



DATE: June 13, 2024
TIME: 3:15 – 5:00PM
LOCATION: Saskatoon Club | 417 – 21 St East, Saskatoon | In-person/Online

1. Call Meeting to Order
2. Welcome, Territorial Acknowledgment, Consent Agenda
 - Agenda June 13, 2024
 - Minutes June 15, 2023
 - 2024 Annual Report & Financial Statements
3. Introduction & Greetings
4. Annual updates from the Courts
 - The Honourable Chief Justice Leurer
 - The Honourable Chief Justice Popescul
 - The Honourable Chief Judge Metivier
5. Treasurer's Report
 - 2022-23 Financial Statements
 - Presentation of 2022-2023 Budget for Approval
6. Bylaw Amendments: ***Current Bylaws | Tracked Amendments with Comments | Amendments Accepted***
7. Nominating Committee Report
8. Presentation of President's Pin
9. Presentation of the 2024 Community Service Award to Charmaine Panko, K.C.
10. Other Business/Adjournment

Reception to follow | 5:00 - 6:30PM | Saskatoon Club
(for assistance online use the chat feature or email info@cbasask.org)



DATE: June 15, 2023
TIME: 3:00 – 5:00PM
LOCATION: Delta Regina (Umbria Room) - 1919 Saskatchewan Drive, Regina
QUORUM: Yes

1. Call Meeting to Order by Jana Linner, K.C.
Welcome of those in attendance and those attending online.
2. Consent Agenda
 - Minutes of June 19, 2022
 - 2022-2023 Annual Report including Financial Statements**MOVED and seconded to approve the Consent Agenda. CARRIED.**
3. Greetings
Andrea Argue, K.C., President, Law Society of Saskatchewan and Steven Seiferling, CBA Board Member brought Greetings. The President read greetings from Kaylea Dunn, K.C. representing Lawyers Financial who was unable to attend.
4. Annual updates were provided from all three Courts. *(The reports will be available on the CBA Saskatchewan website later this month.)*
 - Chief Justice Richards, reported on the Court of Appeal.

CBASK President, Jana Linner, K.C., presented from CBA Saskatchewan a statue of the Lady Justice to Chief Justice Robert Richards in honour of his upcoming retirement at the end of August and his many contributions to the legal community.

 - Chief Justice Popescul, reported on the Court of King's Bench.
 - Chief Judge Metivier, reported on the Provincial Court of Saskatchewan.
5. President's Report by Jana Linner, K.C. She discussed the Wellness Study on the Legal Profession and how that will continue to be a priority for the branch, the upcoming changes to our sections by a merger of north and south to allow for representation of provincial sections and the goal of balancing online meetings accessible to all and in-person meetings with their networking component. Her full report can be found within the 2022 Annual Report.

6. Treasurer's Report by Mark Dolan included a review of the Financial Statements and our progress to date for 2022-2023. We anticipate we will have a deficit at the end of the fiscal year but not as high as was budgeted.

The 2023-2024 CBA Saskatchewan Budget was presented to the membership. We are not anticipating any significant changes in terms of revenue or expenses and have forecasted a deficit for the coming year.

MOVED and seconded that the 2023-2024 Budget be approved as presented. CARRIED.

7. CBASK President advised members they could access additional Director and Committee Reports in the Annual Report.
8. Chair of the Resolutions, Constitution, Bylaws Committee, Reché McKeague, K.C. presented the amendments as passed at the December 1, 2022 Council Meeting. An outline of the amendments along with a follow-up regarding the concerns raised in 2022 was presented and there being no questions the membership was asked to accept the bylaw amendments.

MOVED and seconded to accept the bylaw amendments as circulated and presented. CARRIED.

9. Nominating Committee Report was presented by CBASK Past President, Reché McKeague, K.C. and outlined in the Annual Report. It was noted that due to the recent merger of north and south sections, some positions for section executive were still ongoing. The membership was advised that due to member interest, all positions had representatives but nominations could still be made from the floor which would then involve an election for the contested position. A call was made for nominations from the floor. There being no nominations from the floor it was

MOVED and seconded to accept the nominations as indicated in the Annual Report. CARRIED.

10. Presentation of President's Pin by Jana Linner, K.C., to Steven Dribnenki, the incoming President as of September 1, 2023. Steven thanked Jana and spoke briefly about his goals for his year in office.
11. Other Business – none.
12. Adjournment **MOVED and seconded to adjourn the Annual Meeting. CARRIED.**

Immediately following the Annual Meeting, presentation of the Community Service Award was made to Patricia Warsaba, K.C., followed by a Reception.



THE CANADIAN
BAR ASSOCIATION
Saskatchewan Branch

2023 - 2024

ANNUAL REPORT



info@cbasask.org



www.cbasask.org



INFLUENCE.
LEADERSHIP.
PROXIMITY.

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CBASK would like to acknowledge that we are on the traditional lands of the Cree, Dakota, Dene, Lakota, Nakota and Saulteaux peoples as well as the Homeland of the Métis. We acknowledge that we are all treaty people under the six treaties in Saskatchewan, Treaty 2, Treaty 4, Treaty 5, Treaty 6, Treaty 8 and Treaty 10.

BOARD OF DIRECTORS

2023 - 2024

PRESIDENT

STEVEN DRIBNENKI, K.C.

VICE RESIDENT

MARK DOLAN

TREASURER

JESSIE BUYDENS

PAST PRESIDENT

JANA LINNER, K.C.

EDUCATION DIRECTOR

ANNA BEATCH

LEGISLATIVE AND LAW REFORM DIRECTOR

JAMES STEELE

OUTREACH DIRECTOR

ANNIE QUANGTAKOUNE

EXECUTIVE DIRECTOR

MONTEEN DENT

ELECTED COUNCIL

2023 – 2024 MEMBERS

NORTHWEST ELECTORAL DISTRICT

Ryan Armstrong

NORTHEAST ELECTORAL DISTRICT

Tomi Olutunfese

PRINCE ALBERT ELECTORAL DISTRICT

Terri Karpish

REGINA ELECTORAL DISTRICT

Iqbal Singh Brar

Melanie Hodges Neufeld

Evan Olson

Tarissa Peterson

Alexander Shalashniy

Chris Triggs

SASKATOON ELECTORAL DISTRICT

Kojo Anaman

Andrea Charlie

Nicholas Conlon

Madison Kowalchuk

Carleen Ready

Allan Stonhouse

SOUTHEAST ELECTORAL DISTRICT

Kathryn Gilliss

SOUTHWEST ELECTORAL DISTRICT

Ryan Hrechka

**Access To
Justice**

Collegiality

Diversity

Equality

Inclusiveness

**Professional
Excellence**

Reconciliation

Rule of Law



PRESIDENT

STEVEN DRIBNENKI, K.C.

It has been a privilege to serve you as President of CBA Saskatchewan this past year. The Board of Directors, Council, and Branch staff have worked hard to maintain our role as the voice of the legal profession in Saskatchewan. Following our Guiding Principles, CBA Saskatchewan has focused on delivering quality member services, advocacy, engaging members, and improving contributor experience. Success is measured in our membership growing to a record 1,352 members this year.

We have had an active year. In April, we visited Prince Albert to meet with Novus Law Group, Legal Aid, and the Prince Albert Bar Association. We established the Truth and Reconciliation Committee to strengthen our practices to acknowledge truth and build reconciliation. We helped University of Saskatchewan College of Law students get a strong start, with the Law Student Welcome linking 70 first year students with 25 lawyers, 160 students meeting with a record 27 firms at the Law Firm Showcase, and Jordan Calladine winning \$1,000 in our first Law Student Essay Contest.

CBA Saskatchewan hosted several successful events. Richika Bodani and her team did a great job planning an excellent Mid-Winter Meeting, highlighted by the Distinguished Service Award Reception and Dinner to honour 2024 recipient Eleanore Sunchild, KC. Sections held 100 events drawing over 2000 attendees, and in attending 18 section events myself, I was continually impressed by the range of topics, presenter expertise, and the thoughtful discussion raised by attendees province wide.

CBA Saskatchewan has remained strong in advocacy. We defended judicial independence and the rule of law and engaged the federal and provincial governments on critical issues. This included meeting with Justice Minister Bronwyn Eyre in November and supporting provincial initiatives to increase Small Claims Court limits and student placement opportunities. We have also given feedback on many issues, including the Law Society of Saskatchewan's limited licensing initiative.

The CBA Saskatchewan's achievements reflect the work of dedicated volunteers from the bar and the bench sharing a passion for contributing to our profession and the public. The foundation of our success is the CBA Saskatchewan staff, who make this all possible, and the leadership provided by Members of the Board. It has been an honour to work with you and share in the fruits of your efforts. I am very pleased to pass the 2024-2025 Presidency to your incoming President Mark Dolan.

Steven Dribnenki, K.C.
PRESIDENT



VICE PRESIDENT

MARK DOLAN

It has been a rewarding and inspiring year serving the CBA Saskatchewan membership as Vice-President. I have enjoyed working closely with the CBA Saskatchewan team and the many CBA Saskatchewan volunteers to represent our profession.

The new year commenced auspiciously with a highly successful mid-winter meeting, which not only set a positive tone but also provided substantial momentum for our initiatives throughout the year. The mid-winter meeting brought together CBA Saskatchewan members and volunteers from across the province, facilitating invaluable discussions and networking opportunities that bolstered our community and set the stage for collaborative efforts. The quality of speakers and topics was second to none, and I am always amazed by the collegiality of our members. It was nice to connect with many old friends, and also make many new ones.

We continue to promote the advocacy work of CBA Saskatchewan, which has been vigorous and impactful, focusing on representing the interests of our members at both provincial and national levels. We successfully engaged with legislative and regulatory bodies on policy matters, ensuring that the voices of our members are heard on critical issues such as judicial independence, access to justice, and the modernization of the legal profession.

A key focus this past year has been to deepen our engagement with CBA Saskatchewan members throughout the province. Through a series of meetings and one-on-one interactions, we have gathered feedback on the issues most pressing to our members. These insights are instrumental as we adapt to the evolving needs of our members and advocate for necessary changes and support.

As we reflect on the achievements of the past year, we are also looking forward to building on this foundation with renewed focus and energy. Our ongoing initiatives will continue to emphasize advocacy work, a commitment to diversity, equality, and inclusivity, and ensuring CBA Saskatchewan remains a dynamic and responsive leader in the legal community.

We are immensely grateful for the dedication and support of our members, whose active participation makes our work possible. Together, we are shaping a robust legal profession that is equipped to meet the challenges of today and tomorrow.

Mark Dolan
VICE PRESIDENT



TREASURER

JESSIE BUYDENS

In accordance with subsection 20(1) of The Canadian Bar Association, Saskatchewan Branch (CBASK) Bylaws, the Branch's annual budget for 2023-2024 is submitted to the membership at the Branch Annual Meeting for approval.

In 2022-2023, CBA-SK branch revenue was \$420,609, expenses were \$427,283, and there was a small deficit of \$6,674 which was smaller than the budgeted deficit. CBA-SK financial statements for the year ending August 31, 2023 were prepared by Virtus Group LLP and are found at the end of this Annual Report.

As of April 30, 2024, the 2023-24 revenues were \$394,189 and expenses were \$323,722. Our revenue is slightly down from April 2023 due to our contribution to Shared Services and to less professional development income. Expenses are tracking slightly higher and that is a result of more governance travel and higher expenses overall. Branch equity as of April 30, 2024 was \$871,938 of which \$300,00 is a restricted operating reserve. We do expect a deficit as of August 31, as the 2023-2024 budget indicated.

The Branch's focus for the past year was maximizing value for membership through member services, professional development and advocacy. The submitted 2024-25 budget retains this focus with planning for increased professional development opportunities, staffing restructuring and increased operating expenses.

We thank you for your continued support with membership and event attendance.

Jessie Buydens
TREASURER



EDUCATION DIRECTOR

ANNA BEATCH

The Education Director supports the CBASK Branch's education initiatives for both its student and lawyer members, including sections and the Mid-Winter Meeting.

Sections continued to be a key priority for the Branch and the foundation of the Branch's education initiatives for its members. To better serve its members, the Branch implemented a new initiative for the 2023-2024 year – sections that had a north and south designation were merged into one section. Most section meetings also continued to be held virtually. The virtual platform allowed members located anywhere in Saskatchewan to attend; it also enabled speakers from outside of Saskatoon and Regina to deliver presentations. Meeting registrations and attendance have increased by 13% over last year. Several sections also collaborated and held joint meetings and in-person networking events. Thank you to the section executive committees for going above and beyond again – approximately 100 quality and relevant meetings were held this year. Section meetings will continue to be held virtually for the 2024-2025 year, and sections will be encouraged to hold in-person networking events again. The Branch will also host another section kick-off reception in Saskatoon and Regina.

The 2024 Mid-Winter Meeting was held in person on January 25 – 26 in Regina. The theme was "Charting the Course: Embracing Change in Today's Legal Landscape." Once again, the Branch received positive feedback with respect to the topics and presenters. In addition to having experts speak on substantive legal topics, important discussions were had relating to change management, unconscious biases and leadership styles, and wellness in the legal profession. Survey respondents also indicated that the Mid-Winter Meeting provided great value for the cost. Thank you to the Planning Committee (including the Chair, Richika Bodani) and all of the volunteer presenters – the quality of the planning and the presentations was second to none. Thank you also to all of the sponsors – without their support, this event would not have been possible.

In sum, the Branch was again able to deliver quality and relevant section meetings and continuing professional development opportunities for the 2023-2024 year. I am certain that the Branch, with the support of the new Education Director, will continue to provide exceptional CPD opportunities for its members.

Thank you for allowing me to serve as Education Director for the past four years. Thank you to everyone, including the Board of Directors, Branch staff and volunteers, who made my time as Education Director exceptional. I look forward to seeing everyone at section meetings and the Branch's CPD events in the future.

Anna Beatch
EDUCATION DIRECTOR



LEGISLATION & LAW REFORM DIRECTOR

JAMES STEELE

I have been honoured to hold the position of CBA-SK Legislation and Law Reform Director for 2023-2024. It is a privilege to play a role in the changing legal landscape, and to engage with CBA members on their input on the law.

CBA-SK wishes to remind all members that we very much value your Saskatchewan law reform proposals. If members feel that a certain Saskatchewan law or court process is in need of reform, those ideas can be communicated to myself. I will thereafter seek feedback on that proposal from the appropriate CBA sections chairs and/or the membership at large. Once the deadline for feedback has passed, and if there is a consensus for reform, the proposal is often turned into a formal letter, addressed to the appropriate decision maker. On occasion our Branch is also asked to provide feedback on possible interventions by the CBA at the national level.

Law reform highlights from this past 2023-2024 year include the following:

1. The CBA-SK has in the past advocated for the adoption of franchise legislation. In 2023, the Ministry of Justice indicated that it is indeed now actively considering implementation of franchise disclosure legislation in Saskatchewan based on the Uniform Law Conference of Canada Uniform Franchise Act. This was a positive development in light of past advocacy efforts;
2. The CBA-SK advocated to the federal Minister of Justice, on the issue of delays in filling judicial vacancies in Saskatchewan. The Minister of Justice responded to indicate the nature of efforts currently underway, and that this matter remains a key priority;
3. The CBA-SK attended to make written and verbal submissions to the Provincial Court Commission concerning the Salaries, Benefits and Pensions for Provincial Court Judges. The issue of retaining and attracting the highest quality of judicial appointments, is an issue of key concern to CBA-SK members;
4. The CBA-SK requested that the Court of King's Bench amend its practises, as to in future exempt foreclosure applications from Civil Chambers Appearance memos. The Court of King's Bench did respond to indicate that it would change its practises, to exempt foreclosure applications from this requirement. This matter is of practical concern to CBA-SK members who practise in foreclosure;
5. A proposal was made to the Court of King's Bench, to propose a new rule that would expressly clarify that court applications which are ancillary to an Estate should indeed be brought on any existing SUR court file;
6. Feedback has been received on the issue of fees charged by the DRO office, on family law mediations. This feedback is in the process of being rendered into an advocacy proposal to the Ministry of Justice.

This will be my final year in the role of Legislation and Law Reform Director. I am extremely pleased to announce that a truly excellent lawyer, Allison Graham, will be the incoming Legislation and Law Reform Director.

As a CBA member, your input into proposed changes to legislation is extremely valuable and welcome. We encourage you to continue to provide your valuable input, and ideas for improving the law. If you wish to contact me, I can be reached at j.steele@rslaw.com.

James Steele

LEGISLATIVE & LAW REFORM DIRECTOR



OUTREACH DIRECTOR

ANNIE QUANGTAKOUNE

A Student Welcome Reception was hosted virtually by the CBASK on September 28, 2023. 70 law students were able to meet with Saskatchewan lawyers in small breakout groups to ask questions, learn more about what to anticipate in their education, and how to focus on building their careers. General feedback was positive as the virtual forum allowed for increased participation across the province, particularly from smaller firms and communities.

CBASK and the College of Law hosted the Law Firm Showcase on October 16, 2023. 160 law students met face to face with 71 lawyers who represented 27 Saskatchewan firms (the largest registration since 2011). This year, a new location of Marquis Hall was utilized, and general feedback was positive as it allowed more physical space for the law students, lawyers, and organizational representatives to connect.

Law students enjoyed the benefit of the CBA-SK Mentorship program again in 2023-2024. Student mentees were matched with Saskatchewan Lawyer mentors who provided support, guidance and assistance to help mentees succeed in their studies as well as future career aspirations.

