



January 17, 2020

**Sent via email**

Jeff Campbell, QC  
Peck and Company  
#610 - 744 West Hastings Street  
Vancouver, BC V6C 1A5

Dear Jeff:

**Re: 2020 Mandate for Access to Justice Advisory Committee**

Thank you for agreeing to accept the appointment as Chair of the Access to Justice Advisory Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priorities outlined below should guide the Access to Justice Advisory Committee in its work this year.

The mandate from the Terms of Reference for the Access to Justice Advisory Committee is:

*Access to justice is an existential issue for the legal profession in British Columbia and requires that the Law Society actively engage in review and reform of the administration of justice to ensure that it works for all citizens of British Columbia. The Committee should monitor and advise the Benchers about key access to justice issues, with particular emphasis on access to legal services, and on legal aid issues and recommend to the Benchers as necessary actions or initiatives to address issues as they arise. This advisory function supports the Law Society's strategic planning process and the Vision for Publicly Funded Legal Aid and ensures the Society is addressing its part in ensuring access to justice.*

I expect that you will guide the Access to Justice Advisory Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding advisory committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Access to Justice Advisory Committee to work in a professional and respectful manner with the staff assigned to support the Advisory Committee.

During 2020, I would like to see the Access to Justice Advisory Committee make substantial progress on the following priorities:

1. *Develop a Law Society Vision Statement regarding access to justice, prioritizing access to legal services as specifically within the Law Society's mandate.*
2. *Consider whether we require an ongoing Legal Aid strategy, and if so, what it would be.*

As Chair of Access to Justice Advisory Committee, please ensure that all members of the Advisory Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Access to Justice Advisory Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Access to Justice Advisory Committee over the balance of the year and trust that you and the Access to Justice Advisory Committee will make substantial progress on the priorities in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Elizabeth Rowbotham  
Ministry of Justice - Legal Services  
1301 - 865 Hornby Street  
Vancouver, BC V6Z 2G3

Dear Elizabeth:

**Re: 2020 Mandate for Act and Rules Committee**

Thank you for agreeing to accept the appointment as Chair of the Act and Rules Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference outlined below should guide the Act and Rules Committee in its work this year.

The mandate from the Terms of Reference for the Act and Rules Committee is:

*The Act and Rules Committee implements decisions by the Benchers that require amendments to the Legal Profession Act (the “Act”) and the Law Society Rules (the “Rules”). The Committee also monitors the Act and Rules with the view to correcting non-substantive errors and generally identifying and recommending non-substantive improvements to the Act and the Rules. The goal is to have Rules that are easy to navigate and easy to understand for all users. I expect that you will guide the Act and Rules Committee in its work over the year in a manner that reflects its terms of reference, the Bencher Code of Conduct and the Bencher governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.*

I expect that you will guide the Act and Rules Committee in its work over the year in a manner that reflects its terms of reference, the Bencher Code of Conduct and the Bencher governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of the Act and Rules Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

As Chair of the Act and Rules Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Act and Rules Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of the Act and Rules Committee over the balance of the year.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Craig Ferris, QC  
Lawson Lundell LLP  
1600 Cathedral Place  
925 West Georgia Street  
Vancouver, BC V6C 3L2

**Re: 2020 Mandate for Anti-Money Laundering Working Group**

Craig Ferris, QC  
President

As Chair of the Anti-Money Laundering Working Group, the 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priorities outlined below should guide the Anti-Money Laundering Working Group in its work this year.

As referenced in our Strategic Plan, we will ensure that appropriate standards are maintained for ethical and professionally responsible practice of law by reviewing standards to ensure they are effective to reduce the likelihood of the laundering of money through the use of legal professionals.

The mandate from the Terms of Reference for The Anti-Money Laundering Working Group is:

*The Working Group monitors and advises the Benchers on key matters relating to the state of anti- money laundering strategies and initiatives in British Columbia. This advisory function supports the Law Society's public interest mandate.*

As Chair, you will guide the Anti-Money Laundering Working Group in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding working groups, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

You and the members of Anti-Money Laundering Working Group should work in a professional and respectful manner with the staff assigned to support the Working Group.

