# Enhancing Connections

Legislative Assembly Office 2016 Annual Repor

2016 Annual Report of the Commonwealth Parliamentary Association, Alberta Branch, and Interparliamentary Relations

PERSONAL PROPERTY AND INCOME.



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### MESSAGE FROM THE SPEAKER



### 2016 was an extraordinary year for the Legislative Assembly Office (LAO).

It is a great personal honour to serve as the Alberta Legislature Speaker and it is a position with a proud history that spans the formation of the province. In 2016, the Speaker's Office hosted a number of events in the Legislature rotunda in coordination with community groups which have served to open up the building to wide and diverse groups of the Albertans who make our province so special.

While opening the Legislature to a larger portion of Alberta's diverse communities to experience is one step, I was very proud to bring a piece of it to smaller communities through a youth and regional outreach initiative which saw the Legislature Mace travel to Siksika, Cypress County and Medicine Hat. This was the first

official time the Legislature Mace left Edmonton and the outreach program was the first of its kind in Alberta, aimed to promote active citizenship, parliamentary democracy and the role of the Legislative Assembly. We look forward to bringing this legislative connection to Albertans in the future.

As well, throughout 2016 the LAO rolled out a number of services aimed at improving ways for Members to connect and engage with Albertans in a more convenient and meaningful way. In 2016, the LAO enabled constituents to gain better access to their MLAs than they have had at any other time in recent memory.

These means of access can range from providing iPads with closed captioning upon request to visitors during session to something as complex as the broadcasting system in the Edmonton Federal Building (EFB). This system allowed for the expansion of broadcast capabilities to include committees of the Legislative Assembly of Alberta and was launched in the fall of 2016.

Honourable Robert E. Wanner, MLA, Medicine Hat, Speaker of the Legislative Assembly of Alberta

### OUR MISSION

To provide nonpartisan parliamentary support to the Speaker and Members of the Legislative Assembly as they carry out their roles as elected representatives.

OUR VISION Respect Tradition

> Exemplify Service Promote Innovation

### OUR VALUES

Employees of the Legislative Assembly Office (LAO) are proud to provide services to the Legislative Assembly on behalf of the citizens of Alberta. We are guided in our work and conduct by a core set of principles that motivate us as individuals and reflect the qualities of the Legislative Assembly Office as a whole.

#### Improvement

Encouraging a commitment to ongoing development of skills and services that enhance the operations of the LAO while respecting the traditions of the office.

#### Impartiality

Acting in an impartial and objective manner at all times to support the unique and politically neutral role of the LAO.

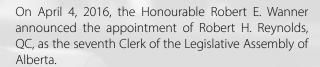
Integrity

Providing services in an accountable, responsive, ethical and dedicated manner.

Involvement Promoting awareness and engagement in the democratic process.

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Mr. Reynolds was born and raised in Vancouver, British Columbia. He attended Queen's University, where he obtained a Bachelor of Arts (Honours) degree in political studies in 1979, and then moved to Alberta in 1979 to attend graduate school. He worked for the Alberta Department of Federal and Intergovernmental Affairs, where he was a Senior Intergovernmental Officer. In 1990 he obtained a Law Degree from the University of Alberta, attaining dean's list standing. He articled with the Brownlee Fryett firm in Edmonton and was admitted to the Bar in 1991. Mr. Reynolds is a member of the Law Society of Alberta and the Canadian Bar Association and has served as chair and other executive positions of the constitutional law subsection.

In 1993 Mr. Reynolds joined the Legislative Assembly Office as Parliamentary Counsel and was appointed Senior Parliamentary Counsel in 1997. In 2010 he was named Law Clerk and Director of Interparliamentary Relations. In 2004 he was appointed Queen's Counsel.

He has twice served as president of the Association of Parliamentary Counsel in Canada and has served on the Professional Development Committee of the Canadian Association of Clerks-at-the-Table. He has been a frequent speaker on the subject of parliamentary privilege and has co-taught a course on legislative process and legislative drafting at the University of Alberta's Faculty of Law with Peter Pagano, QC, for a decade.

### MESSAGE FROM THE CLERK



### It is an honour to be writing my first comment in the Annual Report since I was appointed Clerk in April.

As Clerk, I am honoured to lead a team of dedicated professionals in the Legislative Assembly Office (LAO). We are fortunate to have a number of seasoned managers and staff who bring a strong institutional knowledge the ever-changing to environment that is the Legislative Assembly. As Clerk I know I do not have

all the answers which is why I established a Leadership Team composed of the Directors soon after I was appointed. The Leadership Team meets regularly and considers the important issues facing the organization. It is my style to be open, accessible and share responsibilities with our managers.

The LAO is unlike any other part of "government". We serve elected Members of the Assembly, constituency office staff, the caucuses and, of course, the LAO. It is possible that any employee of the LAO may have contact with a Member, Minister, senior public servant, the caucuses or the constituency staff. This contact reinforces the view that through our service we support the parliamentary process, which is a key component in Alberta's democracy. Of course, many employees have direct contact with the public in support of our objective to promote the Legislative Assembly to Albertans.

The increase in session hours and committee activity spurred the addition of the Venue Services arm to the House Services Branch while Broadcast Services successfully expanded operations to include video broadcast of committee meetings. In 2016 Library Services and Visitor, Ceremonial and Security Services also introduced a number of new tools and initiatives. By leveraging technology, both branches respectively helped to further strengthen connections between Albertans, their MLAs and the parliamentary process.

This past year has also been about laying the foundation for a number of priorities for the immediate future of our organization. Looking ahead, we will focus on the roll–out of the comprehensive respectful workplace policy. There is an expectation that employers ensure a comfortable workplace environment for all staff. The Leadership Team and I are committed to ensuring that all employees always feel supported and safe here at the LAO.

As Clerk it is very rewarding for me to see our organization consistently meet the steady increases in demand for our services. The level of teamwork and effort among our staff of more than 300 dedicated public servants is something of which we can all be proud.

Our continuing challenge is to apply the customs and precedents of the Assembly and Parliaments in general to ever changing situations. We perform our duties while respecting tradition and diversity. Under the leadership of the Speaker, we will continue to serve Members, caucuses and constituency offices in ever-changing circumstances. By doing so, we will be enhancing the parliamentary process in Alberta.

Robert Reynolds, QC, Clerk of the Legislative Assembly of Alberta

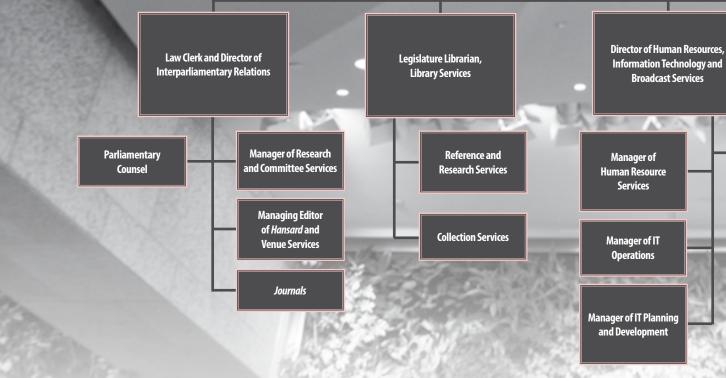
# OUR STORY

Established in 1983, Alberta's Legislative Assembly Office has roots that can be traced back to 14th-century England, when Parliament elected the first Speaker and appointed the first Clerk. The Legislative Assembly Office works hard to uphold and abide by parliamentary tradition while at the same time ensuring our operations are run in a nonpartisan manner and respond to the needs of the Members we serve.

It may come as a surprise to some, but the Legislative Assembly Office is not a government department. The government is the executive branch, responsible for applying and enforcing laws, and the Legislative Assembly is responsible for establishing those laws. The LAO is a unique entity separate from government, with the dedication and commitment to provide all Members of the Legislative Assembly, regardless of party affiliation, with the support they need to represent and serve their constituents.

# OUR TEAM

Executive Assistant
Executive Assistant
Interparl.
Relations
APF





"The LAO consists of talented and dedicated people who provide invaluable support to the Legislative Assembly. The organization is committed to delivering services that fulfill the ever-changing needs of its Members."

Robert Reynolds, QC, Clerk of the Legislative Assembly of Alberta

# OUR SERVICES

#### **Office of the Clerk**

The Clerk is the chief executive officer of the Legislative Assembly and has authority and responsibility equivalent to that of a deputy minister of a government department. Under the direction of the Speaker the Clerk has both procedural and managerial responsibilities and oversees the delivery of nonpartisan services to Members of the Legislative Assembly and their staff.

The Office of the Clerk is responsible for:

- providing advice, research and support to the Speaker and Members on procedural matters concerning the privileges, rules, usages and proceedings of the Assembly and co-ordinating procedural services for other officers of the Assembly
- preparing documents of the Assembly and ensuring the safekeeping of the Assembly's documents and records
- providing all necessary administrative and support services to the Assembly during its sittings and ensuring that essential services are provided to the Assembly Chamber
- presiding over the election of the Speaker at the opening of a new Legislature
- announcing the Assembly's order of business and conducting its recorded votes or divisions during its sittings
- supervising the officers of the Assembly, including the Law Clerk and Director of House Services and the Sergeant-at-Arms

As chief executive operating officer the Clerk has the following managerial responsibilities:

- directing the operational services of the Legislative Assembly Office
- authorizing all financial commitments the Assembly enters into
- directing the preparation of the Assembly's annual estimates and

advising the Members' Services Committee in their consideration and approval

- acting as liaison at the deputy minister level with government departments on matters related to the Assembly, the Chamber and the Legislative Assembly Office
- serving as chair of the LAO Leadership Team, which comprises the Law Clerk and Director of House Services, Sergeant-at-Arms, Director of Human Resources, Information Technology and Broadcast Services, Director of Financial Management and Administrative Services, Legislature Librarian and Manager of Corporate Communications and Broadcast Services

#### **Communications Services**

Communications Services provides strategic planning, consulting and design expertise to the LAO's internal and external audiences. Communications Services' responsibilities include:

- supporting the organizational goals of the LAO and the mandates of all-party committees
- delivering professional writing, design and web services in the creation of promotional and educational materials
- co-ordinating social media and media relations and maintaining internal and external websites for the Legislative Assembly
- assisting with planning, execution and documentation in support of special events

#### **Broadcast Services**

Broadcast Services oversees the accurate and high-quality broadcast production of the House proceedings. Additional responsibilities of Broadcast Services include:

- managing the communication of information affecting the broadcast
- developing guidelines and procedures for broadcast operations, both to ensure consistency with contract staff as well as to enhance operations as we move towards fulfilling our madate of having LAO-owned equipment and in-house staffing to support the production and distribution of video for House and soon to-be committee proceedings. This includes branding protocols, camera operations and live production protocols
- the provision of professional video editing capabilities for pre and post production work in support of the Legislative Assembly
- assisting with the co-ordination of remote broadcasts involving external media

#### **Parliamentary Counsel**

The office of Parliamentary Counsel comprises the Law Clerk and Director of House Services, who heads the branch, Parliamentary Counsel, legal counsel and staff. The branch provides legal advice to the Speaker, Members, committees and the LAO on a broad range of legal issues, including contract law, employment law and leasing. The office is also responsible for:

- providing legal assistance to Members in the performance of their duties
- serving as corporate counsel to the LAO in executing contracts and other legal agreements
- defending and asserting the rights, privileges and immunities of Members and the Assembly
- assisting Members with administering oaths and using their ex officio notarial powers
- serving as counsel to the committees of the Assembly, including Members' Services, Legislative Offices, Private

Bills and the legislative policy committees

- aiding Members with the drafting of private Members' Bills and amendments to all types of Bills as well as providing advice on private Bills
- approving petitions prior to their presentation in the Assembly
- preparing official copies of the Bills enacted by the Legislature

In addition, some members of the office serve as table officers, providing legal and procedural advice in the Assembly.