There was CBASK Board representation at:

- Swearing-in Ceremonies for the various Justices in 2023-2024.
- Introduction of the New Lawyers in both Saskatoon and Regina.
- The 25th Annual Saskatchewan Law Review Lecture featuring the Honourable Justice Michelle O'Bonsawin.

A virtual discussion was facilitated by CBASK between the Indigenous Law Students' Association (ILSA) and 12 lawyers from Indigenous and Aboriginal law focused firms. General feedback was positive from both the law students and lawyers.

CBASK continued to engage with the SK A2J Network in 2023-2024 and were pleased to again engage with the many passionate stakeholders around the need for continued access to justice. Network member organizations have indicated they appreciate the chance to connect with the CBA and hear more about the CBA mandate and priorities related to access to justice and share some of their work and discuss project ideas and upcoming work. There was CBASK Board representation at the Results from the Saskatchewan Legal Needs Assessment event, Dean's Forum on Access to Justice & Dispute Resolution, and it is expected the Outreach Director will attend at the next SK A2J Network Meeting and SK Justice Data Commons Workshop in June 2024.

For the second year in a row, CBASK is holding an Indigenous-Aboriginal Op-Ed contest with the objective of furthering interest, scholarly research, and writing on Indigenous and/or Aboriginal law topics by students at the University of Saskatchewan's College of Law. Last year's winner was Jordan Calladine who was awarded a \$1,000 cash prize for her written work "Saskatchewan Must Implement its own UNDRIP Legislation if it is Serious about Reconciliation with Indigenous Peoples". CBASK continues to acknowledge the artwork featured on our website for this contest titled "Big Red" by Brody Burns a young Cree artist from James Smith Cree Nation, Treaty 6 Territory.

In celebration of Law Day, the Johnson Shoyama Graduate School of Public Policy and CBASK virtually hosted a public panel discussion on April 26, 2024 on the topic of "Housing, Homelessness, and Human Rights: A Discussion about Law and Policy". The conversation about complex legal and policy issues and justice system realities surrounding homelessness and associated claims for a right to housing was timely and generally well-received.

Thank you to the CBASK Board, CBASK Executive Director and Staff, and CBA members for their ongoing support of our outreach programs.

Annie Quangtakoune
OUTREACH DIRECTOR



EXECUTIVE DIRECTOR

MONTEEN DENT

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This year has been exceptionally busy at our branch, reflecting the pace experienced by all our members. It seems there is no longer a “slow” period, but I hope everyone can still find some time for rest and relaxation this summer.

Our branch's success and initiatives rely heavily on our committed Board members and Volunteers, and also on the unwavering dedication and commitment of Jodi and Sharon. Sharon will be transitioning out of her employee role but will continue assisting with specific projects for an additional year. However, after June, Sharon will no longer join our daily Zoom meetings. Jodi has exciting plans for our sections and remains a valuable resource of information for our members and we look forward to welcoming a new employee.

Membership Growth and Landscape Changes

Our membership has increased to 1,352 in Saskatchewan, surpassing 1,300 for the first time in at least nine years, with over 39,000 members nationwide. As we enter renewal season, lawyers are navigating a changing landscape that includes new legislation for Limited Licensees, a rise in self-litigants, demands for personalized client experiences, evolving legal operating models, numerous digital tools for document automation and workflow improvement, and an increased emphasis on data analysis and understanding complex situations. Your ability to process information, predict outcomes, consider legal ethics, and adapt will be crucial. Our strong association of 39,000 members is here to support you through these changes. Renew your membership today!

Section Activities and Elections

We conducted our first online Treasurer vote with three nominations. Our sections remain robust, with 89 scheduled section meetings and an average attendance of 30 registrants per meeting. Although we cannot currently track how many registrants access the recordings if they miss a session, Jodi reports regular inquiries on how to access these recordings. I extend my gratitude to Anna Beatch for leading the creation of province-wide sections and welcome Darlene Wingerak, K.C., to this position starting September 1, 2025.

Our Mid-Winter attendance has stabilized around 150 participants, down from the pre-pandemic average of 200. While we saw higher attendance for the online versions in 2021 and 2022, members continue to value in-person interactions. This event remains one of our three significant revenue streams. Please refer to the Mid-Winter Chair's report for event details. Mark your calendars for the 2025 Mid-Winter Meeting in Saskatoon on February 6 and 7, 2025.

EXECUTIVE DIRECTOR

MONTEEN DENT

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Advocacy and Collaboration

Details on our branch advocacy efforts are provided in the Legislation and Law Reform Director's report. We value your input on the issues that need addressing. I specifically thank James Steele for his hard work and dedication to renewing our advocacy efforts. Allison Graham will join the Board in this role starting September 1, 2024.

Our branch collaborated with Johnson Shoyama School of Public Policy and the Law Society of Saskatchewan on three joint presentations, recruited a new BarNotes Editor, organized several special presentations including "Women Change Makers" and "Tips for Registrar," established stronger contacts with law firms outside Regina and Saskatoon, continued our Truth & Reconciliation action plan, and monitored legal developments across Canada, including the single regulator in BC and Limited Licensing in SK. We have also increased our social media presence, particularly on LinkedIn, so please follow us if you haven't already.

Future Plans and Goals

For 2024-2025, we anticipate increased costs as we move to three full-time positions and allocate funds to special projects. We will continue our law firm visits and ensure our members are aware of our activities and volunteer opportunities for Council and Committees. Our goals include realigning staff resources to maximize value and exploring alternative revenue sources to ensure a healthy future.

Our branch and staff are committed to providing value to our members through opportunities and information. I look forward to another successful year ahead.

Monteen Dent
EXECUTIVE DIRECTOR

SPECIAL THANKS TO CBASK 2023-2024 VOLUNTEERS

COMMITTEE & BRANCH REPRESENTATIVES

AWARDS

Terry Kimpinski, K.C.

EQUITY, DIVERSITY & INCLUSION

Carly Romanow

RESOLUTIONS, CONSTITUTION & BYLAWS

Reché McKeague, K.C.

ABORIGINAL LIAISON

Stephen Mussell

LAWYERS FINANCIAL (CBIA)

Kaylea M. Dunn

JUDICIARY REPRESENTATIVES

Court of Appeal

Chief Justice Robert Leurer

Court of King's Bench

Justice Neil Robertson

Provincial Court

Judge Miguel Martinez

BAR JUDICIAL COUNCILS

Heather Laing, K.C.

Calen Nixon

Tristan Culham

Sean Sinclair

Meagan Ward

Suzanne Young

PUBLIC LEGAL EDUCATION ASSOCIATION

Alan Rankine

INDEPENDENT JUDICIAL ADVISORY COMMITTEE FOR SASKATCHEWAN

Loreley Chekay, K.C.

INDIGENOUS LAW STUDENTS ASSOCIATION

Jennifer Dann

LAW STUDENTS ASSOCIATION

Griffin Moody

2024 MID-WINTER PLANNING COMMITTEE

Richika Bodani

Anna Beatch

David Couture

Lorne Fagnan

Lindsay Ferguson

Amy Groothuis

Ahmed Malik

Lindsay Oliver

Elizabeth Ulmer

BARNOTES EDITORIAL BOARD

Hannah Zip

Shane Buchanan

Leah Howie

Tonya Lambert

Foluke Laosebikan, K.C.

Stephen Mussell

Heather Sherdahl

MENTORSHIP PROGRAM

Kojo Anaman

Jessica Buhler

Andy Chiang

Lindsay Ferguson

Andrew Gaucher

Rachel Haack

Jyoti Haeusler

Nancy Hopkins

Fraiba Jalal

Terri Karpish

Jana Linner, K.C.

Ciara McIlwaine

Reché McKeague, K.C.

Britannia Mohrbutter

Katie Newman

Ronni Nordal

Sharon Pratchler

Suneil Sarai

Alexander Shalashniy

James Steele

Melissa Steele

Terri Uhrich

Kimberly Visram

Rochelle Wempe

FIRMS – LAW FIRM SHOWCASE

Armstrong Hittinger Moskal
CLASSIC

Court of King's Bench Saskatchewan
Cuelenaere LLP

Department of Justice Canada

Feist Flanagan

Felesky Flynn LLP

Gerrand Rath Johnson LLP

Kanuka Thuringer LLP

Lakefield LLP

Legal Aid Saskatchewan

McDougall Gauley LLP

McKercher LLP

Miller Thomson LLP

MLT Aikins LLP

Naidu Legal

Olive Waller Zinkhan & Waller LLP

Panko Collaborative Law

Pro Bono Law Saskatchewan

Procido LLP

Robertson Stromberg LLP

SGI

Saskatchewan Ministry of Justice

Scharfstein LLP

Stevenson Hood Thornton Beaubier LLP

W Law LLP

LAW STUDENT WELCOME RECEPTION

Kojo Anaman

Lora Bansley

Matthew Barnes

Jessie C. Buydens

Mark Dolan

Steven Dribnenki

Kathryn Gilliss

Allison Graham

Joshua Howie

Ryan Hrechka

Katelyn Joa

Ciara McIlwaine

Neil McPhee

Britannia Mohrbutter

Stephen Mussell

Calen Nixon

Tomi Olutunfese

Michelle Ouellette, K.C.

Annie Quangtakoune

Carleen Ready

Carly Romanow

Murray Sawatzky, K.C.

Alexander Shalashniy

James D. Steele

Christopher Triggs

Meagan Ward

Suzanne G. Young

SPECIAL THANKS TO THE 2023-2024 SECTIONS EXECUTIVE

SECTIONS EXECUTIVE

ABORIGINAL LAW

Chair: Kellie Wuttunee
Vice Chair: Michael Marschal
LLR: Jeremy Barber

ADMINISTRATIVE & LABOUR LAW

Chair: Ashton Butler
Vice Chairs: Shane Buchanan,
Jianna Rieder
LLR: Paige Moreside

ARTICLING STUDENT

Chair: Britannia Mohrbutter
Vice Chair: Tonya Lambert

BUSINESS LAW

Chair: Emily Barlas
Vice Chair: Ethan Reis
Secretary: Michael Conlon
LLR: David Ukrainetz

CANADIAN CORPORATE COUNSEL

Chair: Ryan Klassen
Vice Chair: Bonnie Reddekopp

CIVIL LITIGATION

Chair: Spencer Edwards
Vice Chair: Cole Wilson
LLR: Kamara Willett

CONSTRUCTION LAW

Chair: Bennet Misskey
Vice Chair: Scott Masson

CRIMINAL JUSTICE

Chair: Thomas Hynes
Vice Chair: Grace Hession David

DISPUTE RESOLUTION

Chair: Neil McPhee
Vice Chair: Brittany Bezmutko

ENVIRONMENTAL & RESOURCES LAW

Chair: Angela Stolz
Vice Chair: Erica Klassen

FAMILY LAW

Chair: Ashala Naidu
Vice Chair: Kendra Jacobs
LLR: Lindsay Hart

IMMIGRATION LAW

Chair: Chris Veeman
Vice Chair: Scott Bell
LLR: Davida Bentham
Secretary: Bhavan Jaggi

INSOLVENCY LAW NORTH

Chair: Craig Frith
Vice Chair: Paul Olfert

PRIVACY & ACCESS LAW

Chair: Matthew Barnes
Vice Chair: Titli Datta

PUBLIC SECTOR & MUNICIPAL LAW

Chair: Mason Stott
Vice Chair: Tyson Bull
Secretary: Jayne Krueger

REAL PROPERTY

Chair: Taylor Wilcox
Vice Chair: Derek Gianoli

SEXUAL & GENDER DIVERSITY ALLIANCE (SAGDA)

Chair: Barton Soroka
Vice Chair: David Couture

TAXATION LAW

Chair: Jon Ponath
Vice Chair: Amanda Wickett

WILLS, ESTATE & ELDER LAW

Chair: Kaylea Lax
Vice Chair: Jessica Nixon

WOMEN LAWYERS

Chair: Rachel Haack
Vice Chair: Bonnie Cherewyk
LLR: Haley Stearns

YOUNG LAWYERS

Chair: Derek Debolt
Vice Chair: Monique Bews

**TO ACCESS SECTION ANNUAL REPORTS PLEASE VISIT
WWW.CBASASK.ORG/SECTIONS**

2023-2024 SECTION MEETING PRESENTERS

Thank you to the vast community of professionals who have presented at CBA Saskatchewan Section Meetings. We extend gratitude to these generous subject matter experts.

John Agioritis

Kyle Aschim

Beau Atkins

The Hon. Justice N. Bardai

The Hon. Justice P. Bergbusch

Max Bilson

David Bishop, K.C.

Sandra Bobyk

Alanna Carlson

Andy Chiang

Dennis Cooley

The Hon. Justice R. Danyliuk

Titli Datta

The Hon. Justice C. Dawson

Megan Dolo

Amanda Doucette

The Hon. Justice J. Drennan

Evan Duffy

The Hon. Justice R. W. Elson

Perry Erhardt, K.C.

Bronwyn Eyre, Ministry of Justice

Craig Frith

France-Anne Fortin

Joseph Gill

The Hon. Justice Goebel

Mark Guillet, K.C.

Tina Halback

Laurie Hildebrand

Nancy E. Herrmann-Hills

Leah Howie

Tom Irvine, K.C.

The Hon. Justice Jackson

Rangi Jeerakathil

Bennett Jensen

The Hon. Justice M. Kalmakoff

Dr. Andrew Kirk

Erica Klassen

The Hon. Justice B. Klatt

Erin Kleisinger, K.C.

Doug Kosloski, K.C.

Darren Kraushaar

David Krebs

Kristél Kriel

Ron J. Kruzeniski, K.C.

Kim Krywulak

Travis Kusch

Gordon Kuski, K.C.

Eileen Libby, K.C.

Gavin Little

Ahmed Malik

Dr. Katherine Mazenc

Lauren Mazenc

The Hon. Justice McCreary

The Hon. Justice J. McMurtry

Adam McNeil

Anne McRorie

Glen McRorie

Jason Mohrbutter, K.C.

Siobhan Morgan

Michael Morris, K.C.

Ashala Naidu

Rob Neilson

Katie Newman

Justice C. Norbeck

Nicole Obrigavitch

Michelle Ouellette, K.C.

Ryan Pederson

Charmaine Panko, K.C.

Jon Ponath

The Hon. Chief Justice

Graham Purse

Amanda Quayle, K.C.

The Hon. Judge P. Reis

Kayla Romanow

The Hon. Justice D. N.

Christa Ross

Sean Sinclair

Curtis Smith

Barton Soroka

Ljiljana Stanic

Brett Stevenson

Mason Stott

Amanda Tattoli

Crystal Taylor

The Hon. Justice Tholl

Dr. Barbara von Tigerstrom

Dr. Virginia Torrie

Terri Uhrich

Chris Veeman

Lana Wickstrom

Lauren Wihak

Erin Wolff

Lorne Wolfson

Ben Wuttunee

Brayden York

Audra Young

Danielle Yuzdepski

Lane Zabolotney

2023-2024
BRANCH
COMMITTEES



AWARDS COMMITTEE

TERRY J. KIMPINSKI, K.C.

The Awards Committee oversees the administration and awarding of both the Distinguished Service Award and the Community Service Award.

The 2023-2024 Award Committee members are: Chair, Terry J. Kimpinski, K.C.; CBA Saskatchewan Past President, Jana Linner, K.C.; and CBA Saskatchewan President, Steven Dribnenki, K.C.

Distinguished Service Award

The Distinguished Service Award recognizes significant and exceptional contributions and/or achievements by members of CBA Saskatchewan:

- to the legal profession in Saskatchewan or jurisprudence in Saskatchewan or Canada;
- to the law or the development of law in Saskatchewan; or
- involving a significant law-related achievement for the benefit of Saskatchewan residents.

This year, the Committee was proud to present the Distinguished Service Award to Eleanore Sunchild, K.C. of Sunchild Law in the Battlefords region.

Congratulations!

Eleanore Sunchild, K.C.

2024

DSA AWARD RECIPIENT



Community Service Award

The Community Service Award recognizes the valuable contributions of our members who have demonstrated outstanding dedication, public service and commitment to their respective communities throughout the Province.

This year, the Awards Committee selected Charmaine Panko, K.C. of Panko Collaborative Law & Mediation as the deserving recipient of the Community Service Award.



Congratulations!

Charmaine Panko, K.C.

2024

CSA AWARD RECIPIENT



MID-WINTER MEETING COMMITTEE

RICHIKA BODANI

1 of 2 Pages

2024 Mid-Winter Meeting Report: Charting the Course, Embracing Change

The 2024 Mid-Winter Meeting provided a platform for Saskatchewan's Legal Professionals to come together and explore pertinent and prevalent issues in our evolving legal landscape. Held on January 25th and 26th, the conference, themed "Charting the Course, Embracing Change in Today's Legal Landscape," offered a diverse range of sessions tailored to meet the shifting needs of the legal community.

Day One Highlights:

The conference commenced with comments by the Honourable Bronwyn Eyre, Minister of Justice & Attorney General, Government of Saskatchewan, summarizing the ongoing work of the Ministry.

The keynote address at the conference was delivered by Nicole Obrigavitch, the Executive Director of the Elizabeth Fry Society of Saskatchewan. Nicole's dedication to supporting individuals in conflict with the justice system and her commitment to social justice were evident throughout her address. Drawing from her extensive experience in advocacy and her personal journey, Nicole emphasized the importance of addressing systemic barriers to justice, including housing, education, and community support. Her insights provided a compelling framework for understanding the intersections of law, social policy, and individual well-being. Attendees were inspired by Nicole's passion for reducing societal stigma around addiction, promoting harm reduction strategies, and advocating for accessible treatment options. Her keynote set a powerful tone for the conference, encouraging attendees to consider the broader societal impacts of their work within the legal profession.

