



House of Assembly  
Newfoundland and Labrador

Filed by the  
Speaker  
2016-11-14  
Barnes

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

**Date:** March 16, 2016

**Location:** House of Assembly Chamber

**Time:** 5:30 p.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

Mr. Keith Hutchings, MHA (PC) Ferryland

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

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

**Other**

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

Ms. Marie Keefe, Policy & Communications Officer

**CM 2016-001**

The Minutes of the House of Assembly Management Commission meeting held on September 22, 2015 were approved as read.

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 September 16, 2015 as follows:

- The amount of \$192.27 was approved for the Member for the former District of St. John's South, Mr. Tom Osborne, for expenses which were in compliance with the Rules but were submitted past the 60-day deadline.

- The amount of \$225.00 was approved for the former Member for the District of Lake Melville, Mr. Keith Russell, for expenses which were in compliance with the Rules but were submitted past the 60-day deadline.
- The amount of \$84.75 was approved for the former Member for the former District of Grand Bank, Mr. Darin King, for expenses which were in compliance with the Rules but were submitted past the 60-day deadline.

The Speaker reported the following approvals for long-term vehicle rentals for the Office of the Chief Electoral Officer for the period ended March 11, 2016. These were required for operations related to the 2015 Provincial General Election.

- \$1,784.60 for cargo van rental for the period from June 26, 2015 to August 7, 2015;
- \$4,600.00 for minivan rental for the period from September 8, 2015 to December 23, 2015; and,
- \$3,570.00 for cargo van rental for the period from October 1, 2015 to December 18, 2015.

The Clerk reported authorizations given for furniture and equipment expenditures for the period ended March 11, 2016 as follows:

- The amount of \$723.17 was approved for 3 chairs for the constituency office of Ms. Sherry Gambin-Walsh, Member for the District of Placentia – St. Mary's.
- The amount of \$210.25 was approved for a docking station for the constituency office of Ms. Sherry Gambin-Walsh, Member for the District of Placentia – St. Mary's.
- The amount of \$355.99 was approved for a mobile pedestal for the constituency office of Ms. Tracey Perry, Member for the District of Fortune Bay – Cape La Hune.

The financial reports for the Legislature for the periods April 1, 2015 to September 30, 2015 and April 1, 2015 to December 30, 2015 were provided to the Commission for review. The Members' Accountability and Disclosure Reports were provided for the same periods.

**CM 2016-002**

The Commission approved the following transfer of funds:

**From:**

Subdivision 1.1.07.10 Official Opposition Caucus – Grants and Subsidies \$900

**To:**

Subdivision 1.1.06.10 Government Members Caucus – Grants and Subsidies \$900

**CM 2016-003**

The Commission appointed Mr. Mark Browne and Mr. Keith Hutchings as Members of the Audit Committee, effective immediately.

**CM 2016-004**

The Commission appointed Mr. Mark Browne as Chair of the Audit Committee, effective immediately.

The Commission was advised that constituency assistants to Ministers and to Parliamentary Secretaries who were on the respective departmental payrolls have been transferred to the House of Assembly payroll, effective December 1, 2015.

The Speaker advised the Commission of the following decisions which were made at an *in camera* meeting held on November 6, 2015 to discuss a personnel issue:

**CM 2015-037**

The Commission, at its *in camera* meeting on November 6, 2015, approved the proposed organizational structure dated November 3, 2015 for the Office of the Information and Privacy Commissioner.

To give effect to the above, the Commission approved the following:

1. The Commission approved the creation of the position of Assistant Commissioner at a pay scale and level to be determined by the House of Assembly Classification Committee.
2. The Commission approved the creation of the position of Intake Officer at a pay scale and level to be determined by the House of Assembly Classification Committee.
3. The Commission approved the creation of the position of Senior Access and Privacy Analyst (Advocacy and Compliance) at a pay scale and level to be determined by the House of Assembly Classification Committee.
4. The Commission approved the abolition of the position of Mediation, Communication and Policy Analyst.

5. The Commission approved a permanent increase of \$300,000 to the budgetary appropriation of the Office of the Information and Privacy Commissioner, allocated as follows:

Salaries - \$271,500

Employee Benefits - \$7,500

Transportation & Communications - \$6,000

Supplies - \$3,200

Purchased Services - \$11,800

**CM 2016-005**

The Commission deferred a decision respecting the submissions from the Office of the Information and Privacy Commissioner until after the budget process and directed that the affected positions remain temporary until that time.

**Adjournment:** 6:05 p.m.

Tom Osborne, MHA  
Speaker and Chair

A handwritten signature in black ink, appearing to read "Sandra Barnes". The signature is fluid and cursive, with a large initial "S".

Sandra Barnes  
Clerk and Secretary to the Commission