

**UNIFORM LAW CONFERENCE OF CANADA  
CONFÉRENCE POUR L'HARMONISATION DES LOIS AU CANADA**

**Minutes of the Opening Plenary Session of the 104<sup>th</sup> Annual Meeting  
Of the Uniform Law Conference of Canada  
The Westin Edmonton  
In Edmonton, Alberta  
On Monday, August 15, 2022, at 1:00 PM MT**

Called to order at 1:10 PM.

**Opening Remarks**

ULCC President Laura Pitcairn welcomed delegates to sunny Edmonton, the City of Champions. She indicated that she is a member of the federal delegation on the Criminal side, from the Public Prosecution Service of Canada. She acknowledged that the meeting is taking place on Treaty 6 traditional territory and acknowledged the Métis people of Alberta who share a deep connection with this land.

Ms Pitcairn indicated that she was delighted to welcome delegates to Alberta for the 104<sup>th</sup> anniversary of the Uniform Law Conference of Canada and the first in-person meeting of the ULCC since 2019 when the meeting was held in St. John's, Newfoundland and Labrador. Planning for the first in-person ULCC meeting in three years has not been without its challenges, in particular because much had to be done in a shorter period of time than usual. Ms Pitcairn stated being very grateful that Alberta was able to step in and offer to host this year's meeting, despite all the uncertainty that remained in the world because of COVID-19. The planning committee had been hard at work since the late fall to ensure that this week would go smoothly, and she was confident that everything that is planned would be terrific. She indicated how happy she was to be back, visiting a city in which she lived over 20 years ago, very early on in her legal career with the Department of Justice.

On a more personal note, Ms Pitcairn stated how much she truly missed the opportunity to travel these past few years and, in particular, seeing her wonderful ULCC colleagues every summer, and how nice it was to finally see people in person again rather than on a little 15-inch computer screen. Although it was great to have been able to meet virtually the past two summers, she indicated missing the personal connection with her ULCC colleagues that one can only get from an in-person meeting, as well as her once-a-year attempt at playing softball.

Ms Pitcairn was happy to announce that there are approximately 60 delegates attending the annual meeting in Edmonton this year, with a fairly even split between the Civil and Criminal Sections, in addition to a large number of observers, presenters, and invited guests. Almost every jurisdiction is represented, although not always in both Sections. Sadly, we do not have representation this year from Nova Scotia and the Northwest Territories. The delegates present today represent the judiciary, various Canadian bar associations, law reform agencies, the criminal defence bar, crowns, and academics.

She welcomed everyone to Edmonton and to the 2022 annual meeting and provided best wishes for a productive and fun week!

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### **Introductions**

#### **i. Members of the Executive Committee**

Ms Pitcairn introduced the members of the Executive Committee for this past year: Sarah Dafoe, Vice-President; John Lee, Immediate Past President, who unfortunately could not attend this year; Valérie Simard, Chair of the Civil Section; Kevin Westell, Chair of the Criminal Section; and Peter Lown, Q.C., Chair of the Advisory Committee on Project Development & Management and Chair of the International Committee.

This past year, the Executive also invited a number of members to participate as members-at-large and they are: Manon Dostie (Canada), Chloé Rousselle (Canada), Matthew Hinshaw (Alberta), Christine Badcock (Yukon, and Incoming Chair of the Civil Section), Anny Bernier (Quebec, and incoming Chair of the Criminal Section), Dorette Pollard (Canada, and Criminal Section Secretary), and Caroline Quesnel (Canada, from September to December 2021).

#### **ii. Executive Director; Project Coordinator**

Ms Pitcairn introduced the two staff members on the Executive Committee: Kathleen Cunningham, who has served as Interim Executive Director since the end of April. She extended a special thank you to Ms Cunningham, whose hard work and dedication to this organization have been a tremendous help in terms of keeping the ULCC going these past two years during a period of transition from the previous Executive Director. And Clark Dalton, Q.C., Project Coordinator and resident historian who knows everything one could possibly know about the ULCC. Lastly, the ULCC also welcomes its new Executive Director to the fold, Michelle Lemieux, who just started in her role earlier this month and who had the pleasure of attending her first-ever Executive Committee meeting this morning.

