



# Legislative Assembly Office

## Annual Report 2000

& 2000 Annual Report of the  
Commonwealth Parliamentary  
Association – Alberta Branch



Legislative Assembly of Alberta



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# Legislative Assembly of Alberta

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*The Legislative Assembly Office (LAO)  
is a nonpartisan organization that  
provides support to the Members of  
the Legislative Assembly.*

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## Legislative Assembly Alberta

March 13, 2001

To the Members of the Legislative Assembly of Alberta:

I am pleased to submit the 12th annual report of the Legislative Assembly Office, as required by Standing Order 109, for the calendar year ended December 31, 2000. This document describes the support provided to Members and to the Assembly throughout 2000 and presents the audited financial statements for the 1998-1999 and 1999-2000 fiscal years. It also includes the fourth annual report of the Alberta Branch of the Commonwealth Parliamentary Association.

I have been pleased to lead the staff of the Legislative Assembly Office since my election as Speaker on April 14, 1997. This talented team provides a high standard of excellence that is recognized in parliamentary circles across the Commonwealth. They support this Assembly with professionalism, co-operation, and expertise. They serve the Assembly well as able hosts for visiting parliamentarians and as co-ordinators of Assembly events. In 2000 these occasions included the visit by German state parliamentarians as part of the Partnership of Parliaments program and events such as Mr. Speaker's Youth Parliament, the School-at-the-Legislature program, and the Christmas celebrations at the Legislature.

I thank Members of the Legislative Assembly who presented papers or otherwise very ably represented our province at various interparliamentary conferences, and I thank all MLAs for supporting the Legislative Assembly Office and the work of the Commonwealth Parliamentary Association.

Respectfully submitted,

  
Ken Kowalski, MLA

Speaker of the Legislative Assembly



## Legislative Assembly Alberta

March 13, 2001

To the Honourable the Speaker of the Legislative Assembly of Alberta:

I am honoured to present to you the 12th annual report of the Legislative Assembly Office and the fourth annual report of the Alberta Branch of the Commonwealth Parliamentary Association. The document includes the audited financial statements for the operation of the Legislative Assembly Office for the 1998-1999 and 1999-2000 fiscal years.

The Legislative Assembly Office report outlines the high quality of support provided to Members and to the Assembly throughout the year. It also highlights the numerous projects, events, and conferences undertaken to educate the public on behalf of Members about the institution of parliament, and to support the exchange of information and ideas among legislatures.

The men and women who staff the Legislative Assembly Office demonstrated a high level of commitment, dedication, and resourcefulness to meet the challenges of the year 2000. I am proud to be able to work with them.

The Commonwealth Parliamentary Association report outlines the numerous interparliamentary conferences and related activities undertaken in 2000 by Members. The events provided Members with professional development and a global perspective on parliamentary issues.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W.J. David McNeil'.

W.J. David McNeil

Clerk of the Legislative Assembly

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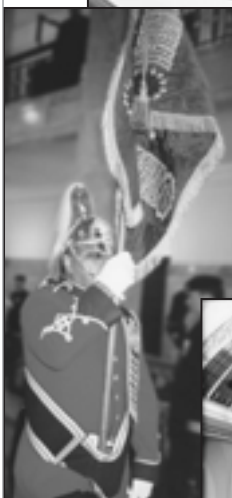
# Legislative Assembly Office

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2000 Annual Report



*Members of the  
24th Legislature.*



*The Lord Strathcona's Horse (Royal Canadians)  
conclude their anniversary year with the laying  
up of the old Regimental Guidon (flag) in  
the Rotunda.*



*The Carillon Room on the fifth floor  
of the Legislature Building. The  
carillon is in the far right corner.*



*Premier Ralph Klein and Speaker Ken Kowalski at  
the ceremony for the Tomb of the Unknown Soldier.  
The box, containing soil from the four corners of  
the Legislature grounds, was transported to the  
grave in Ottawa.*

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# An Introduction

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*The Legislative Assembly Office: In Service to Alberta's Parliament*

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*Speaker Ken Kowalski.*

The origins of the Legislative Assembly Office of Alberta can be traced to the 14th century in England, when Parliament elected the first Speaker and appointed the first Clerk. Today the Speaker of the Legislative Assembly is the head of the office, and the Clerk is the Speaker's deputy. The Legislative Assembly Act of 1983 made the office's current name official.

The most common misconception about the Legislative Assembly Office is that it is a branch of the government and that its staff are government employees. However, in the parliamentary system the government is the executive branch and is responsible for applying and enforcing laws; the Legislative Assembly is the legislative branch and is responsible for establishing those laws. The Legislative Assembly Office provides various types of support to the entire Assembly, including MLAs of opposition and government parties alike.

Although the office is sometimes called the Speaker's department, it is not a government department. The Speaker does not belong to the cabinet and cannot be asked questions during Oral Question Period or participate in the Assembly's debates. The Speaker does have administrative authority and responsibility similar to that of the ministers of government departments; the Clerk is the Speaker's chief administrative deputy and has authority and responsibility similar to that of a deputy minister.

The Speaker has two distinct but related roles. In the Assembly the Speaker maintains order and ensures that MLAs conduct their business according to the Standing Orders of the Assembly. Administratively, the Speaker is responsible for the Assembly's records and for providing services to MLAs and

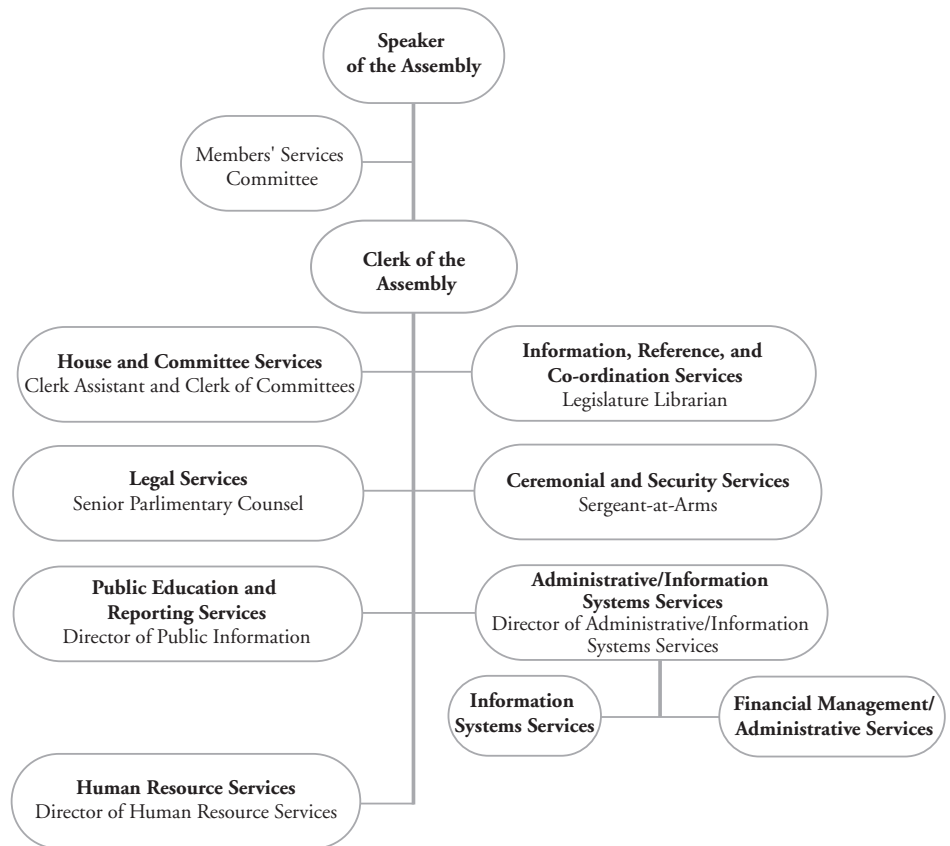
the public. The latter include financial administration, purchasing, human resources, office automation assistance, public education, and the library.

The Legislative Assembly Office as a whole has the same two procedural and administrative roles. This is a unique characteristic of the office and is evident throughout the office, particularly during session, when the normal duties, work hours, and office locations of many staff change significantly.

The office's annual budget as well as statutory provisions for financial and human resource administration are under the purview of the Special Standing Committee on Members' Services. An all-party committee of the Assembly, the Members' Services Committee also regulates constituency office support and Members' pay, allowances, benefits, and group insurance plans, all of which the office administers. Traditionally, the Speaker chairs the Members' Services Committee.

Each party grouping of elected Members, or caucus, is a branch of the Legislative Assembly Office. Although technically the Speaker has authority over the administration of each caucus office, for obvious reasons these branches operate with considerable autonomy. The caucus branches are therefore not part of this report; it includes only branches of the office under the Speaker's full control. However, since the caucuses receive financial, administrative, and human resource services as well as other support from other branches of the office, this report does comment on those services. In addition, the office's consolidated budget estimates and audited financial statements, which appear at the end of this report, include caucus finances.

# Legislative Assembly Office



## *Purpose Statement*

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

1. Support Members in carrying out their roles as elected representatives of the people of Alberta.
2. Support the Speaker of the Legislative Assembly in carrying out the duties of office.
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. Support the Assembly in protecting its institutions and privileges.
6. Support the exchange of ideas/information among legislatures throughout the world.
7. Provide services to external clients as required.





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*Goals of the Legislative Assembly Office  
2000-2001*

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- Assist Members in carrying out their roles as legislators within the parliamentary system and as representatives of their constituencies.
  - Meet and exceed the service expectations of Members.
  - Assist the Speaker in fulfilling the duties of office.
  - Respond to increased demands for technology-related services from Members, staff, and the public.
  - Increase public awareness of the Legislative Assembly within Alberta's democratic parliamentary system through information and outreach programs.
  - Continue to maintain the separation of powers among the Legislative Assembly, the Executive, and the Judiciary.
  - Ensure that the Legislative Assembly Office provides quality services in an increasingly competitive environment.
  - Provide leadership in fostering increasing interparliamentary co-operation through participation in national and international parliamentary forums and exchange programs, including planning for the 2001-2002 Canadian Regional Conference of the Commonwealth Parliamentary Association.
- 
- Promote the products, services, and achievements of the Legislative Assembly Office to Members, staff, and the public.
  - Foster and recognize leadership and teamwork within the Legislative Assembly Office.
  - Ensure the continuing development of the effectiveness and efficiency of the Legislative Assembly Office workforce.
  - Promote the involvement of employees in the ongoing development of the Legislative Assembly Office.
  - Develop plans for special centennial events and projects.
  - Plan for the transition from the 24th to the 25th Legislature.

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# The Year in Review: Meeting the Challenge of an Extraordinary Year

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W.J. David McNeil, Clerk of the Legislative Assembly



*Christmas at the  
Legislature Building.*

The Legislative Assembly Office (LAO) met or exceeded its goals in 2000, thanks to the dedication, professionalism, and collaboration of staff in all branches. Every branch and individual staff member contributed significantly to reaching these goals, and deserve to be congratulated for their achievement. They achieved their goals at a time when some branches were short-staffed or in the process of training new staff. Their achievements are all the more notable in light of an extraordinarily busy year throughout the LAO. Staff met these challenges and went on to expand services to Members and the public, maintaining the LAO as a leader among the parliamentary support organizations in the Commonwealth.

## *Assembly Records Set*

The Assembly set a number of records, many associated with consideration of Bill 11, the Health Care Protection Act. Extended debates on Bill 11 raised the average number of sitting hours per day to 6.16 in 2000, highest in the history of the Assembly. The conclusion of debate on the bill in Committee of the Whole on May 2 saw an unprecedented 22 requests for recorded votes between midnight and 2:15 a.m. Public demonstrations in the Legislature Building or surrounding grounds were held at all stages of the debate. The number of petitions received in 2000 totalled 431, the highest number in the history of the Assembly.

Table officers and staff throughout the LAO worked hard to help Members successfully meet the challenges of this intense activity. In accordance with the requirements of the Standing Orders, Parliamentary Counsel reviewed all proposed amendments to the bill before they were introduced. Counsel and the other table officers provided advice to the Speaker on two questions of privilege, both concerning some aspect of Bill 11.

The LAO implemented a House Leaders' Agreement to provide for coverage by Access television of the first three hours of second reading debate on Bill 11 on the evening of April 4. A live radio broadcast was also provided. The Legislative Assembly security staff worked with the RCMP and the Edmonton Police Service to provide security both inside and outside the Legislature during debates. They successfully dealt with the daily challenge of balancing the need to provide for both public accessibility and maintenance of security so Members and staff could carry out their responsibilities.

During 2000, the Assembly sat for 56 days compared to 62 in 1999. Standing and special committees held 28 meetings against 32 the previous year. House and Committee Services (HCS) and Legal Services provided procedural, administrative, and legal support for these sittings and meetings. Parliamentary Counsel drafted a total 19 private members' public bills that were introduced in the Assembly in 2000.

*Hansard* staff provided accurate transcripts of nearly 3 million words spoken over 410 hours of the Assembly and its committees. During the spring



session the final *Hansard* for afternoon sittings was available on the Internet by 11 p.m. on the same day, nine hours sooner than in previous years. The Public Information Branch (PIB) and Information System Services (ISS) began work to put the weekly *Hansard* index on the Assembly's web page. The PIB worked with constituency and caucus staff to produce reprints of remarks made by individual Members in the Assembly. The branch published a special commemorative issue of remarks by all Members on the debate of Bill 26, Holocaust Memorial Day and Genocide Remembrance Act, which passed all stages unanimously in November.

The PIB Director was absent for the last six months of 2000. PIB staff worked co-operatively to ensure that all functions were carried out with a high degree of commitment and professionalism even though many were performing new and unfamiliar tasks.

#### *Services Enhanced*

MLAs and the public rely increasingly on electronic access to information. ISS successfully maintained these computer systems during the transition to the year 2000 as a result of extensive planning and upgrading during 1999. With the Y2K transition behind it, ISS upgraded the LAO's servers, providing for high-speed transmission of data for Members and staff and additional firewall protection. Several branches worked with ISS to upgrade the external and internal Assembly web sites. The external site is now easier and faster to use in linking to

texts of bills and amendments, Standing Orders, *Hansard*, and other House records. Gavel-to-gavel audio coverage is now available on the web site. Work is progressing to allow Members and their staff to fill in forms on line through the internal web site.

Financial Management and Administrative Services (FMAS) surveyed constituency offices to evaluate the effectiveness of the current package of furnishings and equipment provided by the LAO. The Members' Services Committee subsequently approved a proposal to upgrade the package, starting in 2001. FMAS prepared budget proposals, which were approved by the Members' Services Committee. Accounting and administrative staff continued to process financial transactions promptly and accurately and to maintain and enhance the administrative infrastructure necessary for the Assembly to perform its work.

Administrative Services provided telecommunications advice to Members in areas such as cellular equipment and peripherals, air time programs and adjustments, and equipment/service upgrades as required for constituency offices.

Human Resource Services (HRS) refined and expanded services to Members and their constituency office employees. Under the direction of the Members' Services Committee, it developed and implemented the Members' Choice Benefit Plan and implemented an increase to MLA indemnity, tax-free allowances, and other related remuneration.

Three Members retired in 2000, and two new Members were elected in by-elections. HRS assisted them with pay, benefits, transition allowances, and staffing. HRS co-ordinated 20 competitions for sessional, seasonal, and salaried positions, conducted 133 interviews, and hired 40 staff.

Planning for an election intensified during 2000. The LAO rewrote and redesigned the dissolution policy guide and made presentations to constituency and caucus staff. The LAO also assessed and streamlined internal processes and forms to facilitate the substantial staff changes that an election brings.

Ceremonial and Security Services (CSS) provided security for Members and visitors in the galleries. Some individuals had to be ejected from the gallery during debate on Bill 11. The Sergeant-at-Arms offered security advice to Members' constituency offices throughout the year.

The Legislature Library, with assistance from ISS, upgraded its online catalogue to make it more user-friendly for the Members and staff. The new web-based system also permits Library staff to catalogue web sites of interest to their clients, provide easy access to electronic publications, and share catalogue records with greater ease. With the strong support of the Members' Services Committee, the Legislature Library became a member of The Alberta Library. Membership allows the Legislature Library to participate more fully in information resource-sharing across the province, including direct desktop access for Members to four full-text databases relevant to their work and research

interests. The Legislature Library also worked closely with other branches and Alberta Infrastructure to provide safer storage and an updated valuation of its important historical collections.

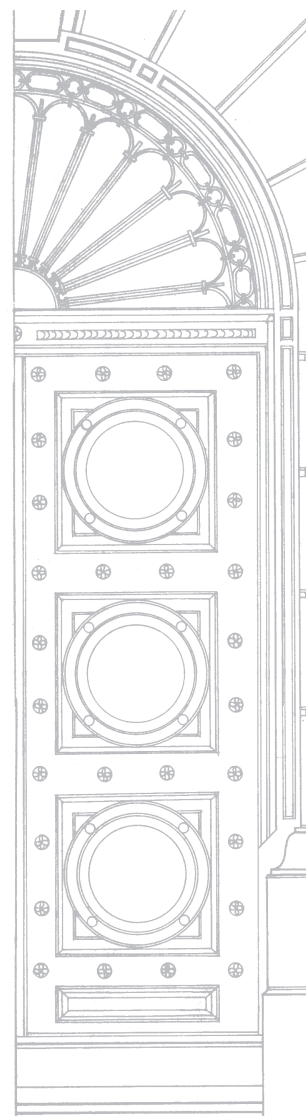
#### *Public Outreach Programs Successful*

The Public Information Branch worked co-operatively with other branches throughout 2000 on outreach services to educate the public about the legislative process.

The second annual Mr. Speaker's Alberta Youth Parliament brought together 83 grade 10 students representing the same 83 constituencies as Alberta's elected MLAs. The event gives participants an insight into the parliamentary process and what it means to represent a constituency.

The Assembly is now home to more model parliaments than any other jurisdiction in Canada: Mr. Speaker's Alberta Youth Parliament, the University of Alberta Model Parliament, the Forum for Young Albertans, the Tuxis Parliament of Alberta for Western Canada Youth Parliament, the Parlement jeunesse de l'Alberta, the Tuxis Parliament of Alberta for the Alberta Alumni Society, and the Alberta Debate and Speech Association.

Public information calls increased by 11 percent over the previous year, and the total number of visitors greeted by Visitor Services grew by 11 percent because of strong attendance at a number of special events, notably Family Day activities at the Legislature.





The number of visitors on booked tours increased in 2000, although the number of walk-in visitors declined. The School-at-the-Legislature program, which has been in pilot mode for the past two years, was successfully launched on November 20, offering grade 6 students hands-on knowledge about the Assembly, government, and the parliamentary process. The program is due to expand in 2001.

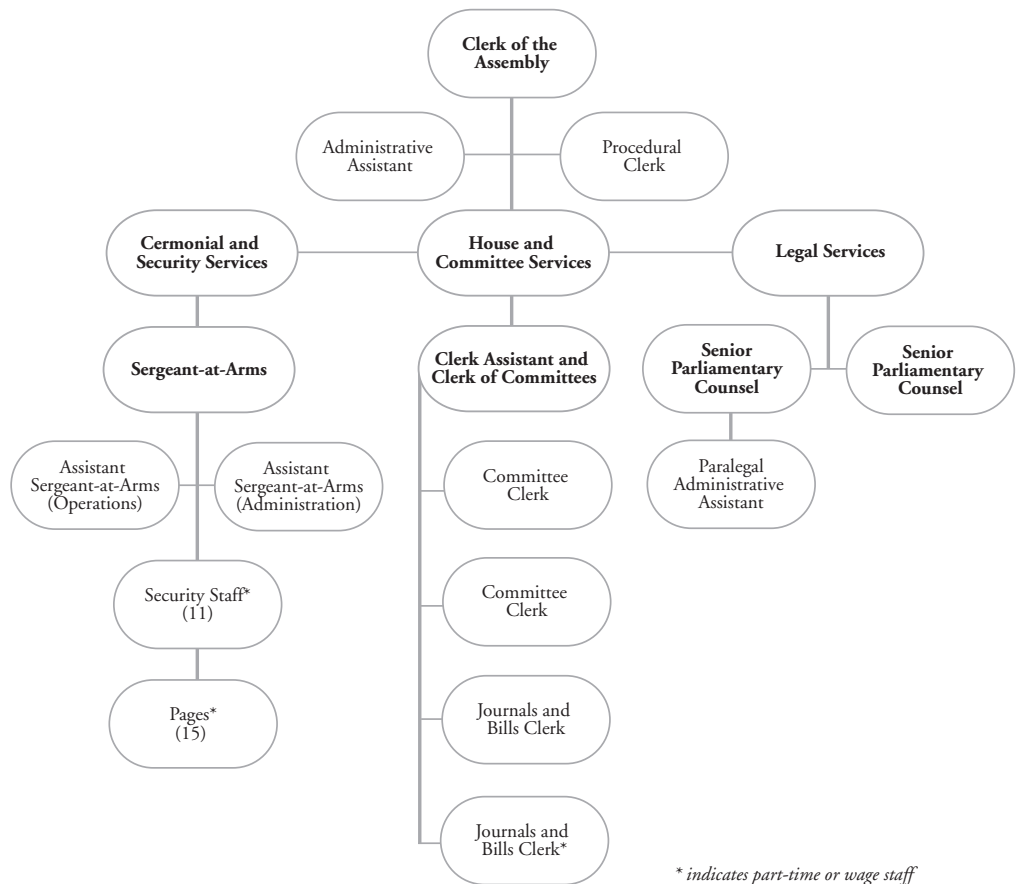
Among the many special events, some 600 people attended the installation in February of Lois Hole, CM, as the 15th Lieutenant Governor of Alberta. An official Lying-in-State was held in the Rotunda in June for former Lieutenant Governor, the Hon. J.W. Grant MacEwan, OC, LLD. More than 1,700 visitors were served

refreshments and cake in the Rotunda in August in honour of the Queen Mother's 100th birthday. Some 2,400 people came to the Rotunda in September to sign a book of condolences on the passing of the Rt. Hon. Pierre Elliott Trudeau. The annual Halloween-o-rama attracted 6,000, and more than 11,600 people enjoyed Christmas activities at the Legislature during December.