During 2020, I would like to see the Anti-Money Laundering Working Group make substantial progress on the following priorities:

1. *Ensure the Law Society has an anti-money laundering strategic plan that will inform the work of the Law Society in its continuing efforts to ensure that lawyers do not participate or assist, knowingly or unknowingly, in money laundering; and*
2. *Ensure that the Law Society has an effective operational plan to implement the elements of the AML strategic plan.*

As Chair of Anti-Money Laundering Working Group, please ensure that all members of the Working Group understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Anti-Money Laundering Working Group is expected to act within its Terms of Reference.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Martin Finch, QC  
Baker Newby LLP  
9259 Main Street  
P.O. Box 390  
Chilliwack, BC V2P 6K2

Dear Martin:

**Re: 2020 Mandate for Complaints' Review Committee**

**Craig Ferris, QC**  
President

Thank you for agreeing to accept the appointment as Chair of a Complaints' Review Committee for 2020.

The 2018 – 2020 Strategic Plan and the Terms of Reference outlined below should guide the Complaints' Review Committee in its work this year.

The mandate from the Terms of Reference for The Complaints' Review Committee is:

*The Complainants' Review Committee ("CRC") was established in 1988 "to give unhappy complainants a procedure to have their complaints reviewed by an impartial body". The CRC reviews complaints that have been closed under Law Society Rule 3-8 (not valid; cannot be proved; or not serious enough to warrant further action). The CRC cannot review complaints closed under Law Society Rule 3-5(2) (outside jurisdiction; frivolous, vexatious or abuse of process; or not disclosing discipline violation). In conducting a review, the CRC reviews the file materials to determine whether an adequate investigation was conducted and whether the decision to close the file was appropriate. An appointed Bencher member of the CRC may make enquiries of the complainant, lawyer or any other person. If the CRC disagrees with the decision to close the file, it may refer the complaint to the Discipline Committee or the Practice Standards Committee.*

I expect that you will guide the Complaints' Review Committee in its work over the year in a manner that reflects its terms of reference, the Bencher Code of Conduct and the Bencher governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into

consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Complaints' Review Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

As Chair of Complaints' Review Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Complaints' Review Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Complaints' Review Committee over the balance of the year.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)





January 17, 2020

**Sent via email**

Claire Marshall  
508-503 W 16th Avenue  
Vancouver, BC V5Z 4N3

Dear Claire:

**Re: 2020 Mandate for Complaints' Review Committee**

Thank you for agreeing to accept the appointment as Chair of a Complaints' Review Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference outlined below should guide the Complaints' Review Committee in its work this year.

The mandate from the Terms of Reference for The Complaints' Review Committee is:

*The Complainants' Review Committee ("CRC") was established in 1988 "to give unhappy complainants a procedure to have their complaints reviewed by an impartial body". The CRC reviews complaints that have been closed under Law Society Rule 3-8 (not valid; cannot be proved; or not serious enough to warrant further action). The CRC cannot review complaints closed under Law Society Rule 3-5(2) (outside jurisdiction; frivolous, vexatious or abuse of process; or not disclosing discipline violation). In conducting a review, the CRC reviews the file materials to determine whether an adequate investigation was conducted and whether the decision to close the file was appropriate. An appointed Bench member of the CRC may make enquiries of the complainant, lawyer or any other person. If the CRC disagrees with the decision to close the file, it may refer the complaint to the Discipline Committee or the Practice Standards Committee.*

I expect that you will guide the Complainants' Review Committee in its work over the year in a manner that reflects its terms of reference, the Bench Code of Conduct and the Bench governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of the Complaints' Review Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

As Chair of a Complaints' Review Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Complaints' Review Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Complaints' Review Committee over the balance of the year.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Jeff Campbell, QC  
Peck and Company  
#610 - 744 West Hastings Street  
Vancouver, BC V6C 1A5

Dear Jeff:

**Re: 2020 Mandate for Credentials Committee**

Thank you for agreeing to accept the appointment as Chair of the Credentials Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priority outlined below should guide the Credentials Committee in its work this year.