#### **iii. Delegates to the Annual Meeting**

Ms Pitcairn invited the Jurisdictional Representatives (hereafter "JRs" or "JR") to introduce the members of their respective delegation and to especially welcome all delegates who are joining a ULCC in-person meeting for the first time.

#### **iv. Foreign Delegates / Guests**

Ms Pitcairn said that the delegates are also joined this week by the Past President of the Uniform Law Commission (ULC) of the United States, Carl Lisman; the Chair of the ULC Executive Committee, Tim Berg; and the President of the European Law Institute, Pascal Pichonnaz.

### **Overview of the Week's Social Activities**

Ms Pitcairn turned the floor over to Susanne Stushnoff, Q.C., the host jurisdiction planning committee lead, to provide an overview of the week ahead including the social activities!

On behalf of the host jurisdiction, Ms Stushnoff thanked the ULCC Executive Committee members for their support as they organized this week, and also thanked her great Alberta Justice organizing team of Matthew Hinshaw, Chelsea Evans-Rymes, and Sarah Dafoe; as well as Brittney Harding and Jinky Perez at the reception desk. Indicating that the objective for the week is to take annual meeting delegates outside the Edmonton downtown

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core, Ms Stushnoff guided delegates to their welcome package and highlighted some of the local attractions and events that might be of interest to those who traveled from out of town.

Ms Stushnoff provided information on the activities planned during the ULCC annual meeting, including the welcome reception that evening, the softball game and BBQ scheduled for Wednesday, and the closing gala at Government House on Thursday. She ended by thanking the delegates for traveling to Edmonton.

Ms Pitcairn took this opportunity to thank Rose-Marie Guerra with the Department of Justice Canada for her help in organizing the annual meeting.

### **President's Report**

Ms Pitcairn presented her report.

Ms Pitcairn noted that for the past two years, the ULCC held its annual meetings virtually due to the pandemic, a pandemic that unfortunately continues today; but hopefully the end is on the horizon. In general, in 2020 and 2021 the virtual format worked fairly well for the bare necessities of having an annual meeting, staying in touch, and keeping the work going these past two years; but it was not as easy to do the ULCC's regular work. For example, in the Criminal Section in 2020, the usual work was not done because it was difficult to figure out how that could be done. In 2021, some resolutions were debated although there were challenges due to having a much shorter work week and trying to accommodate east coast and west coast normal working hours. Although the meetings were curtailed, some of the "usual" work was accomplished. One thing that was missed in the virtual format were the "hallway chats". It has already been noticed that, starting now and throughout the week, it makes it easier to do some of the "horse trading" and negotiating that are done on the resolutions and the work that are outside of the formal meetings. It's nice to get to see everybody in person, have social functions, and get to know each other better, toward accomplishing the work of the ULCC.

Ms Pitcairn noted that, this past year, aside from the annual meeting planning, her focus has been on continuing the great work of her predecessor presidents. Two of the newer committees, the Diversity and Inclusion Committee, chaired by Matthew Hinshaw, and the Environment and Climate Crisis Committee, currently without a chair but helped along by Chloé Rousselle and John Lee, produced reports this year for the Executive Committee, which were very helpful. These two committees have helped ensure that the ULCC is both a socially and environmentally conscious organization. Many took the time to fill out the diversity survey after last year's meeting, which is an important piece in ensuring the ULCC continues to meet the needs of its diverse membership. Matthew Hinshaw will be sharing the results of the diversity survey with delegates on Wednesday, and an expanded version of the survey is planned for this year, after the annual meeting. Ms Pitcairn asked everyone to be on the lookout for the survey and to take a few minutes to fill it out. On the environmental side, that Committee has produced a draft report for the Executive Committee with a number of recommendations and will continue to study how the ULCC can contribute to sustainability and reduce its carbon footprint.