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# House Services

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*\* indicates part-time or wage staff*



# House and Committee Services

Louise J. Kamuchik, Clerk Assistant and Clerk of Committees

## *Function Statement*

- *Provides procedural advice to the Speaker and Members of the Assembly*
- *Manages support services to legislative committees*
- *Maintains Assembly records*
- *Manages production of Assembly documents*

**H**ouse and Committee Services (HCS) provided procedural and administrative support during 56 sitting days and 28 meetings of standing and special committees in 2000.

HCS expanded public access to Assembly documents during the year by increasing the number of sessional and committee documents available on the Assembly's web site. In addition, gavel-to-gavel audio coverage of daily sessions is now available on the site. The membership list for the standing and special standing committees was also added to the site, along with information on how to contact the appropriate committee clerk and a link to transcripts of committee meetings. A schedule of anticipated weekly House business was posted on the Assembly web site.

The first ceremonial event of the year took place in the Chamber on Thursday, February 10, when Lois Elsa Hole, CM, was sworn in as Alberta's 15th Lieutenant Governor. She is the second woman in

Alberta's history to hold this position. Following the ceremony a reception was held in the Rotunda and Library during which Her Honour had the opportunity to greet Members, dignitaries, and the public.

## *Special Bill 11 Coverage Arranged*

The Fourth Session of the 24th Legislature opened on Thursday, February 17 with the Speech from the Throne. Provincial Treasurer Stockwell Day tabled the province's budget on February 24. Bill 11, the Health Care Protection Act, was introduced on March 2 and became the most controversial legislation in the Assembly's recent history. A House Leaders' agreement was negotiated to provide for coverage by Access television of the first three hours of second reading debate on the evening of April 4. A live radio broadcast was also provided.

The conclusion of debate on the bill in Committee of the Whole on May 2 saw an unprecedented 22 requests for recorded votes between midnight and 2:15 a.m. Public demonstrations in the Legislature Building and on the surrounding grounds were held every evening at all stages of the debate. Royal Assent was granted on May 30. The 47-day spring session adjourned May 25.

On February 2 Pam Barrett, the Leader of the New Democrats and MLA for Edmonton-Highlands, announced her resignation. A by-election to replace her was held on June 12. Brian Mason, also



a New Democrat, was sworn in as Alberta's newest member on July 5, 2000.

On July 11 Stockwell Day resigned as the Member for Red Deer-North following a successful bid for the leadership of the federal Canadian Alliance Party. Mary Ann Jablonski, Progressive Conservative, won the September 24 by-election and was sworn in on October 23. Both new Members took their seats in the Chamber when the session resumed on November 14. The Fourth Session of the 24th Legislature adjourned on November 28.

Sue Olsen, Liberal Member for Edmonton-Norwood, resigned her seat on October 25 to run as a candidate in the fall federal election. No by-election was called to fill the vacancy.

Three of the 19 private members' public bills introduced in the 2000 session received Royal Assent. A total of 22 private members' public bills have received Royal Assent since the 1993 parliamentary reforms. The number of petitions rose from 268 in 1999 to 431 in 2000, most of them dealing with health care.

### *Committees Supported*

HCS staff provided administrative and procedural support for 28 meetings of standing, special standing, and Committee of Supply subcommittee meetings of the Assembly. One committee clerk was reassigned to assist with the increasing number of delegations visiting Alberta each year and with the regional meeting

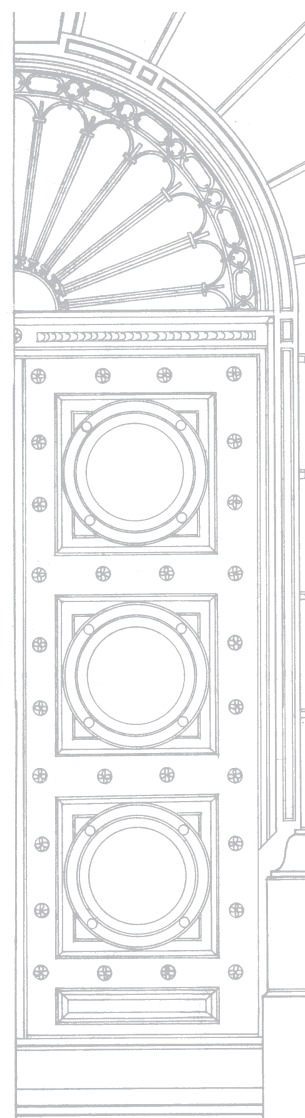
of the Commonwealth Parliamentary Association (CPA). Alberta will host the CPA regional meeting in July 2001.

During the year Alberta welcomed the Partnership of Parliaments from Germany and the Parliamentary Committee on Health and Welfare from Sweden.

Active standing committees in 2000 included the Standing Committee on Public Accounts (12 meetings), the Alberta Heritage Savings Trust Fund (five meetings), Legislative Offices (four meetings), Private Bills (five meetings), and the Special Standing Committee on Members' Services (two meetings). The Assembly approved minor changes to the membership of three standing committees at its fall session.

During the spring session the Committee of Supply continued its practice of establishing nine committees to review government department estimates. Five designated supply subcommittees were appointed to review the estimates of specific departments designated by the Official Opposition. An additional four subcommittees of supply were appointed to review the estimates of other departments.

The branch continued its practice of co-operating with other jurisdictions by responding to numerous surveys and questionnaires on Assembly and committee procedures. Staff actively participated in relevant associations and attended professional development seminars and conferences.







The Clerk Assistant continued to provide administrative support to the Alberta section of the America Region of the Assemblée parlementaire de la Francophonie (APF) and was elected Secretary Treasurer of the Association of Clerks-at-the-Table at that organization's professional development seminar in August. Alberta APF members and the Clerk Assistant attended the international ordinary session of the APF in New Brunswick.

The Clerk Assistant also presented the jurisdictional report at the Clerks-at-the-Table professional development seminar in August. Branch staff attended the Canadian Council of Public Accounts Committees conference and the Council on Governmental Ethics Laws conference.

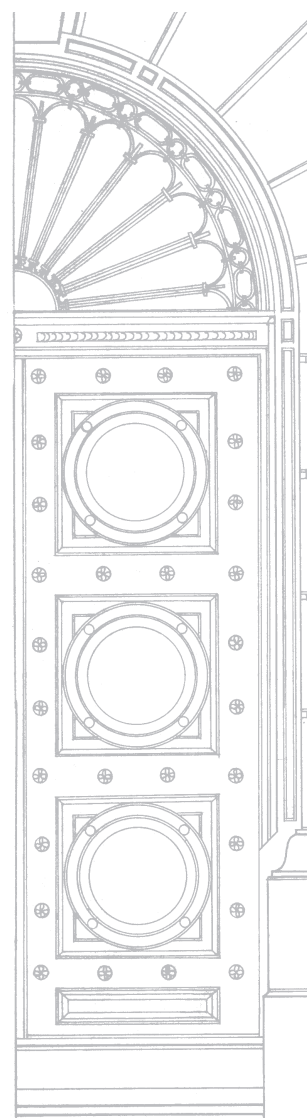
HCS staff were actively involved as volunteers or representatives in a number of joint internal projects, including the Assembly's web committee, the Assembly's web management subcommittee, the staff recognition dinner, and the Speaker's Cup tournament.

Table officers also participated in a number of functions at the Legislature. These included the unveiling of a portrait of the former Lieutenant Governor, the Hon. H.A. "Bud" Olson, and the unveiling of a statue of Lord Strathcona by the Governor General, Her Excellency the Rt. Hon. Adrienne Clarkson. Other functions included the laying up of the Old Guidon, Lord Strathcona's Horse (Royal Canadians) in the Rotunda, and the celebration of Francophone Week in Alberta.

## House and Committee Services

### Comparative Statistics

		2000	1999	1998
		Fourth Session 24th Legislature	Third Session 24th Legislature	Second Session 24th Legislature
Sitting Days (hours)	Spring	47 (178)	49 (177)	49 (177)
	Fall	9 (33)	13 (51)	14 (51)
Evening Sitzings (hours)	Spring	34 (106)	36 (85)	36 (76)
	Fall	7 (20)	10 (33)	11 (33)
Government Bills	Introduced	29	46	50
	Rec'd Royal Assent	26	43	44
Private Bills	Introduced	5	3	4
	Rec'd Royal Assent	5	2	4
Private Members' Public Bills	Introduced	19	29	32
	Rec'd Royal Assent	3	3	4
Government Motions	Debated	26	26	39
	Agreed to	25	24	38
	Withdrawn	0	2	1
			(closure motion not moved)	(closure motion not moved)
Private Members' Motions	Placed on Order Paper	67	94	97
	Agreed to	9	8	10
	Defeated	5	7	6
	Withdrawn	1	4	1
Written Questions	Placed on Order Paper	37	99	57
	Accepted	22	74	43
	Rejected	3	16	11
	Withdrawn	0	0	0
Motions for Returns	Placed on Order Paper	58	156	50
	Accepted	10	51	23
	Rejected	40	95	21
	Withdrawn	0	0	0
Committee of Supply (days)	Main Estimates	20	20	20
	Lottery Fund	2	2	3
	Supplementary	3	4	5
Designated Supply Subcommittees (hours)				
(2000: Learning, Health and Wellness, Environment, Human Resources, Children's Services)		13.32	17.82	13.70
Tablings	(Required by Statute)	130	146	176
	(Voluntary)	1,192	1,211	849
	<b>Total</b>	<b>1,322</b>	<b>1,357</b>	<b>1,025</b>
Petitions (excluding Private Bills)	Presented	431	268	120
	Read and Received	355	89	80
Recognitions		154	199	139
Members' Statements		80	87	93
Ministerial Statements		6	23	22
Pages Published	Journals	1,004	1,029	810
	Votes and Proceedings	604	589	520
	Order Paper	707	1,086	882





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## Legal Services

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Robert Reynolds and Shannon Dean, Senior Parliamentary Counsel

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### *Function Statement*

- *Provides legal and procedural advice to the Speaker, Members of the Assembly, committees of the Assembly, caucuses, and staff of the Legislative Assembly Office*
- *Drafts private members' public bills and private bills*
- *Reviews amendments, motions, written questions, and motions for return*
- *Provides legal services to the Chief Electoral Officer*

The office of Parliamentary Counsel experienced a busy year in 2000 with a diverse workload inside and outside the Assembly. In addition to regular duties as table officers during the spring and fall sittings and advising the Speaker, Members, and caucuses on legal and procedural issues, the office provided support to other staff in the Legislative Assembly Office and the Chief Electoral Officer on legal and litigation matters. Parliamentary Counsel work in conjunction with the Clerk, the Clerk Assistant, the Procedural Clerk and the Committee Clerks in the Chamber to assist the Speaker in preserving and asserting the rights and privileges of the Assembly.

### *Bill 11 Activity*

The focal point of the spring session was Bill 11, the Health Care Protection Act, which generated considerable activity.

The issues surrounding Bill 11 contributed in part to a record of 431 petitions being presented in the Assembly. Parliamentary Counsel reviewed petitions to ensure that they comply with the Standing Orders and the practices of the Assembly. In addition, two questions of privilege arose during the spring session, both concerning aspects of Bill 11.

In accordance with the requirements of the Standing Orders, Parliamentary Counsel review amendments to bills before they are introduced. Parliamentary Counsel also review all motions, Motions for Returns, and Written Questions before they are placed on the Order Paper.

Parliamentary Counsel was responsible for drafting a total of 19 private members' public bills that were introduced in the Assembly in 2000. Pam Barrett, MLA for Edmonton-Highlands, had held the first position for private members' public bills with Bill 201. The bill was not introduced because of her resignation just prior to the start of the spring session. In addition, the Member holding the position for Bill 203 did not introduce a bill.

Owing to the timing of other business before the House on Tuesdays and Wednesdays throughout the session, the Assembly could only consider private members' bills up to Bill 210 before adjournment of the fall session. Of the eight private members' public bills considered, three received Royal Assent: Bill 202, the Marriage Amendment Act,

2000; Bill 205, the Emblems of Alberta (Alberta Dress Tartan) Amendment Act, 2000; and Bill 206, the School (Students' Code of Conduct) Amendment Act, 2000.

### *Advice and Briefings*

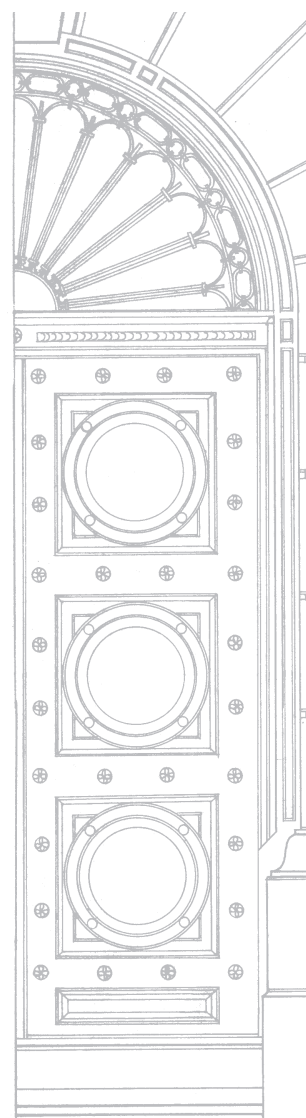
As one of their responsibilities, Parliamentary Counsel serve committees of the Assembly. In 2000, Parliamentary Counsel provided advice and briefings to meetings of the Members' Services Committee. They continued to serve as counsel to the other standing committees of the Assembly, most notably the Legislative Offices and Public Accounts committees. They provided support to the Standing Committee on Private Bills by working with petitioners, co-ordinating the process for bringing bills to the committee, and providing legal advice. Five private bills were introduced and referred to the committee in 2000. The Standing Committee recommended passage of all the bills, some with amendments. All five ultimately passed and received Royal Assent.

The office of Parliamentary Counsel continued to educate members of the legal profession and the public in general about procedures for making laws in Alberta and the rights and privileges of the Assembly. They served as moderators for Mr. Speaker's Youth Parliament and assisted as procedural advisors to the various caucuses. The branch continued to be involved in the School-at-the-Legislature program by participating in talks with school groups.

The office participated with the other table officers in supporting the Speaker at important ceremonial events. These included the swearing in of the Lieutenant Governor; the Hon. Lois Hole; the unveiling by the Governor General of the statue of Lord Strathcona on the south grounds of the Legislature; the ceremonies by the Legislative Assembly commemorating the passage of the Holocaust Memorial Day and Genocide Remembrance Act; Remembrance Day; the Muslim Festival of Eid al-Adha; and Francophone Week.

The office continued to serve as the Alberta correspondents for two parliamentary publications: the Canadian Parliamentary Review and the Table Review, a publication of the Association of Clerks-at-the-Table.

In September Parliamentary Counsel and Legislative Counsel co-hosted the annual joint Conference of Parliamentary and Legislative Counsel in Canada. Conference members consist of lawyers who advise assemblies in all the provinces and territories, the House of Commons, and the Senate, as well as senior government drafters of legislation in every Canadian jurisdiction. Robert Reynolds, Senior Parliamentary Counsel, co-chaired the conference as President of the Association of Parliamentary Counsel in Canada and presented a paper.





# Ceremonial and Security Services

Brian Hodgson, Sergeant-at-Arms

## *Function Statement*

- *Provides security services to the Legislative Assembly*
- *Provides page and messenger services to the Assembly during its sittings*
- *Plans and executes ceremonial functions and provides protocol advice*
- *Provides support to the Speaker and the Speaker's office*
- *Has other duties as listed in Standing Order 105(1)*

Ceremonial and Security Services (CSS) experienced significant challenges in 2000 involving safety and security issues and major ceremonial events.

CSS' Legislative Assembly Security Staff (LASS) provided security for Members and for 11,953 visitors in the galleries during the 56 afternoon and 41 evening sessions during the 24th Legislature. LASS also provided security coverage for 33 committee meetings – Public Accounts (10 meetings), Private Bills (five meetings), and Supply (18 meetings) – and eight meetings of committees and subcommittees in room 512.

In conjunction with the Speaker's office, CSS co-ordinated and facilitated the use of the Chamber and precincts by outside groups. The University of Alberta Model Parliament 2000 met for three days in

January and the Forum for Young Albertans used the Chamber for one day in April. In May Tuxis held the Western Canadian Youth Parliament for three days. The Parlement jeunesse de l'Alberta visited for three days in October and the Alberta Debate and Speech Association came for two days in November. Tuxis held another model parliament for the Tuxis Alberta Alumni Society for three days in December. With other branches, CSS provided planning and resources to the second Mr. Speaker's Youth Parliament in April.

## *Advises on Office Security*

The Sergeant-at-Arms visited seven constituency offices of Members and offered advice on their security arrangements. CSS supervised the installation of alarm systems at a number of constituency offices. The branch delivered a security briefing to constituency office staff in November. In addition, the branch provided timely and in many cases immediate security-related advice to Members and constituency office staff throughout the year. The branch also improved liaison with the RCMP and the Edmonton Police Service, notably during debate on Bill 11, and with the Calgary Police Service, particularly concerning the World Petroleum Congress in that city.

In April and May CSS faced the most critical security challenge to the Assembly in 30 years. Demonstrations inside and outside the Legislature Building during the

Assembly's debate over Bill 11 challenged the LASS' need to provide for both public accessibility and maintenance of security to allow Members and officers of the Assembly to perform their duties in the Chamber.

CSS continued its involvement with the Security Co-ordination Committee, comprised of representatives from the Department of Justice Protection Services and facilities managers of both the Legislature Building and the Government Centre. The committee meets regularly to discuss security issues related to the Legislature Building and surrounding areas.

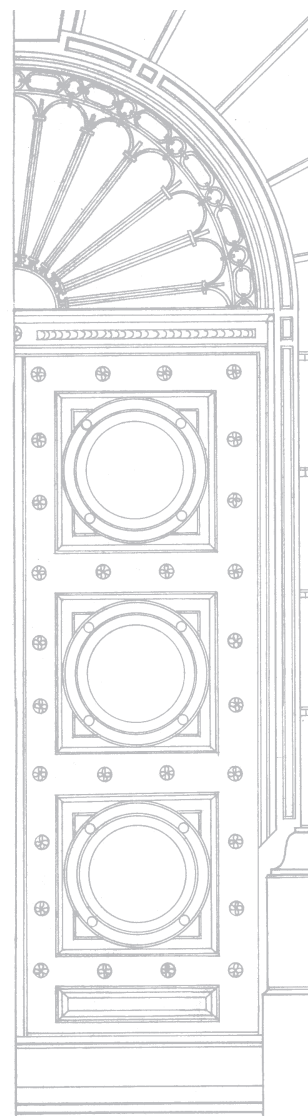
#### *Busy Year for Ceremonies*

On the ceremonial side CSS devised, co-ordinated, and executed several events beginning in March with a celebration commemorating the Muslim festival of Eid al-Adha, with a reception following. In May the Legislature Grounds were visited by members of the Royal Canadian Legion and active members of the Canadian Forces in a ceremony to collect soil for the Tomb of the Unknown Soldier in Ottawa. Later that month Her Excellency the Governor General, the Rt. Hon. Adrienne Clarkson, visited the Legislature to help unveil the statue of the first Lord Strathcona. CSS participated in Canada Day events at the Legislature. Visitor Services guides, LASS officers, and pages were all involved in welcoming the public to the building and precincts, including the floor of the Chamber.

In June CSS worked with other branches in hosting a German delegation from the Partnership of Parliaments. August included attendance at the 19th Canadian Association of Sergeant-at-Arms Conference in New Brunswick and Mr. Speaker's Cup golf tournament in Westlock, with CSS chairing the organization committee.