The mandate from the Terms of Reference for The Credentials Committee is:

*The Credentials Committee has the statutory responsibility for overseeing the enrolment, education, examination and call to the bar of articulated students, the transfer of lawyers to B.C. and the reinstatement of former lawyers. When the character or fitness of an applicant for admission, readmission or transfer needs to be addressed, the Committee considers the application directly or orders a formal credentials hearing. The Committee is also responsible for reviewing applications relating to a student's failed standing in PLTC and for considering any matters arising from the articling system. The Committee further assists the Benchers in setting credentials policy and ensuring that this policy is adhered to and assists in credentials program planning, evaluation and budget.*

I expect that you will guide the Credentials Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Credentials Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

During 2020, I would like to see the Credentials Committee make substantial progress on the following priority: *review and consider any necessary revisions to the Law Society admission program application form in consultation with Mental Health Task Force.*

As Chair of Credentials Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Credentials Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Credentials Committee over the balance of the year and trust that you and the Credentials Committee will make substantial progress on the priority in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Jasmin Ahmad, QC  
c/o Koffman Kalef LLP  
1900 – 885 West Georgia St  
Vancouver, BC V6C 3H4

Dear Jasmin:

**Re: 2020 Mandate for Discipline Committee**

Thank you for agreeing to accept the appointment as Chair of the Discipline Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priorities outlined below should guide the Discipline Committee in its work this year.

The mandate from the Terms of Reference for the Discipline Committee is:

*The Discipline Committee reviews and assesses complaints regarding alleged misconduct by and incompetence of lawyers, former lawyers, visiting lawyers, articulated students and practitioners of foreign law and determining the appropriate disposition of complaints. The Committee also approves or rejects proposed consent resolutions of citations and determines various applications made under the Rules or referred by the President. The Committee does not make policy and all policy issues are referred to the Executive Committee.*

I expect that you will guide the Discipline Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Discipline Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

During 2020, I would like to see the Discipline Committee make substantial progress on the following priorities:

- 1. With the assistance of the CLO and staff, consider what process improvements could be made to ensure that the Committee spends its time on those matters that really do require the Committee's consideration.*
- 2. Assist the CLO and staff in bringing forward any necessary Rule changes.*

As Chair of Discipline Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Discipline Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Discipline Committee over the balance of the year and trust that you and the Discipline Committee will make substantial progress on the priorities in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Jeevyn Dhaliwal, QC  
Larlee Rosenberg, Barristers & Solicitors  
Suite 600, Randall Building 555 West Georgia Street  
Vancouver, BC V6B 1Z5

Dear Jeevyn:

**Re: 2020 Mandate for Equity, Diversity and Inclusion Advisory Committee**

**Craig Ferris, QC**  
President

Thank you for agreeing to accept the appointment as Chair of the Equity, Diversity and Inclusion Advisory Committee for 2020.

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priority outlined below should guide the Equity, Diversity and Inclusion Advisory Committee in its work this year.

The mandate from the Terms of Reference for the Equity, Diversity and Inclusion Advisory Committee is:

*The Equity Diversity and Inclusion Advisory Committee monitors and advises the Benchers on developments and issues affecting equity, diversity, and inclusion in the legal profession and the justice system, and promotes equity, diversity, and inclusion in the legal profession.*

I expect that you will guide the Equity, Diversity and Inclusion Advisory Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding advisory committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Benchers committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Benchers deliberation.

- b) Benchers committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Benchers committees will normally not have direct dealings with current staff operations.

I expect you and the members of Equity, Diversity and Inclusion Advisory Committee to work in a professional and respectful manner with the staff assigned to support the Advisory Committee.

During 2020, I would like to see the Equity, Diversity and Inclusion Advisory Committee make substantial progress on the following priority: *update the equity, diversity and inclusion data on the legal profession in BC and consider how this data can be kept current in the future.*

As Chair of Equity, Diversity and Inclusion Advisory Committee, please ensure that all members of the Advisory Committee understand they are expected to abide by the Benchers Code of Conduct and the Law Society's workplace policies and that the Equity, Diversity and Inclusion Advisory Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Equity, Diversity and Inclusion Advisory Committee over the balance of the year and trust that you and the Equity, Diversity and Inclusion Advisory Committee will make substantial progress on the priority in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)





January 17, 2020

**Sent via email**

Pinder K. Cheema, QC  
BC Prosecution Service  
3rd floor, 940 Blanshard Street  
Victoria, BC V8W 3E6

Dear Pinder:

**Re: 2020 Mandate for Ethics Committee**

Thank you for agreeing to accept the appointment as Chair of the Ethics Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priorities outlined below should guide the Ethics Committee in its work this year.