There are also a number of other committees that have been hard at work this year, including the Civil Section Policies and Procedures Committee, chaired by Valérie Simard, which has been drafting a comprehensive set of written rules and procedures to supplement the ULCC By-Laws. As well, the newly constituted Communications and Publications Committee began its work this year. Ms Pitcairn thanked Tyler Nyvall for taking on the role of Chair for the Committee. With the launch of the new website last year, the Committee will be hard at work keeping the website up to date and streamlining the ULCC's communications. The ULCC is very proud of its new website and it is hoped that everyone is finding it useful.

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The Executive Committee recently created a Recognition Committee, established to find ways of recognizing the contributions of long-serving members of the ULCC. Long service awards will be presented this week. Those present who have taken part in ULCC activities for at least 10 or 20 years have received pins indicating their 10 or 20 years of participation. These pins are new to the ULCC. A report will be heard shortly about the Recognition Committee's work. As well, delegates who are new to in-person ULCC meetings have a blue dot on their name badges. Ms Pitcairn encouraged long-time delegates to reach out to the new delegates and help them along with the meeting this year and help them learn the ropes.

Ms Pitcairn also encouraged anyone interested in volunteering for any of the ULCC committees to make themselves known. The Executive Committee will review committee memberships sometime this fall. Volunteers are needed on the committees to keep the organization running smoothly, and she encouraged everyone to not be shy to get involved!

In terms of keeping the organization running smoothly, another critical function undertaken by the ULCC Executive in the past year has been reviving the ULCC's Roles Review Committee. This committee produced a report in 2018 with respect to some of the roles that key members of the ULCC play. The Committee has been re-struck to begin a little more earnestly to study what will be done when, unfortunately probably sooner rather than later but hopefully not too soon, the Project Coordinator, Clark Dalton, Q.C., and the ACPDM and International Committee Chair and all things ULCC, Peter Lown, Q.C., decide to leave and move on. The Committee met yesterday afternoon for four hours to kick start the planning and work for the Committee going forward this coming year. Ms Pitcairn indicated that she would provide more detail on those discussions a bit later in the agenda. She said that it would be a difficult task as Mr Lown and Mr Dalton have been with the ULCC for a very long time, are irreplaceable, and that it will be difficult to figure out how to replace what they do for the ULCC. The Committee will work on that and hopefully have something to report next year.

Ms Pitcairn closed her report with a few last thoughts. Throughout the year, she had the opportunity to see firsthand the inner workings of the ULCC, from chairing the Executive Committee, the Budget and Finance Committee, and more recently the Roles Review Committee, to participating in other committees such as the ACPDM and the Host/Planning Committee. She had the opportunity to meet with JRs in March of this year to discuss the 2022-23 budget and other important issues, such as the work of the ACPDM. In July, she represented the ULCC at the American Uniform Law Commission's annual meeting in Philadelphia and got to meet some wonderful people there and discuss projects of shared interest. In particular, they are interested in perhaps one day hosting a joint meeting in Canada.

Lastly, Ms Pitcairn said that she had noticed during her term as President that the breadth of work of the ULCC and the diversity of those involved with the organization clearly highlight the unique nature of the ULCC and the value it brings to the federal, provincial, and territorial governments. At the end of this week, she would be handing over leadership of the ULCC to her successor, Sarah Dafoe, but stated that it had truly been a privilege to lead the ULCC over the past year and an honour to support the work that everyone does.

### **Financial Resolutions**

Ms Pitcairn stated that there were a number of financial resolutions to pass this afternoon.

#### **i. Receipt of Audited Financial Statement for 2021-2022**

Sarah Dafoe indicated that all had received the audited financial statements of the ULCC as part of their meeting materials.

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**MOVED** by Sarah Dafoe, seconded by Manon Dostie, **THAT** the Audited Statements for the fiscal period ending March 21, 2022, be received as presented. Motion carried.

### ii. Appointment of the Auditor for Fiscal 2022-2023

**MOVED** by Kevin Westell, seconded by Christine Badcock, **THAT** the firm of Hendry Warren LLP be appointed as Auditors for the Uniform Law Conference of Canada for the fiscal period April 1, 2022 – March 31, 2023. Motion carried.