#### **Interparliamentary Relations**

Interparliamentary Relations is responsible for organizing Alberta's participation in various parliamentary associations and organizations and managing relations between the Assembly and other Canadian international and parliaments. Responsibilities include:

- co-ordinating the Legislative Assembly's participation in conferences, seminars and exchanges of a parliamentary nature in Canada and abroad and
- organizing programs for incoming parliamentarians and legislators from around the world.

#### **House Services**

House Services oversees House and committee proceedings and is responsible for the provision of procedural advice to the Speaker and Members. In addition, the branch is responsible for the production of various House and committee documents and records, including the official report of the debates of the Assembly and its committees, also known as *Alberta Hansard*, as well as the Order Paper, Votes and Proceedings and the *Journals*.

Other responsibilities include:

• ensuring that all administrative, financial and support services are

available for the effective operation of standing and special committees of the Assembly

- providing nonpartisan research and issue analysis as directed and in support of the mandates of the committees of the Assembly
- processing items to be placed on notice on the Order Paper, including Bills, Motions, Written Questions, Motions for Returns and Motions Other than Government Motions

#### **Human Resource Services**

Human Resource Services (HRS) provides customized human resource management, compensation and consulting services to support the Legislative Assembly of Alberta. These services include:

- development and implementation of multidisciplinary human resource strategies to meet operational objectives
- leadership and advice on human resources-related issues such as organizational design and planning, recruitment, talent management and development, employee relations, health and wellness, disability management, Member remuneration and staff compensation and classification
- management of the integrated in-house payroll and HR systems and ensuring an efficient transition of staff and MLAs at general elections, byelections and cabinet shuffles
- ensuring an efficient transition of staff and MLAs at general elections, byelections and cabinet shuffles

#### Financial Management and Administrative Services

Financial Management and Administrative Services (FMAS) supports the Speaker, Members and the LAO by providing financial management and administrative services. Financial Management services include budget preparation, processing of claims, expenses and allowances (Members, caucuses and branches), transaction compliance review and accounting, preparation of monthly reports for Members and branches, preparation of financial statements and co-ordination of the financial statement audit.

Administrative services include furniture, equipment and supplies procurement, constituency office services (leasing, set-up, moves, et cetera) and property management co-ordination for LAO offices and caucuses. In addition, FMAS is also responsible for:

- administering the *Freedom of Information and Protection of Privacy Act* as it pertains to the LAO and providing advice and assistance in access and privacy matters for Members and the LAO
- managing the development and implementation of an information and records management program for the Legislative Assembly and providing advice and support on information records management issues to Members of the Assembly and staff
- providing risk management and insurance coverage, advice and claims co-ordination services to Members and LAO branches

#### Visitor, Ceremonial and Security Services

Visitor, Ceremonial and Security Services (VCSS) is responsible for providing a broad range of services to both Members of the Legislative Assembly and the public. In support of the mandate of the LAO VCSS engages the public to become involved in the parliamentary process through participation in tours of the building, educational programs and special events. As well, VCSS manages all security for the Legislature Chamber and constituency offices. The branch is also the principal adviser to the LAO on matters of ceremony, security and protocol. In addition, VCSS advises MLAs, constituency staff and LAO employees on security matters, liaises with external intelligence, public safety and security organizations and is responsible for:

- Security policy for the Legislature Building
- directing the LAO security access card program
- overseeing the Page program
- taking attendance of Members in the House
- providing the care and custody of the Mace
- the furniture and fittings of the Assembly
- directing the operation of the Visitor Centre
- offering services to the public, including guided tours, educational programs, special events and gallery bookings
- Conceiving, planning and executing ceremonial events

#### **Library Services**

Library Services provides nonpartisan, confidential and timely information, news and reference services to Members and their constituency and caucus staff as well as the LAO. Applying both a traditional approach and the latest technology, Library Services is also responsible for:

- compiling and delivering customized daily electronic news services to Members
- responding to Members' information needs through licensed databases and e-books as well as an electronic government documents repository and network
- collecting and providing access to information on public policy matters in areas such as health, law, science, business, environment, energy, social issues and education
- preserving and chronicling information about Alberta's history

and parliamentary heritage, including data about Members and electoral divisions

#### Information Technology Services

Information Technology Services (ITS) provides all technology services to the Speaker, Members, caucuses, constituency offices and LAO branches. ITS focuses on introducing the latest in technology to best serve the needs of the stakeholders.

Services include:

- acquiring, deploying and maintaining all hardware and software
- procuring, contract negotiating and supporting mobile devices
- co-ordinating and delivering IT training
- supporting all network infrastructure, including network servers, cabling and wireless facilities
- enforcing policies and guidelines to provide a secure IT environment
- providing consultation services to analyze business needs and deploy the best technology solution
- developing and deploying applications on multiple platforms, including desktop and web
- supporting enterprise applications with a focus on workflow and integrating with the business processes
- supporting audiovisual and multimedia applications, including streaming of House and committee proceedings and supporting audiovisual and multimedia technology throughout the LAO, including the Chamber and committee rooms. The technology focuses on recording all proceedings for Hansard transcription, audioand video conferencing to support remote participation in meetings, web streaming and archiving and presentation tools.



# OUR PROGRESS







## CONNECTING PEOPLE AND PROCESSES

Ur system of parliamentary democracy developed over many centuries in England and can be traced back to the signing of the Magna Carta in 1215. The Legislative Assembly is the focal point of our democratic process in Alberta, responsible for the passing of laws, approval of policies and development of programs, all of which affect our way of life.

The hallmark of any successful democracy is public engagement in the legislative process. The Legislative Assembly Office works to find new ways to modernize, work with its partners and develop new tools to improve our operations and better serve both Members and Albertans. Today the LAO enables constituents to gain better access to their MLAs than they have had at any other time in recent memory.

The move to the Edmonton Federal Building in 2015 began an exciting new chapter for the organization. The additional space and new technologies provided opportunities that enabled the LAO to better serve Members of the Legislative Assembly and to educate the people of Alberta on the parliamentary system in new ways. One of the most exciting aspects of the facility is the new committee rooms, two of which are broadcast capable. Now Albertans can watch their Members in action not only during session but also during committee meetings which are streamed live. The LAO continues to promote engagement with the public. Whether through Assembly sittings, committee activity, Speaker-hosted events or visitor programming, the LAO endeavours to inspire Albertans to be active participants in the democratic process.

#### Support and Service to Members and the Assembly

Participation is key to our democratic system. From voting in provincial elections to looking for more information and reference materials, there are many ways for Albertans to connect with Members on matters of importance. The LAO works to ensure Members are accessible to Albertans.

The past year was a record in a number of ways for the Assembly, with a notable increase to 62 sitting days in 2016, compared to 43 days in 2015 and 42 days in 2014. The average daily sitting hours increased from 4.4 to 6.1 due in large part to the introduction of morning sittings in the fall of 2015.

Changes in the composition of the Assembly, demographics of Members and extended sitting hours had implications for sitting Members with young children. While reconciling a work and family balance has always been a challenge, a first for Alberta occurred in 2016, when the Second Session of the 29th Legislature opened with a newborn on the Assembly floor. Calgary-Varsity MLA Hon. Stephanie McLean became our province's first sitting Member to bring a newborn on the Legislature floor. With extended sitting hours expected to continue long term, in 2017 an all-party subcommittee will re-examine certain parliamentary practices and look into measures to make the Legislature more family friendly for Members.

#### Member Assistance: Page Program Growth

Every year exceptional young students from across Alberta are selected to participate in the Legislature Page Program. Pages work as part of a team to provide assistance to Members and staff of the Legislative Assembly. The Legislature Page team grew considerably during 2016, from 16 to 27 Pages, largely in response to the changes in the Standing Orders with respect to when the Assembly sits.

#### Maximizing Public Participation: Legislative Committees

The committee process permits Members to take a more in-depth look at issues and can allow for public input into the legislative process through written submissions or public meetings. In 2016 improvements were made to the public consultation process to allow for online submissions to be made more easily.

A number of reviews took place in 2016, including the *Child and Youth Advocate Act, Lobbyists Act, Personal Information Protection Act* and *Mental Health Amendment Act, 2007,* as well as Bill 203, *Fair Trading (Motor Vehicle Repair Pricing Protection for Consumers) Amendment Act, 2016.* Additionally, the Select Special Ethics and Accountability Committee was struck to review the *Election Act, Election Finances and Contributions Disclosure Act, Conflicts of Interest Act* and *Public Interest Disclosure (Whistleblower Protection) Act.* The Assembly later referred Bill 203, *Election (Restrictions on*  *Government Advertising) Amendment Act, 2015* to this Committee for review.

Other matters before committees in 2016 included the Property Rights Advocate's 2015 Annual Report, Property Rights Advocate's 2014 Annual Report and the review of morning sittings in the Assembly.

In 2016 committees of the Assembly held 88 meetings, which is an 11 per cent increase over the 10-year average of 79.4 and third most in the last 10 years. As well, 212.5 hours were spent in committee in 2016, a significant increase over the 10-year average of 151.3 hours and second only to 2010, when 215.8 hours were spent in committee. The substantial increase in committee meetings led to increased work for all branches of the LAO. Committee meetings are open to the public, who can attend, listen online and as of recently watch online for an opportunity to learn more about issues before the Assembly.

Committee meetings in 2016 11 per cent increase



As part of the Standing Committee on Legislative Offices' review process of the *Child and Youth Advocate Act* the committee invited stakeholder and public input through written submissions. In a first for the Assembly committees, the LAO developed an online submission form as part of the consultation process. The online submission form enabled people to provide direct input and secure a stronger voice on proposed legislation, in a more accessible format.

"The LAO strives to improve ways for Members to connect and engage with Albertans in meaningful ways," said Shannon Dean, Law Clerk and Director of House Services. "With the new venue space in the Edmonton Federal Building and state-of-theart committee rooms Members will be even more accessible to Albertans in the future."

**Support for Members: Venue Services** 

With the move to the Edmonton Federal Building in 2015 the newly renovated office space for Legislature staff and MLAs provided exciting opportunities. The Edmonton Federal Building is equipped with new and innovative spaces that provide increased accessibility for the public. Venue Services was created with the reallocation of existing resources within House Services to co-ordinate activities on the second floor of the Edmonton Federal Building, where there are four state-of-the-art committee rooms: the Rocky Mountain Room, Grassland Room, Parkland Room and Foothills Room. There are also three meeting/meal service rooms – the Boreal Forest Room, Aspen Room and Canadian Shield Room – and two reception rooms, the Capital View and City View

rooms, and the Legislative Assembly media room.

The Grassland and Foothills Rooms saw the most use in 2016, while the broadcast capabilities in the Rocky Mountain and Parkland Rooms were being built and tested. In July 2016 venues were made available to the government of Alberta, with the media room scheduled to open for use in the spring of 2017.

In addition to the increased committee activity, the second floor venues also housed various events in 2016, including events hosted by the

Speaker, LAO, branches and caucuses. Several LAO events were also moved to the second floor, including exhibition openings for the Borealis Gallery, the annual Seniors' Tour and Tea event, MLA for a Day and the Fall Constituency Seminar.

"The new spaces in the Edmonton Federal Building provide additional opportunities for the public to engage with elected officials," said Janet Schwegel, Managing Editor of Hansard and Venue Services.

Extensive work by LAO staff goes into supporting committee reviews, including research briefings prepared by Research Services. In 2016 this included:

6 stakeholder lists 2 detailed discussion guides 10 summaries of written submissions 7 crossjurisdictional comparisons 5 proposed issues and proposal documents 5 final reports 11 other reports



#### Connecting with the Connected: Broadcast of Committees

An influx of communication and collaboration technologies since the beginning of the 21st century has helped make this the most connected time in human history. In today's digital age it's imperative that democratic institutions communicate in ways connected citizens expect. The Legislative Assembly Office strives to keep up with technology and service demands from Members. Our focus has been on creating efficiencies for what Members will need in the future to carry out their duties and responsibilities to Albertans. While the Internet continues to bring society closer, it is important to make our proceedings as accessible as possible to the public both directly and through the media. The public can watch MLAs in the Assembly in person, on television and online. In 2016 the total online viewership was 21,582.

