



**House of Assembly  
Newfoundland and Labrador**

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

**Date:** June 29, 2016

**Location:** House of Assembly Chamber

**Time:** 10:35 a.m.

**Members Present:**

Mr. Tom Osborne, MHA, Waterford Valley, Speaker

Ms. Sandra Barnes, Clerk of the House of Assembly

Hon. Andrew Parsons, Government House Leader (Via Teleconferencing)

Mr. Keith Hutchings, MHA (PC) Ferryland

Ms. Lorraine Michael, MHA (NDP) St. John's East - Quidi Vidi

Mr. Paul Davis, MHA (PC) Topsail – Paradise

Mr. Mark Browne, MHA (Lib) Placentia West - Bellevue

**Regrets:**

Hon. Siobhan Coady, MHA (Lib), St. John's West

**Other**

Ms. Lisa Dempster, MHA (Lib), Cartwright – L'Anse au Clair, Deputy Speaker

Ms. Marie Keefe, Policy & Communications Officer

- CM 2016-014**                      The Minutes of the House of Assembly Management Commission meeting held on November 6, 2015 were approved as read.
- CM 2016-015**                      The Minutes of the House of Assembly Management Commission meeting held on March 16, 2016 were approved as read.
- CM 2016-016**                      The Minutes of the House of Assembly Management Commission meeting held on March 23, 2016 were approved as read.

**CM 2016-017**

The Minutes of the House of Assembly Management Commission meeting held on May 30, 2016 were amended to include Mr. Paul Davis in the list of attendees.

The Speaker gave an update on rulings on allowance use under section 24 of the *House of Assembly Accountability, Integrity and Administration Act* for the period ending June 22, 2016 as follows:

- The amount of \$98.29 was approved for the Member for the District of Conception Bay South, Mr. Barry Petten, for expenses which were in compliance with the Rules but were submitted past the 60-day deadline.
- The amount of \$769.41 was approved for the Member for the District of Exploits, Mr. Jerry Dean, for expenses which were in compliance with the Rules but were submitted past the 60-day deadline.
- The amount of \$76.70 was approved for the Member for the District of Labrador West, Mr. Graham Letto, for expenses which were in compliance with the Rules but were submitted past the 60-day deadline.
- The amount of \$1,234.58 was approved for the Member for the District of Bonavista, Mr. Neil King, for expenses which were in compliance with the Rules but were submitted past the 60-day deadline.

The Speaker gave an update on an approval made under his Delegated Authority Respecting Financial Matters. (CM 2008 – 095 refers). The Department of Finance advised the House of Assembly that it wished to restate certain Estimates of the Legislature relating to the 2015-16 fiscal year in order to provide accurate comparative data. This is consistent with generally accepted accounting practices and often utilized when departments are reorganized. The Estimates of the Legislature must be approved by the Management Commission. At the time of the request the information was required to finalize Budget 2016, and because the Commission was unable to meet to discuss the issue, it was deemed to be an urgent financial matter. The Speaker, using his authority under CM 2008 – 095, approved the restatement of the Estimates for Budget 2016.

Pursuant to paragraph 23(8)(c) of the *House of Assembly Accountability, Integrity and Administration Act*, the 9<sup>th</sup> report of the Audit Committee was submitted to the Commission for review.

**CM 2016-018**

The Commission directed the Office of the Chief Electoral Officer to negotiate with the landlord a lease extension for one year, under the existing terms and conditions, with the possibility of a further 4 year extension, pending the outcome of the Transportation and Works space review.

**CM 2016-019**

The Commission gave approval to the Office of the Auditor General to permanently fill the position of Principal – Performance Audit.

**CM 2016-020**

The Commission gave approval to the Office of the Child and Youth Advocate to permanently fill the position of Executive Secretary.

**CM 2016-021**

Pursuant to subparagraph 20(6)(b)(ii) of the *House of Assembly Accountability, Integrity and Administration Act*, the Commission approved the proposed amendments to the following:

- Cellular and Landline Phone Services Policy for Members of the House of Assembly and Constituency Assistants;
- Standard Office Allocation Package for Members and Constituency Assistants; and
- Cellular and Landline Phone Services Policy for Employees of the House of Assembly Service, Caucus Offices and Statutory Offices.

The Commission approved an additional amendment to the Standard Office Allocation Package to provide for “one recording device for television” in place of the existing “one VCR or DVD recorder or one combination unit”.