### iii. Banking Resolution

**MOVED** by Matthew Hinshaw, seconded by Chloé Rousselle, **THAT** for amounts over \$5,000, two members of the Executive Committee or a member of the Executive Committee and the Executive Director, be given signing authority for all banking matters of the ULCC **AND THAT** for amounts up to \$5,000, and for the purpose of purchasing G.I.C.s and term deposits, and for the purposes of transferring funds from the Research account to the General account and vice versa, the signature of the Executive Director alone will suffice. Motion carried.

**MOVED** by Valérie Simard, seconded by Anny Bernier, **THAT** the Executive Committee is authorized to grant signing authority to the Interim Executive Director, for so long as she is providing contract services to the ULCC, for any one or more of all banking matters of the ULCC for amounts up to \$5,000, and for the purposes of purchasing G.I.C.s and term deposits, and transferring funds from the Research account to the General account and vice versa. Motion carried.

### Resolution – Amendment to Constitution

On behalf of the Criminal Section Steering Committee, Kevin Westell brought forward this resolution to amend the ULCC's Constitution. He explained that the proposed amendment is technical in nature, meant to bring the English and French versions of the text with respect to one particular provision into harmony. The amendment is the result of the work of a Working Group of the Section on the review of the scope of the Criminal Section's mandate, led by Chloé Rousselle, past Chair of the Section. The Working Group submitted their final report at last year's annual meeting.

The ULCC's Constitution includes a statement of purpose as well as a mandate. In relation to criminal law, the mandate reads as follows: "The mandate of the Uniform Law Conference of Canada is to recommend changes to the Criminal Code of Canada and other related criminal law statutes, and to provide a forum to study and consult on evolving criminal law issues." During the course of its work, the Working Group noticed that there was a discrepancy between the English and French versions of the Statement of Purpose: The English version qualifies the reforms as being legislative ones, whereas the French version does not include the same qualifications.

K Westell read the English version of the Statement of Purpose: "As the criminal justice system in Canada is a matter of shared constitutional responsibility between the federal, provincial, and territorial governments, the Uniform Law Conference of Canada provides an opportunity for delegates to identify legal and operational issues that might benefit from legislative reform." Dorette Pollard read the French version of the Statement of Purpose: "Le système de justice pénal, étant une responsabilité partagée entre le gouvernement fédéral et les gouvernements provinciaux et territoriaux, les délégués bénéficient de la tribune que leur offre la Conférence pour l'harmonisation des lois au Canada pour déterminer les questions d'ordre juridique et opérationnel qui gagneraient à faire l'objet de réforme."

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The Working Group felt that this Statement of Purpose should be consistent in both its English and French versions and that, as an overall statement of the Criminal Section's purpose, it should refer specifically to legislative reform. Because the ULCC is bilingual in its work, as stated in the Constitution, and because it operates in both English and French, as reiterated in the Statement of Policy on Diversity and Inclusion adopted in 2020, it is important that both versions of the Constitution deliver the same message. Although other discrepancies may exist between the English and French versions of the Constitution, the one mentioned above must be corrected in order to avoid difficulties or uncertainties in relation to the purpose or scope of the Criminal Section's mandate. The Working Group felt that the above discrepancy, which could give rise to ambiguity as to the scope of the mandate of the Criminal Section, should be resolved. To that end, the Working Group recommended that the French version of the fifth paragraph be amended by adding the word "législatives" to qualify the reforms therein.

Mr Westell explained that the Constitution of the ULCC may be amended by a jurisdictional vote only and that, in the jurisdictional vote, there must be two-thirds or more of the votes cast in favour of the amendment. Each constituent jurisdiction represented at the annual meeting is entitled to cast three votes on the amendment (being for, against, or abstain). Mr Westell stated that the Criminal Section wholeheartedly supported this proposed amendment, with Ms Roussele being present in the event of spirited or deep debate into the reasons why this amendment is appropriate.

Ms Pitcairn explained that once the resolution is moved and seconded, she would call the jurisdictional vote. The jurisdictions would be given time to think about their votes, following which each jurisdiction would be polled for their votes.