The mandate from the Terms of Reference for the Ethics Committee is:

*The Ethics Committee identifies issues of professional responsibility and develops recommendations on policies concerning substantive matters of professional responsibility for consideration by the Benchers. The Committee also interprets existing rules and provides advice to individual members and to the members at large on matters of professional responsibility and publishes Committee opinions of general interest to members in the Benchers' Bulletin.*

I expect that you will guide the Ethics Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Benchers committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Benchers deliberation.

- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Ethics Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

During 2020, I would like to see the Ethics Committee make substantial progress on the following priorities:

- 1. Consider whether the Model Code is the right approach to ethical guidance, given its size and complexity, or whether we should adopt a less prescriptive approach, as the Solicitors' Regulation Authority has, with a shorter code based on statements of principle.*
- 2. Consider whether our rules regarding referral arrangements and fee sharing rules unduly inhibit innovation in the delivery of legal services*

As Chair of Ethics Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Ethics Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Ethics Committee over the balance of the year and trust that you and the Ethics Committee will make substantial progress on the priorities in this letter.

Yours truly,



Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Craig Ferris, QC  
Lawson Lundell LLP  
1600 Cathedral Place  
925 West Georgia Street  
Vancouver, BC V6C 3L2

**Re: 2020 Mandate for Executive Committee**

As Chair, the 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priority outlined below should guide the Executive Committee in its work this year.

Craig Ferris, QC  
President

The mandate from the Terms of Reference for The Executive Committee is:

*The Executive Committee provides direction and oversight for the strategic and operational planning of the Law Society and develops agendas for Bencher meetings to ensure that the Benchers exercise their oversight, regulatory and policy development responsibilities. The Executive Committee also works with the CEO and senior management on the operational priorities for the organization and provides support and advice to the CEO and senior management on the overall operations of the Law Society. The Executive Committee authorizes significant agreements and the appointment of counsel for the Law Society. The Executive Committee also recommends appointments to outside bodies and exercises such other authority as is delegated to it by the Benchers or provided for in the Rules.*

You will guide the Executive Committee in its work over the year in a manner that reflects its terms of reference, the Bencher Code of Conduct and the Bencher governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

You and the members of Executive Committee should work in a professional and respectful manner with the staff assigned to support the Committee.

During 2020, the Executive Committee should make substantial progress on the following priority: *establishing a process to enable the Committee to function as a policy review committee.*

As Chair of Executive Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Executive Committee is expected to act within its Terms of Reference.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Dean P.J. Lawton, QC  
Carfra Lawton LLP  
6th Floor, 395 Waterfront Crescent  
Victoria, BC V8T 5K7

Dear Dean:

**Re: 2020 Mandate for Finance and Audit Committee**

Thank you for agreeing to accept the appointment as Chair of the Finance and Audit Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference outlined below should guide the Finance and Audit Committee in its work this year.

The mandate from the Terms of Reference for The Finance and Audit Committee is:

*The Finance and Audit Committee assists the Benchers with oversight of the financial affairs of the Law Society. The Committee provides recommendations on the annual fees, reviews the annual budgets, and reviews the financial and investment results on a quarterly basis. In addition, the Committee oversees the external audit process, recommends the approval of the audited financial statements to the Benchers, and provides oversight over the internal controls and enterprise risk management of the Law Society.*

I expect that you will guide the Finance and Audit Committee in its work over the year in a manner that reflects its terms of reference, the Bencher Code of Conduct and the Bencher governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Finance and Audit Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

As Chair of Finance and Audit Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Finance and Audit Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Finance and Audit Committee over the balance of the year.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Craig Ferris, QC  
Lawson Lundell LLP  
1600 Cathedral Place  
925 West Georgia Street  
Vancouver, BC V6C 3L2

**Re: 2020 Mandate for Futures Task Force**

As Chair, the 2018 – 2020 Strategic Plan and the Terms of Reference outlined below should guide the Futures Task Force in its work this year.