After Nicole's remarks, the attendees split into sessions ranging from jury selection, practice management in corporate and commercial law, and a discussion of *Anderson v Anderson*, 2023 SCC 13, judicial case conferences and Mandatory dispute resolution. As the day progressed, participants engaged in illuminating discussions on data security, privacy legislation, and effective change management within legal environments, underscoring the imperative for continuous learning and adaptation. Concurrent sessions explored recent trends in estate administration and strategies for effective transactional negotiations, equipping attendees with the tools needed to navigate shifting legal landscapes with confidence and expertise. The individual sessions on Thursday closed with dynamic panels on vendor financing, discussing the evolution of summary judgment applications, as well as an informative and engaging session on embracing Equity, Diversity and Inclusion in the workplace.

In lieu of a social reception, the decision was made this year to provide a dinner to our guests while honoring the 2024 recipient of the distinguished Service Award, Eleanore Sunchild, K.C. Eleanore Sunchild, an Indigenous lawyer from Thunderchild First Nation, has cultivated a remarkable career spanning over two decades. Her journey into law began with a deep-seated passion for making a difference and a determination to pursue her dreams. Reflecting on her journey, Eleanore demonstrated her fearlessness and unwavering dedication to the pursuit of justice. Despite facing challenges and resistance, it was inspiring to see how she remains steadfast in her commitment to amplify the voices of those who have been marginalized and oppressed.

The event served as a testament to the importance of recognizing and honoring individuals who embody the spirit of leadership in the legal profession.

MID-WINTER MEETING COMMITTEE

RICHIKA BODANI

2 of 2 Pages

Day Two Highlights:

Friday's sessions commenced with engaging discussions on the evolving use of technology, the in-house/external counsel relationship, and navigating the nuances between Federal and Provincial employment and labour law as it pertains First Nations jurisdictions. These sessions highlighted the importance of collaboration and cultural competence in addressing the evolving needs of clients in today's diverse legal landscape. Participants immersed themselves in discussions on cultural dynamics, legal technology, and the future of legal innovation.

The President's Forum offered insights into working with Indigenous Peoples in the era of reconciliation, highlighting ethical considerations and best practices for fostering inclusive and equitable legal environments. Winston McLean, owner of Iron Wolf Consulting brought his extensive experience and deep commitment to Indigenous awareness to the forefront. Hailing from the James Smith Cree Nation and tracing his ancestry back five generations to Treaty 6 signatories, Winston's roots run deep in his community. Winston championed the importance of fostering understanding and collaboration between non-Indigenous and First Nation communities.

Attendees ended the Conference engaged in a Plenary on working with Self-Represented Litigants. Esteemed presenters included The Honourable Justice M. McCreary of the Court of Appeal, The Honourable Justice B. Klatt of the Court of Kings Bench and the Honourable Judge B Bauer of the Provincial Court of Saskatchewan.

Acknowledgments:

The success of the 2024 Mid-Winter Meeting was made possible by the collaborative efforts of the organizing committee, dedicated speakers, and engaged attendees, all of whom embraced the theme of "Charting the Course, Embracing Change in Today's Legal Landscape."

Our committee worked extensively to offer diverse options in our session program. We tried our best to appeal to litigators and solicitors; private, public, and in-house counsel; and urban and rural practitioners, with a focus on practical sessions. Our post-conference survey seems to suggest the committee did a great job of offering relevant and applicable programming for a wide base of practitioners. Congratulations and thank you to our committee members: Amy Groothuis, Lindsay Ferguson, Lindsay Oliver, Ahmed Malik, David Couture, Lorne Fagnan, Elizabeth Ulmer, and Anna Beatch. A special thank you goes out to Steven Dribnenki who provided consistent support and advice throughout the planning process.

It goes without saying that this event could not be possible without the dedication of Monteen Dent, Jodi Snow & Sharon Hiebert. Their tireless work both in the preparation and execution of the Mid-Winter conference is what ensures this event is a consistent success. They provided consistent support throughout the process, guiding the Committee throughout each step of the planning process. Their consistent dedication to ensuring the success of this event, year after year, is truly admirable.

Richika Bodani

MWM COMMITTEE CHAIR



RESOLUTIONS, CONSTITUTION & BYLAWS

RECHÉ MCKEAGUE, K.C.

There have been no resolutions of Council during this Branch year other than customary motions approving Council meeting minutes and agendas and accepting reports.

A summary of proposed Bylaw amendments was presented to Council at its December 2023 meeting. Council discussed several key areas including appointment of the Mid-Winter Committee Chair, the requirements of Council representation, required years of call for the Treasurer position, and the role of the Nominating Committee. The Board considered Council's comments and requested several amendments to the Bylaws be made.

An amendment to the Bylaws will be presented at the 2024 Annual Meeting for the membership's approval.

Respectfully submitted this 7th day of May 2024.

Reché McKeague, K.C.

RESOLUTIONS, CONSTITUTION & BYLAWS CHAIR



NOMINATING COMMITTEE

JANA LINNER, K.C.

Pursuant to Canadian Bar Association, Saskatchewan Branch Bylaw 13(2), the following slate of candidates has been submitted to the Executive Director.

BRANCH COMMITTEES & CHAIR

Awards: **Nicholas Cann, K.C.**

Alternative Legal Services: **Mark Dolan**

Education: **Darlene Wingerak, K.C.**

Equity, Diversity & Inclusion: **Carly Romanow**

Judicial Compensation & Benefits: **Steven Dribnenki, K.C.**

Truth & Reconciliation: **Stephen Mussell & Laura Schaan**

Legislation & Law Reform: **Allison Graham**

Outreach: **Annie Quangtakoune**

Resolutions, Constitution & Bylaws: **Reché McKeague, K.C.**

Mid-Winter Meeting: **Elizabeth Ulmer**

King's Counsel: **Steven Dribnenki, K.C.**

Tech & Innovation: **Joseph Gill**

Below is a list of CBA Saskatchewan Branch Board of Directors, Elected Members of Council as well as nominations and appointments to National Standing Committees, Branch Sections and representatives on external bodies required to be nominated or appointed at this time.

2024-2025 BOARD OF DIRECTORS

President: **Mark Dolan**

Vice-President: **Jessie Buydens**

Treasurer: **Angela Stolz**

Past President: **Steven Dribnenki, K.C.**

Education Director: **Darlene Wingerak, K.C.**

Legislation and Law Reform Director: **Allison Graham**

Outreach Director: **Annie Quangtakoune**

2024-2025 ELECTED MEMBERS OF COUNCIL

Northeast:

Tomi Olutunfese

Northwest:

Ryan Armstrong

Southeast:

Kathryn Gilliss

Southwest:

Ryan Hrechka

Prince Albert:

Terri Karpish

Regina:

Iqbal Singh Brar

Melanie Hodges Neufeld

Evan Olson

Tarissa Peterson

Alexander Shalashniy

Chris Triggs

Saskatoon:

Kojo Anaman

Andrea Charlie

Nicholas Conlon

Madison Kowalchuk

Carleen Ready

Allan Stonhouse

BRANCH REPRESENTATIVES ON JOINT COMMITTEES / EXTERNAL BODIES

BAR JUDICIAL COUNCILS:

Court of Appeal:

Calen Nixon, Caroline Smith

Court of King's Bench:

Tristan Culham, Anna Singer

Provincial Court:

Meagan Ward, Evan Strelioff

Independent Judicial Advisory Committee for Saskatchewan:

Loreley Chekay, K.C.

Lawyers Financial (CBIA):

Kaylea Dunn

Public Legal Education Association:

Alan Rankine

THANK YOU TO OUR SPONSORS, EXHIBITORS & ADVERTISERS

Our Mid-Winter Meeting provides an opportunity for firms and organizations to sponsor educational sessions and for Exhibitors to highlight innovations they offer to improve the legal profession. Advertisers help ensure reduced production costs for the CBASK Legal Directory published annually. Please consider directing your support to these organizations.

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Chicago Title Insurance Canada	Osgoode Hall – York University
ChildView Inc	PLEA (Public Legal Education Association)
CLASSIC	Prairie Process Serving
College of Law, University of Saskatchewan	Pro Bono Law Saskatchewan
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Law Reform Commission of Saskatchewan	Virtus Group LLP

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MLT Aikins LLP	

*Major Sponsor





2022-2023

FINANCIAL
STATEMENTS

CANADIAN BAR ASSOCIATION, SASKATCHEWAN BRANCH
FINANCIAL STATEMENTS
AUGUST 31, 2023



INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Canadian Bar Association, Saskatchewan Branch

We have reviewed the accompanying financial statements of Canadian Bar Association, Saskatchewan Branch (the Organization) that comprise the statement of financial position as at August 31, 2023, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Canadian Bar Association, Saskatchewan Branch as at August 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

December 14, 2023
Saskatoon, Saskatchewan

Virtus Group LLP
Chartered Professional Accountants

CANADIAN BAR ASSOCIATION, SASKATCHEWAN BRANCH
STATEMENT OF FINANCIAL POSITION
AS AT AUGUST 31, 2023

	2023	2022
ASSETS		
Current		
Cash	\$ 121,082	\$ 190,383
Investments <i>(Note 4)</i>	178,257	161,678
Accounts receivable	-	1,155
Goods and services tax recoverable	509	-
Prepaid expenses	4,556	6,408
	304,404	359,624
Investments <i>(Note 4)</i>	566,091	515,909
Tangible capital assets <i>(Note 5)</i>	9,048	1,914
	\$ 879,543	\$ 877,447
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 32,801	\$ 20,165
Goods and services tax payable	-	8
Government remittances payable	12,509	5,758
Deferred revenue <i>(Note 6)</i>	32,762	43,371
	78,072	69,302
NET ASSETS		
Internally restricted	304,218	312,850
Unrestricted	497,253	495,295
	801,471	808,145
	\$ 879,543	\$ 877,447

APPROVED BY THE DIRECTORS

_____ *Director*

_____ *Director*

See accompanying notes to the financial statements

CANADIAN BAR ASSOCIATION, SASKATCHEWAN BRANCH
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED AUGUST 31, 2023

	Internally restricted	Unrestricted	2023	2022
Net assets - beginning of year	\$ 312,850	\$ 495,295	\$ 808,145	\$ 796,359
Deficiency of revenue over expenses	(8,632)	1,958	(6,674)	11,786
Net assets - end of year	<u>\$ 304,218</u>	<u>\$ 497,253</u>	<u>\$ 801,471</u>	<u>\$ 808,145</u>

See accompanying notes to the financial statements

CANADIAN BAR ASSOCIATION, SASKATCHEWAN BRANCH
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED AUGUST 31, 2023

	2023	2022
Revenue		
BarNotes advertising	\$ -	\$ 3,800
Legal directory	66,188	65,698
Memberships and CBA rebates	227,647	216,048
National sponsorship	2,056	1,327
Other income	28,661	10,511
Professional development	91,377	72,531
Sections income	4,680	-
	<u>420,609</u>	<u>369,915</u>
Expenses		
Amortization	1,935	338
BarNotes	-	12,996
Governance	22,789	8,883
Legal directory	32,630	29,412
Operational and administration	23,061	61,114
Professional community expenses	30,925	12,751
Professional development	74,596	24,245
Professional fees	19,998	17,770
Sections	6,291	1,027
Special project	18,724	11,752
Wages and benefits	196,334	177,841
	<u>427,283</u>	<u>358,129</u>
Excess (deficiency) of revenue over expenses	<u>\$ (6,674)</u>	<u>\$ 11,786</u>

See accompanying notes to the financial statements

CANADIAN BAR ASSOCIATION, SASKATCHEWAN BRANCH
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED AUGUST 31, 2023

	2023	2022
Cash flows from operating activities		
Excess (deficiency) of revenue over expenses	\$ (6,674)	\$ 11,786
Items not affecting cash:		
Amortization of tangible capital assets	1,935	338
Unrealized gain on investments	532	(2,252)
	(4,207)	9,872
Changes in non-cash working capital (<i>Note 7</i>)	11,268	23,479
Cash flows from operating activities	7,061	33,351
Cash flows from investing activities		
Purchase of tangible capital assets	(9,069)	-
Proceeds on disposal of tangible capital assets	-	5,000
Additions to investments	(495,130)	(69,943)
Proceeds on disposal of investments	427,837	70,395
Cash flows from investing activities	(76,362)	5,452
Increase (decrease) in cash	(69,301)	38,803
Cash - beginning of year	190,383	151,580
Cash - end of year	\$ 121,082	\$ 190,383

See accompanying notes to the financial statements

CANADIAN BAR ASSOCIATION, SASKATCHEWAN BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2023

1. Purpose of the Organization

The Branch Board of Directors and Branch Council of the Saskatchewan Branch of the Canadian Bar Association are the governing bodies of the provincial organization which has the duty to carry on the work of the Branch and advance the objectives of the Canadian Bar Association at the provincial level.

The objective of the Canadian Bar Association, Saskatchewan Branch (the "Organization") is to serve as an advocate for members of the legal profession.

The Organization is a not-for-profit organization of Saskatchewan, and therefore is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

2. Basis of presentation

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations which required management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they become known. The financial statements reflect the following policies shown below.

3. Summary of significant accounting policies

Financial instruments

Financial assets and financial liabilities are recorded on the statement of financial position when the Organization becomes party to the contractual provisions of the financial instrument. The Organization initially measures its financial assets and financial liabilities at fair value.

The Organization subsequently measures all its financial assets and financial liabilities at cost or amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value of these financial instruments are recognized in excess of revenue over expenses. Fair value is the amount at which a financial instrument could be exchanged at arm's length between willing, unrelated parties in an open market.

The Organization's recognized financial instruments consist of cash, accounts receivable, investments, and accounts payable and accrued liabilities.

Cash

Cash consists of cash on hand, balances with banks and investments which mature within three months of the date of acquisition and are held for the purposes of meeting short-term cash commitments.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a straight-line basis at the following rates and methods:

Computer equipment	5 years
Computer software	3 years
Office equipment	15 years

The Organization regularly reviews its tangible capital assets to eliminate obsolete items.

Tangible capital assets acquired during the year are recorded at one-half the annual rate.

(continues)

CANADIAN BAR ASSOCIATION, SASKATCHEWAN BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2023

3. Summary of significant accounting policies (continued)

Revenue recognition

The Organization uses the deferral method of accounting for contributions whereby restricted contributions related to expenses of future periods are deferred and recognized as revenue in the period in which the related expenses are incurred. All other contributions are recognized as revenue in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured

The Organization accounts for membership fees, program delivery, administrative activities associated with general membership, and luncheon activities of the CBA, SK Branch.

Revenue sources received in advance are deferred and recorded as revenue in the period to which they relate.

Contributed materials and services

Contribution of materials and services are recognized both as contributions and expenses in the statement of operations only when a fair value can be reasonably estimated and when the materials are used in the normal course of operations and would otherwise have been purchased. The amount of contributed materials and services recognized in the financial statements is \$nil (2022 - \$nil).

4. Investments

	2023	2022
GIC, interest rate of 1.15%; maturing July 2023	\$ -	\$ 32,846
GIC, interest rate of 1.40% ; maturing July 2023	-	97,876
GIC, interest rate of 1.40%; maturing August 2024	99,065	97,697
GIC, interest rate of 1.46%; maturing June 2025	46,054	45,392
GIC, interest rate of 1.65%; maturing November 2023	-	87,810
GIC, interest rate of 0.95%; maturing November 2023	89,318	88,071
Renaissance Mutual Fund	-	955
Canadian Western Bank, interest rate of 3.95%; non-registered investment being held as collateral against the Canadian Western Bank Mastercard; maturing October 2023	30,195	30,000
GIC, interest rate of 4.40%; maturing August 2026	52,299	50,095
GIC, interest rate of 2.24%; maturing November 2026	68,180	66,687
GIC, interest rate of 4.60%; maturing August 2027	83,842	80,158
GIC, interest rate of 5.15%; maturing July 2027	75,466	-
GIC, interest rate of 5.14%; maturing July 2027	75,464	-
GIC, interest rate of 5.13%; maturing July 2027	75,465	-
GIC, interest rate of 4.10%; maturing July 2024	49,000	-
	744,348	677,587
Less: current portion	(178,257)	(161,678)
	\$ 566,091	\$ 515,909

CANADIAN BAR ASSOCIATION, SASKATCHEWAN BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2023

5. Tangible capital assets

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Computer hardware	\$ 11,321	\$ 2,273	\$ 9,048	\$ 1,914

6. Deferred revenue

	2023	2022
Prepaid legal directory	\$ 32,762	\$ 43,371

7. Changes in non-cash working capital

	2023	2022
Accounts receivable	\$ 1,155	\$ (259)
Prepaid expenses	1,852	2,441
Accounts payable and accrued liabilities	12,636	9,867
Deferred revenue	(10,609)	10,949
Goods and services tax payable (recoverable)	(517)	8
Government remittances payable	6,751	473
	<u>\$ 11,268</u>	<u>\$ 23,479</u>

8. Financial instruments

The Organization has a comprehensive risk management framework to monitor, evaluate and manage the principal risks assumed with financial instruments. The significant financial risks to which the Organization is exposed are:

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Organization is exposed to credit risk on the accounts receivable from its customers, however, does not have a significant exposure to any individual customer or counterpart.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Organization's exposure to liquidity risk is dependent on the receipt of funds from its operations, external borrowings and other related sources. Funds from these sources are primarily used to finance operations and capital expenditure requirements, and are considered adequate to meet the Organization's financial obligations.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Organization's exposure to interest rate risk is limited to the interest earned on investments. This risk is mitigated as the Organization's investments currently consist of fixed rate investments.