The new committee rooms in the Edmonton Federal Building were built to provide additional in-house seating space for the public. The spaces also feature state-of the-art AV equipment to support committee operations and are broadcast capable to effectively support current and future needs.

October 2016 was the first-ever committee meeting on the second floor of the Edmonton Federal Building to be produced for live broadcast and online stream. The Standing Committee on the Alberta Heritage Savings Trust Fund meets annually to discuss the status of the Fund. During its annual meeting the public is invited to submit questions in person, online or through social media. The broadcast of the committee meeting was a collaborative effort involving multiple branches within the LAO. Archived video of the proceedings is available on the committee webpage.

With the start of the Budget 2017 main estimates in the spring the Legislative Assembly will begin regularly producing committee proceedings. With the video broadcast of committee meetings, the work of MLAs and issues before committees will now be even more accessible to Albertans.



## MAKING PARTICIPATION POSSIBLE

t is said that democracy is a machine. It is the sum of moving parts, each integral to the whole. It is only with the full participation of willing citizens that the machine can function properly.

The Legislative Assembly Office (LAO) is one of the key purveyors of such moving parts. One of its top priorities is to make sure that resources are available in order to allow the public to better connect with elected representatives through parliamentary-related activities and within the context of the Legislative Assembly of Alberta.

Similarly, Members and employees are also given access to important resources that enable them to do their work effectively. Important programs concerning health, wellness and safety ensure well-balanced employees who feel respected and have the peace of mind that allows them to contribute to bettering the larger democratic process in their own meaningful way.

#### **Be Seen and Heard**

Over 10,200 people observed session from the public galleries in 2016. From the poignant maiden speeches and Member statements to Oral Question Period, where issues of the day are fervently debated, session is something all Albertans should experience.

The Visitor, Ceremonial and Security Services (VCSS) branch can now provide iPads to those requiring the assistance of closed captioning to follow Chamber proceedings, albeit with a slight 30-second lag. It is worth noting that closed captioning is also available for all Assembly television broadcasts and online streams. The Legislative Assembly Security Services desk, located on the fourth floor of the Legislature Building, is tasked with lending out the devices in exchange for a form of identification from the borrower.

"Transparency of our parliamentary process is important," said Brian Hodgson, Sergeant-at-Arms and Director of the Visitor, Ceremonial and Security Services branch. "We do our best to ensure that visitors in the galleries of the Legislature Chamber can follow the proceedings. Contemporary technology meets a variety of special needs in ensuring all visitors have a complete experience."





#### Making Connections for Workplace Wellness

The LAO takes a holistic approach to health, safety and wellness and takes into consideration the physical, occupational, environmental and mental health of Members and employees. Through various mechanisms and programs the LAO ensures that Members and employees are able to connect with the tools they need to work to their fullest potential.

"Creating a well-balanced and healthy organization where Members, employees and visitors can connect, interact or work and feel safe is of paramount importance." Cheryl Scarlett, Director of Human

**Resources, Information Technology Services and** 

In 2016 Human Resource Services (HRS) amped up its emergency preparedness programs to ensure the physical safety of those working in LAO spaces. Constituency offices and numerous areas in the Edmonton Federal Building were equipped with first aid kits and automated external defibrillators. Since Members often travel, they were supplied with vehicle first aid kits as well. Since practical application is the best way to ingrain emergency procedures, standard and emergency first aid training sessions were offered throughout the year, and 14 floor warden training sessions were held to ensure that evacuation procedures were

Broadcast Services.

clear and could be approached consistently. With the enactment of such tools, supports and training it is safe to say that people can now better manage emergency situations.

Everyone deserves to work in an environment that supports their mental well-being and the overall health of its organization. Albertans were faced with a number of public tragedies that proved to be devastating for many. In

the spring the wildfires that resulted in the evacuation of Fort **McMurray** some impacted MLAs as well employees. as Ensuring the safety of those affected was the top priority, followed bv

ensuring continuity of pay and the availability of the employee family assistance program (EAP) to support them through the ordeal. In the fall the unexpected death of former Premier Jim Prentice also gave the province pause and, once again, prompted HRS to remind employees of the EAP that could assist them in dealing with this loss.

#### **Broadcast Services: History as It Happens**

Albertans want to watch those elected to represent them debate the issues that are important to them. For people who are unable to attend session in person, they may opt to watch the proceedings online or on television, and the LAO makes these options possible year after year.

In 2016 the Broadcast Services branch continued to produce live gavel-to-gavel video of Chamber proceedings and also worked hard to prepare the launch of the in-house production of Legislative Assembly committee meetings.

"The basic premise of broadcasting, in parliamentary terms, is to provide the public free and full access to all that transpires in the House and in committee meetings," stated Rhonda Sorensen, Manager of Corporate Communications and Broadcast Services. "In working towards this, we show that we respect Albertans' rights to see for themselves what goes on in the Legislature." With October's in-house production of the Alberta Heritage Savings Trust Fund public meeting completed, the branch has set a successful tone for the future and will continue to work diligently on all subsequent Legislative Assembly of Alberta committee meetings, ensuring that Albertans have access to their elected representatives and are informed of the work they do.

In addition to live video, Broadcast Services also continues to expand its provision of services through pre and post production activities.

If democracy is a machine, then the role of the LAO might be one of quality assurance. Making sure that the moving parts and the perspectives of all Albertans are considered comes with its own challenges. The organization is clearly up for the task as exemplified by its efforts and the programs it implemented in 2016. It is not only the sign of the times, but it is an assurance that the Legislative Assembly Office is redoubling its commitment to offering a truly accessible public space and a safe and well-balanced workplace.



## EASING ACCESS TO ALBERTA'S HISTORY

ocated just behind the grand staircase and directly underneath the Chamber, the Legislature Library is a favourite resource among Members and staff. The media and the public are also welcome should they need assistance finding current or historical information about the Legislative Assembly of Alberta. The Legislature Library ensures that it can meet the needs of today's digitally driven world. The demand for accurate and authoritative resources by MLAs and researchers is never lacking, and technology and digital resources have strengthened some of the invaluable services that the library already had in place.

"Technology has presented incredible possibilities for the Legislature Library," said Valerie Footz, Legislature Librarian. "It has helped us to enhance our connections with Members, staff and the public." In 2016 the branch rolled out a number of tools to further assist users and ease access to information. Two of the newly introduced tools, Member Profiles and Scrapbook *Hansard*, have, in fact, been in development for years.

### Member Profiles

For those who ever wondered which Members served in the First Legislature, which constituencies they served and what legislative committees these Members chaired, the answers can be found in the Member Profiles. The service was introduced to the public in December 2016 and is housed on the Assembly website. Using a framework developed by the ITS branch, content is presented in a way that meets the needs of both LAO staff and the public.

include Member Profiles biographies for current MLAs as well as the service profiles of all 905 individuals who have served since Alberta's first general provincial election. All of the information, presented in a nonpartisan and consistent manner, was painstakingly verified using official and primary sources, making it the only comprehensive and authoritative source on the legislative service of all Members of the Legislative Assembly of Alberta since 1905.

### Scrapbook Hansard

Scrapbook *Hansard* is an historical collection of newspaper clippings covering Alberta's legislative debates from 1906 to 1971. Library staff began compiling articles as early as 1937 in order to retain a record of what transpired in the Assembly. This collection is a valuable resource for researching the early history of the Legislative Assembly of Alberta prior to the creation of *Alberta Hansard*, the

official record of the Legislative Assembly, in 1972. The service was made available to Albertans to access in May.

### Q LibrarySearch

While the classic iteration of the library catalogue remains available to public users, Assembly staff and other internal users can use the new catalogue service called LibrarySearch. Launched in November, this service is available on OurHouse, the Legislative Assembly's intranet. It is a discovery service that provides multiple filters in order to narrow search results, including by geography, publication date and language. It also allows users to search most of the Legislature Library's print and subscription electronic resources at once, making research more efficient.

### Research Guides

Also, in November the research guides were updated with a modern look, additional resources, more intuitive navigation and added functionality. Over the year a number of new tabs were developed to guide users to sources. These updates included electoral reform, the United Nations Declaration on the Rights of Indigenous Peoples, disasters in Alberta, suffrage, Indigenous affairs: economic development, oil and gas royalties and passenger rail.





The LAO makes every effort to anticipate the needs of Members and their support staff. Staying one step ahead has become synonymous with the way the organization functions, and nowhere does this seem more evident than in the operations of the Legislature Library.

All of the initiatives introduced by the Library in 2016 are aligned with the mandate of the Legislative Assembly Office to continuously improve upon their supports to Members so that they, in turn, can stay better connected to their constituents.



## FEATURED EVENTS

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"Creating awareness of PTSD paves the way towards understanding and the elimination of the stigma around this mental illness."

1.00

RESCUE

Honourable Robert E. Wanner, Speaker of the Legislative Assembly of Alberta

# SPEAKER-HOSTED EVENTS

This year saw a record number of Speaker-hosted events, including four events hosted at the Legislative Assembly of Alberta for the first time and a special centennial celebration. Events that returned to the Alberta Legislature in 2016 included Les Rendezvous de la Francophonie, Vaisakhi, Black Ribbon Day, Eid al-Adha, Holodomor, the first poppy presentation, Remembrance Day and the Louis Riel commemoration. The significant increase in events for 2016 led to increased workloads for all branches of the LAO, including but not limited to House Services, Visitor, Ceremonial and Security Services, Communications Services and Library Services.

In addition to Speaker-hosted events, Family Day, the Seniors' Tour and Tea, Canada Day, Fridays @ the Legislature and Celebrate the Season drew large crowds to the Alberta Legislature.

#### **Centennial of the Equal Suffrage Amendment Act**

On April 18, 2016, Speaker Wanner hosted a celebration in the Alberta Legislature to commemorate the centennial of the 1916 passing of *the Equal Suffrage Statutory Law Amendment Act*. The act, which gave most Alberta women the right to vote in provincial elections, was an important step in the continuing evolution of democracy in Alberta and Canada. Attendees of the event included women who have contributed to the quality of life of all Albertans through politics, the arts, activism, education, health care, social justice, business, science and volunteering.

#### **PTSD Awareness Day**

Speaker Wanner hosted the launch of Post-Traumatic Stress Disorder (PTSD) Awareness Day on June 27, 2016. The inaugural ceremony included remarks by Members of Alberta's Legislative Assembly and community members who have been affected by PTSD, a serious mental health condition that affects thousands of Albertans.

#### Ramadan

The holy month of Ramadan was celebrated for the first time by the Alberta Legislature on June 28, 2016. Ramadan is recognized by over 1 million people in Canada, including 150,000 Albertans who follow the faith of Islam. The Ramadan recognition ceremony marked the first time a Speaker-hosted community event was held in the Edmonton Federal Building. The ceremony included remarks by Members of the Legislative Assembly of Alberta.

#### Day of the Dead

The inaugural Day of the Dead celebration, or Día de los Muertos, was hosted by Speaker Wanner at the Alberta Legislature on November 1, 2016. The origins of Day of the Dead festivities date back thousands of years to the Aztecs and continue with Alberta's Latino community. Day of the Dead transforms one of life's most difficult realities, death, into a celebration of life.

#### **Birth of the First Guru**

On November 26, 2016, Speaker Wanner hosted the Legislature's first-ever Gurpurab celebration in honour of the first Guru, Nanak Dev Ji. The values of Guru Nanak Dev Ji became the building blocks of Sikhism, the fifth-largest religion in the world today. The event was hosted in the Edmonton Federal Building and included remarks by Members of the Legislative Assembly of Alberta and community members.

> "Celebrating Ramadan here at the Alberta Legislature enables us to learn more about the sacred traditions of Islam and celebrate the diverse strength of our province."