**Craig Ferris, QC**  
President

The mandate from the Terms of Reference for the Futures Task Force is:

*Recognizing that significant change in the legal profession and the delivery of legal services is expected over the next five to ten years, the Futures Task Force will identify the anticipated changes, consider and evaluate the factors and forces driving those changes, assess the impact on the delivery of legal services to the public, by the profession and on the future regulation of the legal profession in British Columbia, and make recommendations to the Benchers on the implications of the anticipated changes and how the Law Society and the profession might respond to the anticipated changes.*

You should guide the Futures Task Force in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding task forces, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Benchers committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Benchers deliberation.
- b) Benchers committees do not exercise authority over staff.

- c) In keeping with the Benchers' broader focus, Benchers committees will normally not have direct dealings with current staff operations.

You and the members of Futures Task Force should work in a professional and respectful manner with the staff assigned to support the Task Force.

As Chair of Futures Task Force, please ensure that all members of the Task Force understand they are expected to abide by the Benchers Code of Conduct and the Law Society's workplace policies and that the Futures Task Force is expected to act within its Terms of Reference.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)





January 17, 2020

**Sent via email**

Lisa Hamilton, QC  
Hamilton Fabbro  
1400 - 1030 West Georgia Street  
Vancouver, BC V6E 2Y3

Dear Lisa:

**Re: 2020 Mandate for Governance Committee**

Thank you for agreeing to accept the appointment as Chair of the Governance Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priorities outlined below should guide the Governance Committee in its work this year.

The mandate from the Terms of Reference for the Governance Committee is:

*The mandate of the Governance Committee is to assist the Benchers in meeting their governance obligations by reviewing and advising the Benchers about governance policy and practice. The Governance Committee develops for consideration by the Benchers governance policies, practices and standards that promote and enhance effective Bencher, committee and task force deliberation, decision-making and conduct so as to ensure the Law Society fulfills its mandate.*

I expect that you will guide the Governance Committee in its work over the year in a manner that reflects its terms of reference, the Bencher Code of Conduct and the Bencher governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Governance Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

During 2020, I would like to see the Governance Committee make substantial progress on the following priorities:

1. *Evaluate and report on Law Society governance using the methodology applied by Harry Cayton in his recent review of the College of Dental Surgeons and report to the Benchers on the findings and any recommendations for change.*
2. *Review the compensation provided to the President and Vice-Presidents, appointed Benchers and tribunal members and consider whether there should be compensation for elected Benchers and make recommendations to the Benchers.*

As Chair of Governance Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Governance Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Governance Committee over the balance of the year and trust that you and the Governance Committee will make substantial progress on the priorities in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Steven McKoen, QC  
Blakes, Cassels & Graydon LLP  
Suite 2600, 595 Burrard Street  
P.O. Box 49314, 3 Bentall Centre  
Vancouver, BC V7X 1L3

Dear Steve:

**Re: 2020 Mandate for Lawyer Development Task Force**

**Craig Ferris, QC**  
President

Thank you for agreeing to accept the appointment as Chair of the Lawyer Development Task Force for 2020.

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priorities outlined below should guide the Lawyer Development Task Force in its work this year.

The mandate from the Terms of Reference for the Lawyer Development Task Force is:

*A comprehensive and effective system for the development and maintenance of a competent, independent and honourable bar in British Columbia is a necessary element in protecting the public interest in the administration of justice. To that end, the Task Force will undertake an evaluation of what will be required in the future to ensure the development and maintenance of a well-educated and qualified bar to serve the public of British Columbia. The Task Force should consider the entire education and development life cycle of a lawyer rather than looking at educational programs and activities in isolation without considering how they interact. The Task Force will complete the review of the admission program currently underway while also looking at our pre-call education requirements and programs in light of developments in other Canadian jurisdictions, our continuing professional development program and the issues of re-certification and specialization.*

I expect that you will guide the Lawyer Development Task Force in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding task forces, always ensuring the Task Force remains committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Benchers committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Benchers deliberation.
- b) Benchers committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Benchers committees will normally not have direct dealings with current staff operations.

I expect you and the members of Lawyer Development Task Force to work in a professional and respectful manner with the staff assigned to support the Task Force.

