



**House of Assembly  
Newfoundland and Labrador**

**Minutes of the House of Assembly  
Management Commission**

**Date:** June 24, 2009

**Location:** House of Assembly Chamber

**Time:** 8:30 a.m.

**Members Present:**

Hon. Roger Fitzgerald, Speaker

Mr. William MacKenzie, Clerk of the House of Assembly

Hon. Joan Burke, Government House Leader

Mr. Kelvin Parsons, Opposition House Leader

Ms. Beth Marshall, MHA (PC) Topsail

Hon. Jerome Kennedy, MHA (PC) Carbonear – Harbour Grace

**Other:**

Mr. Tom Osborne, Deputy Speaker

Ms. Marlene Lambe, Chief Financial Officer

**Regrets:**

Ms. Yvonne Jones, MHA (L) Cartwright - L'Anse Au Clair

Ms. Lorraine Michael, MHA (NDP) Signal Hill - Quidi Vidi

**CM 2009-031**      The Commission, at an *in camera* meeting, selected former Justice John O'Neill to conduct a review of the actions of Mr. Fraser March that led to his removal from the Office of the Citizens' Representative.

**CM 2009-032**      The minutes of the House of Assembly Management Commission meetings held on May 6, 2009 and May 13, 2009 were approved as read.

**CM 2009-033** The Commission amended the Advertising Policy for Members of the House of Assembly, June 2009, so that the item under Section 5.3 "References to programs within a department, government agency or commission" is deleted.

The Speaker reported authorizations for travel under special circumstances as provided for in Section 43 of the *House of Assembly Accountability, Integrity and Administration Act*. The Speaker approved aircraft charters for Ms. Yvonne Jones, Cartwright – L'Anse au Clair, on May 8 and 29, 2009 at a total cost of \$3330.11. The Member chartered flights to Forteau on two separate occasions to attend graduation ceremonies as there were no direct flights available to her on those days.

The Clerk reported on two outstanding Commission Minutes.

**CM 2008 – 066** directed the Clerk to prepare a discussion on the implications and estimated costs of increasing the number of trips to/from the Capital Region when the House is in Session/Not in Session. This matter will form part of the inquiry and report to be prepared by the Members' Compensation Review Committee.

**CM 2008 – 067** directed the Clerk to invite input from all Members on the adequacy of their current constituency allocation to carry out their responsibilities. The survey responses will be analyzed and the analysis provided to the Members' Compensation Review Committee.

The Deputy Speaker chaired discussion on this agenda item.

**CM 2009-034** The Commission deferred discussion on the Report from the Centre for Innovative Dispute Resolution until a subsequent Commission meeting.

The Speaker resumed the chair.

**CM 2009-035** The Commission directed the Clerk to prepare a Request for Proposals to seek consulting services to recreate the financial statements for the 1999-00 and 2000-01 fiscal years.

**CM 2009-036** The Commission directed that the Clerk request the Department of Justice to provide a copy of the legal opinion respecting non-accountable allowances as referenced in the Comptroller General's letter dated April 17, 2009.

**CM 2009-037** The Commission referred to the Members' Compensation Review Committee the request to amend the *Members' Resources and Allowances Rules* to allow overnight travel for Members.

**CM 2009-038**

The Commission requested the Auditor General's advice as to whether sufficient information is available, (based on his prior reviews), to determine with reasonable certainty that overpayments were made under the discretionary allowance category for the years 1996-97 to 2003-04.

**CM 2009-039**

Pursuant to subparagraph 20(6)(b)(ii) of the *House of Assembly Accountability, Integrity and Administration Act*, the Commission considered the draft Conference Travel Policy for Members of the House of Assembly, dated June 2009, and adopted the policy with the following amendments:

1. Subsection 4.1.1 to read:

“All air travel on scheduled flights will be economy class.

Where available and practical, Members should avail of special discounts and advanced booking discounts.

The purchase of cancellation insurance will not be reimbursed.

Airline change fees incurred, or cancelled flights, are eligible for reimbursement where:

- The conference concluded early, is cancelled, the date rescheduled, or location changed; or
- The Member is required to return home on an urgent matter.

Advance seat selections charges, to ensure availability of seats and attendance at a conference, are eligible for reimbursement with detailed original receipts.”

2. Subsection 4.1.7 to be deleted.

**CM 2009-040**

The Commission directed that the proposed Caucus Operational Funding Grants Policy be referred to the Caucuses to allow for further revisions and to be brought back to a subsequent Commission meeting.

**CM 2009-041**

Pursuant to subparagraph 20(6)(b)(ii) of the *House of Assembly Accountability, Integrity and Administration Act*, the Commission adopted the Records Management Policy for the House of Assembly Service, effective April 1, 2009.

**CM 2009-042**

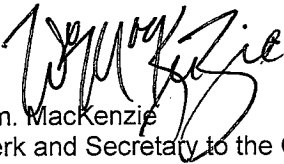
The Commission amended Section 1.3 of the Publication Scheme such that the Online Version of the Commission briefing materials will be “Posted not later than 30 minutes before the start of the Commission meeting”.

**CM 2009-043**

The Commission amended the Guidelines for Replacement of Constituency Assistants to provide for on-the-job training for up to 2 days for Members whose Constituency Assistants work in constituency offices which are not located in the designated caucus areas.

**Adjournment:** 12:15 p.m.

Hon. Roger Fitzgerald, MHA  
Speaker and Chair

A handwritten signature in black ink, appearing to read 'Wm. MacKenzie', written over a printed name and title.

Wm. MacKenzie  
Clerk and Secretary to the Commission