> > Honourable Robert E. Wanner, Speaker of the Legislative Assembly of Alberta

# BOREALIS GALLERY EXHIBITIONS

The Legislative Assembly Visitor Centre's Borealis Gallery featured a number of thought-provoking exhibitions in 2016.

#### Alberta and the Group of Seven: Teachers, Students and Colleagues

February 8 to May 23, 2016

Alberta and the Group of Seven: Teachers, Students and Colleagues featured engaging works by the Group of Seven as well as works from Alberta's first generation of professional artists, homegrown talents who either worked with or studied under Group members. This exhibition explored Albertan connections, influences and sources of inspiration. Exhibition events included a speakers series and curatorial talk.

#### Voices for the Vote

June 6 to August 14, 2016

In 2016, as part of the 100th anniversary of the first time many Albertan women won the right to vote, *Voices for the Vote* examined historical and contemporary issues of feminism, activism and equality. The exhibition featured a blend of contemporary artwork and archival material that combined to tell the story of suffrage in Alberta. *Voices for the Vote* opened with community partners joining LAO interpreters in a re-enactment of a 1914 suffrage rally. Dozens of costumed interpreters performed the roles of Premier Sifton and the delegation that petitioned the province for women's right to vote. The exhibition also featured a film screening, artist talk and curatorial lecture.

OTES & WOMEN

#### *Canada: Day 1* August 27 to December 4, 2016

*Canada: Day 1*, a bilingual travelling exhibition produced by the Canadian Museum of Immigration at Pier 21, explored the first steps, first impressions and first experiences of a newcomer to Canada. The exhibition highlighted newcomers' unique and shared experiences across time and cultures, through oral histories, archival images, original artwork, objects and visitor participation. Exhibition events included a film screening of *19 Days*, a community open house and a coffee house performance with Nuela Charles.

#### Storytellers

December 14, 2016, to February 5, 2017

*Storytellers* comprised 25 artworks from the Alberta Foundation for the Arts collection, each of which told a complete story. The exhibition explored moments in time, relationships, action and story. A special open house event was held as part of the exhibition.





Largest single painting displayed in the Borealis Gallery in 2016: *April Nocturne* by Illingworth Kerr



Hours spent writing in journals in the Borealis Gallery by participants in the School at the Legislature program



"Diversity and inclusion are two thematic aspects of the temporary exhibits in the Borealis Gallery over the past year," said Brian Hodgson, Sergeant-at-Arms and Director of Ceremonial and Security Services. "The various forms in the way the stories are told have been highly engaging, creative and have challenged the visitor in unique ways."

"In 2016 three notable Albertans were recognized with portraits in the Legislature Building for their years of public service and innumerable contributions to our province," said Honourable Speaker Robert E. Wanner. "Former Premier Redford, Speaker Zwozdesky and Lieutenant Governor Ethell left indelible marks on Alberta."

# PORTRAIT UNVEILINGS

In 2016 several distinguished Albertans joined the long line of individuals to have their portraits hung in the Alberta Legislature.



### **Lieutenant Governor Ethell**

The official portrait of Colonel (Retired) the Honourable Donald S. Ethell, OC, OMM, AOE, MSC, CD, LLD, 17th Lieutenant Governor of Alberta, was unveiled during a ceremony on August 15, 2016. He was installed as Lieutenant Governor on May 11, 2010, and served until June 12, 2015.



#### **Premier Redford**

The official portrait of the Honourable Alison Redford, QC, Alberta's 14th Premier and first female Premier, was added to the collection on the third floor of the Alberta Legislature Building in September of 2016. She was Premier of Alberta from October 7, 2011, to March 23, 2014.



#### Speaker Zwozdesky

The official portrait of the Honourable Gene Zwozdesky, 12th Speaker of the Legislative Assembly of Alberta, was unveiled on June 27, 2016. He served six terms as an MLA and was Speaker of the Legislative Assembly of Alberta from May 23, 2012, until June 10, 2015.

# COMPARATIVE STATISTICS

Alberta Branded Sales	2016	2015	2014
Public Sales	179,779	173,830	101,118
MLA Sales	266,226	185,176	257,305
Computer and Network Equipment	2016	2015	2014
Workstations	336	335	408
Printers	233	284	255
Servers*	62	60	48
Laptops	419	390	328
Mobile Devices	410	350	415
Training Days	184	112	228
Printer Multifunction	127	131	126
*Server figures reflect virtualization			

Employee Compensation	2016	2015	2014
Contracts Processed	729	690	680
Total Commencements	232	437	195
Total Terminations	163	404	213
Payroll Transactions	14,011	13,439	12,865

Financial Services *	2016	2015	2014
Invoices Coded and Data Entered	16,035	17,251	17,776
Payments Issued	10,115	11,471	11,747
Items Evaluated for Compliance	115	93	50

\* Financial statistics are based on the fiscal year ending March 31.

Note: Comparative statistics are not part of the Audited Financial Statements for the Legislative Assembly Office.

House and Committee Proceedings	2016	2015	2014
Sitting Days	62	43	42
Bills Introduced	49	42	35
Petitions Presented	4	9	6
Tablings	553	421	518
Session and Committee Hours	588.5	316	329
Committee Meetings	88	53	81
House and Committee Proceedings Documentation	2016	2015	2014

nouse and committee i roceedings bocamentation	2010	2013	2014
Hansard Pages	2,600	1,496	1,322
Journals Pages	not available	269*	244**

\*Reported figures include Journals Pages from Third Session of the 28th Legislature, which ran November 17, 2014, to March 26, 2015. \*\*Reported figures include Journals Pages from the Second Session of the 28th Legislature, which ran March 3, 2014, to May 8, 2014.

Information and Records Management	2016	2015	2014
Boxed Records for Approved Disposition – Constituency/MLA/Caucus	10	100	31
Boxed Records for Storage – LAO	0	288	0
Boxed Records for Approved Disposition – LAO	0	41	18

Legislative Assembly Facebook Activity	2016	2015	2014
Total Page Likes (Since inception)	3,183	883	556
Page Posts	231	155	194
Average Daily Page Reach (The number of people who saw any content associated with the page)	6,669	494	815
Average Impressions per Post (The number of times a post is displayed)	6,997	866	414
Average Engagements per Post (Engagement refers to the number of clicks/likes/comments/shares per post.)	128	28	14

# COMPARATIVE STATISTICS

Legislative Assembly Twitter Activity	2016	2015	2014
Total Followers (Since inception)	3,338	2,627	1,282
Tweets Published	364	313	259
Mentions (Mentions refers to the number of tweets published containing the Legislative Assembly's Twitter handle, @LegAssemblyofAB.)	1,362	1,405	202
Average Impressions per Tweet (Impressions refer to the number of times a tweet has been seen.)	2,158	1,859	941
Average Engagements per Tweet (Engagement refers to the number of retweets/favourites per tweet.)		45	10

Legislative Assembly Website Activity	2016	2015	2014
Visits	927,237	1,318,805	1,380,790
Visitors	474,460	670,295	687,533
Average Hits per Day	2,533	3,596	3,782

Legislative Assembly YouTube Activity	2016	2015	2014
Channel Subscribers (Since inception)	40	69	36
Video Views	3,962	5,234	1,342
Videos Posted	125	68	1
Video Likes	13	36	1
Video Dislikes	8	0	0
Video Comments	2	5	4
Video Shares	35	27	5

Library Services	2016	2015	2014
Library Reference Transactions	2,280	2,324	2,162
Legislature Information Line Transactions	1,065	1,545	1,282
Views of Research Guides	12,824	10,725	6,789

2017	2015	2014
2016	2015	2014
10	26	3
9	3	3
1	7	1
30		22
	9 1	10 26 9 3 1 7

2016	2015	2014
76	50	22
5,200	6,700	5,100
331	447	372
221	276	-
17	10	
372	351	334
2	100	120
	76 5,200 331 221 17	76         50           5,200         6,700           331         447           221         276           17         10           372         351

\*Online stationery orders only

\*\*Supplies orders processed from in-stock stationery inventory

Visitor Statistics	2016	2015	2014
Attended Special Events	95,362	87,062	103,268
Participated in Programs	37,558	28,665	21,172
Observed Session	10,226*	4,881	6,842
Participated in Tours	46,223	44,340	39,542
Visitor Centre Attendance	61,761	79,311**	-
Overall Visitor Total	224,178***		

\*Includes walk-in session visitors, who were not captured in the previous years. The total number without walk-in visitors would have been 7,918 as a comparison.

\*\*Represents only six months of attendance since the Visitor Centre's opening on July 1, 2015.

\*\*\*Does not include Visitor Centre bookings, visitors who observed session or visitors who participated in programs – these numbers are captured in the line total for "Participated in Tours".

Legislative Assembly Security Services (LASS)	2016	2015	2014
Constituency Office Visits	43	17	34
Commitee Meetings	88	53	81
Events	21	13	



# LEGISLATIVE ASSEMBLY OFFICE FINANCIAL STATEMENTS

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# TO THE SPEAKER OF THE LEGISLATIVE ASSEMBLY

#### **Report on the Financial Statements**

I have audited the accompanying financial statements of the Legislative Assembly Office, which comprise the statement of financial position as at March 31, 2016, the statements of operations, change in net financial assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### **Opinion**

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Legislative Assembly Office as at March 31, 2016, and the results of its operations, its remeasurement gains and losses, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

[Original signed by Merwan N. Saher FCPA, FCA] Auditor General

July 19, 2016 Edmonton, Alberta

# STATEMENT OF FINANCIAL POSITION

# As of March 31, 2016 (in thousands)

	2016	2015
Financial Assets		
Cash	\$14,789	\$26,204
Accounts Receivable and Advances	1,312	1,085
Inventory for Resale	80	85
	16,181	27,374
Liabilities		
Accounts Payable and Accrued Liabilities	4,559	4,055
Vacation Pay Liability	2,033	1,869
Members' Transition Allowance Liability (Note 6)	3,910	14,295
	10,502	20,219
Net Financial Assets	5,679	7,155
Non-Financial Assets		
Tangible Capital Assets (Note 4)	4,474	4,726
Net Assets	\$10,153	\$11,881
Net Assets at Beginning of Year	\$11,881	\$13,184
Annual Deficit	(61,139)	(60,136)
Net Financing Provided from General Revenues	59,411	58,833
Net Assets at End of Year	\$10,153	\$11,881
Contractual Obligations (Note 9)		

The accompanying notes and schedules are part of these financial statements.

# STATEMENT OF CHANGE IN NET FINANCIAL ASSETS

# As at March 31, 2016 (in thousands)

	2016		2015
Annual Deficit	Budget	Actual	Actual
	(\$67,796)	(\$61,139)	(\$60,136)
Acquisition of Tangible Capital Assets (Note 4)		(2,206)	(3,338)
Amortization of Tangible Capital Assets (Note 4)		2,457	2,635
Net Financing Provided from General Revenues		<b>59,411</b>	<b>58,833</b>
Decrease in Net Financial Assets		(1,477)	(2,006)
Net Financial Assets at Beginning of Year		7,155	<b>9,161</b>
Net Financial Assets at End of Year		\$5,678	\$7,155

The accompanying notes and schedules are part of these financial statements.