In September the second annual Peace Officers Memorial Day was held on the Legislature Grounds. CSS worked with Department of Justice Protection Services in organizing the event. November events included the annual presentation of the first poppies by members of the Royal Canadian Legion, the annual Remembrance Day ceremonies with the presence of members of the Lord Strathcona's Horse (Royal Canadians) and the South Alberta Light Horse regiments, and the Laying-up Ceremony of the Regimental Guidon of the Lord Strathcona's Horse. The portrait of the former Lieutenant Governor, the Hon. H.A. "Bud" Olson, was unveiled on December 7, with CSS providing support to the Speaker's office. In October CSS helped to organize the London itinerary for the Lieutenant Governor, the Hon. Lois Hole, and accompanied her on a visit to Westminster Palace.

The branch continued to provide strategic direction and overall planning as a member of the Management Web Steering Committee. In August the branch produced the second edition of the official newsletter of the Canadian Association of Sergeants-at-Arms. In September CSS was appointed to the communications subcommittee of the





Alberta Pandemic Influenza Working Group. CSS attended the Disaster Forum 2000 later in November.

CSS worked with Human Resources and Parliamentary Counsel in a team effort to complete a draft policy on sexual and workplace harassment.

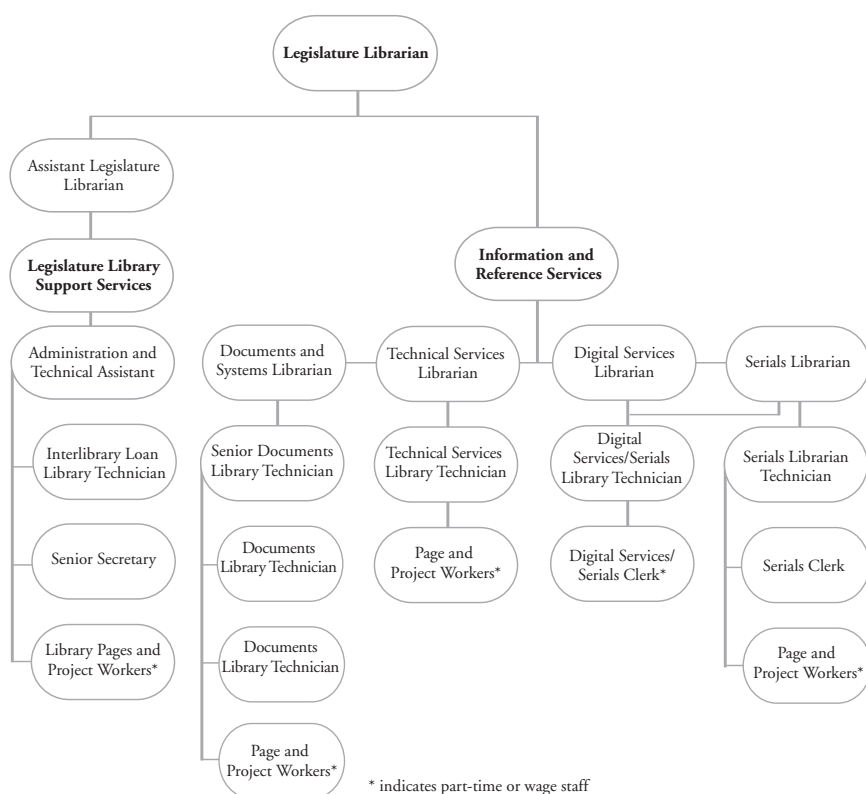
CSS and Human Resources interviewed 29 prospective pages. The branch conducted page professional development

seminars during the session, culminating in the TransAlta/Speaker's Cup Page Speech Competition. The topic was "the role of Commonwealth parliamentarians in defending and enhancing human rights," chosen from the plenary session topic of the 45th Commonwealth Parliamentary Association Conference. The winner for the second year was Daniel Novak, who received a \$100 cheque from TransAlta, the event sponsor.



# Information, Reference, and Co-ordination Services: Legislature Library

Sandra E. Perry, Legislature Librarian



## Function Statement

- Provides information and reference services to the Legislative Assembly



*Speaker Ken Kowalski highlights new services in opening the Library's 2nd annual Spring Tea and Open House.*

Upgrading the Legislature Library's on-line catalogue in 2000 was a milestone in the development of services for Members and other clients. The Library upgraded from the Dynix on-line catalogue to the new Windows- and web-based Horizon software. Although this involved a significant learning curve for all Library staff, the results for clients will be well worth the effort.

The move is in keeping with current developments in the library and information technology fields.

Clients find the web-based catalogues more user-friendly. Library staff can take advantage of the greater flexibility provided by the software that allows them to catalogue web sites of interest to their clients, provide easy access to electronic publications, and share catalogue records with greater ease.

The move to Horizon began in the spring of 2000. Staff training was completed by the end of October. With increased support from Information Systems Services (ISS) staff, the system was fully implemented by November.





With the strong support of the Members' Services Committee, the Library became a member of The Alberta Library (TAL) in early 2000. TAL membership allows the Library to more fully participate in information resource sharing across the province and provides substantially reduced rates for electronic services. Membership permits the Library to provide the Members with direct desktop access to four full-text periodical databases covering topics relevant to their work and research interests. Sitting at their computers anywhere in the province, the Members can access articles from a wide range of Canadian and international publications.

Further developments on the Library's intranet site included a series of fact sheets, which act as pathfinders to information for clients, and an election site with current information on nominations and information on previous elections. In addition, a trivia section appears weekly on the front page of *Our House*, highlighting for the Members various historical developments in the Legislature and across the province. A customized Alberta-specific news-feed project is under development. The Library provided primary clients and professional and community groups with orientations to its facilities and training sessions in electronic services.

#### *Historical Collections Preserved*

The Legislature Library is placing increased emphasis on the preservation of its important historical collections. It worked closely with the Financial

Management and Administration (FMAS) branch to update the valuation of its collections. It also worked with the Legislative Assembly Office (LAO) administration and Alberta Infrastructure to develop new facilities to provide safer storage for valuable parts of the collection. Some materials were moved to on-site temporary storage facilities until the permanent facility can be completed. Informal discussions have been held with colleagues across the country, including the National Librarian of Canada, to share ideas to improve the storage of print materials in older facilities. Library staff have also been investigating efficient methods of digitizing parts of the collection. To this end, partnerships have been initiated with the University of Alberta and the University of Calgary.

The year 2000 marked changes for the Legislature Library Support section (LLSS), formerly called Co-operative Government Library Services (CGLS). The role of CGLS in support of government libraries was substantially reduced by the establishment of the centralized Alberta Government Library. The change will allow LLSS to concentrate on its rapidly emerging role of working closely with the Library's Digital Services unit in providing the research and intellectual content for many new web-based information services. One such initiative already in progress is an electoral research project that will provide Members with detailed histories of their individual constituencies. A by-product of this research is a bibliography of works by and about Members since 1905.

LLSS will accelerate its microfilming projects and has assumed responsibility

for library storage, library page recruitment and supervision. This year weekly newspapers were microfilmed for the communities of Bow Valley, Crossfield, Daysland, Lamont, Waskatenau, and Wimbourne. The Library's print collection of the early French-language newspaper L'Union was filmed and gratefully received by the library of the Faculté Saint-Jean.

Funding was approved for a part-time digital services/serials clerk to assist with electronic projects. In December the Senior Documents Technician retired after 25 years with the Legislature Library. Other anniversaries included five years of service by the LLSS Interlibrary Loan Technician and 20 years of service by the Serials Technician.

### *Special Events and Joint Projects*

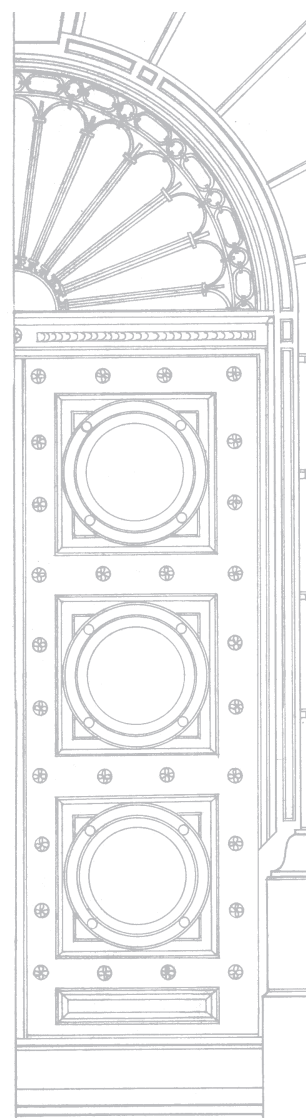
In May the Library hosted its second annual spring tea and open house. The Speaker opened this event and highlighted the new library services. For the first time the Library provided direct support to Mr. Speaker's Youth Parliament by preparing background packages for participants. The Library was pleased to support the School-at-the-Legislature program by providing tours and interview opportunities to groups of students.

In December the Library staff worked with other LAO branches to provide information sessions to constituency staff. The Library's session focused on the new database services and the new catalogue interface. Planning began in December for the Commonwealth Parliamentary Association (CPA) regional conference,

with Library managers taking roles in business session planning and children's programming.

Joint projects with the library community included partnering with the University of Alberta in the digitization of Alberta's Royal Commission reports, working with government libraries to produce a report on performance measurement in libraries, and serving on a number of library committees. These included: the TAL Government Information Project Team, the Alberta Government Libraries Council (AGLC), the AGLC Electronic Services Subcommittee, the AGLC Performance Measures Subcommittee, Edmonton Law Libraries Association (ELLA), the Alberta Association of Library Technicians (AALT), and the Canadian Association of Special Libraries and Information Services (CASLIS). The Legislature Librarian represents the Library as a director of TAL and as vice-chair of the Association of Parliamentary Librarians in Canada (APLIC).

In June the annual conference of the Canadian Library Association (CLA) was held in Edmonton with a number of Legislature Library staff acting as volunteers. The Library was also pleased to host some CLA delegates at an afternoon tea and tour of the Legislature Library. Other staff professional development opportunities included 16 days of training sessions for the Horizon system, attendance at the APLIC conference in Halifax, the TAL Netspeed conference, and the AALT conference in Calgary. Staff also continued to participate in upgrading sessions in electronic database technology.





## Legislature Library Comparative Statistics

	2000	1999
<b>Information and Reference Services</b>		
Total number of volumes in the collection	316,165	304,830
Items borrowed for use outside the Library	4,374	5,493
Items used on site *	3,314	n/a
Number of sessional papers added to the collection	1,355	1,181
Number of requests requiring less than 15 minutes to complete	4,639	6,419
Number of requests requiring 15 minutes to one hour to complete	803	536
Number of requests requiring more than one hour to complete	110	80
Number of on-line searches	606	447
MLA/LAO usage of the Library's Intranet site *	6,814	n/a
Number of times the on-line catalogue was accessed remotely	4,025	5,090
<b>Legislature Library Support Services</b>		
Titles in Union List of Serials	13,129	11,779
Number of interlibrary requests from Members and staff	520	288
Number of interlibrary requests by Alberta Government Libraries	1,735	1,876
Number of requests by Alberta Government Libraries for professional advice	58	66

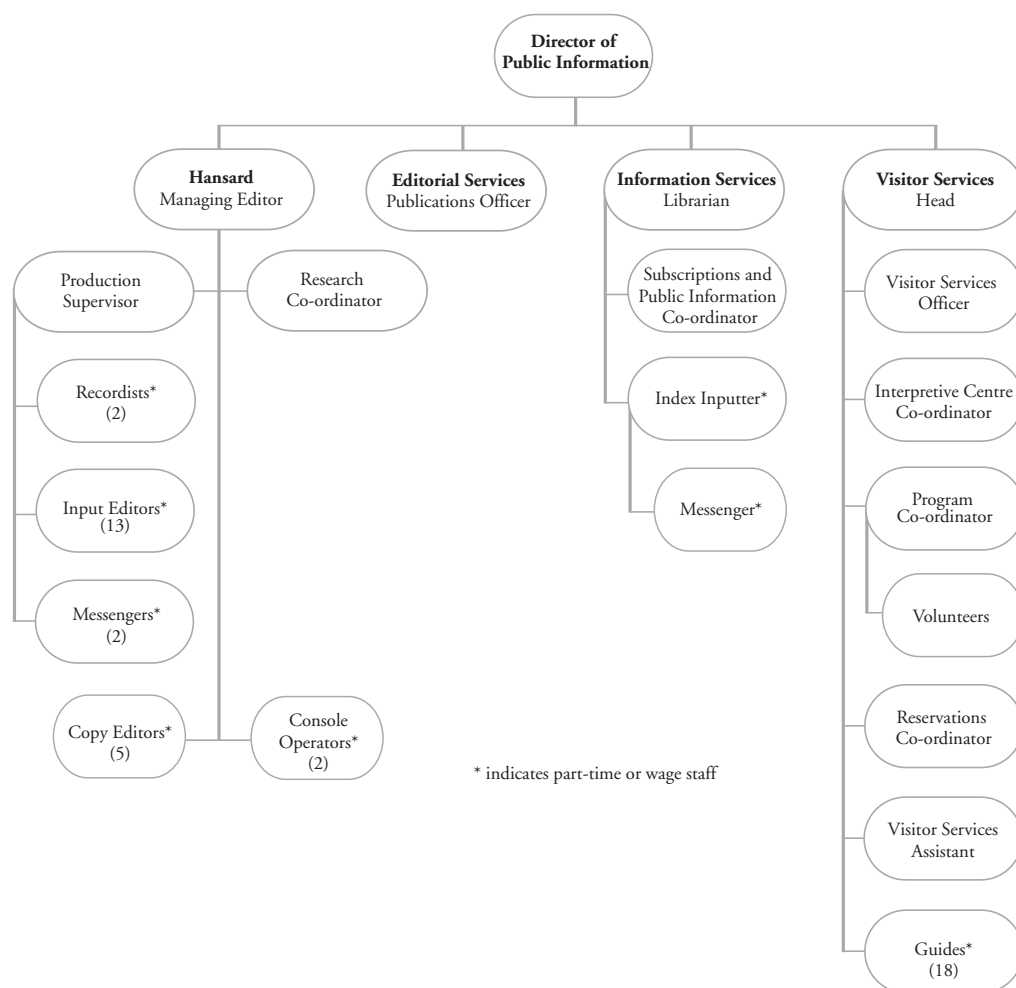
\* New category

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# Public Education and Reporting Services: Public Information Branch

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Gary Garrison, Director



*Speaker Ken Kowalski  
talks to McDougall  
School students as part  
of the School-at-the-  
Legislature program.*



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#### *Function Statement*

- *Produces the official report of what is said during meetings of the Legislative Assembly and its committees*
- *Welcomes visitors and provides public education services for the Assembly*
- *Provides public information about the Assembly*
- *Prints and distributes Assembly publications*

The Legislative Assembly set a record in 2000 with the highest average number of sitting hours per day (6.16). As a result, *Hansard* staff transcribed and provided timely and accurate transcripts for nearly 3 million words spoken over 410 hours of meetings of the Assembly and its committees. During the spring sittings the final *Hansard* for afternoon sittings was available on the Internet by 11 p.m. on the same day instead of the following morning, a full nine hours sooner than in previous years. The evening transcript continued to be available by 1 p.m. the following day.

The branch produced or assisted constituency and caucus staff in producing reprints of remarks made by individual Members during Recognitions and Members' Statements and debate on bills and motions. It also published a special commemorative issue of remarks made by all Members during the unanimous passage of Bill 26, Holocaust Memorial Day and Genocide Remembrance Act.

Six new *Hansard* Input Editors began training in January. Five completed the training program, bringing the complement of Input Editors to 13. The high turnover of part-time staff remains a perennial challenge, and the branch once again held a competition prior to the November session. It recruited three additional Input Editors for training beginning in January 2001.

Staff developed a new training module using a multimedia projector set up in the training room by Information Systems Services (ISS). The module enhanced the demonstration of word processing and procedural formats and made the training process more efficient and effective.

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#### *Hansard Upgrades Made*

Cindex software, which was installed before the 1999 session, has proven effective in producing a weekly *Hansard* index during the session and a subsequent annual index. The system handles large amounts of data quickly in a variety of formats. Inputting is made easy by features that reduce the need to retype entries. Upgrades to the software since its installation have made inputting even faster.

PIB and ISS staff began work to put the index on the Assembly's web site. The index would initially be uploaded as is, with an accompanying list of page numbers and related issue numbers. The long-term plan is for links between the page numbers in the index and the corresponding page of the *Hansard* text.

A new program for managing subscriptions has enhanced service delivery to the branch's client base. Although subscriptions to sessional publications remained static, subscriptions to *Hansard* decreased, with many clients choosing instead to take advantage of faster access to the Internet version. The *Hansard* web pages registered approximately 30,000 hits.

Public information calls increased by 11 percent over the previous year, with many callers expressing their appreciation for having a "real person" listen to their concerns and direct them to their MLA or the appropriate department. In addition, PIB staff dealt with numerous e-mail requests for information from across Canada. The branch handled an increasing number of requests for congratulatory anniversary and birthday scrolls and planned for a request form that will be posted on the Assembly web site early in 2001. This change will increase general awareness of the scrolls and expedite service.

The branch continued to provide research, editorial support, and desktop publishing services to the Assembly as well as participating in preparations for Mr. Speaker's Youth Parliament. It also provided a transcript of the proceedings. Staff again participated with other branches in the United Way committee, the staff recognition dinner organizing committee, the web development committee, the constituency staff orientation program, and the Speaker's Cup golf tournament.

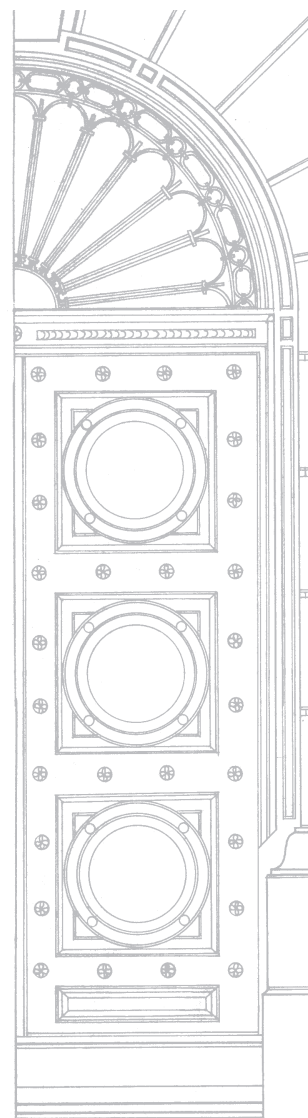
In August two members of the *Hansard* staff attended the Hansard Association of Canada conference in Québec City.

Delegates attended presentations on new forms of publishing to address the changing needs of their client base, voice recognition technology, digital recording, which is currently being explored by PIB and ISS staff, and other technological advances. These advances present challenges and opportunities not only for the various *Hansard* jurisdictions but also for all legislatures and parliaments. The Managing Editor co-chaired a workshop on production environments and production measures. The branch also took a lead role in developing and administering a survey of training and development requirements in *Hansard* jurisdictions across Canada and continued its stewardship of the association's web site. The Director of the Public Information Branch advised the executive of the Hansard Association before the conference that he was stepping down as secretary-treasurer of the organization, a position he had held since the fall of 1996.

#### *Visitor Services Active*

The goal of Visitor Services is to increase public awareness of the Legislative Assembly within Alberta's democratic parliamentary system through information and outreach programs.

Visitor Services organized a number of special events in 2000. Among the highlights were Family Day, drawing over 4,400 visitors; Canada Day, attracting 8,400; Christmas at the Legislature, bringing 11,600 visitors to the site; and the School-at-the-Legislature program launch.





The total number of visitors greeted by Visitor Services increased by 11 per cent from 1999 due to a number of special events. Public awareness of these events has grown tremendously through advertising and promotion. The largest increase was for Family Day activities in the Interpretive Centre pedway when visitors came to watch live entertainment, try their luck at a penny carnival, and sip hot chocolate. A significant increase in visitors was evident on Canada Day. The Clerk, Parliamentary Counsel, and guides welcomed visitors to the Chamber. Musical entertainment throughout the grounds and pedway, the Pathfinder penny carnival, the ERTC Criterium bike race, and a naval gun display were among the highlights of the afternoon.

The number of visitors on booked tours increased in 2000, although the number of walk-in visitors declined. A guide was scheduled as a greeter in the Rotunda from May to the end of December. The number of booked visitors admitted to the galleries to view the Assembly in session decreased. The volume of sales in the gift shop increased by 22 per cent.

The School-at-the-Legislature program was successfully launched on November 20 with the Speaker presiding over the ceremony in the Rotunda. This innovative educational program has been in pilot mode for the past two years. The program offers grade 6 students hands-on knowledge about the Legislative Assembly, government, and the parliamentary process. Three community partners—Shaw Communications Inc., Capital City Savings & Credit Union Limited, and the Quality Group of Companies—provided support for the

program, which will result in a full-time position for a co-ordinator. The program had seven weeks booked for 2000 and will later expand to 22 weeks.