**THE CANADIAN
BAR ASSOCIATION**
Saskatchewan Branch

Canadian Bar Association, Saskatchewan
BRANCH BYLAWS

AMENDED December 1, 2022

Canadian Bar Association, Saskatchewan Branch

PO Box 31052 | Saskatoon SK | S7H 5S8

Phone: 306-244-3898 Toll Free: 1-800-424-8288

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DEFINITIONS

1. In these Bylaws:
 - (1) “Association” means the Canadian Bar Association;
 - (2) “Association Board of Directors” means the board of directors of the Association;
 - (3) “Board of Directors” means the board of directors of the Branch;
 - (4) “Branch” means the Saskatchewan Branch of the Association;
 - (5) “Council” means the Branch Council;
 - (6) “Executive Director” means the Chief Administrative Officer of the Branch;
 - (7) “President” means the President of the Branch unless otherwise indicated; and
 - (8) “National President” means the President of the Association.

MEMBERSHIP

2. The membership of the Branch consists of:
 - (1) all members of the Association who are in good standing with the Association and who are resident in Saskatchewan; and
 - (2) any person who, by a resolution of the Council, is admitted to honorary membership in the Branch.

OBJECTIVES AND POWERS

3. The objects of the Branch are and it has the power to:
 - (1) participate in and promote law reform;
 - (2) develop, promote and participate in programs and activities engendering knowledge and appreciation of the law and the legal profession by members of the general public;

- (3) generally advance the objects of the Association within Saskatchewan, namely to:
 - (a) advance the science of jurisprudence;
 - (b) promote the administration of justice and uniformity of legislation throughout Canada so far as is consistent with the preservation of the basic systems of law in the respective provinces;
 - (c) uphold the honour of the profession of the law, foster harmonious relations and co-operation among the incorporated law societies, barristers' societies and general corporations of the Bars of the several provinces and cordial intercourse among the members of the Association;
 - (d) encourage a high standard of legal education, training and ethics and generally to do all further or other lawful acts and things touching these premises; and
- (4) enter into arrangements with the Law Society of Saskatchewan for the assumption by the Branch of any of the Law Society's non- statutory functions that may be appropriate.

OFFICERS

4.

- (1) The Officers of the Branch are as follows:
 - (a) the President;
 - (b) the Vice-President;
 - (c) the Treasurer;
 - (d) the Immediate Past President.
- (2) The President, Vice-President and Treasurer are to be elected by the procedure established under section 14.

DUTIES OF THE OFFICERS

5.

- (1) The President shall:
 - (a) preside at general meetings of the Branch, at meetings of Council and at meetings of the Board of Directors and shall submit a written report in respect of the work of the Branch at the Annual Meeting of the Branch and as otherwise required;
 - (b) assist the National President in carrying on the administration of the Association within Saskatchewan and shall devote particular attention to the advancement of the Association in Saskatchewan;
 - (c) be responsible for liaison between the Branch and the Association and coordination of Association and Branch activities;
 - (d) for strictly provincial matters in the Branch, have the same rights and perform the same duties as the National President as set out in Bylaw Number 1 of the Association; and
 - (e) participate in the Leadership Forums convened by the National President.
- (2) The Vice-President shall:
 - (a) assist the President in carrying on the administration of the Branch;
 - (b) in the absence of the President, preside at meetings and exercise the President's rights and perform the President's duties; and
 - (c) perform such other duties as may from time to time be prescribed by the President.
- (3) The Treasurer shall:
 - (a) oversee the finances of the Branch;
 - (b) ensure that the Branch records are maintained by the Executive Director;

- (c) in conjunction with the Executive Director, prepare an annual budget for submission to the Board of Directors and the membership at the Branch Annual Meeting for approval;
 - (d) in conjunction with the Executive Director, recommend to the Board of Directors short and long- term investment and borrowing programs;
 - (e) report on the finances of the Branch to the Board of Directors and Council and to the membership at the Branch Annual Meeting;
 - (f) ensure that monthly financial statements are circulated to the Board of Directors;
 - (g) ensure that financial statements are circulated to Council prior to each meeting of Council; and
 - (h) perform such other duties as may from time to time be prescribed by the President.
- (4) The Immediate Past President shall:
- (a) chair the Nominating Committee;
 - (b) sit as a member of the Awards Committee; and
 - (c) chair the KC Committee and serve as the Branch Representative on the Provincial KC Committee.

BOARD OF DIRECTORS

6. The Board of Directors shall consist of:
- (a) the Officers of the Branch;
 - (b) the Branch Education Director, Legislation and Law Reform Director, and Outreach Director;
 - (c) the Executive Director, who shall be a non-voting member; and
 - (d) any others that may be considered necessary by the Council.

DUTIES OF THE BOARD OF DIRECTORS

7.
 - (1) The Board of Directors shall advise and assist the President in performing the duties of that office and, between meetings of the Council, shall have all the powers of the Council, except the power to pass bylaws.
 - (2) The Board of Directors may appoint candidates as:
 - (a) an Executive Director;
 - (b) Branch representatives for the Canadian Bar Insurance Association;
 - (c) Branch Section Chairs;
 - (d) Branch Mid-Winter Meeting Chair; and
 - (e) members of any other committee of the Branch or of the Association not otherwise provided for in these Bylaws or the Bylaws of the Association.
 - (3) The Board of Directors shall report to each meeting of the Council.
 - (4) In the absence of the Executive Director, the Board of Directors may designate an Officer of the Branch to perform the Executive Director's duties.
 - (5) The Board of Directors shall prescribe the duties and responsibilities of the Executive Director.
 - (6) The Board of Directors shall fill a vacancy occurring during a term of office in the position of the President, Vice-President, or Immediate Past President.
 - (7) The quorum necessary for the transaction of the business of the Board of Directors is a majority.
 - (8) In the event of a vacancy occurring in the Treasurer position during a term of office, the Board of Directors, with the assistance of the Nominating Committee, shall fill such vacancy until such time as an election is held by the procedure established under sections 14 and 15.

COUNCIL

8. The Council consists of any of the following persons who are resident in Saskatchewan:
 - (1) members of the Board of Directors;
 - (2) Elected Members of Council as provided by section 16.1;
 - (3) Members at Large of Council as provided by section 16.2;
 - (4) Branch Section and committee Chairs;
 - (5) all Past Presidents of the Branch;
 - (6) all Past Presidents of the Association;
 - (7) the Dean of the College of Law of the University of Saskatchewan;
 - (8) a representative appointed by the Law Students' Association of the University of Saskatchewan;
 - (9) a representative appointed by the Indigenous Law Students' Association of the University of Saskatchewan
 - (10) the representative appointed by the Branch to the Public Legal Education Association of Saskatchewan; and
 - (11) any other members of the Association that the Council may, by resolution, appoint.
9. Only members of Council who are members of the Association shall have the right to vote.

DUTIES OF COUNCIL

10.
 - (1) The Council shall carry on the work of the Association and the Branch. Council shall advance its objects in Saskatchewan according to these Bylaws and the Act of Incorporation of the Association and its Bylaws and Regulations.

- (2) Each voting member of Council shall:
- (a) be familiar with the Bylaws, Branch policies, and the organizational structure of the Branch and Association;
 - (b) be familiar with the mission and strategic goals and direction of the Branch and Association;
 - (c) make all reasonable efforts to attend each meeting of Council;
 - (d) participate in the debate on issues at meetings of Council;
 - (e) put before Council the interests and concerns of members of the Branch and, when necessary, assist the Board of Directors in obtaining input from members of the Branch;
 - (f) report to members of the Branch on a periodic basis about the issues debated by Council and the decisions made there;
 - (g) liaise with the local bar associations and report to them on a periodic basis about the issues debated by Council and the decisions made there, and promote the activities and profile of the Branch;
 - (h) promote membership in the Association to lawyers in Saskatchewan; and
 - (i) support Branch and Association Sections, professional development, and general meetings and promote them to the members of the Branch.
- (3) The Council shall have the same powers as the Association Board of Directors with respect to purely provincial affairs of the Association within Saskatchewan, unless otherwise directed by the Association Board of Directors.

MEETINGS OF COUNCIL

11.

- (1) The Council shall meet at least twice per annual period:

- (a) once at a date, time and place selected by the Board of Directors; and
 - (b) once on the same date as the Annual Meeting of the Branch.
- (2) Quorum for the Council shall be ten (10) voting members of Council of whom not less than three (3) shall be members of the Board of Directors.
- (3) The Executive Director shall give, or cause to be given, to each member of the Council not less than one (1) week notice of a meeting of the Council.
- (4) Notice of a meeting of Council may be given to members of Council by one or more of the following methods:
- (a) by mail, courier, or personal delivery to each member;
 - (b) by telephonic, electronic, or other communications facility;
 - (c) in a publication of the Branch that is sent to all members.
- (5) The following shall be given to members of Council as described in subsection (4) at least one week before the meeting of Council:
- (a) a written report from the President in respect of the work of the Board of Directors;
 - (b) a written report from the Executive Director in respect of the work of the Branch;
 - (c) an agenda including:
 - (i) topics on which the Board of Directors seeks input from the Council;
 - (ii) time for Council to question the President in respect of the work of the Board of Directors;
 - (iii) time for Council to question the Executive Director in respect of the work of the Branch; and

- (iv) time for Council to identify issues brought to it by members of the Branch; and
- (d) only before the meeting held on the same date as the Annual Meeting of the Branch, a written report from the Chair of each Committee.
- (6) A meeting of Council may be held in person, virtually, or a combination of both (hybrid). Virtual and hybrid meetings are only permitted:
 - (a) where facilities allow all participants to communicate adequately with each other; and
 - (b) where facilities allow all participants to be seen by each other while speaking, unless otherwise determined by the President.

NOMINATING COMMITTEE

12.

- (1) The Nominating Committee shall consist of:
 - (a) the President;
 - (b) the Immediate Past President;
 - (c) the Past Past President; and
 - (d) two (2) members of Council as selected by the Board of Directors.
- (2) The Immediate Past President shall be Chair of the Nominating Committee.
- (3) If the Past Past President is unable to participate on the Nominating Committee, the Board of Directors may appoint another member of the Board to fill the vacancy.

DUTIES OF THE NOMINATING COMMITTEE

13.

- (1) The Nominating Committee shall present names of candidates for:
 - (a) vacancies occurring during the term of appointed or elected positions of the Branch other than the Officers of the Branch;
 - (b) members of committees of the Branch; and
 - (c) members of the Courts to serve as the Judicial Representatives on Council, that being one judge from each of the Court of Appeal, the Court of Queen's Bench and the Provincial Court of Saskatchewan.
- (2) The Nominating Committee shall submit to the Executive Director not less than forty-five (45) days before the day fixed for the Annual Meeting of the Branch, a report setting out the names of those nominated by the Committee for election to the positions outlined in clauses 13(1)(b) and (c), which shall be submitted to the Annual Meeting for approval, and if members at the Annual Meeting so desire, they may nominate other candidates, and if other candidates are nominated, an election shall be held according to the procedure established at the Annual Meeting.
- (3) The Nominating Committee shall submit to the Board of Directors for approval, a report setting out the names of those nominated by the Committee to fill the vacancies described in clause 13(1)(a), and if the Board of Directors so desires, members of the Board of Directors may nominate other candidates, in which case an election shall be held according to the procedure established by the Board of Directors.

NOMINATION AND ELECTION PROCEDURE AND VACANCIES

14.

- (1) Any member of the Association in good standing who:
 - (a) resides in Saskatchewan;

- (b) has been a member of a law society or its equivalent in any province or territory of Canada for a period of ten (10) years or more; and
- (c) is a member of Council or has been a member of Council at any time during the preceding four (4) years;

may file with the Branch Office a Memorandum of Nomination for the office of Treasurer on or before December 15th in each year, provided the Memorandum is accompanied by the consent of such member in writing and the written endorsement of three (3) members of Council. Where December 15th falls on a Saturday or Sunday, the deadline for filing the Memorandum shall be the immediately following Monday.

(2)

- (a) If there is only one (1) such nomination filed for the office of Treasurer, the person nominated shall be declared elected Treasurer by the Returning Officer.
- (b) If no nomination for Treasurer is filed by December 15th, the Nominating Committee shall nominate at least one (1) nominee for Treasurer before the next meeting of Council, and shall announce the name of the nominee to Council, and if there be but one (1), that nominee shall be declared elected by the Returning Officer. If the Nominating Committee puts forth the name of more than one (1) nominee for Treasurer, all other provisions for the election of the Treasurer shall apply mutatis mutandis. In selecting such nominee or nominees, pursuant to this paragraph, the Nominating Committee shall determine its own procedure in all respects.
- (c) If there is more than one (1) nomination for the office of Treasurer, there shall be an election for the office of Treasurer conducted as hereinafter provided.

15.

- (1) The Executive Director shall be the Returning Officer. The Returning Officer shall rule with respect to all questions relating to

the procedures described herein. The Returning Officer may seek the advice of the Board of Directors and Council, but the Returning Officer's ruling shall be final.

- (2) Should an election be required, the Returning Officer shall conduct the election as follows:
 - (a) The Returning Officer shall forward a publication of Notice of all nominations for Treasurer to all members of the Branch;
 - (b) The President shall, if possible, make arrangements for each nominee to address the Council;
 - (c) The Returning Officer shall cause a ballot for the office of Treasurer to be prepared and sent to all members of the Branch on or before March 1st;
 - (d) A Notice accompanying the ballot shall specify the last date for return of the ballots to the Branch Office, which date shall be twenty (20) days following the date of sending of the Notice of Nominations;
 - (e) The ballot to be prepared and sent in accordance with clause 15(2)(c) shall direct the elector to indicate his/her choices among the candidates where there are more than two (2), preferentially by marking the numeral (1) for the first choice, the numeral (2) for the second choice and so forth. Failure to indicate a preference for each candidate upon a ballot shall not by itself invalidate the ballot; and
 - (f) The procedure to be followed in all respects in counting the ballots shall be as follows:
 - (i) Where there are only two (2) candidates, the candidate with the greater number of votes is elected;
 - (ii) Where there are more than two (2) candidates, the ballots shall be sorted having regard to the first choices of the electors. If a candidate has more than one-half of the first choices, the candidate is elected;

- (iii) Where there are more than two (2) candidates, and no candidate has more than one-half of the first choices, the candidate with the least number of first choices shall be eliminated, and the second choices on those ballots in the candidate's favour shall be regarded, and such ballots shall be redistributed accordingly. If as a result one (1) candidate now has more than one-half of ballots so recounted, the candidate is elected;
 - (iv) Where there are more than two (2) candidates, and no candidate has more than one-half of the ballots recounted after the elimination of a candidate, the candidate with the least number of votes on the recount shall be eliminated, and the second choices on those ballots in the candidate's favour shall be regarded, and such ballots shall be redistributed accordingly. If as a result one (1) candidate now has more than one-half of ballots so recounted, the candidate is elected;
 - (v) The procedure shall be continued until a candidate has, upon a recount, more than one-half of the ballots counted on the recount;
 - (vi) Upon a second or subsequent elimination, regard shall be had to that choice on each ballot, having the highest priority and which is cast in favour of a candidate who has not been eliminated; and
 - (vii) In the event of any tie vote, the President shall cast the deciding vote.
- (3) Each year the President shall advance to the position of Immediate Past President, the Vice-President shall advance to the position of President and the Treasurer shall advance to the position of Vice- President.
- (4) Should a member of the Board of Directors be unable or

unwilling to continue in an office, such office shall be filled as follows:

- (a) a vacancy in the office of President shall be filled by the Vice-President;
 - (b) a vacancy in the office of Vice-President shall be filled by the Treasurer;
 - (c) a vacancy in the office of Treasurer shall be filled in accordance with subsection 15(5);
 - (d) a vacancy in the office of Immediate Past President shall be filled by appointment by the Board of Directors;
 - (e) a vacancy in the office of Executive Director shall be filled by the Board of Directors; and
 - (f) a vacancy in any other position on the Board of Directors shall be filled by appointment by the Nominating Committee.
- (5) The election procedure set out in section 14 and subsections 15(1) and (2) shall apply mutatis mutandis in the event of a vacancy occurring in the position of Treasurer during a Treasurer's term of office with the following exceptions:
- (a) The words "December 15th in each year" in subsection 14(1) and "December 15th in subsection 14(3) shall read "the date fixed by the Returning Officer"; and
 - (b) Clause 15(2)(b) shall not apply.

MEMBERS OF COUNCIL

16.1

- (1) The province shall be divided into six (6) electoral districts, referred to as Northeast, Northwest, Southeast, Southwest, Regina and Saskatoon which districts are geographically defined on the electoral map contained in Appendix A. Elected Members of Council shall be elected from each

electoral district as follows:

- (a) One (1) member representing the Northeast Electoral District;
 - (b) One (1) member representing the Northwest Electoral District;
 - (c) One (1) member representing the Southeast Electoral District;
 - (d) One (1) member representing the Southwest Electoral District;
 - (e) Six (6) members representing the Regina Electoral District;
 - (f) Six (6) members representing the Saskatoon Electoral District.
- (2) To stand for nomination as an Elected Member of Council from an electoral district, the nominee must be a member of the Association resident in the electoral district for which nomination is being sought.
 - (3) Elected Members of Council shall be elected by the procedure established under sections 14 and 15, with such modifications as Council considers necessary to give effect to this section.
 - (4) The elected term of office for each Elected Member of Council shall be two (2) annual periods.
 - (5) Vacancies occurring during the term of office of an Elected Member of Council, or, before the term of office has commenced, shall be filled by appointment by the Board of Directors.