**CM 2016-022**

Pursuant to Subsection 20(4) of the *House of Assembly Accountability, Integrity and Administration Act*, the Commission delegates to the Speaker of the House of Assembly, in consultation with the Government House Leader, the Official Opposition House Leader and the Third Party representative on the Commission, the power to make decisions respecting financial matters relating to the administration of

the House of Assembly and Statutory Offices provided that the decision is urgently required and the Commission is unable to meet on the matter in a timely manner. A decision made under this directive and reasons for it shall be recorded and reported back at the next meeting of the Commission.

**CM 2016-023**

The Commission approved payment of the invoice totaling \$114.21 for the Member for Cape St. Francis, with the expenses to be paid within the appropriate allocation for the 2016-17 fiscal year.

**CM 2016-024**

The Commission approved the payment of invoices for the former Members for Labrador West, Lake Melville and Conception Bay South.

The financial reports for the Legislature for the periods April 1, 2015 to March 31, 2016 were provided to the Commission for review. The Members' Accountability and Disclosure Reports were provided for the same period.

In accordance with the Transfer of Funds Policy, April 2008, budget transfers processed during fiscal 2015-2016 were reported to the Commission.

**CM 2016-025**

The Commission approved the following transfer of funds:

From:

Subdivision 1.1.06.10 Government Members Caucus-Grants and Subsidies \$1,200

Subdivision 1.1.04.09 Members' Resources – Allowances and Assistance \$ 100

To:

Subdivision 1.1.04.10 Members' Resources – Grants and Subsidies \$ 1,300

The Commission approved the draft Parliamentary Precinct Order subject to final wording by the Office of the Legislative Counsel:

**NEWFOUNDLAND AND LABRADOR REGULATION /2016**

*Parliamentary Precinct Order*  
under the  
*House of Assembly Act*

Under the Authority of section 19.2 of the *House of Assembly Act* and with the concurrence of the House of Assembly Management Commission, I hereby make the following Order.

Dated at St. John's, \_\_\_\_\_, 2016.

Tom Osborne  
Speaker of the House of

Assembly

**ORDER**

*Analysis*

1. Short Title
2. Parliamentary Precinct

**Short title**

1. This Order may be cited as the *Parliamentary Precinct Order*.

**Parliamentary precinct**

2. The parliamentary precinct of the Legislature of Newfoundland and Labrador shall include:

(a) the Confederation Building, East Block, North Wing, second and third floors, including the House Chamber, Speaker and Clerk Offices, Caucus rooms and all corridors and offices within this area;

(b) offices within the Confederation Building Complex not within the area referred to in paragraph (a) which are the offices and space assigned to

- (i) the Government Member Caucus and its Members,
- (ii) the Opposition Member Caucuses and their Members,
- (iii) Independent Members; and
- (iv) Government, Official Opposition and other Opposition Party Members with offices located away from the general office space used by Members referred to in subparagraphs (i) and (ii) ;

(c) offices of the House of Assembly service as described in section 25 of the *House of Assembly Accountability, Integrity and Administration Act* including offices of the divisions of

- (i) Information Management, including the Legislative Library, Hansard, Broadcast Services and Records Management, and

- (ii) Corporate and Members' Services;

(d) vaults and storage areas used for records of the House of Assembly, Management Commission and the House of Assembly service;

(e) Confederation Building East Block, second floor, north east entrance where access and use is related to the functioning and business of the Speaker, the House, its Members, Officers and staff;

(f) Confederation Building, East Block access corridor through second floor doors, porches and lobby to areas referred to in paragraphs (a), (b) and (c) where access and use is related to the functioning and business of the Speaker, the House, its Members, Officers and staff;

(g) access through elevator and stairs to areas referred to in paragraphs (a), (b), (c) and (d) where access and use is related to the functioning and business of the Speaker, the House, its Members, Officers and staff;

(h) parking spaces in the northeast parking lot of the Confederation Building East Block and reasonable automobile access to those spaces from the Prince Phillip Parkway for Members and employees of the House of Assembly; and

(i) access by Members and employees of the House of Assembly from the Confederation Building East Block parking spaces referred to in paragraph (h) to the entrance referred to in paragraph (e).

**Adjournment: 12:00 p.m.**

Tom Osborne, MHA  
Speaker and Chair

A handwritten signature in blue ink, appearing to read "Sandra Barnes", with a stylized flourish at the end.

Sandra Barnes  
Clerk and Secretary to the Commission