Visitor Services staff took part in professional development at the Edmonton Space and Science Centre in January. The head of Visitor Services was an active member of the Canadian Capital Cities Organization (CCCCO) program committee and played a key role in organizing the Canada Day family exchange program for the second year. This program enabled families to meet on June 30 with the Clerk of the Assembly and eat lunch in the pedway. On July 1 the program included lunch with the Lieutenant Governor, the Hon. Lois Hole, at Government House. The head of Visitor Services was involved with the Edmonton Capital Region Tourism Partnership as a member of the Regional Marketing Committee and Long Haul Leisure Marketing Committee.

A series of exhibits in the pedway promoting millennium projects and celebrations occurring across Alberta in 2000 was well received. The exhibit room in the Interpretive Centre housed two hands-on displays from the Science Alberta Foundation. Mirror Image focused on teens adopting a positive image and Jungle Fever explored the medicinal properties of plants and medicines to relieve symptoms and cure diseases. In the new year an Athletics in Alberta pedway display will feature the Edmonton 2001 World Championships in Athletics, the Edmonton ITU Triathlon World Championships, the Alberta Sports Hall of Fame, and many other Alberta sports organizations.



On February 10 Visitor Services staff supported a special ceremony in the Chamber for the installation of Lois Hole as Alberta's 15th Lieutenant Governor, followed by a reception in the Rotunda.

On May 13 and 14 the pedway was the site of the Edmonton Regional Heritage Fair for 330 students from grades 4 to 9. It included more than 205 projects and programs. Several of the exhibits were displayed in the pedway after the event. Eight students from the Maritime provinces participated in the fair as part of an exchange program.

On June 19 Visitor Services staff provided support for the official Lying-in-State in the Rotunda for former Lieutenant Governor, the Hon. J. W. Grant MacEwan. More than 850 people paid their respects.

In August more than 1,700 visitors were served refreshments and cake in the Rotunda by Visitor Services staff in honour of the Queen Mother's 100th birthday. Visitors were invited to sign a book of birthday wishes, which was forwarded to Her Majesty Queen Elizabeth, the Queen Mother, on behalf of the people of Alberta.

In September the Sergeant-at-Arms became the Acting Director of the Visitor Services branch.

In October, with the passing of the Rt. Hon. Pierre Elliott Trudeau, the public was invited to sign a book of condolences in the Rotunda. Visitor Services staff greeted nearly 2,400 people. Late in the month the annual Halloween-o-rama took place on the north grounds and in the pedway, attracting 6,000 visitors.

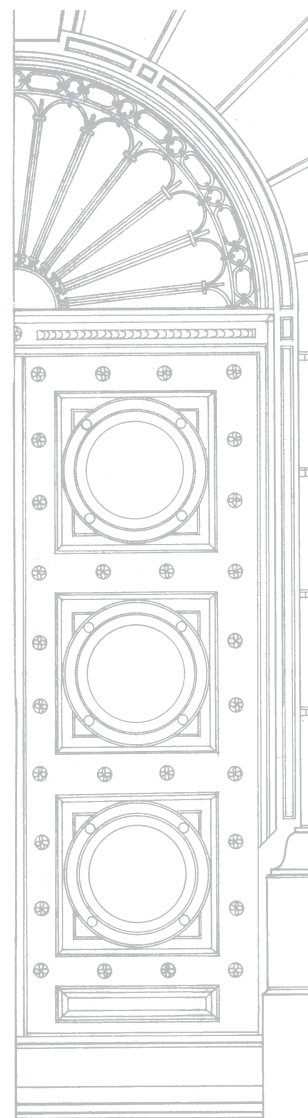
In mid-November the fifth annual craft sale took place in the pedway, drawing 37 vendors.

Visitor Services organized or provided support for several interbranch events and ongoing programs. They included opening day ceremonies, Mr. Speaker's Youth Parliament luncheons, the Klondike Days breakfast on the grounds, the Antique "Whatever" Show, Poppy Presentation, Remembrance Day, the Laying-up Ceremony of the Regimental Guidon of the Lord Strathcona's Horse, and the Christmas Light-up. Staff were actively involved in the committee for the web site, Under the Dome, and Mr. Speaker's staff recognition dinner.

#### *Publication Production Expands*

Publication production, particularly the in-house production of materials for a variety of events, continued to expand in 2000. The 1999 annual report was completely redesigned and restructured to accommodate the addition of the LAO's financial statements and, for the first time, photographs of noteworthy events. Another large publication, the *Members' Guide*, was completely revised, updated, and distributed to Members during the fall session.

Other publication work included the in-house production of support materials for the Partnership of Parliaments in June and co-ordination and production of print materials for the School-at-the-Legislature launch in November. The branch continued to provide ongoing publications support and expertise to other areas of the LAO, including the Speaker's office and the office of the Clerk.







## Public Information Branch Comparative Statistics

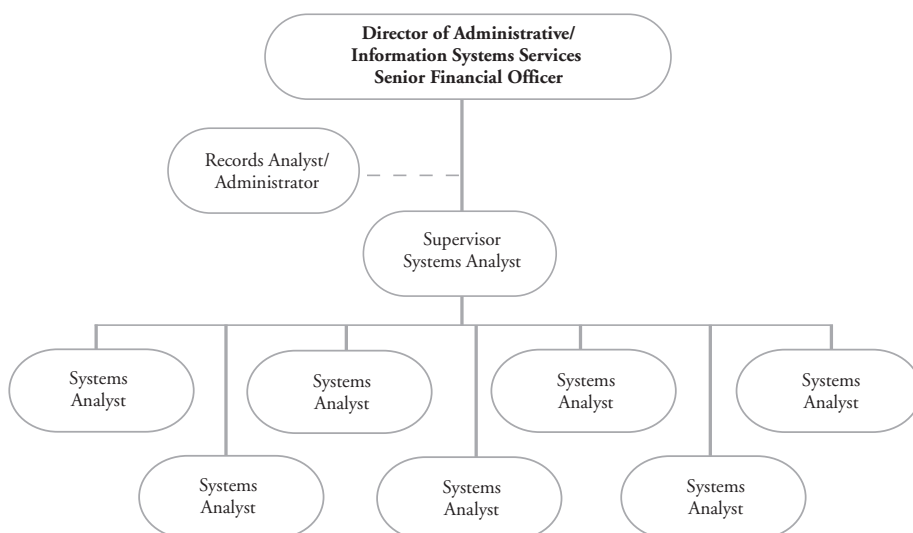
	2000	1999
<b>Visitors to Legislature and Interpretive Centre</b>		
Visitors on tour	44,900	43,356
Special events	39,806	36,789
Casual	36,346	37,435
Total	132,952	119,580
<b>Tours and Programs</b>		
Regular tours	2,945	2,817
VIP tours	24	13
Educational programs	421	366
Civil service orientation	4	2
Gallery seats reserved	10,415	12,084
Volunteer hours	457	403
Gift Shop sales	\$88,646	\$85,325
MLA promotional items	\$231,883	\$177,767
<b>Public Information and Subscriptions</b>		
Public information calls	7,616	6,802
Congratulatory scrolls	2,615	2,312
Paid subscriptions		
Daily <i>Hansard</i>	283	375
<i>Hansard</i> bound volumes	35	43
Bills, Votes	274	275
Journals	274	275
Complimentary issues		
Daily <i>Hansard</i>	269	264
<i>Hansard</i> bound volumes	102	102
Bills, Votes	432	469
Order Paper	384	310
<i>Hansard</i> index and on-line inquiries	44	63
Web site inquiries	81	91
<b>Assembly Statistics</b>		
<i>Hansard</i> pages	2,190	2,397
Subcommittees of supply		
Meetings reported	17	17
Meeting hours	37	41
Transcript pages	254	280
Standing and special committees		
Meetings reported	25	31
Meeting hours	34	53
Transcript pages	260	403
Mr. Speaker's Youth Parliament		
Meetings reported	1	1
Meeting hours	5	5
Transcript pages	40	40
<b>Total <i>Hansard</i>, committee, and miscellaneous transcript pages</b>	<b>2,744</b>	<b>3,120</b>

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# Administrative/Information Systems Services: Information Systems Services

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Bill Gano, Director and Senior Financial Officer



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## *Function Statement*

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- *Provides financial and administrative support to the Legislative Assembly*
- *Provides electronic data processing and office automation services to the Legislative Assembly*
- *Acts as co-ordinator for the administration of the Freedom of Information and Protection of Privacy Act (FOIP)*
- *Provides records management services to the Legislative Assembly Office*

The transition of systems to the year 2000 went smoothly due to the planning and upgrading that occurred in 1999. The branch had worked to ensure that all potential Y2K system problems were anticipated and dealt with. As a result, the Legislative Assembly experienced no adverse effects from Y2K. With the transition behind it, the branch used 2000 to complete a number of major upgrades to new servers, Internet audio broadcasts, a new library system, and improved network security.

The branch continued to respond to increased demands from MLAs and staff for technology-related services. It offered all system users prompt and reliable support service and regular upgrades and

maintenance. The branch also led the process to redesign and expand the Assembly's web site and continued to develop the Intranet site.

Reliability of systems is a crucial issue as dependency on the network and file servers increases. As a result, ISS replaced all Novell servers and implemented a Storage Area Network (SAN) to provide increased security and redundancy. ISS examined the network infrastructure and designed a three-phase plan for a more robust network. Phase I of the plan has been implemented, providing 100 gigabit speeds between the Legislature Building and the Legislature Annex. In addition, private Internet Protocol (IP) addressing was enabled to accommodate the



increasing growth of the network and the increased reliance on the Internet.

The Legislative Assembly is now "Live On-line." In April 2000 ISS implemented an audio server to broadcast gavel-to-gavel proceedings.

The branch upgraded network security through increased activity on the firewall. Planning began for the implementation of a Virtual Private Network (VPN) for the Legislative Assembly under the 2001-2002 budget. The VPN will allow faster connection speeds and more client connections than is possible through the current dial-up service. This new technology will allow ISS to address the increasing demand for remote access to the Assembly's network.

Work began on implementing a process that provides automatic software installs and upgrades to meet the demand for more frequent improvements. Zenworks was installed as a pilot in ISS and is gradually being expanded to other branches of the LAO.

ISS staff continued to make significant improvements to the Assembly's internal and external web sites. Internet changes included a renovated web page that is easier and quicker to navigate in linking to texts of bills and amendments, Standing Orders, *Hansard*, and other House records. The changes improved the search capability for these materials.

A system to manage trouble calls to the branch logged 1,500 calls in 2000. ISS practice has been to enter most calls into the system and to keep response/ resolution time to a minimum.

Work progressed in permitting MLAs and staff to complete and submit their forms by computer rather than filling out hard copies and mailing them in. This process is being developed in co-operation with Human Resource Services (HRS) and Financial Management and Administrative Services (FMAS).

ISS, HRS, and FMAS began planning for an election in 2001. The dissolution policy was rewritten and redesigned. Presentations on dissolution were made to constituency and caucus staff.

In the spring ISS worked closely with the Legislature Library in implementing a new library system and with the Speaker's office in developing a contact management and event planning system. Alberta Infrastructure began a major recabing project throughout the Legislature Building and the Legislature Annex. ISS is involved in the planning and implementation of this project. Other projects involving ISS include the construction of new committee rooms on the fourth floor of the Annex, a new Library storage vault in the basement, and expansion of the ISS area.

ISS provided expertise to all branches during the budget process. Other areas of activity included testing, installing, maintaining, and upgrading in-house information management systems. These included accounts payable, payroll, inventory, Library, visitor reservations, and point-of-sale. Staff also purchased, installed, moved, and maintained computer terminals, printers, and software and provided training, advice, and other assistance to users. Numerous word-processing, spreadsheet, e-mail,

database, and financial systems training sessions were conducted. Network servers and workstations, as well as remote workstations, continued to be maintained and upgraded to stay current with changing technology.

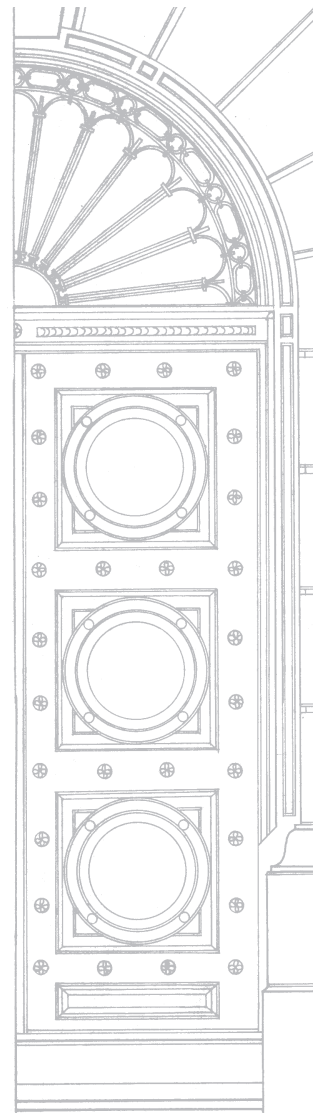
ISS worked closely with all branches of the LAO in a number of areas. These included the EDP Management Committee, chaired by the Director of Administrative/Information Systems Services, which met regularly to set and manage the priorities of the Assembly. The committee approved the policy that

outlines acceptable use of the Assembly's network and equipment. The name of the committee was updated in 2000 to the Information Technology (IT) Management Committee.

Other responsibilities addressed related to FOIP, records management, the Senior Financial Officer, and LAO policies and procedures. Among other tasks, this work involved a major audit of the Legislative Assembly and the production of two years of financial statements.

### Comparative Statistics

	2000	1999	1998
Equipment in place			
Constituency workstations	106	117	108
Constituency printers	124	115	101
LAN workstations	173	171	154
LAN laser printers	45	56	56
Dedicated library workstations	0	4	18
Servers	18	20	20
Scanners	18	4	3
Notebook computers	98	98	78
Equipment replaced			
Obsolete workstations	45	60	63
Obsolete laser printers	16	13	30
Obsolete laptop computers		6	2
Training			
Person days of training	34	86	164
Help Desk calls			
Help calls logged	1,500	1,969	1,917

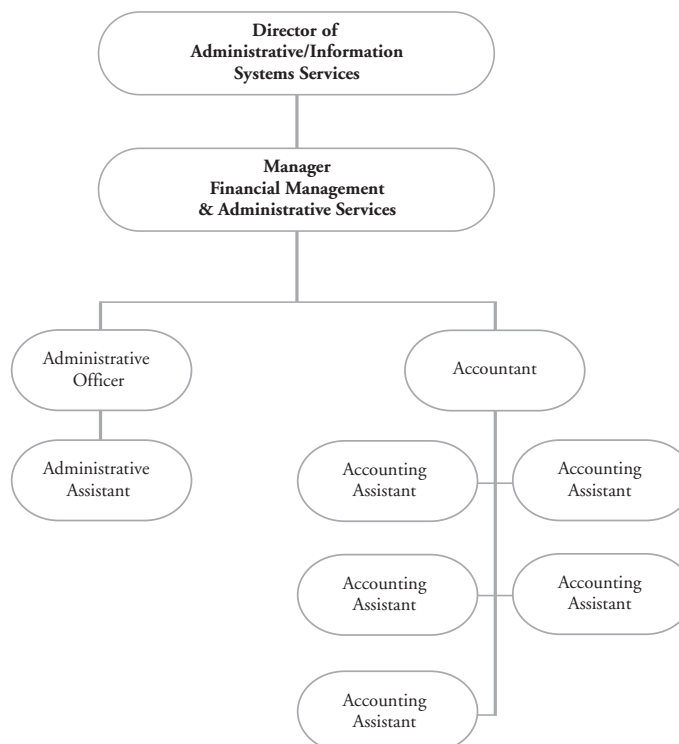


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# Administrative/Information Systems Services: Financial Management & Administrative Services

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Jacqueline Breault, Manager



## *Function Statement*

- *Provides financial and administrative support to the Legislative Assembly*



**F**inancial Management and Administrative Services (FMAS) deals with all accounts payable, revenues/ accounts receivable, inventory, and general ledger functions for the Legislative Assembly Office. The branch also administers and maintains leases on approximately 90 locations, conducts property management functions for constituency offices, facilitates moves, and addresses insurance issues and maintenance concerns for Members and their constituency office staff.

A major project undertaken by FMAS in 2000 involved a review of constituency office furnishings and equipment. FMAS

conducted surveys to evaluate the effectiveness of the current package. Based on feedback, a proposal to upgrade the furniture and equipment package was presented in December to the Members' Services Committee and was subsequently approved. The impact of this upgrade will be felt in 2001, when FMAS assumes responsibility for acquiring and implementing new furniture and equipment packages in all constituency offices.

Early in 2000 FMAS forwarded budget information for 2000-2001 for entry into the Legislative Assembly financial system. Alberta Treasury received the 2000-2001



budget information for production of the Legislative Assembly estimates and consolidation of the information in the government financial system. FMAS completed internal budget adjustments associated with the resignation of two Members and subsequent by-elections and made budget preparations for the 2001-2002 fiscal year. The Speaker presented the budget to the Members' Services Committee (MSC). It was accepted and approved at the December MSC meeting. FMAS continued to produce quarterly budget and expenditure forecasts and actuals for Alberta Treasury as required by legislation.

FMAS successfully completed fiscal year-end activities, including all year-end accruals, production of enhanced processing guidelines and calendars, an in-depth review of reports to correct anomalies and errors prior to deadlines, and preparation of all final reports to meet Treasury deadlines.

Work started on development of the 1998-1999 and 1999-2000 financial statements for tabling with the 2000 annual report. A full reconciliation of balance sheet financial information to March 31, 2000 to ensure the accuracy of financial information reported for the Legislative Assembly Office (LAO) was completed. With the publication of these two statements, the LAO addresses the Auditor General's request that financial reporting conform with generally accepted Canadian accounting principles.

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### *Upgrades implemented*

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With the help of Information System Services (ISS) staff, FMAS periodically implemented upgrades to the financial system throughout the year. These upgrades maintained the financial system at a level appropriate for control of the LAO's three main bank accounts: the LAO imprest account for accountable advances, the main LAO account for funds voted to the LAO by the Assembly, and the Gift Shop account. The branch is responsible for custody and control of these accounts, including reconciliation. Legislative Assembly cheque and direct deposit stock allows the Assembly to differentiate itself from government payments.

FMAS procured foreign exchange currency or money orders for authorized travel or purchases by branches, the Commonwealth Parliamentary Association, and Legislature committees.

Ministerial and government committee remuneration continued to be processed through the payroll system and charged back to departments. FMAS tracked, receipted, and credited back all charge-backs from departments.

The accounts unit and administrative staff continued to optimize use of electronic commerce tools and databases: Diner's Club/enRoute Globalvision, Telus Bill 2000, PHH on-line billing information, and MasterCard.

Service to Members and Legislature and constituency office staff continued. Staff provided backup assistance during orientations and meetings and helped to prepare materials for those events.

Staff workloads were reviewed and adjusted based on the changing work volumes, the needs of clients, and any requirements for cross-training among staff. A classification review began.

#### *Administrative Services*

The administrative services area continued to provide telecommunications advice to Members on matters such as cellular equipment and peripherals, air time programs and adjustments, and equipment/service upgrades as required for constituency offices. Staff worked to ensure that all phones are on the best toll program available and liaised with Alberta Infrastructure telecommunications staff. Staff kept up to date with changes in telecommunications technology and regulations. They also worked with Telus Inc. to ensure that its new harmonized billing systems were implemented properly for the LAO. Throughout the year the administrative staff helped with telephone relocations and continued to administer the calling card and credit card programs for long-distance tolls, Member gasoline purchases, and travel.

Administrative staff assisted accounts staff in clarifying or troubleshooting statements for telecommunications, equipment, and supplies and provided information and assistance in upgrading photocopiers and fax machines.

The branch arranged for letterhead, business cards, and other stationery and supplies for MLAs, their staff, and constituency offices. They provided more than 200 stationery and office supply items to constituency offices (95 percent) and LAO branches (100 percent) and

administered the Legislature lounge supplies program during spring and fall sittings.

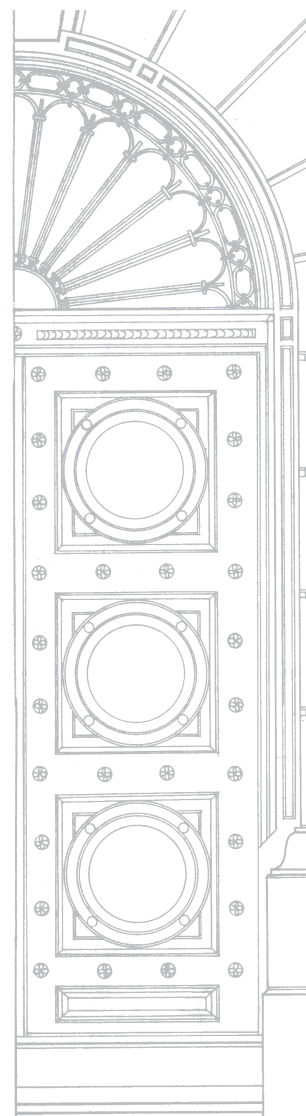
Liaison continued with private-sector vendors providing goods and services to the LAO. Administrative staff took the lead in contacting building management for the Legislature Building and Annex to ensure optimal working conditions. When problems or concerns arose, staff worked with vendors who provided goods or services to branches.