16.2

- (1) The Board of Directors may appoint to Council two (2) Members at Large from outside the Regina Electoral District and the Saskatoon Electoral District.
- (2) The term of office for such Members at Large shall be two (2) annual periods.

- (3) The provisions of subsections 16.1(5), 16.1(6) and 16.1(7) shall apply mutatis mutandis to such Members at Large.

SECTIONS

17.

- (1) Branch sections may be organized by the Branch for the study of particular areas of law or to serve a common interest group within the Branch.
- (2) Every Branch section shall operate in compliance with the Association's Sections Regulation Part A, the section terms of reference, and with all bylaws, regulations, policies and procedures adopted by the Branch including the Section Leaders' Handbook.
- (3) The Board of Directors shall confirm the appointment of each Branch Section Chair (the "Chair") prior to April 15th preceding the commencement of the term for which the appointment is made.
- (4) If the position of the Chair becomes vacant for any reason, it will be filled by the Branch Section Vice Chair (the "Vice Chair"). If the Vice Chair is unable to become the Chair, the Board of Directors shall appoint another section officer or a section member to the position within one (1) month.
- (5) While the nature and requirements of each section may require special consideration, it is desirable that section membership be encouraged amongst all members of the Branch, and to this end section membership should not be drawn exclusively from Regina and Saskatoon but should be distributed as widely as possible throughout Saskatchewan.
- (6) Each Chair shall appoint a Vice-Chair and a Legislation and Law Reform representative and may appoint a Secretary. These individuals shall comprise the Executive Committee of the section (the "Executive Committee").
- (7) If an Executive Committee position, other than the Chair, becomes vacant for any reason, the Chair shall appoint another section member to the position within one (1) month.

- (8) An Executive Committee member whose membership in the Association or the section lapses will cease to be an Executive Committee member, cannot attend any section or Executive Committee meeting or section activity or event, and is not eligible to be reappointed to the Executive Committee until their membership is reinstated.
- (9) The Board of Directors may remove any Executive Committee member who violates the Association's Sections Regulation Part A, the section terms of reference, or any bylaw, regulation, policy or procedure adopted by the Branch including the Section Leaders' Handbook.
- (10) Each section shall meet at the call of the Chair of the section.
- (11) Council or the Board of Directors may refer to any section matters in respect of which it is desired that the section shall make inquiry and report.
- (12) Each Chair shall submit a written annual report to the Branch Office no later than May 15, outlining the activities of the section and covering the work done from the date of the preceding Annual Meeting of the Association up to the date of the report.
- (13) Each Chair shall report, as required, to the Board of Directors and Council.
- (14) Each section shall be represented at each meeting of the Branch and shall endeavour to have representation at the Annual Meeting of the Association.
- (15) The President and the Education Director are ex-officio members of all Branch sections.

COMMITTEES

18. The Council:

- (1) may appoint any committees that are necessary or desirable and may disband any committee it has appointed;

- (2) shall appoint a Chair for each committee established;
- (3) may fill any vacancies on any committee as they occur; and
- (4) by resolution, may delegate any authority granted pursuant to subsections (1), (2), and (3) to the Board of Directors or the Chair of the committee.

TERMS OF OFFICE

19.

- (1) In these Bylaws, “annual period” means from September 1 of a year to August 31 of the following year.
- (2) Unless otherwise provided, every appointment or election to an office or body is for the term of the annual period.
- (3) Chairs of committees shall hold office for the period specified in their appointment.
- (4) Elected Members of Council who are members of the Association in good standing and resident in Saskatchewan are eligible for re-election.
- (5) Unless otherwise approved by the Board of Directors:
 - (a) The initial term of office of a section Executive Committee member shall be two (2) annual periods; and
 - (b) A section Executive Committee member shall be eligible for reappointment to the same office for a second term of two (2) annual periods; and
 - (c) A section Executive Committee member shall not hold the same office for more than four consecutive annual periods, but there is no maximum term for which a member may serve on a section Executive Committee.

- (6) The term of office of:
- (a) the President, Vice-President, Treasurer and Immediate Past President of the Branch shall be one (1) annual period respectively; and
 - (b) all other members of the Board of Directors, except the Executive Director, shall be two (2) annual periods and the said members of the Board of Directors shall be eligible for reappointment for a second term of two (2) annual periods.

FINANCE

20.

- (1) The Treasurer, in conjunction with the Executive Director, shall prepare a budget annually for submission to the Branch Annual Meeting for approval.
- (2) All requests for funding that require an amendment to the Budget as approved, shall be forwarded in writing to the Treasurer not later than two (2) weeks prior to the date upon which Council or the Board of Directors will consider the request. Such notice shall be deemed to have been waived if the amended budget is approved.
- (3) The Treasurer shall, prior to any decision by Council or the Board of Directors on an amendment to the Budget, report to Council or the Board of Directors with respect to the effect of the request upon the financial position of the Branch.
- (4) The Treasurer shall arrange that all moneys received by the Branch are deposited in an account in the name of the Branch in a Canadian chartered bank, a credit union or a trust company, and that all disbursements are made from that account.
- (5) Any two of the Immediate Past President, President, Vice-President, Treasurer, Executive Director, and designated member of the Board of Directors shall sign and endorse all cheques, drafts and other negotiable instruments on behalf of the Branch or for deposit in the bank account of the Branch. The said designated member of the Board of Directors may be any

member of the Board of Directors not named above who is appointed a signing authority by resolution of the Board of Directors.

- (6) The fiscal year of the Branch is the same as the fiscal year of the Association.
- (7) An operating reserve, held separate from general reserves, shall be established and maintained at a level not less than six (6) month's budgeted expenditures, as calculated in accordance with the budget of the current year.
- (8) There shall be no encroachment upon the capital of the operating reserve unless approved by special resolutions (two-thirds majority) of each of the Board of Directors and Council.

MEETINGS OF THE BRANCH

21.

- (1) The Branch shall meet at least once annually at any time and place that the Board of Directors may select ("Annual Meeting of the Branch").
- (2) Special meetings of the Branch may be called at any time and place that the Board of Directors may decide.
- (3) The Executive Director shall give, or cause to be given, to each member of the Branch no less than fourteen (14) days' notice of a meeting of the Branch, excepting the Annual Meeting of the Branch for which at least twenty-five (25) days' notice shall be given.
- (4) Notice of a meeting of the Branch may be given to the members of the Branch by one or more of the following methods:
 - (a) by mail, courier, or personal delivery to each member;
 - (b) by telephonic, electronic, or other communications facility;
 - (c) in a publication of the Branch that is sent to all members.
- (5) Upon written requisition of at least five percent (5%) of the

membership of the Branch specifying the intended purpose of the meeting, the Board of Directors shall call a special meeting of the Branch at the earliest practical time.

- (6) The quorum of any session of an Annual Meeting or special meeting of the Branch is the lesser of twenty-five (25) members or five percent (5%) of the membership.
- (7) The Board of Directors shall make arrangements for the Annual Meeting of the Branch and shall prepare the program and may appoint a committee to assist in the arrangements and program.
- (8) The usual rules of order at public meetings govern at all meetings of the Branch.

STATEMENTS AND SUBMISSIONS

22.

- (1) All statements and submissions made by any member of any section or group of members of the Branch to any person or persons which purport to be made on behalf of the Branch or any of its sections or committees, must have the prior consent of the Board of Directors, except for statements or submissions made in the following circumstances:
 - (a) statements and submissions made by any Branch section or committee of the Branch to its Association Section Chair or Association Committee Chair;
 - (b) statements and submissions made by any Branch section or committee only to the Board of Directors;
 - (c) all statements and submissions made by any Branch section or committee to the general membership at any meeting of the Branch; or
 - (d) statements and submissions made and approved in accordance with Bylaw Number 1 of the Association.
- (2) If the matter is of so urgent or routine a nature that, in the opinion of the President, the preceding subsection cannot or

need not be followed, then the consent of the Branch may be given by the President or Vice-President, provided that where such statements and submissions, other than those provided for in subsection (1), purport to be made by a section on a matter under study by sections in more than one (1) province, or on a matter of concern to more than one (1) province, the Board of Directors shall, prior to consenting to the making of the statement, consult with the Association Chair of the section or sections concerned.

- (3) Where statements or submissions are made on behalf of a section or a committee of the Branch, the statement or submission must, to the satisfaction of the President or Vice-President, represent the views of a majority of members of the section or committee of the Branch, and the statement or submission shall clearly state that it represents the views of the particular group on whose behalf the statement or submission is made.

AMENDMENT TO BYLAWS

23.

- (1) The Bylaws of the Branch may be adopted, amended or rescinded at a meeting of the Branch, if notice of any such proposed adoption, amendment or rescission is given in writing signed by ten (10) members and submitted to the Executive Director not less than forty (40) days before the meeting.
- (2) Upon receipt of a notice described in subsection (1), the Executive Director shall, not less than twenty-five (25) days before the meeting, give notice in writing to the members of the proposed adoption, amendment or rescission in the notice calling the meeting.
- (3) The Bylaws of the Branch may be adopted, amended or rescinded at a special meeting of the Branch requisitioned in writing by at least five percent (5%) of the membership of the Branch pursuant to subsection 21(5) if the proposed adoption, amendment or rescission, signed by the same five percent (5%) of the membership of the Branch, accompanies the requisition.
- (4) No notice of any proposed adoption, amendment or rescission recommended by Council or the Board of Directors is required unless the proposed adoption, amendment or rescission is to be

dealt with at a special meeting of the Branch called pursuant to subsection 21(5), in which case the Executive Director shall give notice of the proposed adoption, amendment or rescission in the notice calling the meeting.

- 24.
- (1) Council may adopt, amend or rescind any bylaws that it may see fit for the proper administration of the affairs of the Branch, and any such adoptions, amendments or rescissions shall continue in force until approved at the next Annual Meeting of the Branch.
 - (2) Notice of any adoption, amendment or rescission of bylaws passed by the Council is to be given with the notice calling the next Annual Meeting of the Branch.
- 25.
- (1) The Board of Directors may propose the adoption, amendment or rescission of the Branch Bylaws at an Annual Meeting of the Branch. Any such adoption, amendment or rescission shall not come into force until approved at the Annual Meeting of the Branch.
 - (2) Notice of any proposal by the Board of Directors for the adoption, amendment or rescission of the Branch Bylaws is to be given with the notice calling the next Annual Meeting of the Branch.
26. A copy of the Branch Bylaws and all amendments passed by the Branch shall be sent, not later than fourteen (14) days thereafter, to the Executive Director of the Association.

CONFLICT OF BYLAWS

27. The Bylaws of the Association are the Bylaws of the Branch, except insofar as the Bylaws of the Association are inconsistent with these Bylaws.



THE CANADIAN
BAR ASSOCIATION
Saskatchewan Branch

Canadian Bar Association, Saskatchewan
BRANCH BYLAWS

AMENDED ~~December 1, 2022~~ June 13, 2024

Canadian Bar Association, Saskatchewan Branch

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DEFINITIONS

1. In these Bylaws:

(1) ~~“annual period” means from September 1 of a year to August 31 of the following year;~~ 

(1)(2) “Association” means the Canadian Bar Association;

(2)(3) “Association Board of Directors” means the board of directors of the Association;

(3)(4) “Board of Directors” means the board of directors of the Branch;

(4)(5) “Branch” means the Saskatchewan Branch of the Association;

(5)(6) “Council” means the Branch Council;

(6)(7) “Executive Director” means the Chief Administrative Officer of the Branch;

(7)(8) “President” means the President of the Branch unless otherwise indicated; and

(8)(9) “National President” means the President of the Association.

MEMBERSHIP

2. The membership of the Branch consists of:

(1) all members of the Association who are in good standing with the Association and who are resident in Saskatchewan; and

(2) any person who, by a resolution of ~~the Council~~ the Association, is admitted to honorary membership in the Branch.

OBJECTIVES AND POWERS OBJECTS

3. The objects of the Branch are set out in the mission statement, vision statement, strategic goals, and guiding principles that the Board establishes from time to time. ~~and it has the power to:~~

~~participate in and promote law reform;~~

~~(1) — develop, promote and participate in programs and activities engendering knowledge and appreciation of the law and the legal profession by members of the general public;~~

~~(2) — generally advance the objects of the Association within Saskatchewan, namely to:~~

~~(a) — advance the science of jurisprudence;~~

~~(b) — promote the administration of justice and uniformity of legislation throughout Canada so far as is consistent with the preservation of the basic systems of law in the respective provinces;~~

~~(c) — uphold the honour of the profession of the law, foster harmonious relations and co-operation among the incorporated law societies, barristers' societies and general corporations of the Bars of the several provinces and cordial intercourse among the members of the Association;~~

~~(d) — encourage a high standard of legal education, training and ethics and generally to do all further or other lawful acts and things touching these premises; and~~

~~(3) — enter into arrangements with the Law Society of Saskatchewan for the assumption by the Branch of any of the Law Society's non-statutory functions that may be appropriate.~~

OFFICERS

4.

(1) The Officers of the Branch are as follows:

(a) the President;

(b) the Vice-President;

(c) the Treasurer;


(d) the Immediate Past President.

(2) The President, Vice-President and Treasurer are to be elected by the procedure established under sections 15 and 16~~14~~.

DUTIES OF THE OFFICERS

5.

(1) The President shall:

- ~~(a)~~ (a) preside at general meetings of the Branch, at meetings of Council and at meetings of the Board of Directors; ~~and~~
- ~~(b)~~ (b) report to each meeting of Council; 
- ~~(c)~~ (c) ~~shall~~ submit a written report in respect of the work of the Branch at the Annual Meeting of the Branch and as otherwise required;
- ~~(d)~~ (d) ~~(b)~~ assist the National President in carrying on the administration of the Association within Saskatchewan; ~~and~~
- ~~(e)~~ (e) ~~shall devote particular attention to the advancement of~~ advance the Association in Saskatchewan;
- ~~(c)~~ (c) ~~be responsible for liaison~~ liaise between the Branch and the Association and ~~coordination~~ coordinate of Association and Branch activities;
- ~~(d)~~ (d) for strictly provincial matters in the Branch, have the same rights and perform the same duties as the National President as set out in Bylaw Number 1 of the Association; ~~and~~
- ~~(f)~~ (f) ~~(e)~~ participate in the Leadership Forums convened by the National President; ~~and~~
- ~~(g)~~ (g) have such further duties as are required by or are consistent with these Bylaws.

(2) The Vice-President shall:

- (a) assist the President in carrying on the administration of the Branch;
- (b) in the absence of the President, preside at meetings and exercise the President's rights and perform the President's duties; and

- (c) ~~perform such other duties as may from time to time be prescribed by the President~~ have further duties as are required by or are consistent with these Bylaws.

(3) The Treasurer shall:

- (a) oversee the finances of the Branch;
- (b) ensure that the Branch records are maintained by the Executive Director;

- (c) in conjunction with the Executive Director, prepare an annual budget for submission to the Board of Directors and the membership at the Branch Annual Meeting for approval;
 - (d) in conjunction with the Executive Director, recommend to the Board of Directors short and long- term investment and borrowing programs that are consistent with any policy adopted by the Branch;
 - (e) report on the finances of the Branch to the Board of Directors and Council and to the membership at the Branch Annual Meeting;
 - (f) ensure that monthly financial statements are circulated to the Board of Directors;
 - (g) ensure that financial statements are circulated to Council prior to each meeting of Council; and
 - (h) have such further duties as are required by or are consistent with these Bylaws~~perform such other duties as may from time to time be prescribed by the President.~~
- (4) The Immediate Past President shall:
- (a) chair the Nominating Committee;
 - (b) sit as a member of the Awards Committee; and
 - (c) chair the KC Committee and serve as the Branch Representative on the Provincial KC Committee.

BOARD OF DIRECTORS

6. The Board of Directors shall consist of:

- (a) the Officers of the Branch;
- (b) the Branch Education Director, Legislation and Law Reform Director, and Outreach Director;
- (c) the Executive Director, who shall be a non-voting

member; and

- (d) any others that may be considered necessary by
~~the~~ Council.

DUTIES OF THE BOARD OF DIRECTORS

7.

- (1) The Board of Directors shall advise and assist the President in performing the duties of that office and, between meetings of ~~the~~ Council, shall have all the powers of ~~the~~ Council, except the power to pass bylaws.

- (2) The Board of Directors may appoint candidates as:


(a) ~~an~~ Executive Director;

(b) Branch representatives for the Canadian Bar
Insurance Association / Lawyers Financial;

~~(c)~~ Branch Section and Committee Chairs; 

~~(d)(c)~~ ~~Branch Mid-Winter Meeting Chair~~; and 

~~(e)(d)~~ members of any ~~other~~ committee of the Branch or of the Association not otherwise provided for in these Bylaws or the Bylaws of the Association.

- (3) The Board of Directors may remove any individual occupying an appointed or elected position of the Branch who violates any bylaw, regulation, policy or procedure adopted by the Branch or the Association. 