# STATEMENT OF OPERATIONS

# Year Ended March 31, 2016 (in thousands)

	20	2016	
	BUDGET	ACTUAL	ACTUAL
Revenues			
Gift Shop Sales, Services and Fees	\$403	\$480	\$341
Other	-	117	492
	403	597	833
Expenses			
Voted:			
Government Members' Services	815	2,730	819
Official Opposition Services	1,482	2,523	2,014
PC Opposition Services	4,927	1,418	2,744
Liberal Opposition Services	894	344	862
AP Opposition Services	-	242	-
House Services	8,305	6,864	5,929
Financial Management and Administrative Services	1,643	1,439	1,402
Human Resource Services	2,052	1,726	1,644
Independent Member - Mr. Allen, MLA	-	_	54
Independent Member - Mr. Webber, MLA	-	_	79
Independent Member - Ms. Kennedy-Glans, MLA	-	_	69
Independent Member - Mr. Anglin, MLA	192	11	52
Independent Member - Ms. Drever, MLA	-	57	_
Information Technology Services	4,765	5,173	4,245
Legislative Committees	1,088	277	268
Legislature Library	2,796	2,603	2,528
MLA Administration	34,438	31,212	31,843
Office of the Speaker	594	408	494
Visitor Services	2,718	2,977	2,436
Special Funding	1,490	1,311	3,978
	68,199	61,315	61,460
Valuation Adjustments			
Capitalization of assets expensed as supplies (Note 3)	_	(2,206)	(3,338)
Amortization of capital assets (Note 3)	_	2,457	2,635
Provision for (reduction in) vacation pay liability	_	164	215
Net consumption of inventory	_	6	(3)
		421	(491)
	68,199	61,736	60,969
Annual Deficit	(\$67,796)	(\$61,139)	(\$60,136)

The accompanying notes and schedules are part of these financial statements.

# STATEMENT OF CASH FLOWS

## Year ended March 31, 2016 (in thousands)

	2016	2015
Operating Transactions		
Annual Deficit	(\$61,139)	(\$60,136)
Non-cash Items:		
Amortization of Capital Assets	2,457	2,635
Increase in Vacation Pay Liability	164	215
Decrease in Accounts Receivable and Advances	(227)	(793)
Decrease (increase) in Inventory	5	(3)
Increase in Accounts Payable and Accrued Liabilities	505	84
Decrease in Transition Allowance Liability	(10,385)	(2,380)
Cash Applied to Operating Transactions	(68,620)	(60,378)
Capital Transactions		
Acquisition of Tangible Capital Assets	(2,206)	(3,338)
Financing Transactions		
Net Transfer from General Revenues	59,411	58,833
Decrease in Cash	(11,415)	(4,883)
Cash at Beginning of Year	26,204	31,087
Cash at End of Year	\$14,789	\$26,204

The accompanying notes and schedules are part of these financial statements.

# NOTES TO THE FINANCIAL STATEMENTS March 31, 2016

# Note 1 Authority

The Legislative Assembly Office (the "Office") is operated under the authority of the *Legislative Assembly Act*. Annual operating budgets are approved by the Special Standing Committee on Members' Services. General revenues of the province of Alberta fund both the cost of operations of the Office and the purchase of tangible capital assets.

# Note 2 Purpose

Within the traditions of parliamentary democracy as constitutionally established in Alberta, the Legislative Assembly Office will:

- 1. Support the Speaker of the Legislative Assembly in carrying out the duties of office.
- 2. Support Members by providing services, advice, information and infrastructure required to carry out their roles as elected representatives.
- 3. Record the proceedings and maintain and preserve the records of the Legislative Assembly.
- 4. Inform and educate the public on behalf of Members and the institution of parliament.
- 5. Provide a positive, productive, healthy and secure environment for Members and staff of the Assembly.
- 6. Support the Assembly in protecting its institutions and privileges.
- 7. Support the exchange of ideas/information among parliaments.
- 8. Build partnerships with external clients in support of the institution of parliament.

## Note 3 Summary of Significant Accounting Policies and Reporting Practices

These financial statements are prepared in accordance with Canadian public sector accounting standards, which use accrual accounting.

#### a) Reporting Entity

The reporting entity is the Legislative Assembly Office, for which the Clerk of the Legislative Assembly is responsible.

The Office operates within the General Revenue Fund (the "Fund"). The Fund is administrated by the President of Treasury Board and Minister of Finance. All cash receipts of the Office are deposited into the Fund, and all cash disbursements made by the Office are paid from the Fund. Net financing provided from (for) General Revenues is the difference between all cash receipts and all cash disbursements made.

#### b) Basis of Financial Reporting

#### Revenues

All revenues are reported on the accrual basis of accounting.

#### Expenses

Directly incurred expenses are those costs the Office has primary responsibility and accountability for, as reflected in the government's budget documents.

In addition to program operating expenses such as salaries, supplies, etc., directly incurred expenses also include:

- amortization of tangible capital assets,
- pension costs, which are the cost of employer contributions for current service of employees during the year, and

#### Valuation Adjustments

Valuation adjustments include changes in the valuation allowances used to reflect assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay and transition allowance.

The fair values of cash, accounts receivable, advances, and accounts payable and accrued liabilities are estimated to approximate their carrying values because of the short–term nature of these instruments.

#### Assets

Financial assets of the Office are limited to financial claims such as cash, advances to and accounts receivable from other organizations, employees and other individuals.

Inventory held for resale is reported at the lower of cost and net realizable value.

Tangible capital assets of the Office are recorded at cost and amortized on a straight-line basis over the estimated useful lives of the assets. An asset is deemed a capital item if its invoiced cost is \$5,000 (or greater) per item or if an assembly of connected components makes a whole asset (inclusive of labour, shipping, consulting, etc). The amortization periods are as follows:

Computer hardware and software	3 years
Other equipment	5 years
Furniture	10 years

The Office follows government budgetary practices that allow funds from an operating budget to be used to purchase tangible capital assets. These purchases are included in expenses on the statement of operations but are then removed from expenses through a valuation adjustment and are capitalized and amortized over their useful lives.

The fair value of cash and accounts receivable and advances are estimated to approximate their carrying values.

#### Liabilities

Liabilities include all financial claims payable by the Office at fiscal year end.

The Members' transition allowance is estimated based on Members' years of service and their most recent remuneration amounts.

The fair values of accounts payable and accrued liabilities and Members' transition allowance are estimated to approximate their carrying values.

#### **Net Financial Assets**

Net financial assets indicates no cash will be required from General Revenues to finance the Office's costs of operations to March 31, 2016. It also indicates financial resources available to finance future operations.

#### **Financial Instruments**

As the Office does not have any transactions involving financial instruments that are classified in the fair value category and has no foreign currency transactions, there are no remeasurement gains and losses, and therefore a statement of remeasurement gains and losses has not been presented.

#### **Non-Financial Assets**

Non-financial assets are acquired, constructed or developed assets that do not normally provide resources to discharge existing liabilities, but instead:

- (a) are normally employed to deliver government services;
- (b) may be consumed in the normal course of operations; and
- (c) are not for sale in the normal course of operations.

Non-financial assets of the Office are limited to tangible capital assets, prepaid expenses and inventories of supplies.

#### **Change in Accounting Policy**

Future Accounting Changes

In June 2015 the Public Sector Accounting Board issued these following accounting standards:

• PS 2200 Related Party Disclosures and PS 3420 Inter-Entity Transactions (effective April 1, 2017)

PS 2200 defines a related party and establishes disclosures required for related party transactions; PS 3420 establishes standards on how to account for and report transactions between public sector entities that comprise a government's reporting entity from both a provider and recipient perspective. Management is currently assessing the impact of these standards on the financial statements.

• PS 3210 Assets, PS 3320 Contingent Assets and PS 3380 Contractual Rights (effective April 1, 2017) PS3210 provides guidance for applying the definition of assets set out in FINANCIAL STATEMENT CONCEPTS, Section PS 1000, and establishes general disclosure standards for assets; PS 3320 defines and establishes disclosure standards on contingent assets; PS 3380 defines and establishes disclosure standards on contractual rights. Management is currently assessing the impact of these standards on the financial statements.

PS 3430 Restructuring Transactions (effective April 1, 2018)
 This standard provides guidance on how to account for and report restructuring transactions by both transferors and recipients of assets and/or liabilities, together with related program or operating responsibilities. Management is currently assessing the impact of these standards on the financial statements.

# Note 4 Tangible Capital Assets (in thousands)

	Furniture	Computer hardware & software	Other equipment	2016 Total	2015 Total
Estimated Useful Life	10 years	3 years	5 years		
Historical Cost					
Beginning of Year	\$3,422	\$4,884	\$8,018	\$16,324	\$12,987
Additions	597	203	1 ,406	2,206	3,338
	\$4,019	\$5,087	\$9,424	\$18,530	\$16,325
Accumulated Amortization					
Beginning of Year	\$3,006	\$3,612	\$4,981	\$11,599	\$8,964
Amortization Expense	185	873	1,399	2,457	2,635
	\$3,191	\$4,485	\$6,380	\$14,056	\$11,599
Net Book Value at March 31, 2016	\$828	\$602	\$3,044	\$4,474	
Net Book Value at March 31, 2015	\$415	\$1,272	\$3,039		\$4,726

### **Note 5** Expenses Incurred by Alberta Infrastructure (in thousands)

The Office had the following transaction with Alberta Infrastructure for which no consideration was exchanged. The amount for this transaction is estimated based on the actual costs incurred by Alberta Infrastructure to provide the service. The estimated cost for the space is \$3,921 for 12,351 usable square metres (2015 – \$3,819).

# **Note 6** Members' Transition Allowance Liability (in thousands)

The Office implemented a Members' transition allowance on October 1, 1998. The provisions of the allowance were established in accordance with the Members' Allowances Order (RMSC 1992, c. M-1, as amended, Section 9).

A transition allowance is paid to every Member at the time of dissolution of the Legislature unless they are re-elected in the next election. Members who resign their seats are also eligible for the allowance.

Under section 9 the amount paid for service commencing on or after March 20, 1989, is determined by multiplying three months' salary, based on the average monthly salary for the three calendar years in which the person received their highest salary, by the number of years the person served as a Member on or after March 20, 1989. "Salary" is defined in section 9(1). For service periods prior to March 20, 1989, the allowance is calculated by multiplying the highest rate of a Member's monthly indemnity and expense allowances for one month for every year of service prior to March 20, 1989, with no restrictions. There is no credit for years of service for which the Member has previously received a payment under Section 9 or the predecessor section. Eligible recipients may elect to be paid the allowance over a period of up to four years.

In the event of death of an active Member, a transition allowance equivalent to the amount owed at death is paid to the Member's estate.

	2016	2015
Liability at beginning of year	\$14,295	\$16,675
Total transition allowance payments	(10,385)	(2,380)
Liability at end of year	\$3,910	\$14,295

Changes were made to the allowance effective April 23, 2012. Members will no longer receive credit for service after April 22, 2012. However, any amounts owed to Members for prior service, up to April 22, 2012, will be paid in the future when they cease to be a Member.

### Note 7 Defined Benefit Plans (in thousands)

The Office participates in the following multi-employer pension plans: Management Employees Pension Plan and Public Service Pension Plan. The Office also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$2,559 for the year ending March 31, 2016 (2015 - \$2,452).

At December 31, 2015, the Management Employees Pension Plan reported a surplus of \$299,051 (2014 – surplus of \$75,805) and the Public Service Pension Plan reported a deficiency of \$133,188 (2014 – deficiency of \$803,299). At December 31, 2015, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$16,305 (2014 – deficiency of \$17,203).

The Office also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2016, the Bargaining Unit Plan reported an actuarial surplus of \$83,006 (2015 – surplus of \$86,888) and the Management, Opted Out and Excluded Plan an actuarial surplus of \$29,246 (2015 – surplus of \$32,343). The expense for these two plans is limited to the employer's annual contributions for the year.

### **Note 8** Budget (in thousands)

Expenses	\$68,199
2015-2016 budget <sup>(a)</sup>	(61,315)
2015-2016 actual expenses (excluding valuation adjustments)	\$6,884
2015-2016 unexpended (excluding valuation adjustments)	
<sup>a)</sup> 2015-2016 Offices of the Legislative Assembly Estimates, presented March 16, 2015.	

### Note 9 Contractual Obligations (in thousands)

Contractual obligations are obligations of the Office to others that will become liabilities in the future when the terms of those contracts or agreements are met.

The estimates for aggregate amounts payable in 2016-17 for unexpired contracts is as follows:

	2016-17	2015-16
Leased properties	\$2,495	\$2,247
Office equipment rentals	277	314
Consulting	250	450
	\$3,022	\$3,011

## Note 10 Comparative Figures

Certain 2015 figures have been reclassified to conform to the 2016 presentation.