Staff continued to act as liaison with Risk Management and Insurance (Alberta Treasury). Staff assisted branches and constituency offices with claims arising from thefts and damage to LAO property due to flooding and vandalism. The branch also helped in researching and providing assistance with questions of policy and procedure.

#### *On-line Forms Developed*

The branch participated in the development of the LAO Intranet site *Our House*. All staff had input into the information available on the site. Administrative staff included extensive materials on policies and procedures, contact information, and on-line forms. On-line forms development continued in 2000 with the catalogue project that is designed to provide on-line ordering capabilities to Assembly clients.

In the fall of 2000 the branch worked with staff from Information System Services, Records Management, and Human Resource Services to hold information sessions in Calgary and







Edmonton for constituency office staff. The presentations concentrated on the impact of dissolution on the Members and staff of the Assembly.

Management and staff of FMAS participated in a number of LAO activities and organizations including membership

on the LAO IT Committee (manager), the Under the Dome editorial board (manager), LAO ergonomic committee (administrative officer), the Speaker's Cup golf tournament, the United Way committee, and the 2000 staff recognition dinner.

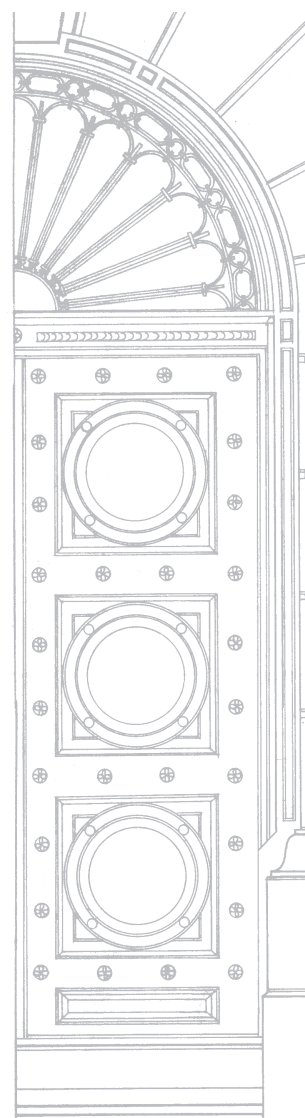
### Comparative Statistics

	2000	1999	1998
Invoices coded and data entered (ledger 19A)	19,281	20,019	21,416
Constituency offices, moved	3	5	4
Constituency offices, new	0	0	0
Constituency offices, closed	0	0	2
Leases processed (new or renewals)	14	6	-
Telecommunications services installed or moved	4	5	11
Telecommunications - service requests	117	105	-
Mail processed	12,561	12,740	13,107
Direct purchase orders issued	126	133	159
MLA purchase orders processed	6,650	4,975	5,125
Other requests processed	2,575	2,350	2,450
Special requests processed	275	263	221



## Legislative Assembly Office Estimates

<b>Description</b>	<b>2000-2001</b>	<b>1999-2000</b>
<i>Human Resource Expenses</i>		
Earnings - Management	\$976,148	\$877,120
Earnings - Nonmanagement	\$5,325,347	\$5,122,072
Employer Contributions	\$1,022,890	\$953,829
Allowances & Supplementary Benefits	\$189,975	\$137,867
<b>Subtotal</b>	<b>\$7,514,360</b>	<b>\$7,090,888</b>
<i>Operational Expenses</i>		
Travel	\$1,530,159	\$1,488,134
Advertising	\$123,001	\$155,089
Insurance	\$53,100	\$51,000
Postage & Freight	\$150,872	\$143,080
Office Equipment Rental/Purchase	\$466,654	\$436,555
Telecommunications	\$480,986	\$482,486
Equipment Repairs & Maintenance	\$55,125	\$55,400
Other Labour & Services	\$864,575	\$587,751
Data Processing Equipment & Services	\$375,500	\$322,300
Hosting	\$111,853	\$80,708
Other Administration/Supplies	\$733,708	\$546,438
Rentals	\$2,040	\$4,000
<b>Subtotal</b>	<b>\$4,947,573</b>	<b>\$4,352,941</b>
<i>Grants</i>		
General	\$3,460	\$2,560
<b>Subtotal</b>	<b>\$3,460</b>	<b>\$2,560</b>
<i>Payments to Members of the Legislative Assembly</i>		
Payments to MLAs	\$7,050,011	\$7,223,879
<b>Subtotal</b>	<b>\$7,050,011</b>	<b>\$7,223,879</b>
<i>Members' Services Allowances</i>		
Constituency Office Allowances	\$3,702,630	\$3,466,572
Communication Allowances	\$1,104,928	\$1,104,928
Promotion Allowances	\$304,252	\$304,252
<b>Subtotal</b>	<b>\$5,111,810</b>	<b>\$4,875,752</b>
<i>Revenues</i>		
Fees & Permits		\$1,200
Other Revenue	\$182,600	\$135,100
<b>Subtotal</b>	<b>(\$182,600)</b>	<b>(\$136,300)</b>
Election Contingency	\$2,100,000	
<b>Subtotal</b>	<b>\$2,100,000</b>	
<b>TOTAL</b>	<b>\$26,544,614</b>	<b>\$23,409,720</b>

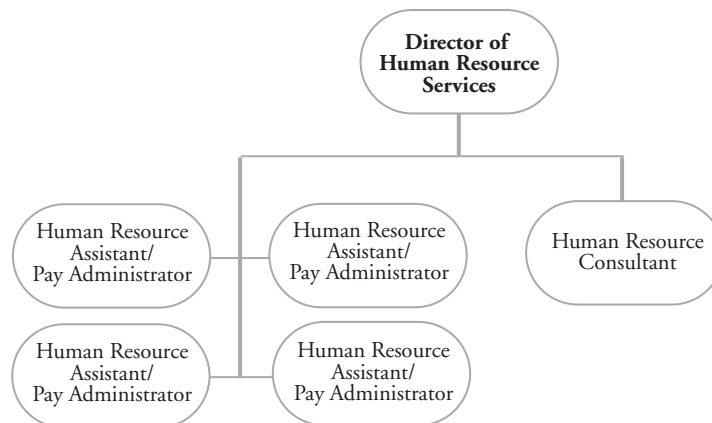


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# Human Resource Services

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Cheryl Scarlett, Director



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## *Function Statement*

- *Provides human resource management services to the Legislative Assembly*



*Former Lieutenant Governor H.A. "Bud" Olsen views his Legislature portrait at its unveiling in November.*

A commitment to refine and expand services to the Legislative Assembly generated considerable activity for Human Resource Services (HRS) in 2000. Members and their constituency office employees remained a primary focus. HRS provided professional and responsive support in all matters relating to human resource management, including salary, wage, and fee-for-service contract administration; pay and benefits management; recruitment; occupational health and safety; job classification; employee relations and training; and employee development. This same expertise was provided to managers and staff of the caucus offices and the Legislative Assembly Office (LAO).

The top priority of HRS is to support Members and their staff by providing customized and timely services. HRS again prepared annual personalized benefits statements for each Member.

The Members' Choice Benefit Plan was also developed and implemented under the direction of the Members' Services Committee. HRS negotiated plan components with the various carriers and stakeholders. Implementation in July included material development, individual consultations with Members, and modified pay and benefit processing.

Benefit changes for Members and staff included changing the dental carrier from Clarica to Alberta Blue Cross in July 2000. Detailed communication plans, co-ordination of services, and follow-up with staff resulted in a successful transition that improved the provision of dental coverage.

Under the direction of the Members' Services Committee, the branch on April 1 implemented a 1.13-percent increase to MLA indemnity and tax-free allowances and all other related MLA remuneration.



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### *Members Assisted*

Three Members retired in 2000 and two new Members were elected in by-elections. HRS assisted both the retiring and new Members with pay, benefits, transition allowances, and staffing. A cabinet shuffle in June resulted in various pay, benefit, and staffing changes for Members. HRS continued to liaise with Members, Executive Council, and government department representatives to initiate, pay, recover, and monitor payments made to MLAs on behalf of departments for ministerial and government committee work.

Daily priorities included support to constituency and caucus staff in all areas of human resource management. In a process of ongoing consultation, HRS dealt with employment contracts, pay and benefit entitlements, fee-for-service requirements, and labour relations issues. HRS provided Members and staff with a vacation accrual report detailing costs for employees in constituency offices. Constituency office information sessions in the fall were tailored to the specific challenges facing staff and included an overview of the dissolution guidelines and the impact of an election. This information was also provided to caucus office employees.

Pay and benefit administration was another major focus as HRS addressed the changing needs of a dynamic organization. Consultation, documentation, and payroll processing relating to commencements, terminations, leaves, or transfers were attended to, often under tight time frames. HRS supports a workforce of over 500 Members and employees.

A new payroll savings program to purchase Canada Savings Bonds with an option of registering in an RRSP was prepared for start-up in January 2001. HRS provided follow-up pay processing and administration for United Way contributions.

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### *Intranet Site Helps Members*

HRS worked to ensure better use of technologies, enabling the branch to focus on supporting the needs of Members and employees. Enhancements to the Intranet site are one example. Members and employees can now readily access information on a variety of issues such as pay and benefit information, payroll forms, pay dates, career development, and ergonomic training.

HRS also focused on the organizational effectiveness of the LAO through a variety of programs and services. It provided advice and assistance to managers and staff on issues such as interpretation and application of labour regulations, policy development, strategic planning, performance management, job design, and problem resolution. Workforce development initiatives included promoting and co-ordinating training courses for 25 staff members and first aid training for Assembly security staff.

HRS is committed to workplace wellness. Work in this area included ergonomic education and awareness through orientation sessions for new staff, workstation assessments, communication materials, and periodic reviews. An analysis of the constituency office furniture surveys conducted in the fall will help

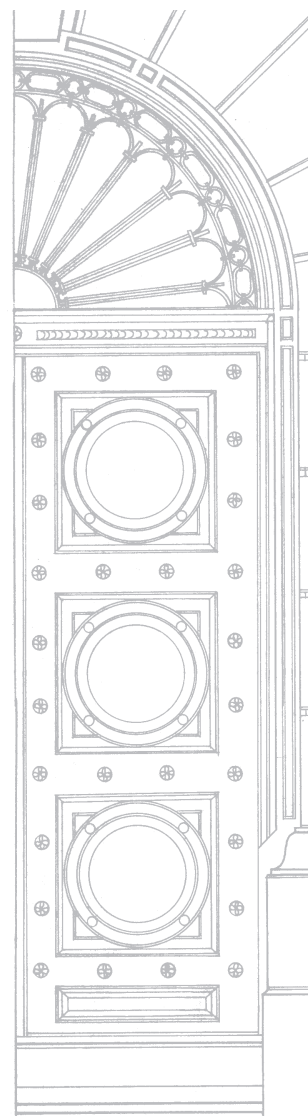
determine further ergonomic initiatives for 2001. The Employee Recovery and Assistance Program helped 16 employees off work as a result of general or long-term illness or work-related injuries.

HRS worked closely with LAO managers to co-ordinate the recruitment and selection of employees for sessional, seasonal, and salaried positions. Staff co-ordinated 20 competitions, conducted 133 interviews, and hired 40 staff. A new recruitment strategy for the page program, developed in conjunction with the Sergeant-at-Arms, targeted high school students directly and resulted in a record number of applicants from schools across Alberta. Ten pages were hired from among the 37 applicants and three students remained on the eligibility list. HRS also managed the Summer Temporary Employment Program (STEP), which employed 71 additional staff in constituency, caucus, and LAO offices. HRS co-ordinated the participation of two students in the Quebec/Alberta exchange program.

HRS prepared for an election in 2001. Staff participated in several strategy sessions with other LAO branches. Internal processes and forms were assessed and streamlined to facilitate the substantial staff changes that an election brings.

The LAO's annual employee recognition dinner attended by constituency and LAO staff was again a success. The Speaker expressed appreciation to all staff for their continued support and service to the organization. The LAO also held a constituency information seminar on the same day, providing an overview of services and support, and an exchange of ideas.

The LAO will host the 40th Canadian regional conference of the Commonwealth Parliamentary Association in 2001. All managers were actively involved in preparations for the event. The establishment of the Canadian Association of Parliamentary Support Services (CAPSS) is an initiative of the Human Resource Services, Information System Services, and Financial Management and Administrative Services branches of the LAO. Alberta will host their first conference in 2001.



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# Special Events

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*Governor General, the Rt. Hon. Adrienne Clarkson, inspects the honour guard at a ceremony marking the 100th anniversary of the Lord Strathcona's Horse (Royal Canadians). She unveiled a statue of the first Lord Strathcona on the south grounds of the Legislature Building.*

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## *Famous Five Maquette Canadian Tour*

On January 18 Speaker Kowalski and Community Development Minister Stan Woloshyn officiated at a ceremony in the lower Rotunda of the Legislature formally recognizing a traveling exhibit honouring Alberta's Famous Five. The statues depict Nellie McClung, Henrietta Edwards, Irene Parlby, Louise McKinney, and Emily Murphy celebrating their victory in the 1929 Persons Case. They had worked to overturn a Supreme Court of Canada ruling that women were not "persons" who could hold public office as Canadian Senators. The exhibit co-sponsors, the Famous Five Foundation and the Girl Guides of Canada, also participated. Edmonton artist Barbara Paterson, the creator of the maquette and the original monument in Calgary's Olympic Plaza, was present for the ceremony.

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## *Installation of the Lieutenant Governor*

The installation of Lois Hole, CM, as the 15th Lieutenant Governor of Alberta was held in the Legislative Assembly Chamber on February 10. The Hon. C.A. Fraser, Chief Justice of Alberta, administered the oath of office. Approximately 600 people attended.

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## *Family Day*

As part of downtown activities for Family Day on February 21 tours of the Legislature Building were offered every 10 minutes. Hot chocolate, entertainment, and a penny carnival were provided in the pedway. More than 4,400 visitors attended.

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## *Eid al-Adha*

A ceremony recognizing Eid al-Adha, or the Festival of Sacrifice, was held in the

Rotunda on March 20. For Muslims around the world, the festival marks the end of the annual pilgrimage (hajj) to Mecca. A presentation was made to the Winnifred Stewart Association for the Mentally Handicapped on behalf of the Muslims in Edmonton by the Ismaili Council for Edmonton.

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## *Association*

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### *canadienne-française de l'Alberta*

On March 21 the Legislative Assembly of Alberta recognized the Association canadienne-française de l'Alberta by flying its flag alongside the Assemblée parlementaire de la Francophonie's flag at a ceremony in the Rotunda.

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## *Mr. Speaker's Alberta Youth Parliament*

The second annual Mr. Speaker's Alberta Youth Parliament was held on April 13 and 14. Eighty-three grade 10 students attended, representing the same 83 constituencies as Alberta's elected MLAs. Their debate enabled them to learn the parliamentary process. Twelve grade 10 social studies teachers from across Alberta attended the parallel teachers' program.

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## *Alberta's Tomb of the*

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### *Unknown Soldier Ceremony*

Speaker Kowalski hosted Alberta's Unknown Soldier Ceremony on May 3 at the main entrance to the Legislature Building. Participating in the ceremony were Premier Ralph Klein, Canadian Forces Colonel R.S. Matheson, CM, QC, of the 41st Brigade, and Bob Grey, President of the Alberta/Northwest Territories Command of the Royal Canadian Legion. A composite guard drawn from the army, navy, and air force was present for the



occasion. Soil from Alberta was taken from the four corners of the Legislature Grounds and encased for transport to the grave in Ottawa.

#### *Page Speech Competition*

The sixth annual Page Speech Competition, sponsored by TransAlta in support of the page development program, was held on May 10. The prize winners were Daniel Novak, first; Tim Jolly, second; and Howard Yeung, third.

#### *Heritage Fairs*

On May 13 and 14 more than 205 projects by students in grades 4 to 9 based on their Canadian heritage were showcased in the pedway interpretive centre when the Legislative Assembly hosted the fifth annual Heritage Fairs.

#### *Lord Strathcona's Horse (Royal Canadians) Statue Unveiling*

On May 17 the Governor General, the Rt. Hon. Adrienne Clarkson, marked the 100th anniversary of the Lord Strathcona's Horse (Royal Canadians) by unveiling a statue of the first Lord Strathcona on the south grounds of the Legislature Building. The event, hosted by Speaker Kowalski and open to the public, was attended by the Lieutenant Governor, the Hon. Lois Hole; Premier Ralph Klein; Lieutenant-General (Retired) Jim Fox, the Colonel of the Regiment; and Lord Donald Euan Palmer Howard, the fourth Baron Strathcona and Mount Royal. The statue is the work of noted Alberta

sculptor Don Begg of Cochrane. It depicts Donald Alexander Smith, later Lord Strathcona, driving the last spike of the Canadian Pacific Railway at Craigellachie, British Columbia. The bronze figure was donated by the regiment as a gift to the people and province of Alberta.

#### *Official Lying-in-State of Dr. J.W. Grant MacEwan*

On June 19 an official Lying-in-State was held in the Legislature Rotunda for former Lieutenant Governor, the Hon. J.W. Grant MacEwan, OC, LL.D. More than 852 people paid their respects to the renowned Lieutenant Governor, author, academic, politician, educator, historian, and community leader.

#### *Canada Day*

On July 1 the floor of the Legislature Chamber was open to visitors for the third annual Canada Day at the Legislature festivities. The Clerk, Parliamentary Counsel, and guides welcomed visitors to the Chamber. Musical entertainment was provided throughout the grounds and pedway in addition to a penny carnival, the ERTC Criterium bike race, and a naval gun run display. The event attracted more than 8,400 people.

#### *Celebration in Honour of the Queen Mother's 100th Birthday*

On August 4 and 5 visitors were offered refreshments and cake in the Rotunda in honour of the Queen Mother's 100th birthday. More than 1,700 people signed a



book of birthday wishes, which was forwarded to Her Majesty Queen Elizabeth, the Queen Mother, on behalf of the people of Alberta.

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*Book of Condolences for  
the Rt. Hon. Pierre Elliott Trudeau*

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On October 2 and 3 the public was invited to sign a book of condolences in the Legislature Rotunda offering condolences on the passing of former Prime Minister, the Rt. Hon. Pierre Elliott Trudeau. The condolences were forwarded to the Trudeau family.

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*Poppy Presentation*

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The Royal Canadian Legion launched its national poppy campaign at the Alberta Legislature on October 20. The Alberta/Northwest Territories Command presented poppies to the Lieutenant Governor, the Hon. Lois Hole; Deputy Speaker Don Tannas, representing the Speaker; Mary O'Neill, MLA for St. Albert, representing the government; Opposition Leader Nancy MacBeth; New Democrat Leader Raj Pannu; and other attending MLAs.

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*Remembrance Service*

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On November 8 Speaker Kowalski along with the Justice Minister and Attorney General, Dave Hancock, Opposition Leader Nancy MacBeth, and New Democrat Leader Raj Pannu laid wreaths in a ceremony in the Rotunda. Also laying wreaths were representatives of the

Royal Canadian Legion, the Canadian Corps of Commissionaires, the Alberta Union of Provincial Employees, and the youth of Alberta. This ceremony was in memory of Albertans who gave their lives in the First and Second World Wars, the Korean War, and United Nations and NATO operations.

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*Holocaust Memorial Day  
and Genocide Remembrance*

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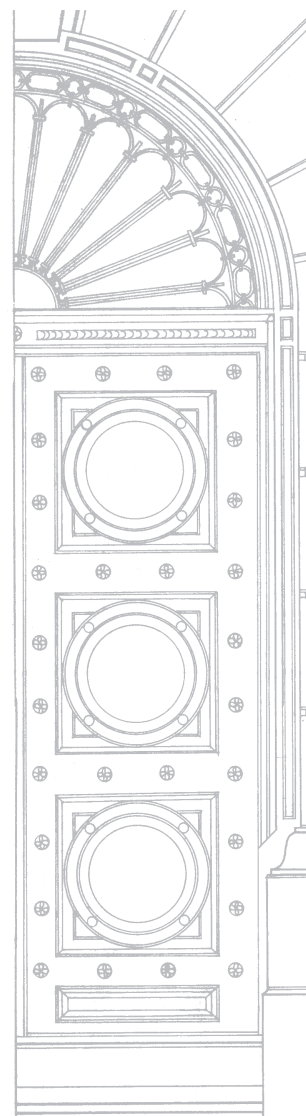
In commemoration of the passing on November 16 of Bill 26, Holocaust Memorial Day and Genocide Remembrance Act, Speaker Kowalski hosted a reception for Holocaust victims, their families and friends, and all Members of the Legislature.

