



**MANITOBA
LEGISLATIVE ASSEMBLY**

To All Members of the Legislative Assembly of Manitoba

I have the privilege of presenting for your information, the Annual Report of the Legislative Assembly Management Commission for the Fiscal Year ended March 31, 2014.

Respectfully Submitted,

A handwritten signature in black ink that reads "Daryl Reid".

Honourable Daryl Reid
Speaker of the Legislative Assembly and
Chairperson of the Legislative Assembly
Management Commission

Composition of the Commission

Members as at March 31, 2014

Honourable Daryl Reid, MLA
Speaker and Chairperson

Honourable Andrew Swan, MLA
Government House Leader

Mr. Kelvin Goertzen, MLA
Official Opposition House Leader

Mr. Greg Dewar, MLA

Mr. Ralph Eichler, MLA

Mr. Blaine Pedersen, MLA

Mr. Matt Wiebe, MLA

Ms. Melanie Wight, MLA

Secretary to the Commission

Ms. Patricia Chaychuk
Clerk of the Legislative Assembly

REPORT OF THE LEGISLATIVE ASSEMBLY MANAGEMENT COMMISSION FOR THE FISCAL YEAR ENDED MARCH 31, 2013

COMMISSION PROCESS

This is the annual report to the Legislative Assembly of the Legislative Assembly Management Commission (the Commission) for the fiscal year ended March 31, 2014.

The Commission is comprised of the Speaker as Chairperson, four MLAs appointed by the government caucus and three from the official opposition caucus. The Clerk of the Legislative Assembly is the Secretary.

During the 2013/2014 fiscal year the Commission held meetings on the following dates to consider various matters:

November 25, 2013

December 9, 2013

January 23, 2014

The Legislative Assembly Management Commission Act assigns the following duties and responsibilities to the Commission:

- carrying out those Rules of the Assembly and those provisions of *The Legislative Assembly Act* which relate to the financial management of the Assembly;
- reviewing the estimates of expenditure and the establishment of positions for staff required for the proper conduct of the business operation of the Assembly and for the Assembly offices and for the Auditor General, the Registrar appointed under The Lobbyists Registration Act, the Chief Electoral Officer, the Information and Privacy Adjudicator appointed under The Freedom of Information and Protection of Privacy Act, the Children's Advocate, the Conflict of Interest Commissioner appointed under The Legislative Assembly and Executive Council Conflict of Interest Act, and the Ombudsman and respective offices;
- in cooperation with the government, providing facilities and services required by the Members of the Assembly, by the caucuses of the various parties to the Assembly and by the leaders of the parties in opposition;
- formulating administrative policies in respect of the Clerk and the offices required for the administration of the Assembly, *The Legislative Assembly Act* and *The Legislative Assembly Management Commission Act*;
- maintaining a proper system of security for the Chamber and the Assembly Offices, subject to the administrative authority of the department of the executive government of the province charged with the responsibility for such security; and
- advising and giving directions respecting the efficient and effective operations and management of the Assembly.

Meetings are held in camera, however Officers of the Assembly and staff required to be present may attend. Members of the Assembly who are not Commission members may attend Commission meetings if so invited by the Commission.

As of November 2009, the minutes of Commission meetings, and the Annual Report of the Commission are posted on the Legislative Assembly website.

This report provides an overview of the decisions and recommendations made by the Commission.

2013/2014

LEGISLATIVE ASSEMBLY MANAGEMENT COMMISSION

DECISIONS/RECOMMENDATIONS

2014/2015 LEGISLATIVE ASSEMBLY ESTIMATES

The Commission met on November 25 and December 9, 2013, and January 23, 2014 to consider and approve the 2014/2015 estimates for the Legislative Assembly and for the Offices of the Independent Officers of the Assembly.

MLA FRANKING/HOUSEHOLDER DELIVERY

The Commission was advised of changes made by Canada Post to no longer permit mailing of MLA frankings by constituency boundaries. Instead, Canada Post will only deliver frankings by postal walks which could cut across constituency boundaries, meaning that frankings could be inadvertently delivered to non-constituents.

The Commission appealed to Canada Post for a reversal of this decision, however the appeal was denied.

The Commission then asked MLA Allowances Appeal Commissioner Michael Werier to review and make recommendations regarding the delivery of householder mailings as provided by *The Legislative Assembly Act* in light of the Canada Post changes.

The Commission agreed to adopt the following recommendations made by Commissioner Werier:

- The Commission agreed that as of April 1, 2014, unaddressed mail is to be used for frankings where mail walks/routes are wholly contained within a constituency boundary. Where a mail route crosses constituency boundaries, addressed mail is to be used to ensure that an MLA sends mail only to his/her constituents and not to residents in neighbouring constituencies.
- The Commission also agreed that Legislative changes should be made to *The Legislative Assembly Act* when the Legislature is in session to provide for:
 - Allowing alternative delivery provided the cost of alternative delivery or the combined cost of unaddressed mail and alternative delivery does not exceed the cost of using unaddressed mail for those pieces and that delivery/insertion is entirely within the MLA's constituency. The total number of pieces mailed and/or delivered or inserted should not exceed the householder count for a constituency;
- The Commission further agreed that the following rules should apply:
 - Where alternate delivery is used, addressed mail to apartment blocks/condos on the mail walks/routes using alternative delivery methods is to be allowed;

- Where alternate delivery is used, franking claim must identify which frank the claim applies to by putting the date of the frank on the claim and related invoices;
- Franking pieces are to conform to a standard mailing size and weight as not to increase the cost of mailing over the standard mailing limit.

These changes are to be made retroactive to April 1, 2014 once the necessary legislative changes are adopted.

MEMBERS' RETIREMENT BENEFITS REGULATIONS-MLA CONTRIBUTION TO SPOUSAL RRSP AFTER THE AGE OF 71

The Commission was advised of a deficiency in the Members' Retirement Benefits Regulation whereby any MLA reaching the age of 71 would not be eligible to contribute to a spousal RRSP if his/her spouse had not yet reached the age of 71, as is allowed by the Canada Revenue Agency (CRA). An MLA who had reached the age of 71 identified this anomaly in the Regulations. In order to be in compliance with the provisions of the CRA, the Commission approved amendments to the Members' Retirement Benefits Regulations to allow MLAs over the age of 71 to contribute to a spousal RRSP for spouses under the age of 71.

REIMBURSEMENT FOR STOLEN ITEM

The Commission was advised of circumstances involving theft of property belonging to a staff member working for an MLA. In June of 2012 the east doors of the Legislative Building were propped open one evening to provide access for construction purposes. This created a situation where public access to and from the Legislative Building was unmonitored. The laptop was subsequently discovered to be missing that same evening.

Upon request from the MLA employing the staff member, and due to the exceptional circumstances, the Commission agreed to reimburse the cost of the laptop with the understanding this unique situation would not be considered a precedent.