~~(3) The Board of Directors shall report to each meeting of the Council.~~

- (4) In the absence of the Executive Director, the Board of Directors may designate an Officer of the Branch to perform the Executive Director's duties.
- (5) The Board of Directors shall prescribe the duties and responsibilities of the Executive Director.
- (6) The Board of Directors shall fill a vacancy occurring during a term of office in the position of the President, Vice-President, or Immediate Past President.

- (7) The quorum necessary for the transaction of the ~~business of~~, 20242
the Board of Directors is a majority.
- (8) In the event of a vacancy occurring in the Treasurer position during a term of office, the Board of Directors, with the assistance of the Nominating Committee, shall fill such vacancy until such time as an election is held by the procedure established under sections 15 and 16~~14 and 15~~.


MEETINGS OF THE BOARD OF DIRECTORS

8.

- (1) The Board of Directors shall meet at least 7 times per annual period, as prescribed by the President: 
- (2) A meeting of the Board of Directors may be held in person, virtually, or a combination of both (hybrid). Virtual and hybrid meetings are only permitted:
- (a) where facilities allow all participants to communicate adequately with each other; and
- (b) where facilities allow all participants to be seen by each other while speaking, unless otherwise determined by the President.
- (3) The President may request an electronic vote on any matter between meetings. The vote is initiated by the President's electronic request to all Directors that includes the resolution wording and all related materials for consideration. The deadline for receipt of electronic votes is two business days from the electronic request. The resolution will pass if a majority of Directors votes to approve the resolution. 

COUNCIL

8.9. ~~The~~ Council consists of any of the following persons who are resident in Saskatchewan:

- (1) members of the Board of Directors;
- (2) ~~Elected~~Regional Members of Council as provided by section 18~~16.1~~; 

- ~~104.62; 20242~~
- (3) Members at Large of Council as provided by section ~~104.62; 20242~~
 - (4) Branch Section and ~~e~~CCommittee Chairs;
 - (5) all Past Presidents of the Branch;
 - (6) all Past Presidents of the Association;
 - (7) the Dean of the College of Law ~~of the~~ University of Saskatchewan;
 - (8) a representative appointed by the Law Students' Association ~~of the~~ University of Saskatchewan;
 - (9) a representative appointed by the Indigenous Law Students' Association ~~of the~~ University of Saskatchewan;
 - (10) the representative appointed by the Branch to the Public Legal Education Association of Saskatchewan; and
 - (11) any other members of the Association that ~~the~~Council may, by resolution, appoint.

9.10. Only members of Council who are members of the Association shall have the right to vote.

DUTIES OF COUNCIL

10.11.

- (1) ~~The~~Council shall carry on the work of the Association and the Branch. Council shall advance its objects in Saskatchewan according to these Bylaws and the Act of Incorporation of the Association and its Bylaws and Regulations.

- (2) Each voting member of Council shall:
- (a) be familiar with the Bylaws, Branch policies, and the organizational structure of the Branch and Association;
 - (b) be familiar with the mission statement, vision statement, guiding principles, and strategic goals ~~and direction~~ of the Branch and Association;
 - ~~(c) make all reasonable efforts to attend each meeting of Council;~~
 - ~~(d)~~(c) attend and participate ~~in the debate on issues~~ at meetings of Council;
 - ~~(e)~~(d) put before Council the interests and concerns of members of the Branch and, when necessary, assist the Board of Directors in obtaining input from members of the Branch;
 - ~~(f) report to members of the Branch on a periodic basis about the issues debated by Council and the decisions made there;~~
 - ~~(g)~~(e) liaise with the local bar associations and report to them on a periodic basis about ~~the issues debated by Council~~ discussions and ~~the decisions made there~~, and promote the activities and profile of the Branch;
 - ~~(h)~~(f) promote membership in the Association to lawyers in Saskatchewan; and
 - ~~(i)~~(g) support Branch and Association ~~S~~sections, professional development, and general meetings and promote them to the members of the Branch.
- (3) ~~The~~ Council shall have the same powers as the Association Board of Directors with respect to purely provincial affairs of the Association within Saskatchewan, unless otherwise directed by the Association Board of Directors.

MEETINGS OF COUNCIL

11.12.

- (1) ~~The~~ Council shall meet at least twice per annual period:
 - (a) once at a date, time and place selected by the Board of Directors; and
 - (b) once on the same date as the Annual Meeting of the Branch.
- (2) Quorum for ~~the~~ Council shall be ~~ten (10)~~ voting members of Council of whom not less than ~~three (3)~~ shall be members of the Board of Directors.
- (3) The Executive Director shall give, or cause to be given, to each member of ~~the~~ Council not less than ~~one (1)~~ week notice of a meeting of ~~the~~ Council.
- (4) Notice of a meeting of Council may be given to members of Council by one or more of the following methods:
 - (a) by mail, ~~courier, or personal delivery to each member;~~
 - (b) by ~~telephonic, electronic, email~~ or other electronic communications ~~facility~~method;
 - (c) in a publication of the Branch that is sent to all members.
- (5) The following shall be given to members of Council as described in subsection (4) at least one week before the meeting of Council:
 - (a) a written report from the President in respect of the work of the Board of Directors;
 - (b) a written report from the Executive Director in respect of the work of the Branch;
 - ~~(b)~~(c) the most recent Branch financial statement; and
 - ~~(c)~~(d) an agenda including:
 - (i) topics on which the Board of Directors seeks input from ~~the~~ Council;
 - (ii) time for Council to question the President in respect

of the work of the Board of Directors;

(iii) time for Council to question the Executive Director in respect of the work of the Branch; and

~~(iv) time for Council to identify issues brought to it by members of the Branch; and~~

~~(d) only before the meeting held on the same date as the Annual Meeting of the Branch, a written report from the Chair of each Committee.~~ 

- (6) A meeting of Council may be held in person, virtually, or a combination of both (hybrid). Virtual and hybrid meetings are only permitted:
- (a) where facilities allow all participants to communicate adequately with each other; and
 - (b) where facilities allow all participants to be seen by each other while speaking, unless otherwise determined by the President.

NOMINATING COMMITTEE

~~12.13.~~

(1) The Nominating Committee shall consist of:

- (a) the President;
- (b) the Immediate Past President;
- (c) the Past Past President; ~~and~~

~~(d) two (2) members of Council as selected by the Board of Directors; and~~

~~(d)(e) the Executive Director, who shall be a non-voting member.~~

(2) The Immediate Past President shall be Chair of the Nominating Committee.

- (3) If the Past Past President is unable to participate on the Nominating Committee, the Board of Directors may appoint another member of the Board to fill the vacancy.

DUTIES OF THE NOMINATING COMMITTEE

~~13.14.~~

(1) The Nominating Committee shall:

(a) identify, recruit and encourage candidates to stand for election or appointment to the Board of Directors, Council, and committees;

(b) consider the diversity of the legal profession and the qualifications and demographics identified;

~~(a)~~(c) present names of candidates to the Board of Directors for:

(i) appointed or elected positions of the Branch other than the Officers of the Branch and Regional Members of Council; and

(ii) vacancies occurring during the term of appointed or elected positions of the Branch other than the Officers of the Branch;

~~(i)~~

~~(ii) members of committees of the Branch; and~~

~~(iii) members of the Courts to serve as the Judicial Representatives on Council, that being one judge from each of the Court of Appeal, the Court of Queen's Bench and the Provincial Court of Saskatchewan.~~

(2) The Nominating Committee shall submit to the Executive Director, not less than ~~forty five (45)~~ days before the day fixed for the Annual Meeting of the Branch, a report setting out the names of those nominated by the Committee for election to the positions outlined in subclauses 1314(1)(b) and (c)(i), which shall be submitted to the Annual Meeting for approval, and if members at the Annual Meeting so desire, they may nominate other candidates, and if other candidates are nominated, an election shall be held according to the procedure established by the Board of Directors at the Annual Meeting.

(3) The Nominating Committee shall submit to the Board of Directors for approval, a report setting out the names of those nominated by the Committee to fill the vacancies described in subclause

~~13(1)(a)14(1)(c)(ii)~~, and, if the Board of Directors so desires, ~~members of~~ the Board of Directors may nominate other candidates, in which case ~~an election shall be held according to the procedure established by~~ the Board of Directors shall determine the procedure by which one of the nominees is selected.

NOMINATION OF TREASURER ~~AND ELECTION PROCEDURE AND VACANCIES~~

14.15.

- (1) Any member of the Association in good standing who:
- (a) resides in Saskatchewan;
 - (b) has been a member of a law society or its equivalent in any province or territory of Canada for a period of ~~ten~~ (10) years or more; and
 - (c) ~~is a member of Council or~~ has been a member of Council or a Branch committee at any time during the preceding ~~four~~ (4) years;

may file with the Branch Office a ~~Memorandum of N~~ Memorandum of Nomination form for the office of Treasurer on or before ~~December~~ March 15th in each year, provided the Memorandum nomination form is accompanied by the written consent of ~~such the~~ member ~~in writing~~ and the ~~written endorsement signatures~~ of ~~three~~ (3) members of ~~Council~~ the Branch. Where ~~December~~ March 15th falls on a Saturday or Sunday, the deadline for filing the Memorandum nomination form shall be the immediately following Monday.

- (2)
- (a) If ~~there is only one~~ (1) ~~such~~ nomination form is filed for the office of Treasurer, the person nominated shall be declared elected Treasurer by the Returning Officer.
 - (b) If no nomination for Treasurer is filed by ~~December~~ March 15th, the Nominating Committee shall nominate ~~at least one~~ (1) ~~a~~ nominee for Treasurer before the next meeting of Council, ~~and~~ shall announce the name of the nominee to Council, and ~~if~~

~~there be but one (1),~~ that nominee shall be declared elected by the Returning Officer. ~~If the Nominating Committee puts forth the name of more than one (1) nominee for Treasurer, all other provisions for the election of the Treasurer shall apply mutatis mutandis.~~ In selecting such nominee ~~or nominees,~~ pursuant to this paragraph, the Nominating Committee shall determine its own procedure in all respects.

- (c) If there is more than ~~one (1)~~ nomination for the office of Treasurer, there shall be an election for the office of Treasurer conducted as ~~hereinafter~~ provided in section 16.

ELECTION OF TREASURER

15.16.

- (1) The Executive Director shall be the Returning Officer. The Returning Officer shall rule with respect to all questions relating to the procedures described herein in this section. The Returning Officer may seek the advice of the Board of Directors and Council, but the Returning Officer's ruling shall be final.
- (2) Should an election be required, the Returning Officer shall conduct the election as follows:
- (a) The Returning Officer shall forward a ~~publication of~~ Notice of all nominations for Treasurer to all members of the Branch;
- (b) The ~~President shall, if possible, make arrangements for~~ Returning Officer shall ensure that each nominee ~~to address the Council~~ has an opportunity to provide a candidate statement to all members of the Branch;
- (c) The Returning Officer shall cause an electronic ballot for the office of Treasurer to be ~~prepared and~~ sent to all members of the Branch on or before March 1st ~~April 15;~~
- (d) A Notice accompanying the electronic ballot shall specify the last date for return completion of the electronic ballots ~~to the Branch Office,~~ which date shall be ~~twenty (20)~~ days following the date of sending ~~of the Notice of~~

Nominations the electronic ballot to members of the
Branch;

- ~~(e) — The Treasurer shall be elected by a plurality of the votes cast. ballot to be prepared and sent in accordance with clause 15(2)(c) shall direct the elector to indicate his/her choices among the candidates where there are more than two (2), preferentially by marking the numeral (1) for the first choice, the numeral (2) for the second choice and so forth. Failure to indicate a preference for each candidate upon a ballot shall not by itself invalidate the ballot; and~~
- ~~(f) — The procedure to be followed in all respects in counting the ballots shall be as follows:~~
- ~~(i) — Where there are only two (2) candidates, the candidate with the greater number of votes is elected;~~
- ~~(ii) — Where there are more than two (2) candidates, the ballots shall be sorted having regard to the first choices of the electors. If a candidate has more than one half of the first choices, the candidate is elected;~~
- ~~(iii) — Where there are more than two (2) candidates, and no candidate has more than one half of the first choices, the candidate with the least number of first choices shall be eliminated, and the second choices on those ballots in the candidate's favour shall be regarded, and such ballots shall be redistributed accordingly. If as a result one (1) candidate now has more than one half of ballots so recounted, the candidate is elected;~~
- ~~(iv) — Where there are more than two (2) candidates, and no candidate has more than one half of the ballots recounted after the elimination of a candidate, the candidate with the least number of votes on the recount shall be eliminated, and the second choices on those ballots in the candidate's favour shall be regarded, and such ballots shall be redistributed accordingly. If as a result one (1) candidate now has more than one half of ballots so recounted, the candidate is elected;~~
- ~~(v) — The procedure shall be continued until a candidate has, upon a recount, more than
one half of the ballots counted on the recount;~~

~~(e)~~ Upon a second or subsequent elimination, regard shall be had to that choice on each ballot, having the highest priority and which is cast in favour of a candidate who has not been eliminated; and

~~(vi)~~

~~(viii)~~(f) In the event of any tie vote, the President shall cast the deciding vote.

ADVANCEMENT AND VACANCIES

17.

~~(3)~~(1) Each year the President shall advance to the position of Immediate Past President, the Vice- President shall advance to the position of President and the Treasurer shall advance to the position of Vice- President.

~~(4)~~(2) Should a member of the Board of Directors be unable or unwilling to continue in an office, such office shall be filled as follows:

- (a) a vacancy in the office of President shall be filled by the Vice- President;
- (b) a vacancy in the office of Vice- President shall be filled by the Treasurer;
- (c) a vacancy in the office of Treasurer shall be filled in accordance with subsection ~~(3)~~15(5);
- (d) a vacancy in the office of Immediate Past President shall be filled by appointment by the Board of Directors;
- (e) a vacancy in the office of Executive Director shall be filled by the Board of Directors; and
- (f) a vacancy in any other position on the Board of Directors shall be filled by appointment by the Nominating Committee.

~~(5)~~(3) The election procedure set out in sections 15 and 16 ~~14 and subsections 15(1) and (2)~~ shall apply mutatis mutandis in the

event of a vacancy occurring in the position of Treasurer during a Treasurer's term of office with the following exceptions:

- (a) The words "~~December 15th~~March 15 in each year" and "March 15" in ~~subsection 1514(1)~~ and "~~December 15th~~April 15" in ~~subsection 1614(3)~~ shall read "the date fixed by the Returning Officer"; and
- (b) Clause ~~1516~~(2)(b) shall not apply.

REGIONAL MEMBERS OF COUNCIL

18.16.1

- (1) The province shall be divided into ~~six (6) electoral~~ districts, referred to as Northeast, Northwest, Southeast, Southwest, Regina and Saskatoon, which districts are geographically defined on the ~~electoral~~ map contained in Appendix A. ~~Elected Regional~~ Members of Council shall ~~be elected from~~ represent each ~~electoral~~ district as follows:
 - (a) One ~~(1)~~ member representing the Northeast ~~Electoral~~ District;
 - (b) One ~~(1)~~ member representing the Northwest ~~Electoral~~ District;
 - (c) One ~~(1)~~ member representing the Southeast ~~Electoral~~ District;
 - (d) One ~~(1)~~ member representing the Southwest ~~Electoral~~ District;
 - (e) Six ~~(6)~~ members representing the Regina ~~Electoral~~ District;
 - (f) Six ~~(6)~~ members representing the Saskatoon ~~Electoral~~ District.
- (2) To stand for nomination as ~~an Elected a Regional~~ Member of Council ~~from an electoral district~~, the nominee must be a member of the Association resident in the ~~electoral~~ district for which

nomination is being sought.

- (3) ~~Elected~~The Nominating Committee shall submit a report setting out the names of those nominated by the Committee for election as Regional Members of Council to the Annual Meeting of the Branch. Members of Council shall be elected by the procedure established under sections 14 and 15, with such modifications as Council considers necessary to give effect to this section. If members at the Annual Meeting so desire, they may nominate other candidates, and if other candidates are nominated, an election shall be held according to the procedure established by the Board of Directors at the Annual Meeting.
- (4) The ~~elected~~ term of office for each ~~Elected~~Regional Member of Council shall be ~~two (2)~~ annual periods.
- (5) Vacancies occurring during the term of office of ~~an Elected a~~Regional Member of Council, or, before the term of office has commenced, shall be filled by appointment by the Board of Directors.

19.16.2



- (1) The Board of Directors may appoint to Council ~~two (2)~~ Members at Large from outside the Regina ~~Electoral~~ District and the Saskatoon ~~Electoral~~ District.
- (2) The term of office for such Members at Large shall be ~~two (2)~~ annual periods.
- ~~(3) The provisions of subsections 16.1(5), 16.1(6) and 16.1(7) shall apply mutatis mutandis to such Members at Large.~~

SECTIONS

20.17.

- (1) Branch sections may be organized by the Branch for the study of particular areas of law or to serve a common interest group within the Branch.
- (2) Every Branch section shall operate in compliance with the Association's Sections Regulation Part A, the section terms of reference, and with all bylaws, regulations, policies and


procedures adopted by the Branch including the Section Leaders' Handbook.