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*School-at-the-Legislature Launch*

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On November 20 Speaker Kowalski presided over the launch of an innovative educational program for Alberta youth. The School-at-the-Legislature program offers grade 6 students hands-on knowledge about the Legislative Assembly, government, and the parliamentary process. Shaw Communications Inc., Capital City Savings & Credit Union Limited, and the Quality Group of Companies generously provided support for the program.







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*Portrait Unveiling of the  
Former Lieutenant Governor*

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On November 23 the official portrait of the Hon. H.A. “Bud” Olson, former Lieutenant Governor, was unveiled in a ceremony hosted by Speaker Kowalski. The portrait is the work of Edmonton artist Tag Kim.

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*Laying Up of the Strathcona Guidon*

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The Lord Strathcona’s Horse (Royal Canadians) concluded their 100th anniversary year with the laying up of their old Regimental Guidon (flag) in the Rotunda on November 29.

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*Christmas at the Legislature*

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On December 4 Premier Klein and Speaker Kowalski launched the festive season at the Legislature by turning on the Christmas lights. All through the rest of December until the Christmas holidays, visitors were offered hot chocolate and entertained by choirs in the Rotunda. More than 11,600 people enjoyed the activities that included Christmas trees decorated with handmade ornaments and gingerbread houses built by Edmonton and area students.

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*Employee Recognition Dinner*

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Speaker Kowalski hosted the annual Legislative Assembly Office and constituency office staff recognition dinner on December 7 to mark the past year’s accomplishments. Awards were presented to staff with five, 10, 15, 20, and 25 years of service.

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# Former Members of the Legislative Assembly

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*The coffin of former Member and former Lieutenant Governor, the Hon. J.W. Grant MacEwan is escorted from the Legislature Building following an official Lying-in-State.*

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## *Obituaries*

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### **Mr. Earl M. Hardy**

September 6, 1913, to January 15, 2000

Mr. Hardy was first elected on August 17, 1948, and served until June 17, 1963. He represented the constituency of Bruce for the Social Credit Party. Mr. Hardy served on the select standing committees on Agriculture, Colonization, Immigration and Education (serving as chairman of this committee for the First Session of the 12th Legislature); Municipal Law (serving as chairman for the 13th and 14th Legislatures); Railways, Telephones and Irrigation; Public Accounts; and Private Bills.

### **Mr. Anders O. Aalborg**

August 24, 1914, to February 13, 2000

Mr. Aalborg was first elected to the Alberta Legislature on August 17, 1948, and served until August 30, 1971. He represented the constituency of Alexandra for the Social Credit Party. Mr. Aalborg served as Minister of Education from September 9, 1952, to July 30, 1964; Provincial Treasurer from July 29, 1964, to September 9, 1971; and Minister of Railways and Telephones from July 13, 1967, to December 11, 1968. He also served on the select standing committees on Agriculture, Colonization, Immigration and Education; Municipal Law; Private Bills; Railways, Telephones and Irrigation; Public Accounts; Public Affairs; and Privileges and Elections, Standing Orders and Printing. He also served on the special committees reviewing workers' compensation and sessional paper 55.

### **Mr. Alois (Al) P. Hiebert**

June 4, 1938, to April 23, 2000

Mr. Hiebert was first elected on March 14, 1979, and served until May 8, 1986.

He represented the constituency of Edmonton-Gold Bar for the Progressive Conservative Party. Mr. Hiebert served on the select standing committees on Privileges and Elections, Standing Orders and Printing; Private Bills; Public Affairs; Public Accounts; Legislative Offices; and Law and Regulations. He also served on the special committees on the Auditor General Search, Chief Electoral Officer Search, and Ombudsman Search.

### **Mr. Bryce C. Stringam**

February 8, 1920, to June 2, 2000

Mr. Stringam was first elected on June 29, 1955, and served until June 18, 1959. He represented the constituency of Bow Valley-Empress as an Independent Member. Mr. Stringam served on the select standing committees on Agriculture, Colonization, Immigration and Education; Municipal Law; Private Bills; Railways, Telephones and Irrigation; Public Accounts; and Privileges and Elections, Standing Orders and Printing.

### **Dr. J.W. Grant MacEwan, OC, LLD**

August 12, 1902, to June 15, 2000

Dr. MacEwan was first elected on June 29, 1955, and served until 1960. He became leader of the Liberal Party on November 1, 1958, and held that position until June 18, 1959. He represented the constituency of Calgary for the Liberal Party. Dr. MacEwan served on the select standing committees on Railways, Telephones and Irrigation; Public Accounts; Private Bills; Municipal Law; and Agriculture, Colonization, Immigration and Education. Dr. MacEwan became Lieutenant Governor of Alberta on January 6, 1966, and served until July 2, 1974. Albertans had an opportunity to pay their respects to Dr. MacEwan, renowned as an author, academic, politician, educator, historian,



community leader, and the former Lieutenant Governor, at an official Lying-in-State held on June 19, 2000, in the Legislature Rotunda.

**Mr. Eric Musgreave**

July 21, 1921, to June 16, 2000

Mr. Musgreave was first elected on March 26, 1975, and served until March 20, 1989. He represented the constituency of Calgary-McKnight for the Progressive Conservative Party. Mr. Musgreave served on the select standing committees of the Alberta Heritage Savings Trust Fund Act; Law and Regulations; Legislative Offices; Privileges and Elections, Standing Orders and Printing; Public Accounts; Private Bills; and served as Deputy Chairman of Committees and as Chairman of Public Affairs during the 21st Legislature. Mr. Musgreave also served on the Special Committee of Surface Rights.

**Mr. Michael Maccagno**

July 15, 1914, to November 25, 2000

Mr. Maccagno was first elected on June 29, 1955, and served until May 27, 1968. He represented the constituency of Lac La Biche for the Liberal Party and also served as Alberta Liberal leader. Mr. Maccagno served on the select standing committees on Agriculture, Colonization, Immigration and Education; Municipal Law; Municipal Law and Law Amendments; Private Bills; Privileges and Elections, Standing Orders and Printing; Public Accounts; Public Affairs; and Railways, Telephones and Irrigation.

He also served on the special committees on Centralization and Consolidation of Schools; Collective Bargaining between School Trustees and Teachers; Commercial Fisheries; Commonwealth Parliamentary Association, regional conference; Electoral Boundaries; Ombudsman Search; and Preventive Health.

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# Legislative Assembly Office

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Financial Statements

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# Legislative Assembly Office

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Financial Statements — As at March 31, 1999

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Auditor's Report

Statement of Financial Position

Statement of Changes in Net Liabilities

Statement of Operations

Statement of Cash Flows

Notes to the Financial Statements

Schedule 1 – Expenses Detailed by Object

Schedule 2 – Salary and Benefits Disclosure



## Auditor's Report

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To the Speaker of the Legislative Assembly of Alberta:

I have audited the statement of financial position of the Office of the Legislative Assembly at March 31, 1999 and the statements of changes in net liabilities, operations and cash flows for the year then ended. These financial statements are the responsibility of the Office's management. 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 plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Office as at March 31, 1999 and the results of its operations and the changes in its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

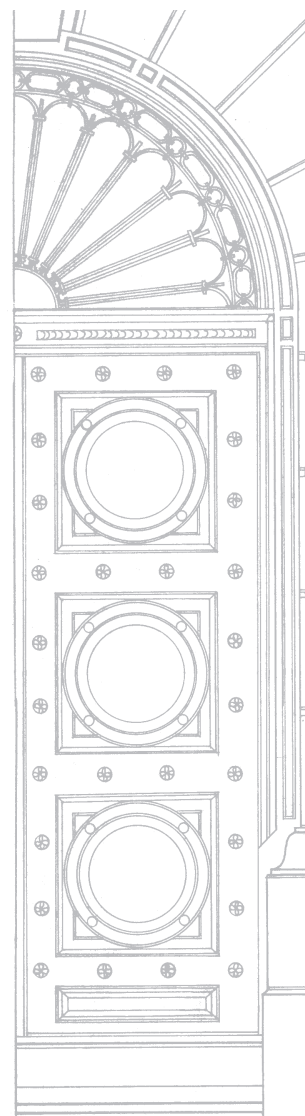
*Peter Valente* FCA  
Auditor General

Edmonton, Alberta  
March 26, 2001

## Statement of Financial Position – As at March 31, 1999

<b>Assets</b>	<b>1999</b>	<b>1998</b>
Current assets:		
Cash	\$ 2,200	\$ 1,550
Account receivable and advances (Note 4)	325,020	688,929
Inventory held for sale	228,686	210,988
	555,906	901,467
Capital assets (Note 5)	563,880	358,593
	<b>\$ 1,119,786</b>	<b>\$ 1,260,060</b>
<b>Liabilities and Net Liabilities</b>		
Current liabilities:		
Accounts payable and accrued liabilities (Note 6)	\$ 1,023,385	\$ 787,016
Members' transition allowance liability (Note 7)	4,482,752	2,722,683
Long-term disability insurance liability (Note 8)	14,197	18,200
Pension liability (Note 9)	622,580	603,000
Vacation pay liability (Note 10)	589,637	—
	5,709,166	3,343,883
Net liabilities	(5,612,765)	(2,870,839)
	<b>\$ 1,119,786</b>	<b>\$ 1,260,060</b>

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







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Statement of Changes in Net Liabilities –  
Year Ended March 31, 1999

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	1999	1998
Net liabilities at beginning of year	\$ (2,870,839)	\$ (4,174,816)
Net operating results	(22,305,750)	(18,774,051)
Net transfer from general revenues	19,563,824	20,078,028
<b>Net liabilities at end of year</b>	<b>\$ (5,612,765)</b>	<b>\$ (2,870,839)</b>

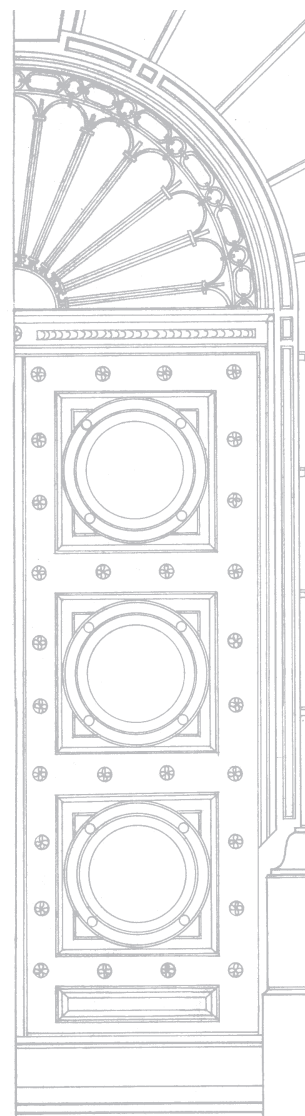
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The accompanying notes and schedules are part of these financial statements.

## Statement of Operations – Year Ended March 31, 1999

	1999		1998
	Budget	Actual	Actual
Revenues:			
Gift shop sales, services and fees	\$ 133,560	\$ 147,807	\$ 156,238
Contribution from Alberta Infrastructure for accommodation provided at no charge	–	384,286	461,000
	<b>\$ 133,560</b>	<b>532,093</b>	<b>617,238</b>
Expenses:			
Voted:			
Financial management and administrative services	364,941	357,973	302,808
Government Members' services	1,842,335	1,451,344	1,221,325
House services	1,115,428	1,185,648	1,079,949
Human resources services	425,607	421,901	403,917
Independent Member's services	–	4,995	–
Information systems	922,479	1,045,558	886,753
Legislative committees	159,045	131,335	105,688
Legislature Library	870,758	885,856	824,116
MLA administration	13,096,223	12,445,348	12,638,647
New Democrat Opposition services	234,033	235,600	234,328
Office of the Speaker	282,419	284,202	280,160
Official Opposition services	1,115,126	1,093,814	1,115,837
Public Information Branch	1,392,825	1,357,322	1,236,045
Fiscal Pressure Contingency (Note 11)	165,000	–	–
	<b>\$21,986,219</b>	<b>20,900,896</b>	<b>20,329,573</b>
Valuation adjustments			
Accommodation costs		384,286	461,000
Capitalization of assets expensed as supplies		(600,591)	(407,674)
Amortization of capital assets (Note 3 (b))		395,304	278,057
Provision for Members' transitional allowance liability		1,760,069	71,883
(Reduction in) long-term disability insurance liability (Note 8)		(4,003)	(688,050)
Provision for (reduction in) pension liability (Note 9)		19,580	(653,500)
Inventory		(17,698)	–
		1,936,947	(938,284)
		22,837,843	19,391,289
<b>Net operating results</b>		<b>\$(22,305,750)</b>	<b>\$(18,774,051)</b>

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





## Statement of Cash Flows – Year Ended March 31, 1999

	1999	1998
Operating transactions:		
Net operating results	\$ (22,305,750)	\$ (18,774,051)
Add non-cash charges		
Amortization of capital assets	395,304	278,057
Funds provided to operations	(21,910,446)	(18,495,994)
Increase (decrease) in non-cash working capital:		
Increase in accounts payable and accrued liabilities	236,369	486,296
(Increase) decrease in accounts receivable & advances	363,909	(380,271)
(Increase) in inventory	(17,698)	(17,698)
	(582,580)	(88,327)
Cash used by operating transactions	(21,327,866)	(18,407,667)
Investing transactions:		
Acquisition of capital assets	(600,591)	(407,675)
Financing transactions:		
(Decrease) in long-term disability insurance liability	(4,003)	(688,050)
Increase (decrease) in pension liability	19,580	(653,500)
Increase in transition allowance	1,760,069	71,883
Increase in vacation pay liability	589,637	—
	2,365,283	(1,269,667)
Net transfer from general revenues	19,563,824	20,078,028
Net cash provided (used)	650	(6,981)
Cash, beginning of year	1,550	8,531
<b>Cash, end of year</b>	<b>\$ 2,200</b>	<b>\$ 1,550</b>

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

## Notes to the Financial Statements – Year Ended March 31, 1999

### *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.

### *Note 2 Purpose*

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

- 1 Supports the Speaker of the Legislative Assembly in carrying out the duties of office.
- 2 Supports Members in carrying out their roles as elected representatives of the people of Alberta.
- 3 Records the proceedings and maintains the records of the Legislative Assembly.
- 4 Informs and educates the public on behalf of Members and institution of parliament.
- 5 Supports the Assembly in protecting its institutions and privileges.
- 6 Supports the exchange of information and ideas among legislatures.
- 7 Supports the Officers of the Legislature as required.

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

These financial statements are prepared in accordance with the following accounting policies:

#### 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 administered by the Provincial Treasurer. All receipts of the Office are deposited into the Fund and all disbursements made by the Office are paid from the Fund. The net transfer from the General Revenues is the difference between all cash receipts and all cash disbursements made.

#### b) Basis of Financial Reporting

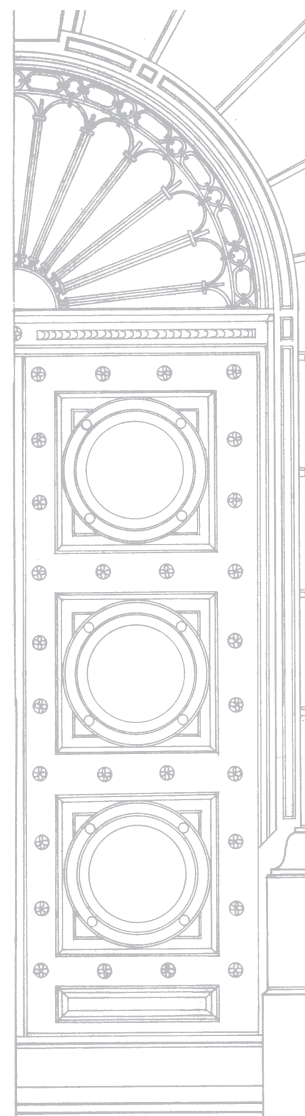
##### Revenues

All revenues are reported on the accrual basis of accounting.

##### Expenses

Expenses represent the costs of resources consumed during the year on the Office’s operations.

Pension expense included as part of the employer’s share of employee benefits, or as a valuation adjustment





to record the change in pension liability, comprises:

- (i) the cost of pension benefits earned by employees during the year,
- (ii) interest on the Office's share of the unfunded pension liability,
- (iii) amortization of deferred adjustments over the expected average remaining service life of employees,
- (iv) adjustments to the pension obligation in the event that there is reasonable assurance that a gain or loss has been realized, and
- (v) the effect of the change in the ratio used to allocate the plan's total unfunded liability to participating entities.

#### Valuation Adjustments

Valuation adjustments include changes in the valuation allowances used to reflect financial assets and liabilities at their net recoverable or other appropriate value.

#### Assets

Financial assets of the Office are limited to financial claims such as advances to and receivables from other organizations, employers and other individuals.

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

Amortization is calculated on a straight-line basis, over the estimated

useful lives of the assets, invoiced at \$2,500 or greater, as follows:

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

The Office follows government budgetary practices that allow funds from an operating budget to be used to purchase 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.

#### Liabilities

Liabilities include all financial claims payable by the Office at fiscal year end, including long-term disability benefits, certain pension benefits, and vacation pay.

The Members' Transition Allowance is estimated based on Members' years of service and their most recent indemnity and expense allowance amounts. The annual charge is the amount that is estimated to have been earned by Members during the year.

#### Net Liabilities

Net liabilities represent the difference between the value of assets held by the Office and its liabilities.

#### *Note 4*

#### Accounts Receivable and Advances

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

#### *Note 5 Capital Assets*

<b>1999</b>				<b>1998</b>
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Office equipment	\$ 7,784	\$ 1,557	\$ 6,227	\$ —
Furniture	\$ 113,815	\$ 11,382	\$ 102,433	\$ —
Computer hardware and software	\$ 1,316,669	\$ 861,449	\$ 455,220	\$ 358,593
	<b>\$ 1,438,268</b>	<b>\$ 874,388</b>	<b>\$ 563,880</b>	<b>\$358,593</b>

#### *Note 6 Accounts Payable and Accrued Liabilities*

The fair values of accounts payable and accrued liabilities are estimated to approximate their book values.

#### *Note 7 Members' Transitional Allowance*

The Office implemented a Members' Transition Allowance on October 1, 1998. The provisions of the allowance were established in accordance with 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.

The allowance is calculated by multiplying the highest rate of a Member's monthly indemnity and expense allowances by one month for every year of service prior to March 20, 1989, and two months for every year of service from March 20, 1989, up to a maximum of 12 years.

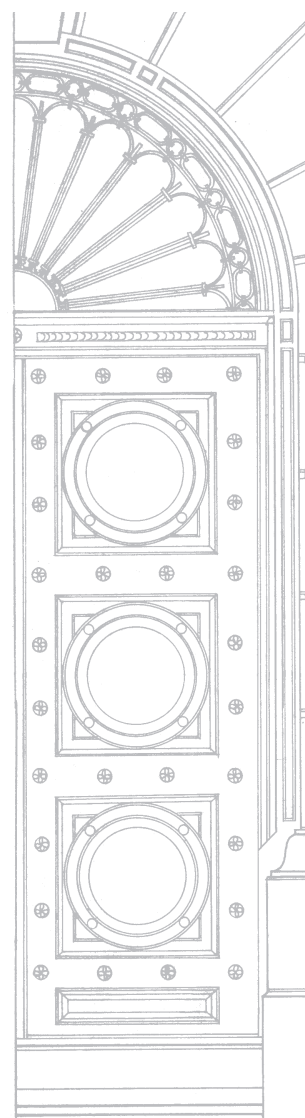
The most recent years of service are counted first, and there is no credit for years of service where the Member has previously received a payment under Section 9 or the predecessor Section. Eligible recipients may elect to be paid the allowance over a period of up to four years.

#### *Note 8 Long-Term Disability Insurance Liability*

The Office participates with Government of Alberta ministries in long-term disability insurance. The Office's portion of this liability is based on the Office's percentage of the total salaries of all government entities in the plan.

#### *Note 9 Pension Liability*

The Office participates with other employers in the Public Service Pension Plan and the Management Employees Pension Plan. These plans provide pensions for the Office's employees based on years of service and earnings. The Office had an unfunded pension liability for pre-1992 pensionable service for each





plan as at March 31, which was estimated as follows:

	1999	1998
Public Service Pension Plan	\$ 160,700	\$ 126,600
Management Employees Pension Plan	461,880	476,400
	<b>\$622,580</b>	<b>\$ 603,000</b>

The total unfunded pension liability for both plans as at March 31, 1999 was determined by actuarial valuation as at December 31, 1997, extrapolated to March 31, 1999. The 1998 comparatives were determined by extrapolation to March 31, 1998 of actuarial valuations as at December 31, 1995 for the Public Service Pension Plan and as at December 31, 1996 for the Management Employees Pension Plan.

The actuarial valuations were determined using the projected benefit method prorated on service. Assumptions used in the valuation are based on each Pension Board's best estimate of future events. Each Plan's future experience will inevitably vary, perhaps significantly, from the assumptions. Any differences between the actuarial assumptions and future experience will emerge as gains or losses in future valuations. Gains and losses which relate to the long-term are amortized over the expected average remaining service life of the employee group. Gains and losses for which there is reasonable assurance regarding their measurement and realization are recognized as income immediately.