**MOVED** by Kevin Westell, and seconded by Anny Bernier, **THAT** the French version of the fifth paragraph of the Constitution be amended by adding the word "législatives" to qualify the reforms ("[...] déterminer les questions d'ordre juridique et opérationnel qui gagneraient à faire l'objet de réformes législatives"), in order to resolve the discrepancy between the French and English versions that may give rise to an ambiguity as to the scope of the mandate of the Criminal section.

Prior to the vote, Ms Pollard also presented the French version of the resolution: **QUE** le cinquième paragraphe de la version française de la Constitution soit modifié par l'ajout du mot « législatives » pour qualifier les réformes (« [...] déterminer les questions d'ordre juridique et opérationnel qui gagneraient à faire l'objet de réformes législatives »), de manière à résoudre une divergence entre les versions anglaise et française pouvant créer une ambiguïté quant à la portée du mandat de la Section pénale.

Following a period of individual jurisdictional discussion, Ms Pitcairn polled each jurisdiction present for their three votes. With the exception of Nunavut who abstained on all three votes, all jurisdictions present (British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Quebec, New Brunswick, Prince Edward Island, Newfoundland and Labrador, Yukon, and Canada) each cast three votes in favour of ("for") the resolution. (Nova Scotia and Northwest Territories were not present for the vote.) With 33 votes in favour and three abstentions, the motion carried.

### Confirmation of the Nomination Committee

Manon Dostie reported that John Lee had met with the Nomination Committee for the positions of President and Vice-President. The Committee members include Manon Dostie, John Lee, Chloé Roussele, Lee Kirkpatrick, and Elizabeth Strange. The Committee has good candidates in mind; however, Ms Dostie invited anyone who may have other suggestions to please see her this week and forward any recommendations no later than Wednesday at 12:00 noon. An announcement regarding President and Vice-President will be made on Friday.

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## **Interim Executive Director’s Report**

### i. Recognition Committee

Interim Executive Director Kathleen Cunningham started by saying that, traditionally, those with 20 or 25 years of service have been recognized at the annual banquet to acknowledge their years of annual meeting attendance and participation on committees and working groups. In June this year, a survey was distributed to collect information and start to track participation of JRs as well as other long-time delegates and committee members. Based on survey results, eight delegates at this year’s annual meeting received a 10-year lapel pin at registration to recognize 10 to 19 years’ service, and five delegates (three who were unable to attend in person) received 20-year pins to recognize 20+ years’ service. As well, delegates attending their first in-person annual meeting were provided with a blue dot on their badge as a means of identifying them and ensuring they are supported throughout the week.

At this year’s banquet, three long-service (20-year) awards will be announced. In keeping with the spirit of the ULCC’s Statement of Policy on the Environment and Climate Crisis, the Executive Committee agreed with a recommendation to discontinue the recognition plaques and to instead make a donation in recipients’ names to a charity to be announced at the banquet. Ms Cunningham went on to say that a Recognition Committee would be struck each year to determine if any special recognition should be made for other contributions.

### ii. Website

Ms Cunningham noted that the ULCC’s new website was launched in May 2021. All materials from past annual meetings are now on the new website and ULCC Project Coordinator Clark Dalton, Q.C., has methodically been going through each year to ensure the correct documents are properly ordered according to agenda item. He has done this work back to 2002 and will continue to do so back to 1994, the year when proceedings and annual meeting materials first started to be posted to the website. All of the Uniform Acts are now posted on the Civil Section page, and work continues to complete postings on the Criminal Section page. She noted that the annual meeting page is the source for most, if not all, of the content on the Civil and Criminal Section pages. Following the annual meeting, the ULCC **About** page will be updated and materials and minutes for the 2022 annual meeting will be published as they become available.

### iii. Communication Committee

Ms Cunningham advised that the new Communication Committee, struck by the Executive Committee and chaired by Tyler Nyvall from BC, is working on a communication strategy to help guide and prioritize their activities, which will include making recommendations on priorities for the website. The strategy will address objectives, target audiences, strategic considerations, and evaluation (how do we know if we are achieving our objectives?). The Committee is also starting to look at Privacy Notices on the ULCC website and privacy consent agreements for three groups who engage with the ULCC.

