

**ATTENDANCE:** S. Aujla, P. Bateman, E. Bhattacharya, M. Fahmy, K. Ferreira, B. Gilmour, G. Michaud, J. Lagoudis, S. Price (by phone), V. Richards-Thompson, M. N. Zagazeta Garcia (by phone), EO, and Scribe (J. Dobson).

**ABSENT:** V. Houvardas, W. Jaskiewicz, P. Malysheuski, and J. Silvester.

### Call to Order (PLA President / Chair)

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**1.0 Call to Order:** 4:26 pm

**1.1 Approval of Agenda:** Moved by V. Richards-Thompson | Seconded by J. Lagoudis | All in favour.

**1.2 Approval of Minutes of the last meeting: June 19, 2019 –** Moved by J. Lagoudis | Seconded by V. Richards-Thompson | All in favour.

**1.3 Declaration of Conflicts –** None declared.

**1.4 Circulation of Correspondence –** Circulated. The EO referred to an email from ResQ which may be a great tie-in for the Criminal Law Section. The EO will send the email to the Criminal Law Section and V. Richards-Thompson. The EO referred to numerous notices from FOL and announced the dates for FOLA plenary, November 13 to 15. J. Lagoudis, P. Bateman and V. Richards-Thompson said they are not unavailable on the 14<sup>th</sup> while K. Ferreira and N. Zagazeta Garcia said they are available. The EO will also be at the meetings and will email the schedule.

### PLA Committees

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#### CORE

**2.0 Finance - Scott Price –** The EO reported the draft brings us to the end of August. There are a few outstanding items for the VISA which will be posted as well as a few adjusting entries between the library and association, but overall things are looking good. The EO reported meeting with the auditor and worked on some of the adjusting entries which included concerns with the year-end adjusting entries (post-audit). The entries were related to the GST/HST refund. The difference at line 55 in revenue, is the money the PLA receives from Peel Regional Police for the satellite. There is no longer a concern since the satellite dish was cancelled and they have an alternative solution. The quarterly report was submitted to LibraryCo on time. In the correspondence, you will find the 2020 notice from LibraryCo now called LIRN. They advised a projected two percent increase, unless you receive a letter stating otherwise. We are moving along with the education programs and there is a four part series with Justice Shaw and one on conveyancing from Pallett Valo LLP. E. Bhattacharya advised the board about terminology changing concerning impaired driving to conveyancing. The EO explained the library grant is reflected on the library side, and there is one more deposit coming. A transfer from the association to the library of \$20,000 was made which off-sets some of the revenue from the VISA/DEBIT/MC deposits made to the association. On the expense side, there are a number of receipts coming in for Judges' Night and there will be more expenses for Continuing Legal Education. The PLA had a good turnout for the Family Law Section meeting, which turned into a free CPD hour for our members. Directors and other meetings looking good. As invoices come in for the phones and phone lines, it will all go under equipment as miscellaneous but it can be broken out for the members at yearend. Line 34 is the professional fees, the audit from 2018, staff and board training.

## **2.1 Governance - Gerard Michaud**

### a. Motion re: Board attendance

G. Michaud explained as long as he has been on the board, there have been issues with Directors not attending meetings. The motion states that the director be removed if they miss three consecutive meetings or 50% of the meetings. He said we need to change that and not saying what we do, but we will consider the fact someone is not attending regularly. He noted he has reworded the statement to 50% of six meetings. The EO explained a few years ago two directors were not attending meetings and letters were sent. There was a soft discussion, with no response and neither ran again. E. Bhattacharya said being too busy could be reasonable, but we should consider the circumstances case by case. G. Michaud explained the report gives a chance for directors to come in and discuss the issue. E. Bhattacharya said if discretionary, he supports it. S. Aujla said given that directors are elected, he thinks it's something that should be addressed at the AGM. G. Michaud said the report will reflect if they sent regrets or just didn't show up. P. Bateman said some do a lot of work, but are unable to attend, and some attend committee meetings. G. Michaud said the motion says that the board will look at it, and give notice, it doesn't direct what the board will do. The EO commented because attendance is given to the membership, the board can also make note of director contributions and have it signed by the President. G. Michaud said they would add in the attendance at the committee meetings. G. Michaud asked if people are prepared to raise concerns, or vote on it today once they have read it over. The matter was tabled to the next meeting.

G. Michaud referred to motions for the governance book and explained the governance committee is waiting for the other committees to finalize everything and get it back to us. He said he would be happy to give deadlines and will email the details adding he would like to get everything finalized for this year. The EO said it can be moved ahead to the November meeting. G. Michaud announced at the executive meeting they talked about how this is not moving along and explained until he gets the motions, he can't do much. He said he will give a thirty day warning and explained if he can get it together, he will have to meet with the governance committee.