- (3) The Board of Directors shall confirm the appointment of each Branch Section Chair (the "Chair") prior to ~~April 15th~~ preceding the commencement of the term for which the appointment is made.
- (4) If the position of the Chair becomes vacant for any reason, it will be filled by the Branch Section Vice Chair (the "Vice Chair"). If the Vice Chair is unable to become the Chair, the Board of Directors shall appoint another section officer or a section member to the position within ~~one (1)~~ month.
- ~~(5) While the nature and requirements of each section may require special consideration, it is desirable that section membership be encouraged amongst all members of the Branch, and to this end section membership should not be drawn exclusively from Regina and Saskatoon but should be distributed as widely as possible throughout Saskatchewan.~~ 
- (5) Each Chair shall appoint a Vice-Chair and a Legislation and Law Reform representative and may appoint a Secretary Members at Large. These individuals shall comprise the Executive Committee of the section (the "Executive Committee").
- (6) Each Chair must ensure that the Executive Committee has at least one member from each of Saskatoon and Regina.
- (7) If an Executive Committee position, other than the Chair, becomes vacant for any reason, the Chair shall appoint another section member to the position within ~~one (1)~~ month.
- ~~(8) An Executive Committee member whose membership in the Association or the section lapses will cease to be an Executive Committee member, cannot attend any section or Executive Committee meeting or section activity or event, and is not eligible to be reappointed to the Executive Committee until their membership is reinstated.~~ 
- ~~(9) The Board of Directors may remove any Executive Committee member who violates the Association's Sections Regulation Part A, the section terms of reference, or any bylaw, regulation, policy or~~


~~procedure adopted by the Branch including the Section Leaders' Handbook.~~

~~(10)~~(8) Each section shall meet at the call of the Chair and as arranged by the Branch Office.~~of the section.~~

~~(11)~~(9) Council or the Board of Directors may refer to any section matters in respect of which it is desired that the section shall make inquiry and report.

~~(12) Each Chair shall submit a written annual report to the Branch Office no later than May 15, outlining the activities of the section and covering the work done from the date of the preceding Annual Meeting of the Association up to the date of the report.~~ 

~~(13)~~(10) Each Chair shall report, as required, to the Board of Directors and Council.

~~(14) Each section shall be represented at each meeting of the Branch and shall endeavour to have representation at the Annual Meeting of the Association.~~ 

~~(15)~~(11) The President and the Education Director are ex-officio members of all Branch sections.

COMMITTEES

~~18.21.~~ The Council:

- (1) may appoint any committees that are necessary or desirable and may disband any committee it has appointed;
- (2) shall appoint a Chair for each committee established;
- (3) may fill any vacancies on any committee as they occur; and
- (4) by resolution, may delegate any authority granted pursuant to subsections (1), (2), and (3) to the Board of Directors or the Committee Chair~~of the committee.~~

TERMS OF OFFICE

~~19.22.~~

~~(1)~~ In these Bylaws, "annual period" means from September 1 of a year to August 31 of the following year.

~~(2)~~(1) Unless otherwise provided, every appointment or election to an office or body is for the term of the annual period.

~~(3)~~(2) Committee Chairs ~~of committees~~ shall hold office for the period specified in ~~their appointment~~ the committee's terms of reference.

~~(4)~~(3) Elected-Regional Members of Council who are members of the Association in good standing and resident in Saskatchewan are eligible for re-election.

~~(5)~~(4) Unless otherwise approved by the Board of Directors:

- (a) The initial term of office of a section Executive Committee member shall be ~~two (2)~~ annual periods; and
- (b) A section Executive Committee member shall be eligible for reappointment to the same office for a second term of ~~two (2)~~ annual periods; and
- (c) A section Executive Committee member shall not hold the same office for more than ~~four~~4 consecutive annual periods, but there is no maximum term for which a member may serve on a section Executive Committee.

~~(6)~~(5) The term of office of:

- (a) the President, Vice-President, Treasurer and Immediate Past President of the Branch shall be ~~one (1)~~ annual period respectively; and
- (b) all other members of the Board of Directors, except the Executive Director, shall be ~~two (2)~~ annual periods and the said members of the Board of Directors shall be eligible for reappointment for a second term of ~~two (2)~~ annual periods.

FINANCE

~~20-23.~~

- (1) The Treasurer, in conjunction with the Executive Director, shall prepare a budget annually for submission to the Branch Annual Meeting for approval.
- (2) All requests for funding that require an amendment to the Budget as approved, shall be forwarded in writing to the Treasurer not later than ~~two (2)~~ weeks prior to the date upon which Council or the Board of Directors will consider the request. Such notice shall be deemed to have been waived if the amended budget is approved.
- (3) The Treasurer shall, prior to any decision by Council or the Board of Directors on an amendment to the Budget, report to Council or the Board of Directors with respect to the effect of the request upon the financial position of the Branch.
- (4) The Treasurer shall arrange that all moneys received by the Branch are deposited in an account in the name of the Branch in a Canadian chartered bank, a credit union or a trust company, and that all disbursements are made from that account.
- (5) Any two of the ~~Immediate Past President~~, President, Vice-President, Treasurer, and Executive Director, ~~and designated member of the Board of Directors~~ shall approve all Branch payments and debits, sign and endorse all cheques, drafts and other negotiable instruments on behalf of the Branch or for deposit in the bank account of the Branch. The said designated

~~member of the Board of Directors may be any member of the Board of Directors not named above who is appointed a signing authority by resolution of the Board of Directors.~~

- (6) The fiscal year of the Branch is the same as the fiscal year of the Association.
- (7) An operating reserve, held separate from general reserves, shall be established and maintained at a level not less than ~~six (6)~~ month's budgeted expenditures, as calculated in accordance with the budget of the current year.
- (8) There shall be no encroachment upon the capital of the operating reserve unless approved by special resolutions (two-thirds majority) of each of the Board of Directors and Council.

MEETINGS OF THE BRANCH

24.

~~21.~~

- (1) The Branch shall meet at least once annually at any time and place that the Board of Directors may select ("Annual Meeting of the Branch").
- (2) Special meetings of the Branch may be called at any time and place that the Board of Directors may decide.
- (3) The Executive Director shall give, or cause to be given, to each member of the Branch no less than ~~fourteen (14)~~ days' notice of a meeting of the Branch, excepting the Annual Meeting of the Branch for which at least ~~twenty five (25)~~ days' notice shall be given.
- (4) Notice of a meeting of the Branch may be given to the members of the Branch by one or more of the following methods:
 - (a) by mail, ~~courier, or personal delivery to each member;~~
 - (b) by telephonic, electronic, email or other electronic communications facility method;
 - (c) in a publication of the Branch that is sent to all members.

- (5) Upon written requisition of at least ~~five percent (5%)~~ of the voting membership of the Branch, as calculated on May 31 of the preceding year, specifying the intended purpose of the meeting, the Board of Directors shall call a special meeting of the Branch at the earliest practical time.
- (6) The quorum of any session of an Annual Meeting or special meeting of the Branch is the lesser of ~~twenty five (25)~~ members or ~~five percent (5%)~~ of the membership.
- (7) The Board of Directors shall make arrangements for the Annual Meeting of the Branch ~~and shall prepare the program and may appoint a committee to assist in the arrangements and program.~~
- (8) The usual rules of order at public meetings govern ~~at~~ all meetings of the Branch.
- (9) An Annual Report shall be presented to the membership at the Annual Meeting including written reports from the:
 - (a) President;
 - (b) Treasurer;
 - (c) Nominating Committee;
 - ~~(d)~~ (d) Chairs of each committee.

STATEMENTS AND SUBMISSIONS

22.25.

- ~~(1)~~ — All statements and submissions made by any member ~~of any section~~ or group of members of the Branch to any person or persons which purport to be made on behalf of the Branch or any of its sections or committees, must comply with all bylaws, regulations, policies and procedures adopted by the Branch. ~~have the prior consent of the Board of Directors, except for statements or submissions made in the following circumstances:~~



- ~~(a)~~ — ~~statements and submissions made by any Branch section or committee of the Branch to its Association Section Chair or Association Committee Chair;~~

- ~~(b) statements and submissions made by any Branch section or committee only to the Board of Directors;~~
 - ~~(c) all statements and submissions made by any Branch section or committee to the general membership at any meeting of the Branch; or~~
 - ~~(d) statements and submissions made and approved in accordance with Bylaw Number 1 of the Association.~~
- ~~(2) If the matter is of so urgent or routine a nature that, in the opinion of the President, the preceding subsection cannot or need not be followed, then the consent of the Branch may be given by the President or Vice-President, provided that where such statements and submissions, other than those provided for in subsection (1), purport to be made by a section on a matter under study by sections in more than one (1) province, or on a matter of concern to more than one (1) province, the Board of Directors shall, prior to consenting to the making of the statement, consult with the Association Chair of the section or sections concerned.~~
- ~~(3) Where statements or submissions are made on behalf of a section or a committee of the Branch, the statement or submission must, to the satisfaction of the President or Vice-President, represent the views of a majority of members of the section or committee of the Branch, and the statement or submission shall clearly state that it represents the views of the particular group on whose behalf the statement or submission is made.~~

AMENDMENT TO BYLAWS

23.26.

- (1) The Bylaws of the Branch may be adopted, amended or rescinded at a meeting of the Branch, if notice of any such proposed adoption, amendment or rescission is given in writing signed by ~~ten (10)~~ members and submitted to the Executive Director not less than ~~forty (40)~~ days before the meeting.
- (2) Upon receipt of a notice described in subsection (1), the Executive Director shall, not less than ~~twenty-five (25)~~ days before the meeting, give notice in writing to the members of the proposed adoption, amendment or rescission in the notice calling

the meeting.

- (3) The Bylaws of the Branch may be adopted, amended or rescinded at a special meeting of the Branch requisitioned in writing by at least ~~five percent (5%)~~ of the membership of the Branch pursuant to subsection ~~2124~~(5) if the proposed adoption, amendment or rescission, signed by the same ~~five percent (5%)~~ of the membership of the Branch, accompanies the requisition.
- (4) No notice of any proposed adoption, amendment or rescission recommended by Council or the Board of Directors is required unless the proposed adoption, amendment or rescission is to be dealt with at a special meeting of the Branch called pursuant to subsection ~~2124~~(5), in which case the Executive Director shall give notice of the proposed adoption, amendment or rescission in the notice calling the meeting.

~~24.27.~~

- (1) Council may adopt, amend or rescind any bylaws that it may see fit for the proper administration of the affairs of the Branch, and any such adoptions, amendments or rescissions shall continue in force until approved at the next Annual Meeting of the Branch.
- (2) Notice of any adoption, amendment or rescission of bylaws passed by ~~the~~ Council is to be given with the notice calling the next Annual Meeting of the Branch.

~~25.28.~~

- (1) The Board of Directors may propose the adoption, amendment or rescission of the Branch Bylaws at an Annual Meeting of the Branch. Any such adoption, amendment or rescission shall not come into force until approved at the Annual Meeting of the Branch.
- (2) Notice of any proposal by the Board of Directors for the adoption, amendment or rescission of the Branch Bylaws is to be given with the notice calling the next Annual Meeting of the Branch.

~~26.29.~~ A copy of the Branch Bylaws and all amendments passed by the Branch shall be sent, not later than ~~fourteen (14)~~ days thereafter, to the ~~Executive Director~~ Chief Executive Officer of the Association.

30.
~~27.~~ The Bylaws of the Association are the Bylaws of the Branch, except insofar as the Bylaws of the Association are inconsistent with these Bylaws.



**THE CANADIAN
BAR ASSOCIATION**
Saskatchewan Branch

Canadian Bar Association, Saskatchewan
BRANCH BYLAWS

AMENDED June 13, 2024

Canadian Bar Association, Saskatchewan Branch

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DEFINITIONS

1. In these Bylaws:
 - (1) “annual period” means from September 1 of a year to August 31 of the following year;
 - (2) “Association” means the Canadian Bar Association;
 - (3) “Association Board of Directors” means the board of directors of the Association;
 - (4) “Board of Directors” means the board of directors of the Branch;
 - (5) “Branch” means the Saskatchewan Branch of the Association;
 - (6) “Council” means the Branch Council;
 - (7) “Executive Director” means the Chief Administrative Officer of the Branch;
 - (8) “President” means the President of the Branch unless otherwise indicated; and
 - (9) “National President” means the President of the Association.

MEMBERSHIP

2. The membership of the Branch consists of:
 - (1) all members of the Association who are in good standing with the Association and who are resident in Saskatchewan; and
 - (2) any person who, by a resolution of the Association, is admitted to honorary membership in the Branch.

OBJECTS

3. The objects of the Branch are set out in the mission statement, vision statement, strategic goals, and guiding principles that the Board

establishes from time to time.

OFFICERS

4.

- (1) The Officers of the Branch are as follows:
 - (a) the President;
 - (b) the Vice President;
 - (c) the Treasurer;
 - (d) the Immediate Past President.
- (2) The President, Vice President and Treasurer are to be elected by the procedure established under sections 15 and 16.

DUTIES OF THE OFFICERS

5.

- (1) The President shall:
 - (a) preside at general meetings of the Branch, at meetings of Council and at meetings of the Board of Directors;
 - (b) report to each meeting of Council;
 - (c) submit a written report in respect of the work of the Branch at the Annual Meeting of the Branch and as otherwise required;
 - (d) assist the National President in carrying on the administration of the Association within Saskatchewan;
 - (e) advance the Association in Saskatchewan;
 - (c) liaise between the Branch and the Association and coordinate Association and Branch activities;
 - (d) for strictly provincial matters in the Branch, have the same rights and perform the same duties as the National President as set out in Bylaw Number 1 of the Association;

- (f) participate in the Leadership Forums convened by the National President; and
 - (g) have such further duties as are required by or are consistent with these Bylaws.
- (2) The Vice President shall:
- (a) assist the President in carrying on the administration of the Branch;
 - (b) in the absence of the President, preside at meetings and exercise the President's rights and perform the President's duties; and
 - (c) have such further duties as are required by or are consistent with these Bylaws.
- (3) The Treasurer shall:
- (a) oversee the finances of the Branch;
 - (b) ensure that the Branch records are maintained by the Executive Director;
 - (c) in conjunction with the Executive Director, prepare an annual budget for submission to the Board of Directors and the membership at the Branch Annual Meeting for approval;
 - (d) in conjunction with the Executive Director, recommend to the Board of Directors short and long- term investment and borrowing programs that are consistent with any policy adopted by the Branch;
 - (e) report on the finances of the Branch to the Board of Directors and Council and to the membership at the Branch Annual Meeting;
 - (f) ensure that monthly financial statements are circulated to the Board of Directors;
 - (g) ensure that financial statements are circulated to Council prior to each meeting of Council; and
 - (h) have such further duties as are required by or are

consistent with these Bylaws.

- (4) The Immediate Past President shall:
 - (a) chair the Nominating Committee;
 - (b) sit as a member of the Awards Committee; and
 - (c) chair the KC Committee and serve as the Branch Representative on the Provincial KC Committee.

BOARD OF DIRECTORS

6. The Board of Directors shall consist of:
 - (a) the Officers of the Branch;
 - (b) the Branch Education Director, Legislation and Law Reform Director, and Outreach Director;
 - (c) the Executive Director, who shall be a non-voting member; and
 - (d) any others that may be considered necessary by Council.

DUTIES OF THE BOARD OF DIRECTORS

7.
 - (1) The Board of Directors shall advise and assist the President in performing the duties of that office and, between meetings of Council, shall have all the powers of Council, except the power to pass bylaws.
 - (2) The Board of Directors may appoint candidates as:
 - (a) Executive Director;
 - (b) Branch representatives for the Canadian Bar Insurance Association/Lawyers Financial;
 - (c) Branch Section and Committee Chairs; and

- (d) members of any committee of the Branch or of the Association not otherwise provided for in these Bylaws or the Bylaws of the Association.
- (3) The Board of Directors may remove any individual occupying an appointed or elected position of the Branch who violates any bylaw, regulation, policy or procedure adopted by the Branch or the Association.
- (4) In the absence of the Executive Director, the Board of Directors may designate an Officer of the Branch to perform the Executive Director's duties.
- (5) The Board of Directors shall prescribe the duties and responsibilities of the Executive Director.
- (6) The Board of Directors shall fill a vacancy occurring during a term of office in the position of the President, Vice President, or Immediate Past President.
- (7) The quorum necessary for the transaction of the business of the Board of Directors is a majority.
- (8) In the event of a vacancy occurring in the Treasurer position during a term of office, the Board of Directors, with the assistance of the Nominating Committee, shall fill such vacancy until such time as an election is held by the procedure established under sections 15 and 16.

MEETINGS OF THE BOARD OF DIRECTORS

- 8.
 - (1) The Board of Directors shall meet at least 7 times per annual period, as prescribed by the President:
 - (2) A meeting of the Board of Directors may be held in person, virtually, or a combination of both (hybrid). Virtual and hybrid meetings are only permitted:
 - (a) where facilities allow all participants to communicate adequately with each other; and

- (b) where facilities allow all participants to be seen by each other while speaking, unless otherwise determined by the President.
- (3) The President may request an electronic vote on any matter between meetings. The vote is initiated by the President's electronic request to all Directors that includes the resolution wording and all related materials for consideration. The deadline for receipt of electronic votes is two business days from the electronic request. The resolution will pass if a majority of Directors votes to approve the resolution.

COUNCIL

- 9. Council consists of any of the following persons who are resident in Saskatchewan:
 - (1) members of the Board of Directors;
 - (2) Regional Members of Council as provided by section 18;
 - (3) Members at Large of Council as provided by section 19;
 - (4) Branch Section and Committee Chairs;
 - (5) all Past Presidents of the Branch;
 - (6) all Past Presidents of the Association;
 - (7) the Dean of the College of Law, University of Saskatchewan;
 - (8) a representative appointed by the Law Students' Association, University of Saskatchewan;
 - (9) a representative appointed by the Indigenous Law Students' Association, University of Saskatchewan;
 - (10) the representative appointed by the Branch to the Public Legal Education Association of Saskatchewan; and
 - (11) any other members of the Association that Council may, by resolution, appoint.