During 2020, I would like to see the Lawyer Development Task Force make substantial progress on the following priorities:

1. *Conclude the review of the Law Society articling program, including whether there ought to be periodic reviews of the competency of principals.*
2. *Review models, methods and means in Canada and globally for developing and maintaining competent and ethical lawyers and consider whether the "one-size fits all" model (by which a lawyer can provide legal advice and service in any area of law from the date of call to the end of a career) is still workable in today's world, and if not, consider and recommend any changes that might be necessary to pre-call education, including the PLTC program, and our post-call education requirements.*
3. *Consider whether the Law Society should provide and support specialization in the practice of law and require re-certification or some form of proactive evaluation of lawyers on a periodic basis.*
4. *Consider whether we should we have more coordination of credential standards across Canadian legal regulators.*

As Chair of Lawyer Development Task Force, please ensure that all members of the Task Force understand they are expected to abide by the Benchers Code of Conduct and the Law Society's workplace policies and that the Lawyer Development Task Force is expected to act within its Terms of Reference.

I look forward to hearing about the work of Lawyer Development Task Force over the balance of the year and trust that you and the Lawyer Development Task Force will make substantial progress on the priorities in this letter.

Yours truly,

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a smaller 'F' and a trailing flourish.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Trudi L. Brown, QC  
Brown Henderson Melbye  
#217 - 2187 Oak Bay Avenue  
Victoria, BC V8R 1G1

Dear Trudi:

**Re: 2020 Mandate for Licensed Paralegal Task Force**

**Craig Ferris, QC**  
President

Thank you for agreeing to accept the appointment as Chair of the Licensed Paralegal Task Force for 2020.

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priority outlined below should guide the Licensed Paralegal Task Force in its work this year.

The mandate from the Terms of Reference for the Licensed Paralegal Task Force is:

*Consider and identify opportunities, in consultation with the profession and others, for the delivery of legal services in areas where there is a substantial unmet legal need and the public would benefit from the provision of those services by licensed paralegals and, if the Task Force identifies areas of legal services where licensed paralegals may meet an unmet legal need, recommend the scope of services, qualifications and framework that would be required to ensure licensed paralegals could appropriately provide legal services.*

I expect that you will guide the Licensed Paralegal Task Force in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding task forces, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Licensed Paralegal Task Force to work in a professional and respectful manner with the staff assigned to support the Task Force.

During 2020, I would like to see the Licensed Paralegal Task Force make substantial progress on the following priority: *developing a work plan that will enable the Task Force to conclude its mandate by October of this year and provide its final report and recommendations to the Benchers by October 30.*

As Chair of Licensed Paralegal Task Force, please ensure that all members of the Task Force understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Licensed Paralegal Task Force is expected to act within its Terms of Reference.

I look forward to hearing about the work of Licensed Paralegal Task Force over the balance of the year and trust that you and the Licensed Paralegal Task Force will make substantial progress on the priority in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Brook Greenberg  
Fasken Martineau DuMoulin LLP  
2900 - 550 Burrard Street  
Vancouver, BC V6C 0A3

Dear Brook:

**Re: 2020 Mandate for Mental Health Task Force**

Thank you for agreeing to accept the appointment as Chair of the Mental Health Task Force for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference outlined below should guide the Mental Health Task Force in its work this year.

The mandate from the Terms of Reference for the Mental Health Task Force is:

1. *The Law Society of British Columbia's 2018-2020 Strategic Plan includes a focus on the mental health of the legal profession and provides that the Law Society will take steps to improve the mental health of the legal profession by:*
  - (a) *identifying ways to reduce the stigma of mental health issues; and*
  - (b) *developing an integrated mental health review concerning regulatory approaches to discipline and admissions.*
2. *The Mental Health Task Force has been created to make recommendations and take steps to assist the Law Society in achieving these goals (the "Goals") in order to further promote and protect the public interest.*

I expect that you will guide the Mental Health Task Force in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding task forces, always ensuring we remain committed to evidence-based decision-making that takes into



consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Mental Health Task Force to work in a professional and respectful manner with the staff assigned to support the Task Force.

For 2020, I would like to see the Mental Health Task Force make substantial progress on completing the responsibilities in its Terms of Reference.

As Chair of Mental Health Task Force, please ensure that all members of the Task Force understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Mental Health Task Force is expected to act within its Terms of Reference.