The Public Sector Pension Plans Act specifies the basis to determine the amount of the total liability for each plan which will be funded by employers. The Office's portion of these employers' liabilities was based on the Office's percentage of the total pensionable payroll of all employers in the Plans.

#### *Note 10 Change in Accounting Policy – Vacation Pay Liability*

The Office has made a change in accounting policy to accrue the total accumulated vacation pay entitlement of \$589,637 as at March 31, 1999. This change was implemented to conform to Canadian generally accepted accounting principles. However, as the accrued vacation pay liability as at March 31, 1998 was not determinable, the change to the financial statements was made prospectively. As a result, the \$589,637 was charged entirely to the expenses in the year ended March 31, 1999. The net operating results for each of the years ended March 31, 1998 and March 31, 1999 are different, by an undetermined amount, from what they would have been if the change had been recorded on a retroactive basis.



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*Note 11 Budget*

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## Expenses:

1998-99  
authorized budget <sup>(a)</sup> \$ 21,986, 219

1998-99 actual expenses  
(excluding valuation adjustments) (20,900,896)

1998-99 unexpended  
(excluding valuation adjustments) \$ 1,085,323

<sup>(a)</sup> Legislative Assembly Estimates  
released on February 12, 1998.

The 1998-99 budget includes a Fiscal Pressure Contingency amount of \$165,000. This allocation from Treasury was intended to address public service salary settlements, and represents funding provided as a contingency should the Office's budget for salary increases prove inadequate. The final actual salary adjustments were distributed to individual program budgets.

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*Note 12 Related Party Transactions*

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The Office is responsible for paying the remuneration of Members of the Legislative Assembly. A portion of the remuneration relates to allowances for service as a Minister of a government ministry or on a committee that a particular ministry is responsible for. In 1999, accounts receivable and advances include \$123,017 (1998 - \$520,665) of recoveries from the appropriate Government of Alberta ministries as these payments are not expenses of the Office.

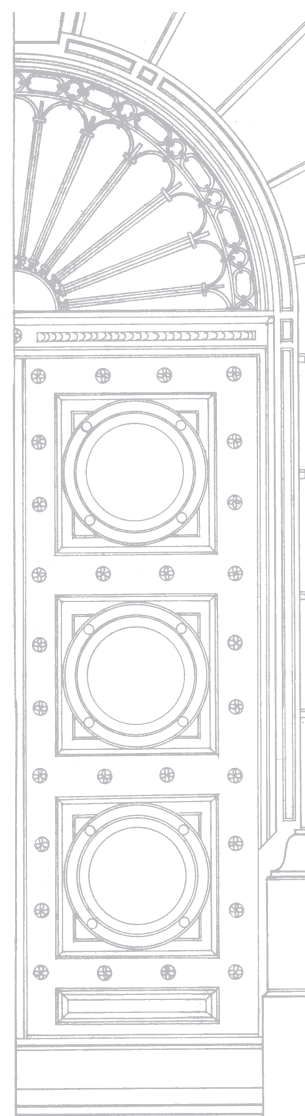
The contribution from Alberta Infrastructure for accommodation provided at no charge to the Office in 1999 is \$384,286 (1998 - \$461,000.)

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*Note 13 Approval of Financial Statements*

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





Schedule 1  
Expenses Detailed by Object – Year Ended March 31, 1999

	1999		1998
	Budget	Actual	Actual
Expenses:			
Salaries, wages and employer contributions			
Legislative Assembly Office staff (Schedule 2)	–	\$ 3,768,563	\$ 3,351,262
Constituency Office, caucus, and other staff	–	4,746,833	4,661,428
	6,542,958	8,515,396	8,012,690
Supplies and services	9,001,389	6,335,332	6,110,033
Grants	2,560	1,700	1,700
Payments to MLAs and Executive Council	6,439,312	6,048,468	6,205,150
<b>Total expenses</b>	<b>\$ 21,986,219</b>	<b>\$ 20,900,896</b>	<b>\$ 20,329,573</b>

## Schedule 2

### Salary and Benefits Disclosure – Year Ended March 31, 1999

	1999			1998
	Salary <sup>(1)</sup>	Benefits and Allowances <sup>(2)</sup>	Total	Total
Senior official				
Clerk of the Legislative Assembly <sup>(3)</sup>	\$ 112,113 <sup>(4)</sup>	14,008	\$ 126,121	\$ 107,687
Senior Management Team				
Senior Financial Officer	80,593 <sup>(4)</sup>	13,116	93,709	81,968
Senior Parliamentary Counsel	78,623 <sup>(4)</sup>	12,750	91,373	82,682
Parliamentary Counsel	66,490 <sup>(4)</sup>	11,632	78,122	69,181
Director, Public Information Branch	66,442	11,763	78,205	70,330
Director, Human Resource Services	67,867 <sup>(4)</sup>	11,655	79,522	71,657
<sup>(5)</sup> Legislature Librarian	14,608 <sup>(4)</sup>	2,302	16,910	72,424
<sup>(6)</sup> Legislature Librarian	35,000	7,285	42,285	–
Assistant Legislature Librarian	62,828 <sup>(4)</sup>	11,260	74,088	64,513
Clerk Assistant	65,960 <sup>(4)</sup>	11,321	76,281	62,192
Sergeant-At-Arms	58,507	10,819	69,326	69,326
Manager, Financial Management and Administrative Services	50,000	8,934	58,934	52,672
Other managers	69,745 <sup>(4)</sup>	16,605	86,350	110,271
Manager Sub-total	715,663	129,442	845,105	806,614
Other salaried staff	1,849,029	283,365	2,132,394	1,773,738
Non-salaried staff <sup>(7)</sup>	627,601	37,342	664,943	663,223
	<b>\$ 3,304,406</b>	<b>\$ 464,157</b>	<b>\$ 3,768,563</b>	<b>\$ 3,351,262</b>

(1) Salary includes regular base pay, bonuses, overtime, lump sum payments and any other direct cash remuneration.

(2) The Legislative Assembly Office's share of all employee benefits and contributions made on behalf of employees including pension, health care, dental coverage, group life insurance, short and long-term disability plans.

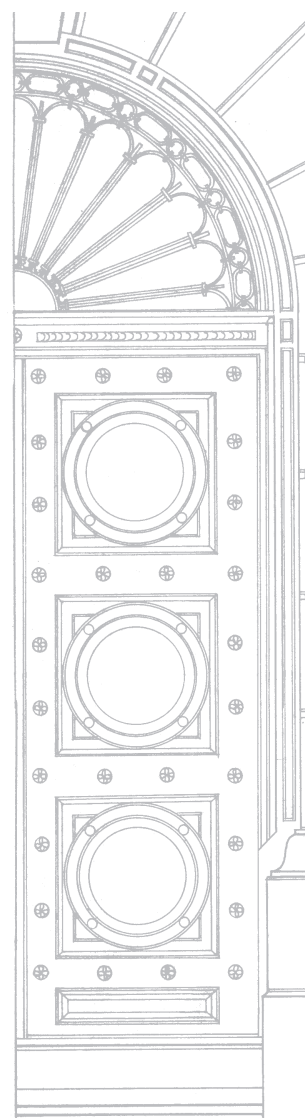
(3) Automobile is provided, no dollar amount included in benefits and allowances figures.

(4) Includes vacation payout.

(5) Represents partial year due to retirement.

(6) Represents partial year due to new hire.

(7) Non-salaried staff includes all wage staff and others remunerated on an hourly basis with the exception of salaries and benefits paid under the STEP program.



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# Legislative Assembly Office

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Financial Statements — As at March 31, 2000

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Auditor's Report

Statement of Financial Position

Statement of Changes in Net Liabilities

Statement of Operations

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## Auditor's Report

---

To the Speaker of the Legislative Assembly of Alberta:

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I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Office as at March 31, 2000 and the results of its operations and the changes in its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

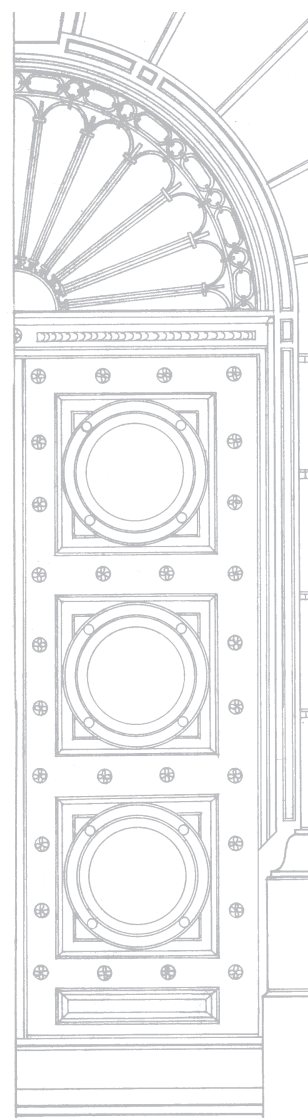
*Peter Valentine* FCA  
Auditor General

Edmonton, Alberta  
March 26, 2001

## Statement of Financial Position – As at March 31, 2000

<b>Assets</b>	<b>2000</b>	<b>1999</b>
Current assets:		
Cash	\$ 6,169	\$ 2,200
Accounts receivable and advances (Note 4)	306,004	325,020
Inventory held for sale	231,512	228,686
	543,685	555,906
Capital assets (Note 5)	589,913	563,880
	<b>\$ 1,133,598</b>	<b>\$ 1,119,786</b>
<b>Liabilities and Net Liabilities</b>		
Current liabilities:		
Accounts payable and accrued liabilities (Note 6)	\$ 728,289	\$ 1,023,385
Members' transition allowance liability (Note 7)	5,353,277	4,482,752
Long-term disability insurance liability (Note 8)	–	14,197
Pension liability (Note 9)	–	622,580
Vacation pay liability (Note 10)	632,682	589,637
	5,985,959	5,709,166
Net liabilities	(5,580,650)	(5,612,765)
	<b>\$ 1,133,598</b>	<b>\$ 1,119,786</b>

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





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Statement of Changes in Net Liabilities –  
Year Ended March 31, 2000

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	2000	1999
Net liabilities at beginning of year	\$ (5,612,765)	\$ (2,870,839)
Net operating results	(22,735,203)	(22,305,750)
Net transfer from general revenues	22,767,318	19,563,824
<b>Net liabilities at end of year</b>	<b>\$ (5,580,650)</b>	<b>\$ (5,612,765)</b>

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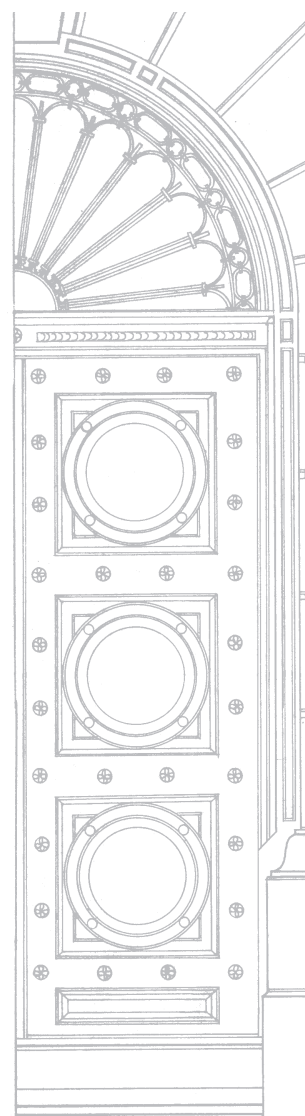
The accompanying notes and schedules are part of these financial statements.



## Statement of Operations – Year Ended March 31, 2000

	2000		1999
	Budget	Actual	Actual
Revenues:			
Gift shop sales, services and fees	\$ 136,300	\$ 165,484	\$ 147,807
Contribution from Alberta Public Works, Supply and Services for accommodation provided at no charge	–	505,328	384,286
	<b>\$ 136,300</b>	<b>670,812</b>	<b>532,093</b>
Expenses:			
Voted:			
Financial management and administrative services	403,435	393,412	357,973
Government Members' services	1,957,648	1,495,957	1,451,344
House services	1,286,387	1,257,462	1,185,648
Human resources services	474,523	475,027	421,901
Independent Member's services	–	15,747	4,995
Information systems	995,489	1,214,984	1,045,558
Legislative committees	175,295	108,379	131,335
Legislature Library	1,011,064	1,000,905	885,856
MLA administration	14,080,452	12,942,114	12,445,348
New Democrat Opposition services	240,293	244,114	235,600
Office of the Speaker	293,106	291,651	284,202
Official Opposition services	1,107,158	1,098,153	1,093,814
Public Information Branch	1,521,170	1,478,071	1,357,322
	<b>\$23,546,020</b>	<b>22,015,976</b>	<b>20,900,896</b>
Valuation adjustments			
Accommodation costs		505,328	384,286
Capitalization of assets expensed as supplies		(462,502)	(600,591)
Amortization of capital assets (Note 3 (b))		436,469	395,304
Provision for Members' transitional allowance liability		870,525	1,760,069
(Reduction in) long-term disability insurance liability (Note 8)		–	(4,003)
Provision for pension liability (Note 9)		–	19,580
Provision for vacation pay liability		43,045	–
Inventory		(2,826)	(17,698)
		1,390,039	1,936,947
		23,406,015	22,837,843
<b>Net operating results</b>		<b>\$(22,735,203)</b>	<b>\$(22,305,750)</b>

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





## Statement of Cash Flows – Year Ended March 31, 2000

	2000	1999
Operating transactions:		
Net operating results	\$ (22,735,203)	\$ (22,305,750)
Add non-cash charges		
Amortization of capital assets	436,469	395,304
Funds provided to operations	(22,298,734)	(21,910,446)
Increase (decrease) in non-cash working capital:		
(Decrease) increase in accounts payable and accrued liabilities	(295,096)	236,369
Decrease in accounts receivable & advances	19,016	363,909
(Increase) in inventory	(2,826)	(17,698)
	(278,906)	(582,580)
Cash used by operating transactions	(22,577,640)	(21,327,866)
Investing transactions:		
Acquisition of capital assets	(462,502)	(600,591)
Financing transactions:		
(Decrease) in long-term disability insurance liability	(14,197)	(4,003)
(Decrease) increase in pension liability	(622,580)	19,580
Increase in transitional allowance	870,525	1,760,069
Increase in vacation pay liability	43,045	589,637
	276,793	2,365,283
Net transfer from general revenues	22,767,318	19,563,824
Net cash provided (used)	3,969 650	
Cash, beginning of year	2,200	1,550
<b>Cash, end of year</b>	<b>\$ 6,169</b>	<b>\$ 2,200</b>

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

## Notes to the Financial Statements – Year Ended March 31, 2000

### *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.

### *Note 2 Purpose*

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

- 1 Supports the Speaker of the Legislative Assembly in carrying out the duties of the office.
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- 5 Supports the Assembly in protecting its institutions and privileges.
- 6 Supports the exchange of information and ideas among legislatures.
- 7 Supports the officers of the Legislature as required.

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

These financial statements are prepared in accordance with the following accounting policies:

#### 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 Provincial Treasurer. All receipts of the Office are deposited into the Fund and all disbursements made by the Office are paid from the Fund. The net transfer from the General Revenues is the difference between all cash receipts and all cash disbursements made.

#### b) Basis of Financial Reporting

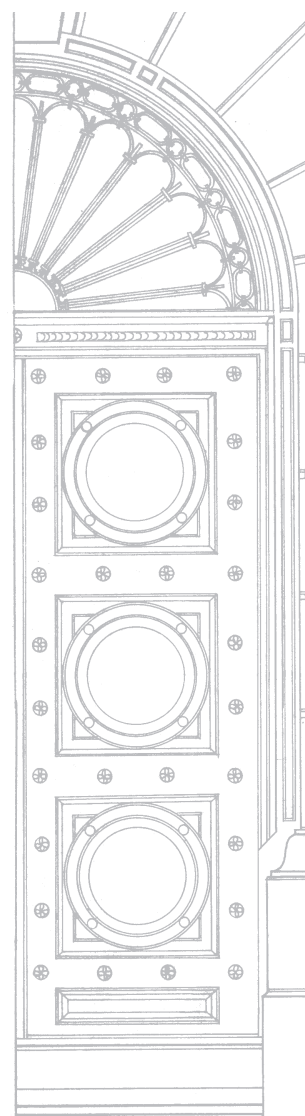
##### Revenues

All revenues are reported on the accrual basis of accounting.

##### Expenses

Expenses represent the costs of resources consumed during the year on the Office's operations.

Pension expense included as part of the employer's share of employee benefits, or as a valuation adjustment





to record the change in pension liability, comprises:

- (i) the cost of pension benefits earned by employees during the year;
- (ii) interest on the Office's share of the unfunded pension liability;
- (iii) amortization of deferred adjustments over the expected average remaining service life of employees;
- (iv) adjustments to the pension obligation in the event that there is reasonable assurance that a gain or loss has been realized; and
- (v) the effect of the change in the ratio used to allocate the plan's total unfunded liability to participating entities.

#### Valuation Adjustments

Valuation adjustments include changes in the valuation allowances used to reflect financial assets and liabilities at their net recoverable or other appropriate value.

#### Assets

Financial assets of the Office are limited to financial claims such as advances to and receivables from other organizations, employers and other individuals.

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

Amortization is calculated on a straight-line basis, over the estimated

useful lives of the assets, invoiced at \$2,500 or greater, as follows:

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

The Office follows government budgetary practices that allow funds from an operating budget to be used to purchase 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.

#### Liabilities

Liabilities include all financial claims payable by the Office at fiscal year end, including long-term disability benefits and certain pension benefits.

The Members' Transition Allowance is estimated based on Members' years of service and their most recent indemnity and expense allowance amounts. The annual charge is the amount that is estimated to have been earned by Members during the year.

#### Net Liabilities

Net liabilities represent the difference between the value of assets held by the Office and its liabilities.

#### *Note 4*

##### Accounts Receivable and Advances

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

#### *Note 5 Capital Assets*

<b>2000</b>				<b>1999</b>
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Office equipment	\$ 10,984	\$ 3,753	\$ 7,231	\$ 6,227
Furniture	\$ 224,238	\$ 33,806	\$ 190,432	\$ 102,433
Computer hardware and software	\$ 1,665,548	\$ 1,273,298	\$ 392,250	\$ 455,220
	<b>\$ 1,900,770</b>	<b>\$ 1,310,857</b>	<b>\$ 589,913</b>	<b>\$ 563,880</b>

#### *Note 6*

##### *Accounts Payable and Accrued Liabilities*

The fair values of accounts payable and accrued liabilities are estimated to approximate their book values.

#### *Note 7 Members Transitional Allowance*

The Office implemented a Members' Transition Allowance on October 1, 1998. The provisions of the allowance were established in accordance with 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.

The allowance is calculated by multiplying the highest rate of a Member's monthly indemnity and expense allowances by one month for every year of service prior to March 20, 1989, and two months for every year of service from March 20, 1989, up to a maximum of 12 years. The most recent

years of service are counted first, and there is no credit for years of service where 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.

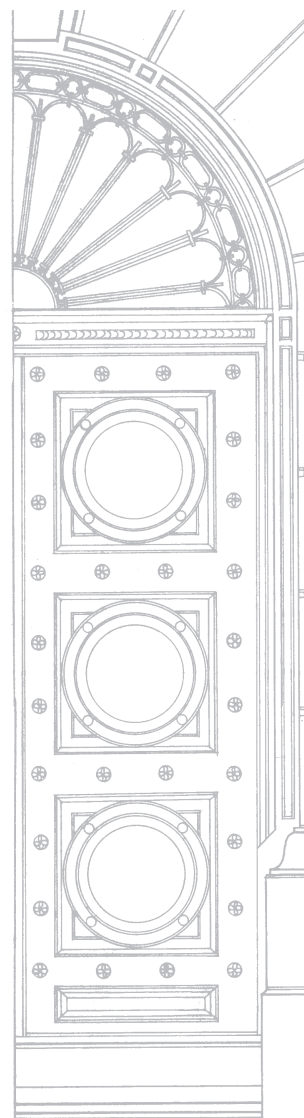
#### *Note 8*

##### *Long-Term Disability Insurance Liability*

The Office participates with Government of Alberta ministries in long-term disability insurance. The Office's portion of this liability is based on the Office's percentage of the total salaries of all government entities in the plan.

#### *Note 9 Pension Liability*

The Office participates in the 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 established by





the government effective July 1, 1999. The expense for these pension plans is equivalent to the annual contributions of \$264,080 for the year ending March 31, 2000 (1999 - \$252,881).

Effective January 1, 1999 the Office's contribution to the Public Service Pension Plan was reduced by 0.3% of pensionable salaries.

At December 31, 1999 the Management Employees Pension Plan reported a surplus of \$46,019,000 (1998 - \$4,355,000) and the Public Service Pension Plan reported a surplus of \$517,020,000 (1998 - \$406,445,000). At December 31, 1999, the Supplementary Retirement Plan for Public Service Managers had a surplus of \$33,000.