Ms Cunningham thanked Pierre Collin, Manager of Policy Communications for Canada’s Department of Justice, for his help in getting the Committee off to a good start on the strategy. In addition to Tyler Nyvall and Pierre Collin, Committee members include Dorette Pollard, Ian Rennie, and Clark Dalton, Q.C. Additional member volunteers would be welcomed and interested delegates were invited to speak with Mr Nyvall directly.



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## **Outline of the Business of the Week**

### i. Criminal Section

Criminal Section Chair Kevin Westell stated that the primary business of the Criminal Section are the resolutions, of which there are 24 to be presented, discussed, and voted upon by the delegates this year. The working groups of the Section are another important part of what the Section does. As heard by the delegates today, the final report of the Working Group on the Scope of Mandate has influenced an amendment to the ULCC’s Constitution. The same report led to further resolutions, including one to change the Section’s Rules of Procedure, to be dealt with in the afternoon. There are currently four working groups constituted within the Section: the Working Group on Section 487 of the *Criminal Code* dealing with search warrants; the Working Group on Section 672.26 of the *Code* dealing with juries and fitness hearings; the Working Group on technology in the courtroom; and the Working Group on Section 490 of the *Code* dealing with detention of seized property regime. No final reports will be presented this year; however, the Section will receive an update from each working group.

Finally, there is the Earl Fruchtmann lecture. As many know, Earl Fruchtmann was an illustrious member of the Criminal Section who sadly passed in 2016. The lecture is an annual one named to commemorate his towering contribution to the Section. This year’s lecture topic is the “Honourable Beverley Browne Wiyaskow Iskweew – Restorative Pilot Project”, which will be presented by four Alberta justices – Justice Loparco, Judge Christopher, Justice Mandamin, and Deputy Chief Judge Durant, along with the Section’s own Matthew *Hinshaw*.

Mr Westell ended by saying that the Section is happy to continue their work in person this year and looks forward to the week ahead.

### ii. Civil Section

Civil Section Chair Valérie Simard started by thanking everyone who had participated in the organization of the ULCC’s first in-person annual meeting since 2019. She thanked everyone for their presence and participation. In spite of the pandemic, Civil Section projects have continued to move forward, and its working groups have even benefited from new communication tools. The Section will receive many committee and working group reports in the week ahead and Ms Simard thanked all of those who participated in the work of the Section in the past year for their dedication to the ULCC.

The Section will start its week with a report from Professor Catherine Walsh examining issues related to the eventual implementation of the *Hague Convention on the Recognition and Enforcement of Foreign Judgments in Civil and Commercial Matters*. On Tuesday, the Section will receive a final report on the *Draft Uniform Gratuitous Crowdfunding Act* project from Professor Michelle Cumyn, following which the Working Group will submit the *Uniform Act* adapted to civil law to the Civil Section for approval, thereby completing the ULCC’s work on the matter. Mr Peter Lown, Q.C., will present a report on Defamation Law in the Internet Age. Professor Maya Cacheco will deliver a progress report of the Working Group on the Reform of General Partnership Law/Joint Ventures project, and Professor John Mark Keyes will provide an update on the project to update the ULCC’s Conventions on Drafting.

On Wednesday, the Civil Section will hear a progress report from Ms Yvonne Chenier and Mr Lown, Q.C., on the Charitable Organizations project, following which jurisdictions will provide reports on recent implementation activities and Ms Simard will present a report on behalf of the Civil Section’s Rules of Procedure and Policies Sub-Committee. On Thursday, the Section will welcome addresses by its international guests from the Uniform Law Commission of the United States and the European Law Institute, as well as receive Justice Canada’s Private International Law report from Ms Kathryn Sabo. Mr Clark Dalton, Q.C., will offer a review of journals and



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judgments referencing uniform acts adopted by the ULCC and also address the issue of possible evergreening of uniform acts. A report from Professor Stephen Pitel and Mr Lown, Q.C., on the Uniform Enforcement of Canadian Judgments and Decrees Act project will also be received. The Section will conclude its meeting on Friday with a report from the Advisory Committee on Program Development & Management.