I look forward to hearing about the work of Mental Health Task Force over the balance of the year.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Jacqueline McQueen  
Aaron Gordon Daykin Nordlinger LLP  
1100-777 Hornby Street  
Vancouver, BC V6Z 1S4

Dear Jacqui:

**Re: 2020 Mandate for Practice Standards Committee**

Thank you for agreeing to accept the appointment as Chair of the Practice Standards Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priority outlined below should guide the Practice Standards Committee in its work this year.

The mandate from the Terms of Reference for the Practice Standards Committee is:

*The Practice Standards Committee has a statutory responsibility to investigate the competence of lawyers brought to its attention, and to recommend to those lawyers the steps they should take to improve their knowledge, attitude or skill in practising law. The Committee deals with those lawyers who appear to have fallen below appropriate standards of competence. The Committee also approves programs and activities directed to lawyers requiring remediation, and to all practicing lawyers to assist lawyers to become and remain competent in their chosen fields of practice.*

I expect that you will guide the Practice Standards Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Practice Standards Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

During 2020, I would like to see the Practice Standards Committee make substantial progress on the following priority: *with the assistance of the CLO and staff, consider whether the current Practice Standards model is achieving the expected results based on the available data and evidence and if not, consider whether there is a better model.*

As Chair of Practice Standards Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Practice Standards Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Practice Standards Committee over the balance of the year and trust that you and the Practice Standards Committee will make substantial progress on the priority in this letter.

Yours truly,

A handwritten signature in black ink, appearing to be 'Craig Ferris', written in a cursive style.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Christopher A. McPherson, QC  
Office of the Crown Counsel  
3rd Floor - 651 Carnarvon Street  
New Westminster, BC V3M 1C9

Dear Chris:

**Re: 2020 Mandate for Rule of Law and Lawyer Independence Advisory Committee**

**Craig Ferris, QC**  
President

Thank you for agreeing to accept the appointment as Chair of the Rule of Law and Lawyer Independence Advisory Committee for 2020.

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priorities outlined below should guide the Rule of Law and Lawyer Independence Advisory Committee in its work this year.

The mandate from the Terms of Reference for The Rule of Law and Lawyer Independence Advisory Committee is:

- *to advise the Benchers on matters relating to the rule of law and lawyer independence so that the Law Society can ensure*
  - *its processes and activities preserve and promote the preservation of the rule of law and the independence and effective self-governance of lawyers;*
  - *the legal profession and the public are properly informed about the meaning and importance of the rule of law and how a self-governing profession of independent lawyers supports and is a necessary component of the rule of law; and*
- *to monitor issues (including current or proposed legislation) that affect or might affect the independence of lawyers and the rule of law, and to develop means by which the Law Society can effectively respond to those issues.*

I expect that you will guide the Rule of Law and Lawyer Independence Advisory Committee in its work over the year in a manner that reflects its terms of reference, the Bencher Code of Conduct and the Bencher governance policies regarding advisory committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Rule of Law and Lawyer Independence Advisory Committee to work in a professional and respectful manner with the staff assigned to support the Advisory Committee.

During 2020, I would like to see the Rule of Law and Lawyer Independence Advisory Committee make substantial progress on the following priorities:

1. *Focus on the theme of the rule of law vs. rule by law.*
2. *Review the decision Canada (Attorney General) v. Federation of Law Societies of Canada, 2015 SCC 7 in relation to the independence of the Bar with a view to commenting on the broader principles that underlie how we are where we are at and why.*

As Chair of Rule of Law and Lawyer Independence Advisory Committee, please ensure that all members of the Advisory Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Rule of Law and Lawyer Independence Advisory Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Rule of Law and Lawyer Independence Advisory Committee over the balance of the year and trust that you and the Rule of Law and Lawyer Independence Advisory Committee will make substantial progress on the priorities in this letter.

Yours truly,

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a smaller 'F' and a trailing flourish.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)



January 17, 2020

**Sent via email**

Dean P.J. Lawton, QC  
Carfra Lawton LLP  
6th Floor, 395 Waterfront Crescent  
Victoria, BC V8T 5K7

Ardith A. Walkem, QC  
Cedar and Sage Law Corporation  
46497 Rancho Drive  
Chilliwack, BC V4Z 1K3

Dear Dean and Ardith:

**Re: 2020 Mandate for Truth and Reconciliation Advisory Committee**

Thank you for agreeing to accept the appointment as Co-Chairs of the Truth and Reconciliation Advisory Committee for 2020.