### **Note 11** Approval of Financial Statements

These financial statements were approved by the Clerk of the Legislative Assembly.

# SCHEDULE 1 EXPENSES DETAILED BY OBJECT

### Year ended March 31, 2016 (in thousands)

	2016	2016	
	Budget	Actual	Actual
Expenses			
Salaries, wages and employer contributions	\$34,013	\$28,118	\$27,453
Supplies and services	17,685	17,623	17,841
Grants	7	1	1
Payments to MLAs and Executive Council	16,495	15,574	16,165
Total voted expenses	\$68,200	\$61,316	\$61,460

# SCHEDULE 2 SALARY AND BENEFITS DISCLOSURE

### Year ended March 31, 2016

	2016			2015	
	Base Salary	Other Cash Benefits	Other Non- cash Benefits	Total	Total
Senior Official Clerk of the Legislative Assembly <sup>(4)</sup>	\$286,977	\$20,077	\$13,439	\$320,493	\$295,277
Senior Management Team Senior Parliamentary Counsel and Director	208,252		56,282	264,534	254,605
of House Services Law Clerk and Director of Interparliamentary Relations	203,916	4,688	55,734	264,338	259,994
Director of Human Resources, Information Technology & Broadcast Services	205,458	7,708	9,539	222,705	216,604
Director of Financial Management and Administrative Services and Senior Financial Officer	164,688	6,310	45,399	216,397	208,743
Director of Visitor, Ceremonial and Security Services and Sergeant-At-Arms	163,284	_	43,657	206,941	199,630
Legislature Librarian	133,836	_	36,902	170,738	168,486

<sup>(1)</sup> Base salary includes pensionable base pay.

<sup>(2)</sup> Other cash benefits include vacation payouts and lump sum payments. There were no bonuses paid in 2016.

<sup>(3)</sup> Other non-cash benefits include the Legislative Assembly Office's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, short- and long-term disability plans, WCB premiums, professional memberships and tuition fees.

<sup>(4)</sup> Other non-cash benefits include \$7,874 in 2015-16 and \$8,812 in 2014-15 for vehicle rental, fuel and maintenance

# PRESIDENT'S REPORT

Parliamentarians have the honour and privilege of being the voice of the people. Members are entrusted not only to represent our constituents in the Assembly, but we also have the distinct honour of being Alberta's ambassadors at Commonwealth Parliamentary Association (CPA) conferences held across the world.

While each of us brings our own expertise to the role, we acknowledge that our perspectives on current affairs may only be shaped by our own experiences and we can sometimes view issues with a very different lens. This holds true of our counterparts from across Canada and certainly of our fellow Members from international jurisdictions. Despite these obvious differences, however, there are matters that we agree to be universally common if not urgent and thus warrant the in-depth discussions that occur when the CPA members converge.

The topic of advancing opportunities and enabling better access for groups traditionally underrepresented in elected office were atop many of the agendas. Persons with disabilities, women and youth were the specific focus of discussions.

I attended the CPA Canadian Regional Conference, where I was proud to see historical steps being taken with the establishment of a steering committee on parliamentarians with disabilities. The result could mean the creation of a new body under the CPA that would provide support and advocacy in order to encourage more people with disabilities to participate in politics.

The dialogue on gender issues continued; delegates explored ways to increase female participation and looked closely at the very tough issue of violence and intimidation of women in politics. The idea of adopting quotas to prioritize more female participation was also debated at length.

The average age of Members in the 29th Alberta Legislature is 45.8 years old compared to 50.6 and 52 in the 28th and 27th Legislatures, respectively. There are now 10 Members under 29 years old compared to zero during the previous Legislature. These figures highlight the need for more engagement with young parliamentarians as their interest in elected positions shows no signs of slowing down.

At the Commonwealth Youth Parliament we had a Member delegate and also two Legislative Pages representing Alberta who took away a wonderful experience that showed them a world of possibility should they choose a career in public service.

In 2016 the Alberta chapter attended nine CPA events in Canada, the United States and the United Kingdom. Our delegates benefit from a broader world view that can help them navigate the issues that they face in the Alberta Legislature. Interparliamentary participation can help Members gain an awareness of the global context in which their current and future decisions are made.

As members of the Alberta Chapter of the Commonwealth Parliamentary Association we take part in conferences with open minds and without political party labels. As we share our experiences and perspectives in these fora, we are reminded of our fundamental commonalities simply as parliamentarians seeking solutions for the betterment of society, one that is inclusive and respectful of all individuals.

#### Honourable Robert E. Wanner

President of the Alberta Branch of the CPA and 13th Speaker of the Legislative Assembly of Alberta

# COMMONWEALTH PARLIAMENTARY ASSOCIATION, ALBERTA BRANCH

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# SECRETARY'S REPORT

As Clerk I have the responsibility of supporting the Speaker and working closely with all Members of the Legislative Assembly. This has given me an appreciation for the constantly changing demands of their roles. Interparliamentary relations enable Members to engage with fellow parliamentarians outside of our jurisdiction; by attending conferences they benefit from the varied perspectives of other delegates. Similarly, for the Clerks, there are professional growth opportunities and chances to gain meaningful insights into the best practices of other Assemblies.

I was pleased to attend two Clerk conferences in 2016. In August I took part in the Clerks-at-the-Table (CATT) professional development seminar in Toronto, and in December I attended the Commonwealth Parliamentary Conference in London, United Kingdom.

At the CATT seminar I co-presented a business session with Shannon Dean, Law Clerk and Director of House Services, Alberta, entitled Legislative Assemblies and Family-friendly Practices. Changes in the composition of Assemblies, demographics of Members and expectations of a work-life balance have resulted in the re-examination of certain parliamentary practices and facilities. The presentation examined some of the challenges in balancing parliamentary tradition and procedure with evolving family obligations of Members. At the 62nd Commonwealth Parliamentary Conference (CPC) in London, UK the theme was A Collaborative Commonwealth: Unity, Diversity and Common Challenges. Topics of discussion at the CPC varied from the role of parliament in the protection and safeguarding of children to the role of the Commonwealth in supporting the outcomes of the COP21 Paris agreement on climate change. A general meeting of the Society of Clerks-at-the-Table (SOCATT), for which I am the Canadian representative to the Advisory Committee, also took place alongside the CPC. The SOCATT meeting invited a number of presentations, two of which were Supporting an Inclusive Parliament and The Use of Languages other than English in the Chamber.

The Clerks-at-the-Table seminar and the CPC are invaluable resources for officers of the Legislative Assembly. Delegates strengthen interparliamentary relations as they discuss the issues they face in their respective jurisdictions in an open, immediate and transparent way; this is one of the biggest benefits of attending such events with esteemed colleagues from across the Commonwealth.

Robert Reynolds, QC,

Secretary of the Alberta Branch of the CPA and Clerk of the Legislative Assembly of Alberta

# BURSARIES

Bursaries are presented annually to nominees from the Alberta Girls' Parliament and the TUXIS Parliament of Alberta to increase interest in the parliamentary process among Alberta's youth.

#### **Recipients**

TUXIS Parliament of Alberta Bryce Selzler – Strathcona-Sherwood Park

Alberta Girls' Parliament Charlotte Carr – Calgary-Shaw Emma Gallop – Calgary-Fort















# CONFERENCES

#### **Canadian Parliamentary Seminar**

Ottawa, Ontario May 29 to June 4, 2016

## Delegate

Heather Sweet, MLA, Edmonton-Manning

# Agenda

- Welcome Address
- The Commonwealth and the Role of the CPA
- The Canadian Political Scene
- Overview of the Role and Operation of the Canadian Parliament
- The Parliamentary Presence of Political Parties: The Role of Party Caucuses
- How an MP's Office Works
- The Caribbean Twinning Initiative
- Engaging Citizens: Resources and Tools
- Deadline for Submission of Open Topics
- Influencing Governments and Regulating Influence: Parliament and Lobbyists
- Comparing Election Media Coverage across the Commonwealth
- Presentation on Regional Topics of Interest

# Delegate Report

#### Submitted by Heather Sweet

This seminar is held with the purpose of supporting newly elected members. It is a joint initiative between the Canadian Branch of the Commonwealth Parliamentary Association and the CPA Secretariat. Throughout the course of the event topics of discussion surround issues fundamental to parliamentary democracy, with an emphasis on the Canadian experience.

Delegates from throughout the Commonwealth nations attended this

year's seminar, including delegates from Canada, Mauritius, Namibia, Zanzibar, Singapore, Australia, New Zealand, the United Kingdom, India, Pakistan, Sri Lanka, Guyana, Jamaica, Trinidad and Tobago and the Turks and Caicos.

#### Commonwealth Parliamentary Association (CPA) Canadian Regional Conference

St. John's, Newfoundland and Labrador July 17 to 23, 2016

# Delegates

Craig Coolahan, MLA, Calgary-Klein Nathan Cooper, MLA, Olds-Didsbury-Three Hills Debbie Jabbour, Deputy Speaker and Chair of Committees, MLA, Peace River

Anam Kazim, MLA, Calgary-Glenmore Honourable Robert E. Wanner, Speaker, MLA, Medicine Hat

# Agenda

- Subcommittee with CPA Parliamentarians with Disabilities
- Social Media: Impact on the Legislative Process
- Chair Occupants and Committees
- Honouring Aboriginal Ancestry: Creating a Welcome in the B.C. Legislature
- Parliamentary Security: Condition of the Premises since the Quebec Meeting
- Twinning Arrangements between Canadian Legislatures and Caribbean Parliaments
- Regional Council Meeting
- New Parliaments New Members: Expectations versus Reality
- Strengthening Relationships between the Legislature and the Community

# Delegate Report

Participation in this annual conference provides an excellent opportunity for Alberta delegates to network with leaders from every parliament across Canada. Eight business sessions facilitated learning and discussions across a wide range of topics.

One interesting development was the establishment of a steering committee on parliamentarians with disabilities, which could eventually lead to the establishment of a new body under the CPA. The concept is to establish an organization that would support parliamentarians with disabilities, represent their interests and encourage more people with disabilities to participate in politics.

Quebec is undertaking an impressive renovation to entirely revamp security at their National Assembly building and led an interesting discussion of security measures on parliamentary estates.

With the large number of first-time MLAs in Alberta delegates found it interesting to share experiences with other newly elected Members, both those near the end of their first term and those just starting out.

As part of this conference there was a meeting of the Commonwealth Women Parliamentarians (CWP). Topics discussed included gender budgeting, making Legislatures more welcoming to female representatives and promoting women's youth parliaments.

The CPA Regional Conference, which brings together Speakers, Clerks and Members from every Canadian parliament, is a vital instrument for fostering crossjurisdictional relationships and equipping legislators with networks and ideas to better serve their electorate.

# Delegate Report

#### Submitted by Debbie Jabbour

- CWP Steering Committee Business
   Meetings
- CWP Main Conference:
  - International Outreach
  - Gender Budgeting
  - Daughters of the Vote Initiative

 Making Legislatures More Welcoming to Female Parliamentarians

The CPA/CWP conference provided many opportunities to learn and network with colleagues from across Canada as well as many invitees from Caribbean Commonwealth countries. We observed the historic signing of an MOU between Prince Edward Island and Turks and Caicos. Of particular interest to Alberta attendees were sessions on honouring aboriginal ancestry in the Legislature. Among the highlights of the CWP portion were updates on international outreach activities undertaken during the year and participation in the planning for the Daughters of the Vote initiative, to take place in March 2017. I had the opportunity to build relationships with colleagues from northern parts of Canada such as Northwest Territories and Nunavut, as well as Labrador and Manitoba, and learn about similar challenges faced in representing large northern constituencies.