Ms Simard ended by saying that she looked forward to chairing the week's Civil Section's sessions.

### **Report from the Chair, ACPDM and International Committee**

Mr Peter Lown, Q.C., presented a brief report on behalf of the Advisory Committee on Program Development & Management, which is responsible for the medium- to long-term project inventory and activity of the ULCC. It meets monthly and represents a broad spectrum of past ULCC leadership and prominent practitioners and academics. This year, one of the Committee's tasks was to revise the overall budgeting process so as to budget the costs of a project over the course of its lifetime rather than highlight the current year, although the current year is included in the annual budget that is presented to JRs. The document was reviewed, and the Committee met the January 19<sup>th</sup> deadline for budget data to be submitted to the Budget and Finance Committee and then to the Executive Committee. Mr Lown, Q.C., acknowledged the intensity of the work between early December and mid-January by Clark Dalton, Q.C., and Kathleen Cunningham, as they created a template for future years, indicating that this would be a very useful living document to describe the inventory and activity of the ULCC.

Mr Lown, Q.C., explained that attempts to generate potential project topics were not so successful and that the Committee would have to revisit that task and review the process to see if it can be revised or altered so as to be more successful in generating potential topics for review.

On behalf of the International Committee, Mr Lown, Q.C., indicated that it was a very quiet year. Most similar organizations to ULCC have put international activities on hold during the pandemic and the restrictions that go with it so as to concentrate on internal operations. As the restrictions and the pressures have eased, opportunities for cooperative research and sharing could again be examined. The Committee and the international guests will discuss this topic on Thursday, as well as look at how other organizations have conducted their activities and meetings over the course of the last two to three years. Changes would need to be made for the future and the experience of other organizations would help inform the Committee as to how to go about its activities.

Mr Lown ended by saying that it had been an honour and pleasure to chair these two committees on behalf of the ULCC.

### **Report from the Roles Review Committee**

Ms Pitcairn indicated that the Roles Review Committee started its work early this year in the form of a working group led by Sarah Dafoe. It consisted of a number of other Civil Section members, including Valérie Simard, Christine Badcock, John Lee, Elizabeth Strange, and Manon Dostie. The goal of this group was to start to give serious thought to planning for the departure, one day, of Clark Dalton, Q.C., and Peter Lown, Q.C., who play very key roles in the management of the ULCC and in particular the management of the Civil Section's projects. When the ULCC found itself unexpectedly looking for a new Executive Director, thoughts turned to broadening the scope of that small working group to also study the role of the Executive Director. The membership of the working group was broadened to include some long-standing Criminal Section delegates to add their expertise to the group. As a result, Ms Pitcairn, Matthew Hinshaw, Catherine Cooper, Lee Kirkpatrick, Chloé Rousselle, and Dorette Pollard were invited to join the working group.

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This new working group, now called the Roles Review Committee, met Sunday afternoon for four hours to look at both short-term and long-term solutions for filling these two key positions, one of which is a contract position, with the other being provided as volunteer work. The Committee sat down with Mr Dalton, Q.C., and Mr Lown, Q.C., to get a full understanding of exactly what each of them does for the ULCC and to start brainstorming ideas for how they could be replaced.

The Committee plans to meet regularly this coming year as there is some short-term urgency to begin the search for potential replacements. There is a lot to do and there are no easy answers. The Committee will be discussing these issues, as well as longer term questions such as the process of project coordination and management, records management, the role of JRs in projects and committees (to be discussed this week at the JRs' meeting), as well as the role of the President, Vice-President, and committee chairs. A broad spectrum of questions will be examined by the Committee, as to how to manage the projects of the ULCC. A meeting of the JRs is planned for the fall, and all of these questions will be a priority.

Ms Pitcairn invited anyone with ideas to please let the members of the Committee know.

**Other Business**

No other business was raised.

**Adjournment**

There being no further business, Ms Pitcairn adjourned the meeting at 2:35 PM MT.