to order at 12:12 PM

Approval of the Agenda:

MOVED BY: Sukhmanpreet DHINDSA
SECONDED BY: Brad PATZER

THAT the Agenda be approved with addition of Executive Lay Member to in-camera discussion.

CARRIED

Approval of Minutes of January 12, 2025

MOVED BY: Keelen SIMPSON
SECONDED BY: Sukhmanpreet DHINDSA

THAT the Minutes be approved.

CARRIED

Approval of the Consent Agenda:

MOVED BY: Keelen SIMPSON
SECONDED BY: Sukhmanpreet DHINDSA

THAT the Consent Agenda be approved.

CARRIED

Federation of Law Societies of Canada:
Margo discussed the materials provided. Discussion over value of international travel and annual change to Executive, it would be beneficial to have a sense of what is gained through attendance. No concerns were raised with upcoming budget.

Various appointments to the NCA committee are proposed, including Eric Cheng of Nunavut. No concerns expressed.

Business Arising from the Minutes

Rules of the Law Society:
Review of summary provided in the ED Report.
Action item: ED to canvass Rules Committee on capacity to prepare recommendations on Governance and NWTLF rules without Conway.

Mandatory Cultural Competency Training:
The Executive Director provided an update on the renewal of the Mandatory Cultural Competency training and implementation for new members. The initiative was stalled due to an inability to make changes in the member management software. The new management software will include this requirement. The Applicant Memorandum will be updated and the LSNT office will reach out to new members since the 2023 renewal to ensure that they are aware and compliant.

Suspended to Resignation:
Discussion over whether to allow suspended to Inactive.

MOVED BY: Alex GODFREY
SECONDED BY: Brad PATZER

THAT the proposal be accepted and enacted.

CARRIED

Rural Wills and Estates Program:
Sukhmanpreet DHINDSA recused herself from the meeting for the discussion of the Rural Wills and Estates Program.
Discussion.

Motion to continue with the program for one fiscal year (April 1, 2026 to March 31, 2027) with the following conditions:

- End current contracts with SKD Law as of March 31, 2026,
- RFP to issue within 2 weeks by Steering Committee to identify contractors with recommendation to Executive by April 30, 2026,
- Accept only CIRNAC funding for 2026/27 ,
- Financial update to be added to Exec meetings monthly

MOVED BY: Brad PATZER
SECONDED BY: Alex GODFREY

THAT the proposal be accepted and enacted.

CARRIED

Action item: Jeff to circulate previous RFP to Executive for review and draft Terms of Reference

Insurance Committee Mandate:
MOVED BY: Keelen SIMPSON
SECONDED BY: Brad PATZER

THAT the draft Mandate be accepted.

CARRIED

Standing Committee Reports
None.

Executive Director's Report

FATF AMLTF review
This work is now underway and is expected to be complete on time for less than the original budget.

Finance Report
Bank signing authorities are being updated on and must be finalized before balance transfers approved at AGM can be actioned.

Discipline Committee
Review of summary provided in the ED Report.

New Business

Courthouse fobs:
General discussion.
Action item: Sandra to draft letter to Court Services outlining concerns around new processes.

External Committee Appointments:
Action item: Executive Director to seek Expressions of Interest for all expiring appointments and alert current incumbent to expiry and encourage them to reapply if interested in continuing.

Important dates:
- Bench and Barbecue – June 24, 2026, combine with Bench and Bar learning event
- Meet the Students event – no date set, Social Committee
- AGM – June 13,2026

- Presidents' Dinner – not in 2026, to be held every two year.

Action item: Margo to canvass Justice Karakatsanis' availability to attend in Yellowknife in fall of 2026 as part of the Listening Tour. LSNT could arrange some focused speaking / listening events and some social events over a 24-48 hour visit.

Presidents' Dinner

MOVED BY:	Keelen SIMPSON
SECONDED BY:	Sukhmanpreet DHINDSA

THAT the Presidents' Dinner be held every two years with the next President's Dinner occurring in 2027.

CARRIED

Action item: letter to be sent to inform CBA of change to frequency.

Action item: Jeff to circulate Executive appointment options for AGM

2026 Bench and Bar Learning Event contribution (D)

MOVED BY:	Alex GODFREY
SECONDED BY:	Brad PATZER

THAT a contribution of $5,000 will be made to the upcoming June 2026 Bench and Bar Learning Event.

CARRIED

Rule of Law Campaign Phase III (D)

MOVED BY:	Sukhmanpreet DHINDSA
SECONDED BY:	Alex GODFREY

TO decline financial participation in Phase III and invite the organizers to advise if there are events that will be open to youth/public in the NWT.

CARRIED

Continuing Professional Development (D)

MOVED BY:	Sukhmanpreet DHINDSA
SECONDED BY:	Brad PATZER

TO engage the CPD committee to Review and make recommendations on a policy regarding waiver of CPD requirements for members who will not/cannot meet their annual requirements by the deadline, draft recommendations on changing the CPD year.

CARRIED

CLIA Board Chair Report (I)

MOVED BY:	Alex GODFREY
SECONDED BY:	Sukhmanpreet DHINDSA

TO move the meeting in-camera at 1:45

CARRIED

MOVED BY: Alex GODFREY
SECONDED BY: Sukhmanpreet DHINDSA

TO move the meeting out-of-camera at 1:51

CARRIED

Upcoming Business:
None.

Meeting Adjourned: 1:41 PM

MOVED BY: Brad PATZER
SECONDED BY: Sukhmanpreet DHINDSA

THAT the meeting be adjourned.

Next Meeting: TBD

Sandra Mackenzie (Jul 23, 2026 12:40:49 MDT)
Sandra Mackenzie, President

Keelen Simpson (Jun 3, 2026 13:39:14 MDT)
Keelen Simpson, Secretary

2026-02-25 Executive Minutes (final)

Final Audit Report 2026-07-23

Created:	2026-05-28
By:	Jeff Round (jeff.round@lawsociety.nt.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAxCHsQoQtcFbp-zvTZxZI8gma9iRjzF9l

"2026-02-25 Executive Minutes (final)" History

Document created by Jeff Round (jeff.round@lawsociety.nt.ca)
2026-05-28 - 3:57:13 PM GMT

Document emailed to Sandra Mackenzie (smackenzie@lawsonlundell.com) for signature
2026-05-28 - 3:57:17 PM GMT

Document emailed to Keelen Simpson (keelen_simpson@gov.nt.ca) for signature
2026-05-28 - 3:57:17 PM GMT

Email viewed by Keelen Simpson (keelen_simpson@gov.nt.ca)
2026-06-03 - 7:38:43 PM GMT

Document e-signed by Keelen Simpson (keelen_simpson@gov.nt.ca)
Signature Date: 2026-06-03 - 7:39:14 PM GMT - Time Source: server - Signature Appearance Selected: DRAW

Email viewed by Sandra Mackenzie (smackenzie@lawsonlundell.com)
2026-07-23 - 6:39:50 PM GMT

Document e-signed by Sandra Mackenzie (smackenzie@lawsonlundell.com)
Signature Date: 2026-07-23 - 6:40:49 PM GMT - Time Source: server - Signature Appearance Selected: DRAW

Agreement completed.
2026-07-23 - 6:40:49 PM GMT