#### America Region, L'Assemblée Parlementaire de la Francophonie (APF)

Ottawa, Ontario July 25 to 28, 2016

# Delegates

Michael Connolly, MLA, Calgary-Hawkwood Annie McKitrick, MLA, Sherwood Park Marie Renaud, MLA, St. Albert

### Agenda

- Welcome reception offered by the Canadian section of l'Assemblée parlementaire de la Francophonie
- Meeting of APF delegation presidents and vice-presidents to discuss budgets, future meetings and expansion of the APF in the Americas
- Official opening of the 32nd session of l'Assemblée régionale Amérique
- Presentations by sections, surrounding the subject of the

social economy in their respective regions

- Presentations regarding the social economy, by Jean-Martin Aussant, Chantier de l'économie sociale, and Ethel Côté, responsible for the development of social enterprises at the Centre canadien pour le renouveau communautaire
- Presentations from remaining sections

# Delegate Report

#### Submitted by Michael Connolly

The conference program covered issues important to both francophone and anglophone communities. While last year's conference focused heavily on helping to develop the francophone community in our respective regions, this year's conference was more about present and past government policy regarding the social economy.

Because of the funding model of the APF the conference was swayed heavily by the delegations from Canada: New Brunswick, Quebec, Ontario and Nova Scotia. While most sections, including the aforementioned regions as well as Manitoba, Alberta, British Columbia and France, gave presentations at the conference regarding the social economy in their regions, two, Saskatchewan and PEI, did not.

With Alberta being one of the sole provinces in Canada where the francophone population is growing, if Alberta would like a stronger position in the APF - currently we are an associate member - it may be advisable for the Legislative Assembly of Alberta to give \$5,500 rather than the current \$1,000. The APF is one largest interparliamentary the of organizations in the world and focuses on promoting democracy, the state of law, human rights and the promotion of francophone culture, the francophone economy and the French language. The 2017 conference will be held in various cities across New Brunswick in August 2017.

#### National Conference of State Legislatures (NCSL)

Chicago, Illinois August 8 to 11, 2016

### Delegates

Bruce Hinkley, MLA, Wetaskiwin-Camrose Grant Hunter, MLA, Cardston-Taber-Warner Karen McPherson, MLA, Calgary Mackay-Nose Hill Barb Miller, MLA, Red Deer-South

#### Topics

- Energy Policy Summit
- International Programs
- Food and Farms
- Teacher Shortages: Crisis or Opportunity?
- Communications, Financial Services and Interstate Commerce Committee Business Meetings
- Improving End-of-life Care: A Better End
- The Role of Arts and Culture in Rural and Urban Centres
- Building Trust and Citizens: Creating Legislative Websites
- Gearing Up: Transportation for the Future
- Innovative Financing for Human Services Programs
- International Trade Panel and Discussion
- Environment and Clean Energy
- Reducing Poverty: A Bipartisan Approach
- The Speed of Trust
- Targeting Health Care Costs
- Talk like TED
- 10 Things Great Leaders Do
- The Electric Grid Revolution and the Clean Power Plan
- Speaking on the Fly
- Fostering Genuine Citizen Engagement
- The Economy: Top Five Things You Need to Know
- Welcome to the Third Wave of the Future
- Weathering the Storm: Risk and Vulnerability and the Electric Grid

• Ted Koppel – Cyberattacks: Are We Ready?

# Delegate Report

#### Submitted by Bruce Hinkley

Many networking connections were made, and two presentations of note were:

- Alberta's senior representative to the United States, Gitane De Silva, provided a briefing on the role of her office, projects/activities and insight to political actions, including pipelines, minimum wages, international trade, economic prospects and Alberta's leadership on climate change.
- Wisconsin State Assembly state representative Melissa Sargent spoke about poverty strategies, democratic reform and state concerns about gun laws and medicaid.

The conference sessions were valuable for their insight into ongoing issues, potential solutions and new and emerging political trends. Personally, I still quote and make reference to topics and documents gained from the conference. There are many conferences, but this one includes over 5,000 delegates from around the world in one place and invites experts to present research and practising legislators to debate and present what is happening in their districts.

One of the challenges is the partisan approach offered by some speakers, but the debate is necessary and stimulating. It was inspiring to hear stories of success and build a repertoire of alternative options when tackling complex issues.

Professional development is one of the tools to build legislative capacity. Discovering, learning about and analyzing best practices that can be implemented locally justifies continued participation by Alberta delegates.

Thank you for this splendid opportunity, rich in experiences.

#### (Edited for length)

#### Commonwealth Women Parliamentarians (CWP) Regional Outreach Program

Regina, Saskatchewan October 1 to 4, 2016

# Delegate

**Debbie Jabbour**, Deputy Speaker and Chair of Committees, MLA, Peace River

# Agenda

CWP Steering Committee Members' Business Meetings and Participation in Community Activities

### Delegate Report

#### Submitted by Debbie Jabbour

This outreach was hosted by Laura Ross, chair of the CWP Steering Committee, Saskatchewan branch. It was an excellent opportunity for CWP Steering Committee members from across Canada to strengthen partnerships and engage in formal and informal nonpartisan business meetings to discuss the role of CWP in supporting women politicians. We met the Saskatchewan participants in Daughters of the Vote, attended a social media workshop and visited the RCMP Heritage Centre, where we observed a self-esteem workshop that Ms. Ross provides for young women in her constituency. At the Saskatchewan Legislature we had a discussion with women on various boards, learning about their challenges and exploring ways to increase participation of women. Saskatchewan's Lieutenant Governor hosted us for a dinner in the Museum Dining Room at Government House.

#### Commonwealth Youth Parliament (CYP)

Victoria, British Columbia November 6 to 10,2016

# Delegate

Jessica Littlewood, MLA, Fort Saskatchewan-Vegreville

# Agenda

- Daily briefings with Organizers, Clerk and Mentors
- Mentor Panel Discussions, including:
  - Introduction to Key Procedures of the Commonwealth Youth Parliament
  - Role of a Member of Parliament
  - Question Period
  - Media
  - Introduction to Campaign Planning and the Electoral Process
  - Caucus Meeting Facilitation with Opposition CYP Members and Mentors
  - Educational Sessions regarding Procedure, Question Period, Media, Campaign Planning and Electoral Process
  - Facilitating House Proceedings, Introductions, Statements and Debate
- Facilitation of House Proceedings with Youth for the Speech from the Throne and Bill Debate
- Mock Press Conference

# Delegate Report

#### Submitted by Jessica Littlewood

Thank you for the incredible opportunity to attend the eighth Commonwealth Youth Parliament, held in Victoria. As a Canadian delegate I had the privilege of representing Alberta's Legislature to 67 youth from across the British Commonwealth. I as a mentor to the youth in the opposition caucus, along with my colleagues MLA Jodie Wickens and MP Adam Marshall, helped facilitate speech writing, House business and debate.

In the Legislature we conducted a youth parliament using a first past the post system with government and Official Opposition parties. Youth, as members of each party, were required to defend their positions, which at times sounded just like our Assembly. Both local and global issues of debate were relevant, including foreign ownership of land, climate change, natural resource development, trade policy, international conflict and private versus public delivery of services.

My panel discussion with MLA Jodie Wickens and Honourable Chathura Sandeepa Senaratne focused on campaign planning and the electoral process, and I shared the experience of Alberta's 2015 provincial election and the unique challenge of electioneering in a rural constituency. We also prepped youth for a mock press conference and then hammered them with questions on policy alongside *Victoria Times Colonist* columnist Les Leyne.

Carving out a place for our youth in the Commonwealth Parliamentary Association is integral to ensuring that future generations value this great responsibility of democracy, and I was so honoured to be there with our pages, Avery Anna Roberge-Eadie and Andriy Krugliak, to represent our great province of Alberta.

#### **CPA Canadian Regional Seminar**

Quebec City, Quebec November 10 to 12, 2016

#### Delegates

David B. Hanson, MLA, Lac La Biche-St. Paul-Two Hills Jamie Kleinsteuber, MLA, Calgary-Northern Hills

# Agenda

- Opening Session
- First Work Session
- Second Work Session
- Third Work Session
- Fourth Work Session
- Fifth Work Session

# Delegate Report

#### Submitted by Jamie Kleinsteuber

Presenters and Topics:

- Jordan Brown, MLA (Prince Edward Island) – Electoral Reform and Plebiscite in PEI
- Gilles LePage, MLA (New Brunswick) – The Process of

Building a Stronger New Brunswick Response to Climate Change

- Richard Merlini, MNA (Quebec)

   Transportation Electrification and the Act to Increase the Number of Zero-emission Motor Vehicles in Québec in Order to Reduce Greenhouse Gas and Other Pollutant Emissions
- Marvin Hunt, MLA (British Columbia) – Promoting Diversity in Parliament: The British Columbia Experience.
- Caroline Simard, MNA (Quebec) The Self-initiated Order: Women's Place in Politics.

During the second work session we discussed climate change and the effects on provinces, including coastline erosion, Lyme disease, differences in water temperature and cod migration.

- Lagoon pressures (with rising sea levels)
- Looking at provincial infrastructure through the lens of climate change
- Nunavut: In the 1980s there were noticeable changes in animal migration patterns and an introduction of new birds and insects never seen before.
- Do we build for today to predict the effects of climate change?

For the third work session we discussed climate change in Quebec and green initiatives such as electric school buses, electric charging stations and electric transmission lines to the Ontario market to sell green energy.

As part of the fourth work session Sarah Guillemard, MLA for Manitoba, spoke about vulnerabilities during the first six months in office, family-work balance and a family-friendly Legislature.

The fifth work session featured Marvin Hunt, MLA for British Columbia, and discussed the role of political parties in candidate selection and ensuring diversity on the ballot.

#### (Edited for length)

#### Westminster Seminar on Parliamentary Practice and Procedure

London, United Kingdom November 21 to 25, 2016

### Delegates

Erin Babcock, MLA, Stony Plain Chris Nielsen, MLA, Edmonton-Decore

### Agenda

The aim of the Westminster seminar is to strengthen the knowledge, skills and capacity of parliamentarians and Clerks in the core aspects of parliamentary practice and procedure within the Westminster framework.

The five-day program explores democratic practice and encourages the sharing of experiences and challenges faced in each Commonwealth jurisdiction and facilitates rigorous learning opportunities.

### Delegate Report

#### Submitted by Erin Babcock

Throughout the five days spent in the rigorous environment of CPA U.K., much of the focus was on the continuing evolution of best practice within many Commonwealth jurisdictions. The seminar offered an overview of the leadership and administrative functions of parliaments, with the purpose of ensuring good governance as well as promoting a deeper understanding of parliamentary practice and procedure with reference to legislating and scrutinizing the executive with ethics, standards and accountability. There was discussion on balancing commitments of constituency and community work as well as work in the legislative roles, crossparty relations and transparency.

Much of the discussion revolved around Brexit and the consequences of that referendum, including disruption to global trade and immigration. Discussed within the same context were global implications of the recent election in the United States. There was also an opportunity to engage in a formal debate with other members of Commonwealth jurisdictions attending the conference, the subject of which was, "Legislatures should adopt quotas to give greater priority to increasing the numbers of women and people from ethnic minority backgrounds among elected members of parliament." It was a debate that served well to end the conference on a thoughtful note.

#### Commonwealth Parliamentary Conference

London, United Kingdom December 11 to 17, 2016

### Delegate

**Debbie Jabbour**, Deputy Speaker and Chair of Committees, MLA, Peace River

### Agenda

CPA Conference Theme – Collaborative Commonwealth: Unity, Diversity and Common Challenges

CPA Workshops:

- Role of the Commonwealth in Fostering Freedom of Belief
- Paris Agreement on Climate
   Change
- Policies Relevant to Sustainable Development Goals in Developing Nations
- Radicalization of Young People
- Ending Violence against Women and Girls
- Media Role in Promoting Mistrust
   of Parliamentarians

CWP Conference Theme: Political Violence against Women

- Violence and Intimidation of Women During Elections
- Parliament's Role in Raising Awareness of Political Violence against Women and Women's Equal Civil and Political Rights
- Legislating Effectively to Protect Women from Political Violence
- Role of Civil Society and the Media in Tackling Political Violence against Women

# Delegate Report Submitted by Debbie Jabbour

The conference joined over 400 Speakers, Clerks and Members of Parliament from across 52 countries of the Commonwealth. This was a unique opportunity for interparliamentary dialogue, offering perspective on ways to strengthen parliamentary democracy, explore innovative approaches and learn from each other. I represented Alberta at the election of the Commonwealth Women Parliamentarians chairperson and participated in sessions exploring ways to manage violence against women parliamentarians. In addition to strengthening partnerships with CWP Canada Steering Committee members, developed T new relationships with Speakers from across the Commonwealth and represented Alberta on behalf of the Speaker at CPA business meetings.