10. Only members of Council who are members of the Association shall have the right to vote.

DUTIES OF COUNCIL

11.

- (1) Council shall carry on the work of the Association and the Branch. Council shall advance its objects in Saskatchewan according to these Bylaws and the Act of Incorporation of the Association and its Bylaws and Regulations. Each voting member of Council shall:
 - (a) be familiar with the Bylaws, Branch policies, and the organizational structure of the Branch and Association;
 - (b) be familiar with the mission statement, vision statement, guiding principles, and strategic goals of the Branch and Association;
 - (c) attend and participate at meetings of Council;
 - (d) put before Council the interests and concerns of members of the Branch and, when necessary, assist the Board of Directors in obtaining input from members of the Branch;
 - (e) liaise with the local bar associations and report to them on a periodic basis about Council discussions and decisions, and promote the activities and profile of the Branch;
 - (f) promote membership in the Association to lawyers in Saskatchewan; and
 - (g) support Branch and Association sections, professional development, and general meetings and promote them to the members of the Branch.
- (2) Council shall have the same powers as the Association Board of Directors with respect to purely provincial affairs of the Association within Saskatchewan, unless otherwise directed by the Association Board of Directors.

MEETINGS OF COUNCIL

12.

- (1) Council shall meet at least twice per annual period:
 - (a) once at a date, time and place selected by the Board of Directors; and
 - (b) once on the same date as the Annual Meeting of the Branch.
- (2) Quorum for Council shall be 10 voting members of Council of whom not less than 3 shall be members of the Board of Directors.
- (3) The Executive Director shall give, or cause to be given, to each member of Council not less than 1 week notice of a meeting of Council.
- (4) Notice of a meeting of Council may be given to members of Council by one or more of the following methods:
 - (a) by mail;
 - (b) by email or other electronic communications method;
 - (c) in a publication of the Branch that is sent to all members.
- (5) The following shall be given to members of Council as described in subsection (4) at least one week before the meeting of Council:
 - (a) a written report from the President in respect of the work of the Board of Directors;
 - (b) a written report from the Executive Director in respect of the work of the Branch;
 - (c) the most recent Branch financial statement; and
 - (d) an agenda including:
 - (i) topics on which the Board of Directors seeks input

- from Council;
- (ii) time for Council to question the President in respect of the work of the Board of Directors;
 - (iii) time for Council to question the Executive Director in respect of the work of the Branch; and
 - (iv) time for Council to identify issues brought to it by members of the Branch.
- (6) A meeting of Council may be held in person, virtually, or a combination of both (hybrid). Virtual and hybrid meetings are only permitted:
- (a) where facilities allow all participants to communicate adequately with each other; and
 - (b) where facilities allow all participants to be seen by each other while speaking, unless otherwise determined by the President.

NOMINATING COMMITTEE

13.

- (1) The Nominating Committee shall consist of:
 - (a) the President;
 - (b) the Immediate Past President;
 - (c) the Past Past President;
 - (d) 2 members of Council as selected by the Board of Directors; and
 - (e) the Executive Director, who shall be a non-voting member.
- (2) The Immediate Past President shall be Chair of the Nominating Committee.
- (3) If the Past Past President is unable to participate on the

Nominating Committee, the Board of Directors may appoint another member of the Board to fill the vacancy.

DUTIES OF THE NOMINATING COMMITTEE

14.

- (1) The Nominating Committee shall:
 - (a) identify, recruit and encourage candidates to stand for election or appointment to the Board of Directors, Council, and committees;
 - (b) consider the diversity of the legal profession and the qualifications and demographics identified;
 - (c) present names of candidates to the Board of Directors for:
 - (i) appointed or elected positions of the Branch other than the Officers of the Branch and Regional Members of Council; and
 - (ii) vacancies occurring during the term of appointed or elected positions of the Branch other than the Officers of the Branch.
- (2) The Nominating Committee shall submit to the Executive Director, not less than 45 days before the day fixed for the Annual Meeting of the Branch, a report setting out the names of those nominated by the Committee for election to the positions outlined in subclause 14(1)(c)(i), which shall be submitted to the Annual Meeting for approval, and if members at the Annual Meeting so desire, they may nominate other candidates, and if other candidates are nominated, an election shall be held according to the procedure established by the Board of Directors at the Annual Meeting.
- (3) The Nominating Committee shall submit to the Board of Directors for approval, a report setting out the names of those nominated by the Committee to fill the vacancies described in subclause 14(1)(c)(ii) and, if the Board of Directors so desires, the Board of

Directors may nominate other candidates, in which case a the Board of Directors shall determine the procedure by which one of the nominees is selected.

NOMINATION OF TREASURER

15.

- (1) Any member of the Association in good standing who:
 - (a) resides in Saskatchewan;
 - (b) has been a member of a law society or its equivalent in any province or territory of Canada for a period of 10 years or more; and
 - (c) has been a member of Council or a Branch committee at any time during the preceding 4 years;

may file with the Branch Office a nomination form for the office of Treasurer on or before March 15 in each year, provided the nomination form is accompanied by the written consent of the member and the signatures of 3 members of the Branch. Where March 15 falls on a Saturday or Sunday, the deadline for filing the nomination form shall be the immediately following Monday.

- (2)
 - (a) If only 1 nomination form is filed for the office of Treasurer, the person nominated shall be declared elected Treasurer by the Returning Officer.
 - (b) If no nomination for Treasurer is filed by March 15, the Nominating Committee shall nominate a nominee for Treasurer before the next meeting of Council, shall announce the name of the nominee to Council, and that nominee shall be declared elected by the Returning Officer. In selecting such nominee, the Nominating Committee shall determine its own procedure in all respects.
 - (c) If there is more than 1 nomination for the office of Treasurer, there shall be an election for the office of Treasurer conducted as provided in section 16.

ELECTION OF TREASURER

16.

- (1) The Executive Director shall be the Returning Officer. The Returning Officer shall rule with respect to all questions relating to the procedures described in this section. The Returning Officer may seek the advice of the Board of Directors and Council, but the Returning Officer's ruling shall be final.
- (2) Should an election be required, the Returning Officer shall conduct the election as follows:
 - (a) The Returning Officer shall forward a notice of all nominations for Treasurer to all members of the Branch;
 - (b) The Returning Officer shall ensure that each nominee has an opportunity to provide a candidate statement to all members of the Branch;
 - (c) The Returning Officer shall cause an electronic ballot for the office of Treasurer to be sent to all members of the Branch on or before April 15;
 - (d) A notice accompanying the electronic ballot shall specify the last date for completion of the electronic ballot, which date shall be 20 days following the date of sending the electronic ballot to members of the Branch;
 - (e) The Treasurer shall be elected by a plurality of the votes cast.
 - (f) In the event of any tie vote, the President shall cast the deciding vote.

ADVANCEMENT AND VACANCIES

17.

- (1) Each year the President shall advance to the position of Immediate Past President, the Vice President shall advance to

the position of President and the Treasurer shall advance to the position of Vice President.

- (2) Should a member of the Board of Directors be unable or unwilling to continue in an office, such office shall be filled as follows:
 - (a) a vacancy in the office of President shall be filled by the Vice President;
 - (b) a vacancy in the office of Vice President shall be filled by the Treasurer;
 - (c) a vacancy in the office of Treasurer shall be filled in accordance with subsection (3);
 - (d) a vacancy in the office of Immediate Past President shall be filled by appointment by the Board of Directors;
 - (e) a vacancy in the office of Executive Director shall be filled by the Board of Directors; and
 - (f) a vacancy in any other position on the Board of Directors shall be filled by appointment by the Nominating Committee.
- (3) The election procedure set out in sections 15 and 16 shall apply mutatis mutandis in the event of a vacancy occurring in the position of Treasurer during a Treasurer's term of office with the following exceptions:
 - (a) The words "March 15 in each year" and "March 15" in section 15 and "April 15" in section 16 shall read "the date fixed by the Returning Officer"; and
 - (b) Clause 16(2)(b) shall not apply.

REGIONAL MEMBERS OF COUNCIL

18.

- (1) The province shall be divided into 6 districts, referred to as

Northeast, Northwest, Southeast, Southwest, Regina and Saskatoon, which districts are geographically defined on the map contained in Appendix A. Regional Members of Council shall represent each district as follows:

- (a) One member representing the Northeast District;
 - (b) One member representing the Northwest District;
 - (c) One member representing the Southeast District;
 - (d) One member representing the Southwest District;
 - (e) Six members representing the Regina District;
 - (f) Six members representing the Saskatoon District.
- (2) To stand for nomination as a Regional Member of Council, the nominee must be a member of the Association resident in the district for which nomination is being sought.
 - (3) The Nominating Committee shall submit a report setting out the names of those nominated by the Committee for election as Regional Members of Council to the Annual Meeting of the Branch. If members at the Annual Meeting so desire, they may nominate other candidates, and if other candidates are nominated, an election shall be held according to the procedure established by the Board of Directors at the Annual Meeting.
 - (4) The term of office for each Regional Member of Council shall be 2 annual periods.
 - (5) Vacancies occurring during the term of office of a Regional Member of Council, or, before the term of office has commenced, shall be filled by appointment by the Board of Directors.
- 19.
- (1) The Board of Directors may appoint to Council 2 Members at Large from outside the Regina District and the Saskatoon District.

- (2) The term of office for such Members at Large shall be 2 annual periods.

SECTIONS

20.

- (1) Branch sections may be organized by the Branch for the study of particular areas of law or to serve a common interest group within the Branch.
- (2) Every Branch section shall operate in compliance with the Association's Sections Regulation Part A, the section terms of reference, and with all bylaws, regulations, policies and procedures adopted by the Branch including the Section Leaders' Handbook.
- (3) The Board of Directors shall confirm the appointment of each Branch Section Chair (the "Chair") prior to the commencement of the term for which the appointment is made.
- (4) If the position of the Chair becomes vacant for any reason, it will be filled by the Branch Section Vice Chair (the "Vice Chair"). If the Vice Chair is unable to become the Chair, the Board of Directors shall appoint another section officer or a section member to the position within 1 month.
- (5) Each Chair shall appoint a Vice Chair and a Legislation and Law Reform representative and may appoint Members at Large. These individuals shall comprise the Executive Committee of the section (the "Executive Committee").
- (6) Each Chair must ensure that the Executive Committee has at least one member from each of Saskatoon and Regina.
- (7) If an Executive Committee position, other than the Chair, becomes vacant for any reason, the Chair shall appoint another section member to the position within 1 month.
- (8) Each section shall meet at the call of the Chair and as arranged by the Branch Office.

- (9) Council or the Board of Directors may refer to any section matters in respect of which it is desired that the section shall make inquiry and report.
- (10) Each Chair shall report, as required, to the Board of Directors and Council.
- (11) The President and the Education Director are ex-officio members of all Branch sections.

COMMITTEES

21. Council:

- (1) may appoint any committees that are necessary or desirable and may disband any committee it has appointed;
- (2) shall appoint a Chair for each committee established;
- (3) may fill any vacancies on any committee as they occur; and
- (4) by resolution, may delegate any authority granted pursuant to subsections (1), (2), and (3) to the Board of Directors or the Committee Chair.

TERMS OF OFFICE

22.

- (1) Unless otherwise provided, every appointment or election to an office or body is for the term of the annual period.
- (2) Committee Chairs shall hold office for the period specified in the committee's terms of reference.
- (3) Regional Members of Council who are members of the Association in good standing and resident in Saskatchewan are eligible for re-election.
- (4) Unless otherwise approved by the Board of Directors:

- (a) The initial term of office of a section Executive Committee member shall be 2 annual periods;
and
 - (b) A section Executive Committee member shall be eligible for reappointment to the same office for a second term of 2 annual periods;
and
 - (c) A section Executive Committee member shall not hold the same office for more than 4 consecutive annual periods, but there is no maximum term for which a member may serve on a section Executive Committee.
- (5) The term of office of:
- (a) the President, Vice President, Treasurer and Immediate Past President of the Branch shall be 1 annual period respectively; and
 - (b) all other members of the Board of Directors, except the Executive Director, shall be 2 annual periods and the said members of the Board of Directors shall be eligible for reappointment for a second term of 2 annual periods.

FINANCE

23.

- (1) The Treasurer, in conjunction with the Executive Director, shall prepare a budget annually for submission to the Branch Annual Meeting for approval.
- (2) All requests for funding that require an amendment to the Budget as approved, shall be forwarded in writing to the Treasurer not later than 2 weeks prior to the date upon which Council or the Board of Directors will consider the request. Such notice shall be deemed to have been waived if the amended budget is approved.
- (3) The Treasurer shall, prior to any decision by Council or the Board of Directors on an amendment to the Budget, report

to Council or the Board of Directors with respect to the effect of the request upon the financial position of the Branch.

- (4) The Treasurer shall arrange that all moneys received by the Branch are deposited in an account in the name of the Branch in a Canadian chartered bank, a credit union or a trust company, and that all disbursements are made from that account.
- (5) Any two of the, President, Vice President, Treasurer, and Executive Director shall approve all Branch payments and debits.
- (6) The fiscal year of the Branch is the same as the fiscal year of the Association.
- (7) An operating reserve, held separate from general reserves, shall be established and maintained at a level not less than 6 month's budgeted expenditures, as calculated in accordance with the budget of the current year.
- (8) There shall be no encroachment upon the capital of the operating reserve unless approved by special resolutions (two-thirds majority) of each of the Board of Directors and Council.

MEETINGS OF THE BRANCH

24.

- (1) The Branch shall meet at least once annually at any time and place that the Board of Directors may select ("Annual Meeting of the Branch").
- (2) Special meetings of the Branch may be called at any time and place that the Board of Directors may decide.
- (3) The Executive Director shall give, or cause to be given, to each member of the Branch no less than 14 days' notice of a meeting of the Branch, except the Annual Meeting of the Branch for which at least 25 days' notice shall be given.
- (4) Notice of a meeting of the Branch may be given to the members of the Branch by one or more of the following methods:

- (a) by mail;
 - (b) by email or other electronic communications method;
 - (c) in a publication of the Branch that is sent to all members.
- (5) Upon written requisition of at least 5% of the voting membership of the Branch, as calculated on May 31 of the preceding year, specifying the intended purpose of the meeting, the Board of Directors shall call a special meeting of the Branch at the earliest practical time.
- (6) The quorum of any session of an Annual Meeting or special meeting of the Branch is the lesser of 25 members or 5% of the membership.
- (7) The Board of Directors shall make arrangements for the Annual Meeting of the Branch.
- (8) The usual rules of order at public meetings govern all meetings of the Branch.
- (9) An Annual Report shall be presented to the membership at the Annual Meeting including written reports from the:
- (a) President;
 - (b) Treasurer;
 - (c) Nominating Committee;
 - (d) Chairs of each committee.

STATEMENTS AND SUBMISSIONS

25.

- (1) All statements and submissions made by any member or group of members of the Branch to any person or persons which purport to be made on behalf of the Branch or any of its sections or committees, must comply with all bylaws, regulations, policies and procedures adopted by the Branch.

AMENDMENT TO BYLAWS

26.

- (1) The Bylaws of the Branch may be adopted, amended or rescinded at a meeting of the Branch, if notice of any such proposed adoption, amendment or rescission is given in writing signed by 10 members and submitted to the Executive Director not less than 40 days before the meeting.
- (2) Upon receipt of a notice described in subsection (1), the Executive Director shall, not less than 25 days before the meeting, give notice in writing to the members of the proposed adoption, amendment or rescission in the notice calling the meeting.
- (3) The Bylaws of the Branch may be adopted, amended or rescinded at a special meeting of the Branch requisitioned in writing by at least 5% of the membership of the Branch pursuant to subsection 24(5) if the proposed adoption, amendment or rescission, signed by the same 5% of the membership of the Branch, accompanies the requisition.
- (4) No notice of any proposed adoption, amendment or rescission recommended by Council or the Board of Directors is required unless the proposed adoption, amendment or rescission is to be dealt with at a special meeting of the Branch called pursuant to subsection 24(5), in which case the Executive Director shall give notice of the proposed adoption, amendment or rescission in the notice calling the meeting.

27.

Council may adopt, amend or rescind any bylaws that it may see fit for the proper administration of the affairs of the Branch, and any such adoptions, amendments or rescissions shall continue in force until approved at the next Annual Meeting of the Branch.

- (1) Notice of any adoption, amendment or rescission of bylaws passed by Council is to be given with the notice calling the next Annual Meeting of the Branch.

28.

- (1) The Board of Directors may propose the adoption, amendment or rescission of the Branch Bylaws at an Annual Meeting of the

Branch. Any such adoption, amendment or rescission shall not come into force until approved at the Annual Meeting of the Branch.

- (2) Notice of any proposal by the Board of Directors for the adoption, amendment or rescission of the Branch Bylaws is to be given with the notice calling the next Annual Meeting of the Branch.
29. A copy of the Branch Bylaws and all amendments passed by the Branch shall be sent, not later than 14 days thereafter, to the Chief Executive Officer of the Association.

CONFLICT OF BYLAWS

30. The Bylaws of the Association are the Bylaws of the Branch, except insofar as the Bylaws of the Association are inconsistent with these Bylaws.