Craig Ferris, QC  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priority outlined below should guide the Truth and Reconciliation Advisory Committee in its work this year.

The mandate from the Terms of Reference for The Truth and Reconciliation Advisory Committee is:

*The mandate of the Truth and Reconciliation Advisory Committee is to provide guidance and advice to the Law Society of British Columbia on legal issues affecting Indigenous people in the province, including those highlighted in the Truth and Reconciliation Commission's Report and Recommendations, such as: Indigenous laws, the implementation of the United Nations Declaration on the Rights of Indigenous Peoples, Aboriginal rights and title (including treaty rights), issues concerning jurisdictional responsibility for Indigenous people, child welfare, overrepresentation of Indigenous people in custody and the need for enhanced restorative justice programs, and the disproportionate victimization of Indigenous women and girls.*

I expect that you will guide the Truth and Reconciliation Advisory Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding advisory committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of Truth and Reconciliation Advisory Committee to work in a professional and respectful manner with the staff assigned to support the Advisory Committee.

During 2020, I would like to see the Truth and Reconciliation Advisory Committee:

- 1. make substantial progress on the Bencher-approved work plan; and*
- 2. conduct its oversight review of the cultural competence course in a timely manner so that the course is ready to be offered on January 1, 2021.*

As Co-Chair of Truth and Reconciliation Advisory Committee, please ensure that all members of the Advisory Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Truth and Reconciliation Advisory Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Truth and Reconciliation Advisory Committee over the balance of the year and trust that you and the Truth and Reconciliation Advisory Committee will make substantial progress on the priority in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig Ferris', with a stylized flourish at the end.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)





January 17, 2020

**Sent via email**

Jamie Maclaren, QC  
Pro Bono Law of BC  
PO Box 103, 845 Cambie Street  
Vancouver, BC V6B 4Z9

Dear Jamie:

**Re: 2020 Mandate for Unauthorized Practice Committee**

Thank you for agreeing to accept the appointment as Chair of the Unauthorized Practice Committee for 2020.

**Craig Ferris, QC**  
President

The 2018 – 2020 Strategic Plan and the Terms of Reference along with the particular priority outlined below should guide the Unauthorized Practice Committee in its work this year.

The mandate from the Terms of Reference for the Unauthorized Practice Committee is:

*The Unauthorized Practice Committee considers and makes policy decisions with respect to the unauthorized practice of law and the relevant provisions of the Legal Profession Act. From time to time, staff consults with the Committee on policy matters that arise regarding the interpretation and application of sections 1, 15 and 85 of the Act and informs the Committee on current litigation. In appropriate situations, the Committee may refer issues to other Committees or the Benchers as a whole for review, comment and determination.*

I expect that you will guide the Unauthorized Practice Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Bencher committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers by preparing policy alternatives and implications for Bencher deliberation.
- b) Bencher committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Bencher committees will normally not have direct dealings with current staff operations.

I expect you and the members of the Unauthorized Practice Committee to work in a professional and respectful manner with the staff assigned to support the Committee.

During 2020, I would like to see the Unauthorized Practice Committee make substantial progress on the following priority: *developing a clear public policy of when the Law Society will and will not take steps to respond to allegations and instances of the provision of legal services that may amount to the unauthorized practice of law. The goal is to publish this policy so that individuals and organizations are able to assist with access to legal services without fear of the Law Society alleging they are involved in unauthorized practice.*

As Chair of Unauthorized Practice Committee, please ensure that all members of the Committee understand they are expected to abide by the Bencher Code of Conduct and the Law Society's workplace policies and that the Unauthorized Practice Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Unauthorized Practice Committee over the balance of the year and trust that you and the Unauthorized Practice Committee will make substantial progress on the priority in this letter.

Yours truly,

A handwritten signature in black ink, appearing to be 'Craig Ferris', written in a cursive style.

Craig Ferris, QC  
President, Law Society of British Columbia

Reply to: Direct line: 604-631-9197  
E-mail: [president@lsbc.org](mailto:president@lsbc.org)