The Canadian contingent also had the opportunity to meet with the High Commissioner at Canada House and learned about diplomatic challenges and international relationship-building in the U.K.



# INTERPARLIAMENTARY RELATIONS

The Legislative Assembly of Alberta maintains relations with other parliaments and representatives of foreign counties. In 2016 the Speaker, Deputy Speaker and Chair of Committees, Deputy Chair of Committees and staff of the Legislative Assembly Office welcomed the following visitors.

February 9, 2016

**His Excellency Kamrul Ahsan** High Commissioner for the Republic of Bangladesh

April 19, 2016

**Mr. Josef Beck** Consul General of the Federal Republic of Germany

May 10, 2016

His Excellency Tariq Azim Khan High Commissioner of Pakistan to Canada

May 31, 2016

**Mr. Pham Manh Hai** Consul General of the Socialist Republic of Vietnam

June 14, 2016

**Mr. Julius Torres** Consul General of the Republic of the Philippines

June 21, 2016

Her Excellency Anne Kari H. Ovind Ambassador of the Kingdom of Norway

June 28, 2016

Mr. Kunihiko Tanabe Consul General of Japan October 6, 2016

Mr. Massimiliano lacchini Consul General of Italy

October 13, 2016

His Excellency Andriy Shevchenko Ambassador of Ukraine

November 10, 2016

His Excellency Agustin Garcia-López Loaeza Ambassador of Mexico

November 24, 2016

**Mr. Anil Bora Inan** Consul General of the Republic of Turkey

December 1, 2016

Ms. Caroline Saunders Consul General of Britain

December 8, 2016

Mr. Pascal Bornoz Consul General of Switzerland





The Honourable Norman Lim Kwong, football player, commercial realtor and businessman, was appointed Alberta's 16th Lieutenant Governor on January 18, 2005, a position he held until May 2010. He was the first Lieutenant Governor of Alberta of Chinese heritage and the fourth to be born in Alberta. He played for the Calgary Stampeders and the Edmonton Eskimos of the Canadian Football League (CFL). He was the first Canadian of Chinese origin to play in the CFL and, at the age of 19 years, was the youngest player to win the Grey Cup.

As Lieutenant Governor, Mr. Kwong served with Premier Ralph P. Klein and Premier Edward M. Stelmach. He was 75 years of age at the time of the swearing-in, making him the eldest appointee in Alberta's Vice-Regal Office to date.

# INMEMORIAM

The Legislative Assembly of Alberta mourned the passing of a number of former Members in 2016.

**Douglas Clifford Cherry** September 22, 1932, to June 16, 2016

Mr. Cherry was first elected to the Legislative Assembly of Alberta in 1986 and served as the representative for the constituency of Lloydminster until 1993. During his tenure Mr. Cherry served on many committees, including the Select Standing Committee on the Alberta Heritage Savings Trust Fund Act and Select Standing Committee on Private Bills. Mr. Cherry served in the Canadian Army from 1949 to 1961 and saw active service in the Korean War. His service as a Member contributed to the establishment of the Lakeland College campus and the Husky Lloydminster upgrader. He was the recipient of medals of honour for his military service and the Alberta centennial medal in 2005.

# Malcolm Glen Clegg

October 2, 1933, to May 20, 2016

Mr. Clegg was first elected in 1986 in the constituency of Dunvegan and served until 2001. During his years of service Mr. Clegg served as Deputy Chair of Committees and deputy government whip. He also served on numerous committees, including the Select Standing Committee on Public Affairs and the Select Standing Committee on Privileges and Elections, Standing Orders and Printing. Before serving as a Member, Mr. Clegg served in local government in Fairview first as a councillor and then reeve. He continued his community service with his ongoing support of the Rotary Club and two terms on the board of governors for NAIT from 2004 to 2010.

#### **Ralph Jespersen**

May 9, 1925, to October 17, 2016

Mr. Jespersen was first elected to the Legislative Assembly of Alberta as the Member for Stony Plain on May 23, 1967, and served until August 29, 1971. During his tenure Mr. Jespersen served on many committees, including the Select Standing Committee on Public Accounts and Select Standing Committee on Privileges and Elections. After his service as a Member Mr. Jespersen represented Alberta's agricultural interests provincially, nationally and internationally through tenures as president of Unifarm, the Canadian Federation of Agriculture and the Dairy Bureau of Canada. Over the years he received many honours and awards, including the Governor General's caring Canadian award for his long-standing contributions to his community.

#### Halvar De La Cluyse Jonson

August 14, 1941, to December 2, 2016

Mr. Jonson was first elected as the Member for Ponoka in 1982 and was reelected five times in the constituency of Ponoka-Rimbey, serving a total of 22 years. During his terms of office Mr. Jonson served as Deputy Chair of Committees, Minister of Education, Minister of Health, Minister of health and wellness, Minister of the environment and Minister of international and intergovernmental relations. Mr. Jonson also served on numerous committees, includina the Select Standing Committee on Public Accounts and the Select Standing Committee on Public Affairs. In 2006 the brain injury ward of the Alberta Hospital Ponoka was renamed the Halvar Jonson Centre for Brain Injury in honour of his longstanding community and public service.

#### Bonnie Mary Sheila Laing

March 30, 1937, to November 11, 2016

Mrs. Laing served the Legislative Assembly of Alberta as the Member for Calgary-Bow from 1989 to 2001. During her terms of office Mrs. Laing served on various committees, including the Select Standing Committee on Law and Regulations and Select Standing Committee on Private Bills. Prior to her election, Mrs. Laing was an elementary school teacher for 26 years. During her service as a Member Mrs. Laing's leadership abilities resulted in her chairing the Alberta Alcohol and Drug Abuse Commission, the Calgary housing committee, the Calgary caucus and the health system funding review committee. Mrs. Laing received the Alberta centennial medal in 2005.

#### lan W.C. Reid

May 27, 1931, to January 18, 2016

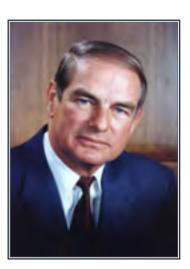
Dr. Reid served the Legislative Assembly of Alberta as the Member for Edson from 1979 until 1986 and then as the Member for West Yellowhead from 1986 to 1989. During his terms of office Dr. Reid served as Solicitor General, Minister of Labour, Minister of the environment and also on a number of committees. Dr. Reid immigrated to Canada after graduating from the University of Aberdeen and enjoyed a long career in medicine.

#### John M. Thompson March 22, 1924, to November 1, 2016

Mr. Thompson served as the Member for Cardston for three terms from 1975 to 1986. During his tenure in the Legislative Assembly of Alberta Mr. Thompson served on numerous committees, including the Select Standing Committee on Public Accounts and Select Standing Committee on Legislative Offices. Born in California, Mr. Thompson spent most of his life in Spring Coulee, Alberta, running the family farm. In 1943 Mr. Thompson returned to the United States to enlist in the army. He fought in the Battle of the Bulge and was awarded the Bronze Star for meritorious service. After the war he served as a school trustee for the Cardston divisional school board for eight years before being elected to the Legislative Assembly.

"... with our admiration and our respect there is gratitude that needs to be shown to members of Mr. Getty's family."

Honourable Robert E. Wanner, Speaker of the Legislative Assembly of Alberta



# Honourable Donald R. Getty, OC, AOE

August 30, 1933, to February 26, 2016

On November 1, 1985, the Honourable Don Getty was sworn in as Alberta's 11th Premier, serving until 1992. Mr. Getty was first elected as a Member for the electoral district of Strathcona West in 1967 and served as a Member of the Official Opposition until 1971. In 1971 and 1975 and again from 1985 to 1989 he was re-elected as the Member for Edmonton-Whitemud and as the Member for Stettler from 1989 to 1993. Prior to serving as Premier, Mr. Getty was also Minister of Federal and Intergovernmental Affairs and Minister of Energy and Natural Resources.

Throughout his service he made an impact on the Legislative Assembly and Alberta, demonstrated by his 1969 motion to amend the Standing Orders to allow for radio and television coverage of session and his establishment of Family Day in 1990.

As well as being prominent in Alberta politics, Mr. Getty was well known in Canadian business and sports. He played for the Edmonton Eskimos for 10 years, helping them win two Grey Cup championships in 1955 and 1956.

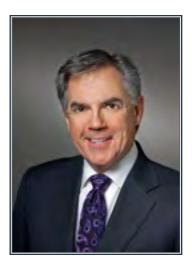
In 1990 Mr. Getty was made an honorary chief (Kinnosayoo) of the

Whitefish Lake band (Cree). In 1991 he was bestowed the order of the sash by the Métis Nation of Alberta in recognition of his leadership on indigenous self-government.

Over the years Mr. Getty continued receive honours for his to accomplishments. In 1998 he was appointed an officer of the Order of Canada, and in 1999 he received the Alberta Order of Excellence. In 2001 the Don Getty wildland provincial park was established. He received the Queen Elizabeth II Golden Jubilee medal in 2002, the Alberta centennial medal in 2005 and the Queen Elizabeth II Diamond Jubilee medal in 2012

He was awarded an Honorary Doctor of Laws from the University of Lethbridge in 2003 and an Honorary Doctor of Laws from the University of Alberta in 2013. He received the distinguished citizen award from Grant MacEwan college (now MacEwan University) in 2006 and the Paul Harris fellow award from the Rotary Club in 2012.

Mr. Getty's name was added to the wall of honour in Edmonton's Commonwealth Stadium. He was inducted into the Alberta Sports Hall of Fame in 2007 and the London Sports Hall of Fame in Ontario in 2012.



### Honourable Peter Eric James Prentice, PC, QC

July 20, 1956, to October 13, 2016

The Honourable Jim Prentice was sworn in as Alberta's 16th Premier on September 15, 2014, after being elected leader of the Progressive Conservative Party on September 6. First elected in a by-election on October 27, 2014, he served the constituents of Calgary-Foothills until May 4, 2015. During his term in office he also held the portfolios of Minister of Aboriginal Relations and Minister of International and Intergovernmental Relations.

Prior to his service in the Legislative Assembly of Alberta, Mr. Prentice served as the Member of Parliament for Calgary Centre-North from 2004 to 2010. During his federal tenure he served as the Minister of Indian Affairs and Northern Development, Federal Interlocutor for Métis and Nonstatus Indians, Minister of Industry and Minister of the Environment. As a practising lawyer, Mr. Prentice specialized in corporate law, property rights and First Nations issues. He had a long-standing dedication to resolving indigenous issues. He held the position of Commissioner of the Indian Claims Commission of Canada from 1992 to 1994 and as the Co-Chair for the Indian Claims Commission of Canada from 1994 to 2001.

Mr. Prentice has been recognized and honoured in many ways over the years. In 1992 he was appointed Queen's Counsel. He received the Alberta centennial medal in 2005. In 2006 he was named to the Privy Council for Canada. In 2010 and again in 2014 he was on Alberta Venture's list of Alberta's 50 most influential people. In 2012 he received the Oueen Elizabeth II Diamond Jubilee medal. In 2013 he received an Honorary Doctor of Laws from the University of Alberta. Most recently Mr. Prentice was a global fellow at the Canada Institute of the Woodrow Wilson Center in Washington, D.C.

*"Mr. Prentice was a dedicated Albertan who carried himself with dignity throughout his extensive and distinguished public service career."* 

Honourable Robert E. Wanner, Speaker of the Legislative Assembly of Alberta