## **2.3 Membership – Vanessa Richards-Thompson**

V. Richards-Thompson announced the membership is at 500. She broke out the numbers noting there were 385 renewals. The EO stated the prorated fees helped a lot and last year was the first year we did this. M. Fahmy wondered if we could look at getting health benefits for our members. He said solo lawyers and small firms don't have anything like that. P. Bateman said she thought you can get them through OBA, but you have to be a member. M. Fahmy stated we could take advantage of our size as an association and it might encourage people to join. The EO reminded the board they cannot have our database and they would have to go through us, the same as Goodlife.

## **2.4 Personnel – Joanne Lagoudis**

G. Michaud explained the Executive planned to take the staff out for lunch. J. Lagoudis reported we no longer have the summer students but we will have a Seneca student at the end of October, beginning of November. The EO reported the summer students did a fantastic job and that there are some boxes left which are confidential and stored separately. The current estimate was about twenty boxes for shredding. There will be a further conversation regarding what to physically keep from the old records. J. Lagoudis said she would like to purpose that the EO receive a private cellphone, in order to not give out a personal cell number. The EO requested some parameters be set with the PLA phone.

**MOTION # 19-01**

Moved/resolved that:

The budget shall be amended to include the cost of a cell phone for the Executive Director (including the cost of the phone and the monthly fee). The Executive Officer shall select the phone and the plan and may sign a contract.

*Moved by G. Michaud*

*Seconded by P. Bateman*

*Motion Passed - All in favour*

J. Lagoudis reported we did the Director training, which she thought went well. She explained we spoke about possibly getting cameras installed in the library. The EO confirmed we are waiting for a quote. S. Aujla said he was concerned about confidentiality and it would depend where they were pointed. The EO said they talked about having a camera up above the emergency door and the front door in the library. V. Richards-Thompson said she thought we were thinking about cameras because people were getting confrontational with staff.

There was discussion on the position and placement of cameras, with concerns raised they should not be able to view what is on the computers.

J. Lagoudis asked if everyone sees the value in getting them. V. Richards-Thompson responded it could be a deterrent. P. Bateman suggested it allows a backup. J. Lagoudis said it goes back to *Code of Conduct*. G. Michaud said he has issues with audio. The EO said the quote was for everything in order to capture things said to the staff, that won't be reflected on camera. G. Michaud stated he did not think businesses can record audio without permission.

There was further discussion on the differences between business and criminal legislation regarding audio recordings.

E. Bhattacharya explained the cameras will give a visual record, he does not think the audio is a good idea. He said he will not agree to discretionary recording. The EO said the quote will be raised again at the next meeting.

## ACTIVITIES

### 2.5 Event Planning – Joanne Lagoudis

a. Judges' Night update

J. Lagoudis reported as of yesterday we were at 119, including judges and we need to get to 150. The EO confirmed reminder would go out on Thursday and Friday. J. Lagoudis said we have twenty tables at maximum. The EO said we will have at least fifteen tables and will order extra meals, just in case. The EO confirmed flyers and letters were sent to all the Central West Presidents and that the Benchers is a member. J. Lagoudis said there have been some changes to the set up, we have room B and the lobby area for B and C. She explained there is a huge event in the other end, and room C is being used as a buffer for noise. The registration and the silent auction will be set up in the lobby area with dessert tables inside of the room. She added we also have the patio and there will be signage at both doors. As for the charity auction, they are looking into what the best option is. There was some discussion on

selling raffle tickets, but there were concerns it may distract from the silent auction, or vice versa. The EO said the speeches include Kris Noakes, the executive director from TIN and three justices. The EO said people should probably be there for 4:30 to 4:45 for early arrivals. The EO said they would like to keep the book for the library, while the artwork goes to the silent auction. The EO explained the dinner will take two hours, and coffee will be served with speeches after the entrée, introductions and land acknowledgment at the start. In terms of music, the PLA can bring in someone's phone which can be hooked up to the hall's system. J. Lagoudis said the band was too expensive, and they had to be in the room.

#### **2.6 Legal Education – Maria Norka Zagazeta Garcia - Nothing to report.**

### **SERVICES**

#### **2.7 Library – John Silvester**

G. Michaud reported they are currently looking at some policies.

#### **2.8 Public Relations – Gerard Michaud (Website) / John Silvester (*Peel Briefs*), Co-Chairs**

The issue was raised regarding the requests to post other associations programs on our website which the committee will review. The EO stated they have to look at if it affects our education programs. J. Lagoudis said this came from FOLA, where we had a request from other associations to post their programs on our site. She said she thinks if we do it, it should be reciprocated. The EO added they were also looking to us to host a few big programs. G. Michaud suggested everyone should look at it and the education committee should look and see if it affects turnout for our programs.

The EO explained the deadline for *Peel Briefs* was September 13 and they are still waiting on a few things including *Judges' Night*. The EO said they would like to get it out for early October and the third issue out for end of the year reminding everyone we should have four issues each year. G. Michaud asked why we fell behind. The EO said we are behind on this issue because we wanted to ensure we included *Judges' Night* in this one along with a push for Justice Shaw's program. The EO said we also need to think about the winter open house and more content for upcoming issues. The EO said articles would be great, maybe something on legal aid.

