



**House of Assembly
Newfoundland and Labrador**

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

Date: March 18, 2009

Location: House of Assembly Chamber

Time: 9:00 p.m. – 3:15 p.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. Yvonne Jones, MHA (L) Cartwright - L'Anse Au Clair

Ms. Beth Marshall, MHA (PC) Topsail

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

Hon. Trevor Taylor, MHA (PC) The Straits - White Bay North

Other:

Mr. Tom Osborne, Deputy Speaker

Ms. Marlene Lambe, Chief Financial Officer

Ms. Marie Keefe, Policy & Communications Officer

Invited Guest:

Mr. John Noseworthy, Auditor General

Regrets:

None

The Commission held an *in camera* session at the beginning of the meeting to discuss personnel and legal matters. There were no decisions made at the *in camera* session to be reported at the televised portion of the meeting.

The Members of the Management Commission and officials of the House of Assembly Service stood for a moment of silence to acknowledge the victims of the Cougar helicopter crash on March 12, 2009.

CM 2009 – 010 The minutes of the House of Assembly Management Commission meeting held on January 27, 2009 were approved as read.

The Speaker gave an update on authorizations made under Section 18(4) of the *Members Resources and Allowances Rules*. The amount of \$1600.00 was approved for a sign for the Constituency Office of the former Member for Baie Verte – Springdale, Mr. Tom Rideout. The approval was delayed due to the late submission of the invoice and the retirement of the Member.

The Speaker reported authorizations for travel under extenuating circumstances as provided for in Section 43 of the *House of Assembly Accountability, Integrity and Administration Act*. The Speaker approved meals and accommodations for Ms. Patty Pottle on February 10 and February 12 – 15, 2009 at a total cost of \$522.47. Ms. Pottle was stranded in Postville due to adverse weather conditions.

CM 2009 – 011 The Commission, pursuant to section 64 of the *House of Assembly Accountability, Integrity and Administration Act*, gave approval to the following amendment to the *Members' Resources and Allowances Rules*:

Paragraph 20(8)(c) of the *Members' Resources and Allowances Rules* is repealed and the following is substituted:

- (c) where accommodation referred to in paragraph (b) cannot be obtained, the member shall decide in which community his or her office will be located and the member shall obtain in that community commercial office accommodation in accordance with the tender processes for leasing commercial space under the *Public Tender Act*.

Subsection 20(9) of the Rules is repealed and the following is substituted:

- (9) A tender for accommodation under paragraph (8)(c) shall stipulate that the lease shall be terminable at or before the expected date of the next general election.

- (9.1) Proposal documentation submitted by a landlord responding to a tender made under paragraph (8)(c) shall

include the total monthly cost, including utilities, taxes, insurance, security, janitorial services, signage and snow-clearing.

Subsection 20(10) of the Rules is repealed and the following is substituted:

- (10) A lease contract for office accommodation acquired under this section shall be prepared between "Her Majesty the Queen in Right of the Province of Newfoundland and Labrador, represented here by the Honourable the Speaker of the House of Assembly" and the owner of the office space and the cost of that preparation shall, unless stipulated otherwise by the speaker in exceptional cases, be paid directly by the House of Assembly in accordance with the approved office lease.

- CM 2009 - 012** The Commission considered whether to proceed with the financial statement audits for 1999-2000 and 2000-2001 fiscal years and requested additional information regarding the process and costs involved to recreate financial statements for the period be provided at a subsequent meeting.
- CM 2009 - 013** The Commission approved the recommendation of the Audit Committee that the Auditor General be appointed the auditor for the House of Assembly for the year ended March 31, 2009.
- CM 2009 - 014** The Commission, pursuant to subparagraph 20(6)(b)(ii) of the *House of Assembly Accountability, Integrity and Administration Act*, approved the Standard Signage Policy for Constituency Offices, dated March 2009.
- CM 2009 - 015** The Commission, pursuant to subparagraph 20(6)(b)(ii) of the *House of Assembly Accountability, Integrity and Administration Act*, approved the Inventory Management Policy, dated March 2009, for the House of Assembly and the Statutory Offices, with section 4.2 amended to include laptops and cameras.
- CM 2009 - 016** The Commission, pursuant to subsection 24(9) of the *Act*, approved the reimbursement of expenses totaling \$166.19, as detailed in the Member's correspondence of February 3, 2009, which were submitted by the

Member for St. John's Centre later than the 60 day deadline as required under subsection 7(6) of the *Members' Resources and Allowances Rules*.

CM 2009 - 017

The Commission, pursuant to subsection 24(9) of the Act, approved expense claims totaling \$120.00, as detailed in the Member's correspondence of February 23, 2009, which were submitted by the Member for Burgeo-LaPoile later than the 60 day deadline as required under subsection 7(6) of the *Members' Resources and Allowances Rules*.

Adjournment: 3:15 p.m.
Hon. Roger Fitzgerald, MHA
Speaker and Chair

Wm. MacKenzie
Clerk and Secretary to the Commission