### **Announcements & Other Business**

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#### **New Business & updates:**

##### **➤ Bell Canada – Telephone and Internet project**

The EO confirmed everything is moving along and Bell was here today to install the phones, the switch over is tomorrow. The free lawyers' phone does not have cabling however when we flip over to the new system, that one will be left as is and functional. The EO indicated there was some worry to start with the new system now, since waiting longer may cause issues with the building. In terms of the Internet, the PLA cabling has finished and we are waiting to tie-in with building.

##### **➤ Board Training**

P. Bateman reported most of the board was there and enjoyed it. She said she has received positive feedback. V. Richards-Thompson said we should maybe do it again next year and tie-in the EDI Hours. The deadline for the three hours of EDI is December 2020. This may be a draw for the members looking for EDI hours. The EO noted we have the option of using the Mississauga Convention Centre for a presentation, and the PLA could roll it in with the "code of conduct". P. Bateman said she could take

point as it ties in with the anti-harassment policy. The target is for January, which would be a good marketing hook. The EO suggested the board could introduce the new “code of conduct” at the AGM, or advertise it after we’ve gone through the first big cycle of renewals, which may attract more with the EDI hours. The EO said we will also need LSO approval and we submit at least 45 days or more ahead.

➤ **Courthouse Construction project update** (consultation meetings and report)

The EO confirmed the PLA did submit to the report explaining it was sent back with further comments including the need for a DRO office, PLA staffing numbers and projections for the next couple of years. S. Aujla reported they expect to have it substantially completed in October, but will open in January. He explained one of the biggest issue was the cells and whether lawyers will have access. The EO said they heard from some of the meeting discussions the crown’s office would be in the expansion. There is also talk of populating and furnishing all six floors, not three as originally planned.

➤ **FOLA – Fall Plenary** - Wednesday, November 13 to Friday, November 15, 2019 (Toronto)

Discussed above in correspondence. The EO will circulate the schedule and information to everyone.

➤ **MAG Review – Family and Civil Legislation, Regulations and Processes**

P. Bateman reported attending a meeting with some MPPs and the parliamentary assistant to the AG. She explained we were asked what we wanted in Brampton, we talked about what we think is wrong, and issues with the courthouse. She explained it was a platform to speak about our concerns.

➤ **Moneris update**

The EO reported Moneris is in the works and they hope it should be up soon.

➤ **CPD Four Part Series**

P. Bateman confirmed they hope to have things finalized and she is waiting on some instructions from Her Honour, Justice Shaw. P. Bateman explained originally it was to be an advocacy program, but now it’s really basic and she is awaiting feedback. The idea was there would be four continuous sessions and there is a meeting next Monday, which is the third time this has been scheduled. She reported she has been pushing for the Judge’s names, and they will also need people to moderate. The EO added this is a program which we could get professionalism hours, and we are already behind on that. P. Bateman said we need 45 days for approval time, and it might not be until the two last sessions.

## Outside Committees & Organizations

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- Meeting Reports – refer to package materials

### Upcoming DATES:

- **Thursday, September 26, 2019 | Judges’ Night – Mississauga Convention Centre**
  - **Wednesday, October 16, 2019 | PLA Library – 4:00 pm – Board Meeting**
  - **Wednesday, November 20, 2019 | PLA Library – 4:00 pm – Board Meeting**
  - **Wednesday, December 11, 2019 | PLA Library – 4:00 pm – Board Meeting**
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Additional reports and comments raised:

**Criminal Justice Coordinating Committee** – S. Aujla reported Maplehurst Detention Centre is getting false alarms with the soft scanners, but there are concerns now persons being brought in may have drugs on them. There will be some changes to probation, more efficient but some side issues to make them understand the orders. He said there is an update from legal aid - they are taking out legal aid duty council from courtroom 104 where there have been disruptions and police called in. They said there is not much they can do and the basement interview rooms are a challenge with renovations going on.

**Committee and Board Meetings** - P. Bateman explained one of the points of having less board meetings and more committee meetings, is they set their own time. She said if people want to change the time of the meetings then we can but she is not sure what it will accomplish. G. Michaud said the problem with the lunch hour is the issue of confidentiality. P. Bateman reminded everyone phoning in is an option, and this was voted on. G. Michaud said we will probably have to vote on it again. The EO said we can look at scheduling in December, confirm it then and anyone running for the board can understand the time set out for meetings and other commitments. J. Lagoudis asked about committee work. The EO responded that for board meetings, we can close the library and still accommodate our members in the satellite office. The committee meetings could also be at lunch. G. Michaud explained most committees should have met twice by now. The EO said we can get the 2020 schedule set now for the committees. G. Michaud said the chairs should email him now letting him know the dates and put it on record, then there is an acknowledgement. He explained whether or not there's a report, we have a record it took place and it may put pressure on individuals. J. Lagoudis asked if there are any committees who have not met. G. Michaud said the education committee has not met and the library, public relations and mentoring committees have to meet.

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**Call to Adjourn** – Moved by P. Bateman | Seconded by V. Richards-Thompson | All in favour meeting, adjourned at 6:10 pm.