#### *Note 10 Budget*

Expenses:

1999-2000 budget <sup>(a)</sup> \$ 23,546,020

1999-2000 actual expenses  
(excluding valuation adjustments) (22,015,976)

1999-2000 unexpended  
(excluding valuation adjustments) \$ 1,530,044

<sup>(a)</sup> Legislative Assembly Estimates released on March 11, 1999.

#### *Note 11 Related Party Transactions*

The Office is responsible for paying the remuneration of Members of the Legislative Assembly. A portion of the remuneration relates to allowances for

service as a Minister of a government ministry or on a committee that a particular ministry is responsible for. In 2000, accounts receivable and advances include \$142,698 (1999 - \$123,017) of recoveries from the appropriate Government of Alberta ministries as these payments are not expenses of the Office.

The contribution from Alberta Infrastructure for accommodation provided at no charge to the Office in 2000 is \$505,328 (1999 - \$384,286).

#### *Note 12*

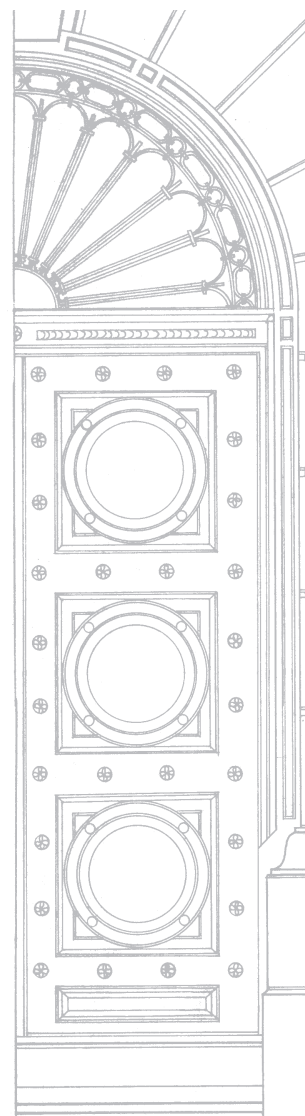
##### *Approval of Financial Statements*

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

## Schedule 1

### Expenses Detailed by Object – Year Ended March 31, 2000

		2000	1999
	Budget	Actual	Actual
Expenses:			
Salaries, wages and employer contributions			
Legislative Assembly Office staff (Schedule 2)	–	\$ 4,122,962	\$ 3,768,563
constituency office, caucus, and other staff	–	4,937,213	4,746,833
	6,915,530	9,060,175	8,515,396
Supplies and services	9,483,493	6,540,670	6,335,332
Grants	5,960	5,100	1,700
Payments to MLAs and Executive Council	7,141,037	6,410,031	6,048,468
<b>Total expenses</b>	<b>\$ 23,546,020</b>	<b>\$ 22,015,976</b>	<b>\$ 20,900,896</b>







## Schedule 2

### Salary and Benefits Disclosure – Year Ended March 31, 2000

	2000			1999
	Salary <sup>(1)</sup>	Benefits and Allowances <sup>(2)</sup>	Total	Total
<b>Senior official</b>				
Clerk of the Legislative Assembly <sup>(3)</sup>	\$ 123,099 <sup>(4)</sup>	25,190	\$ 148,289	\$ 126,121
<b>Senior Management Team</b>				
Senior Financial Officer	81,390 <sup>(4)</sup>	13,259	94,649	93,709
Senior Parliamentary Counsel	78,808 <sup>(4)</sup>	12,623	91,431	91,373
Parliamentary Counsel	71,784	12,561	84,345	78,122
Director, Public Information Branch	66,820	11,900	78,720	78,205
Director, Human Resource Services	68,264 <sup>(4)</sup>	11,791	80,055	79,522
Legislature Librarian	—	—	—	16,910 <sup>(6)</sup>
Legislature Librarian	64,800	11,257	76,057	42,285 <sup>(7)</sup>
Assistant Legislature Librarian	62,079 <sup>(4)</sup>	11,157	73,236	74,088
Clerk Assistant	65,262 <sup>(4)</sup>	11,455	76,717	76,281
Sergeant-At-Arms	58,625	10,950	69,575	69,326
Manager, Financial Management and Administrative Services	49,845	9,035	58,880	58,934
<b>Other managers</b>	98,979 <sup>(4)</sup>	16,751	115,730	86,350
<b>Manager Sub-total</b>	766,656	132,739	899,395	845,105
<b>Other salaried staff</b>	2,076,445	314,380	2,390,825	2,132,394
<b>Non-salaried staff <sup>(5)</sup></b>	640,995	43,458	684,453	664,943
	<b>\$ 3,607,195</b>	<b>\$ 515,767</b>	<b>\$ 4,122,962</b>	<b>\$ 3,768,563</b>

(1) Salary includes regular base pay, bonuses, overtime, lump sum payments and any other direct cash remuneration.

(2) The Legislative Assembly Office's share of all employee benefits and contributions made on behalf of employees including pension, health care, dental coverage, group life insurance, short and long-term disability plans.

(3) Automobile is provided, no dollar amount included in benefits and allowances figures.

(4) Includes vacation payout.

(5) Non-salaried staff includes all wage staff and others remunerated on an hourly basis with the exception of salaries and benefits paid under the STEP program.

(6) Represents partial year due to retirement (1999).

(7) Represents partial year due to new hire (1999).

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# Commonwealth Parliamentary Association – Alberta Branch

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2000 Annual Report



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# Commonwealth Parliamentary Association

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## Overview

*The Commonwealth Parliamentary Association (CPA) is an association of members of Commonwealth parliaments who, irrespective of race, religion, or culture, are united by community of interest, respect for the rule of law, and individual rights and freedoms, and by pursuit of the positive ideals of parliamentary democracy. Canada was one of the six original member countries of the CPA when it was formed in 1911 under the name of the Empire Parliamentary Association. Association branches now exist in 134 national, state, provincial, and territorial parliaments with a total membership of over 14,000 parliamentarians. Each provincial and territorial Legislative Assembly in Canada as well as the federal Parliament comprises a branch of the CPA. All Members of the Legislative Assembly of Alberta are members of the Alberta branch of the CPA.*

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## President's Report

Speaker Ken Kowalski, President of the Alberta Branch of the CPA



*The Hon. Dave Hancock (left), representing Alberta, presents a carving of the Northwest Territories Coat of Arms to the Hon. Kevin O'Brien, Speaker of the Legislative Assembly of Nunavut. John Quirke, Clerk of Nunavut, is behind the Speaker. The gift was for the official opening of the NWT Legislative Assembly Building.*

As parliamentarians we all need to look beyond our familiar precincts. Sometimes we get so involved with our own challenges at home that we forget how much we can learn from other Assemblies around the world.

How can information technology best transform the way a parliament works? How can parliamentarians contribute to the prevention of environmental degradation? How do we promote cultural diversity, deal with globalization, enhance the role of Private Members, and improve the public image of Parliament and parliamentarians?

Those were only a few among the dozens of key topics discussed during 2000 at interparliamentary meetings attended by members of the Alberta branch of the CPA. As I told the organization's 46th annual conference in Britain last September, the CPA is, to my knowledge, the only international organization that affords Private Members, backbenchers, opposition Members, government

Members, and all parliamentarians an opportunity to meet in an environment of peaceful harmony and ask these kinds of questions.

We come to these meetings with open minds, not with fixed agendas. We come to listen and learn. We come away as more effective representatives of our constituents.

We did this in 2000 not only at the CPA meeting in Britain but also at meetings across North America that enabled us to address common issues from a wider perspective. For example, legislatures almost everywhere are encountering both the opportunities and challenges of new technology. In Alberta we've now using web technology to provide *Hansard* to readers on the same day as the debate. We've implemented gavel-to-gavel live audio coverage of proceedings. We've made it easier for Members and their staff to do research using on-line databases and other web technologies.



You can't argue against making the information available as thoroughly and as fast as possible. What does challenge us, however, is the use that some people might make of this instant knowledge base. Some think it should lead to a form of "direct democracy" via referendum-style voting. Some are concerned that technology may be pushing us to make decisions too quickly. All that was the focus of a fascinating discussion at the 23rd Canadian regional seminar of the CPA in Halifax. We'll be hearing a lot more on this issue.

Technology challenges were also on the agenda at the meeting of the National Conference of State Legislatures in Chicago, attended by Alberta MLAs. Similarly, the Pacific Northwest Economic Region summer conference talked about progressing towards a "cyber smart

region," and the 22nd annual conference, Council on Governmental Ethics Laws in Tampa, Florida, last December discussed cybervoting and cybercampaigning, an interesting topic in light of disputes over the presidential vote in that state.

All these interparliamentary discussions on so many social, technical, and legislative issues help to give participating Alberta MLAs an awareness of the global context in which their decisions are made. We come together for these meetings without political party labels but simply as concerned parliamentarians to share experiences and solutions. The result for all of us is a deepening appreciation of our parliamentary democratic institutions and a desire to continually look for ways to make them function even more effectively.

## Secretary's Report

WJ. David McNeil, Secretary of the Alberta Branch of the CPA and Clerk of the Legislative Assembly

The Alberta branch of the CPA participated in 11 interparliamentary activities in 2000, including five involving organizations outside the Commonwealth. These included the 11th General Assembly of the Parliamentary Conference of the Americas in Puerto Rico, where delegates took a hemispheric approach to parliamentary issues. A team of 15 German state parliamentarians visited Alberta in June as part of the Partnership of Parliaments program that is designed to further contacts between Germany, the United States, and Canada. Alberta plans to send a delegation to Germany in 2001 as part of this regular, ongoing exchange.

Our close links with the United States were fostered by Alberta's participation in the National Conference of State Legislatures in Chicago, the Pacific Northwest Economic Region summer conference in Post Falls, Idaho, and the 22nd annual conference, Council on Governmental Ethics Laws in Tampa, Florida. As well, Alberta continued its connections with the Assemblée parlementaire de la Francophonie (APF) by participating in its regional conference in Fredericton.

The CPA conferences are the heart of our interparliamentary activities, and I was pleased to attend the CPA's 46th annual

conference in London. The Legislative Assembly Office will host the CPA's 40th Canadian regional conference in 2001. LAO staff worked through 2000 to prepare for the event.

Staff of the Legislative Assembly Office represented Alberta well in

interparliamentary activities at the staff level. They collaborated with each other and with their counterparts in other jurisdictions to share knowledge and develop contacts from which all participating parliaments will benefit.

## Conferences and Meetings

### *17th Canadian Presiding Officers' Conference*

Winnipeg, Manitoba, January 20 to 23, 2000

#### **Agenda**

- 1 Regional Representative
- 2 Rules of the Canadian Region
- 3 2004 Commonwealth Parliamentary Conference

#### **Alberta Delegation**

The Honourable Ken Kowalski, Speaker  
Mr. Don Tannas, Deputy Speaker

#### **Delegate's Report (edited for length)**

I particularly enjoyed the roundtable reports from all of the territories, provinces, Senate, and House of Commons, which in a few hours provided us with a quick synopsis of recent events in each jurisdiction.

The presentation by Speaker Molgat of the Senate, The Royal Recommendation: A Case Study of a Ruling, brought forward an issue to which I had not given much consideration. Dr. McNeil's presentation, as always, was most worth while, and Speaker Kowalski's presentation on the

Partnership of Parliaments and State Leaders' Foundation was most appreciated. Question Period and the New Speaker, presented by the Speaker from Nova Scotia, triggered memory flashbacks for many of us.

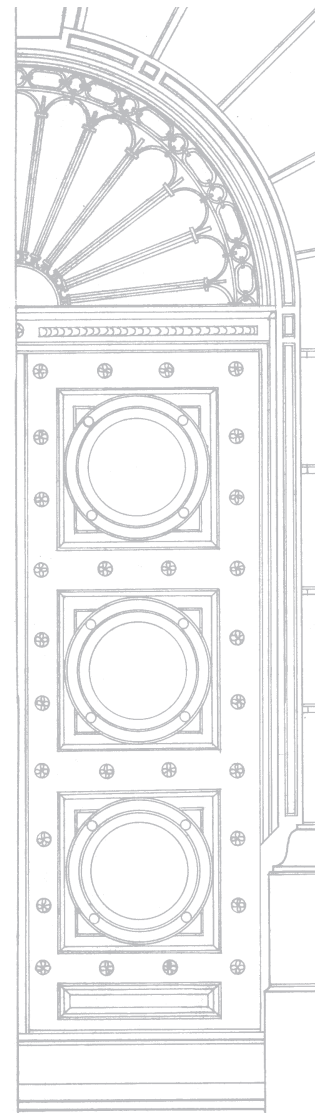
All in all, a very good conference that dealt with all the joys and vicissitudes of being a presiding officer in a legislative body in Canada.  
— Don Tannas

### *Partnership of Parliaments*

Edmonton, Jasper, Lake Louise, Banff, and Canmore, Alberta, June 20 to 24, 2000

#### **Summary**

A team of 15 German state parliamentarians visited Alberta in June 2000 and had the opportunity to meet with the Minister of International and Intergovernmental Relations, other MLAs and representatives of civic and First Nations governments, and other dignitaries. Other provinces involved in the partnership while the delegation visited Canada included Quebec and Newfoundland.





The Partnership of Parliaments wants to further contacts between Germany, the United States, and Canada. The organization's interests lie in fiscal and economic challenges, social and cultural issues, energy and environment, and with political and parliamentary relations.

*Pacific Northwest Economic Region  
(PNWER) Summer Conference*

Post Falls, Idaho, June 25 to 27, 2000

**Agenda**

- 1 Progressing Towards a Cyber Smart Region
- 2 PNWER's New Alternative Dispute Resolution Service
- 3 Status of Inland Corridors Initiative
- 4 Corridor and Border Initiatives
- 5 Rails to Resources
- 6 Working sessions on topics including transportation, workforce training, the cattle and agriculture summits, and tourism

**Alberta Delegation**

The Honourable Shirley McClellan,  
Minister of International and  
Intergovernmental Relations  
The Honourable Ty Lund, Minister of  
Agriculture, Food and Rural Development  
Mr. David Coutts, MLA  
Mr. Bill Bonner, MLA  
Ms Debby Carlson, MLA  
Mr. Ron Hierath, MLA

*39th Canadian Regional  
CPA Conference*

Brudenell, Prince Edward Island,  
July 15 to 21, 2000

**Agenda**

- 1 The Commonwealth Parliamentary Association
- 2 Globalization
- 3 Technology and the Legislature
- 4 Taking Forward the Role of Commonwealth Women Parliamentarians
- 5 Public Perceptions of Elected Office Holders
- 6 Enhancing the Role of Private Members
- 7 Parliamentary Reform – Going It Alone
- 8 Building Stakeholder Support in Formulating Public Policy: A New Fiscal Regime for Oil Sands Development
- 9 State-Sanctioned Gambling and Revenue Windfalls – Public Policy Conflict?

**Alberta Delegation**

The Honourable Ken Kowalski, Speaker  
Mr. Richard Magnus, MLA  
Mr. Guy Boutilier, MLA  
Mrs. Yvonne Fritz, MLA  
Dr. Don Massey, MLA  
Ms Laurie Blakeman, MLA

**Delegate's Report (edited for length)**

I was pleased to have the opportunity to meet with elected officials from the 10 provinces, three territories, the House of

Commons and the Senate, as well as other leading Commonwealth politicians in Brudenell, Prince Edward Island. The location chosen for the conference was truly beautiful.

The agenda covered a broad range of topics and presentations, followed by question-and-answer sessions and informed debate. I found it interesting to learn from our new parliamentary colleagues how they are dealing with political, constitutional, and procedural challenges within a new government.

– Richard Magnus

### *National Conference of State Legislatures*

Chicago, Illinois, July 16 to 20, 2000

#### **Agenda**

There were more than 160 informational sessions offered on such issues as health care, economics, education, technology, and the Internet.

#### **Alberta Delegation**

Mr. Albert Klapstein, MLA

Ms Karen Kryczka, MLA

Mr. Bill Bonner, MLA

#### **Delegate's Report (edited for length)**

The National Conference of State Legislatures works to help legislatures have a strong voice in the federal system. At the July 2000 annual meeting there were more than 160 information sessions offered on topics relevant to the duties and functions of legislators. Prominent guest speakers, including U.S. Presidential candidate George W. Bush and Chicago's Mayor Richard Daley, gave presentations on health care, education, and federal/state relations.

The conference format allowed an opportunity for discussion, feedback, and question-and-answer sessions. In addition to dealing with familiar issues such as budgeting, staffing, and strategic planning, the presentations also offered insight into emerging economic challenges, growing human service demands, and technology concerns.

One session focused on aboriginal affairs and highlighted tribal government, aboriginal legislation, and the importance of communication and co-operation between the various levels of government. There was also discussion of solutions to eliminate racial and ethnic disparities in health care and quality of life.

The closing plenary session offered a glimpse into future youth involvement through the Project Citizen program, a civic education program cosponsored by NCSL that helps prepare middle-school students for their role as responsible citizens participating in society. The students gain valuable knowledge and skills needed to monitor and influence public policy as the citizens of tomorrow.

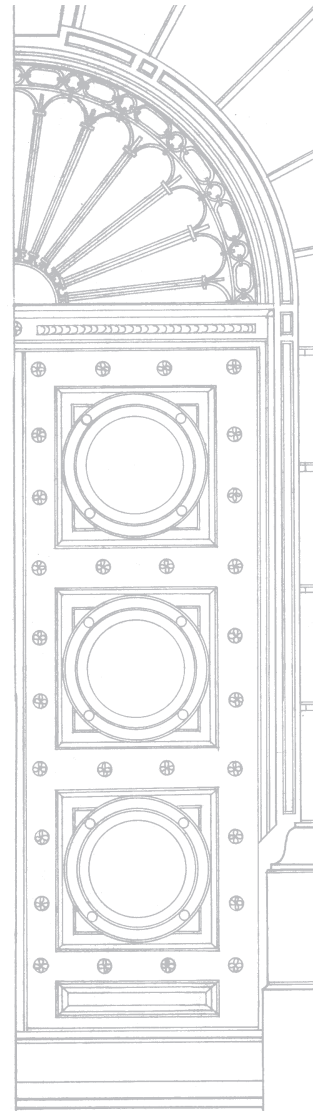
– Karen Kryczka

### *11th General Assembly of the Parliamentary Conference of the Americas (COPA)*

Rio Grande, Puerto Rico, July 19 to 23, 2000

#### **Agenda**

- 1 Meeting of Provisional Executive Committee
- 2 Meeting of Network of Women Parliamentarians
- 3 Meeting of Heads of Delegations







- 4 Eradicating Poverty for a Fair and Prosperous Community of the Americas
- 5 Public Policy and the Control of Corruption
- 6 Inter-American Co-operation and the Fight against Drug Trafficking: the Role of Parliamentarians
- 7 Education: the Driving Force for Equity and Prosperity

#### **Alberta Delegation**

Mr. Glen Clegg, MLA

Mr. Greg Melchin, MLA

#### **Delegates' Reports (edited for length)**

Conference attendees included elected members of national and provincial legislatures from North America and South America. Topics of discussion were limited to issues that are relevant to everyone, including free trade, education, poverty, crime, and drugs.

The intent of the conference was to make respective assemblies aware of the need for all parliamentarians of the Americas to participate in the follow-up to the decisions made by the heads of state and of government and to underline the importance of the regional parliaments in the integration process of the American hemisphere.

I appreciated the opportunity to represent Alberta in these discussions.

– Greg Melchin

The main theories of the conference were, firstly, how this organization should be structured and how it would best

meet the needs of the population of the western hemisphere; secondly, the need to cut down on poverty; and thirdly, that poverty can only be eliminated by all countries having a better education system, the purpose being to train and educate individuals and to ensure that they have jobs, something we all strive to achieve. Greg Melchin was elected as a member of the executive for Western Canada.

– Glen Clegg

#### *21st Annual Conference of the Canadian Council of Public Accounts Committees (CCPAC)*

Halifax, Nova Scotia, September 17 to 19, 2000

#### **Agenda**

- 1 Jurisdictional Reports
- 2 John J. Kelly Forum – Ethics and Ethical Leadership
- 3 Public Performance Reporting Program (Performance Reporting and Governance – Creating the Culture: The Impact of the Human Dimensions and the Role of Elected Officials)
- 4 Globalizing Accountability: Reaching Beyond National Borders to Promote Democratic Governance (Combating Bribery, Fraud, and Corruption)
- 5 Open Discussion
- 6 Challenges in Determining and Evaluating the Value for Money in Health Care

- 7 Follow-up Process for Public Accounts Committee Reports. What Happens after Six Months?

- 8 Council Business

### **Alberta Delegation**

Mr. Lance White, MLA, Chairman, Standing Committee on Public Accounts

Mr. Shiraz Shariff, MLA, Deputy Chairman, Standing Committee on Public Accounts

Mr. Paul Langevin, MLA, Chairman, Standing Committee on Legislative Offices

Mrs. Mary O'Neill, MLA, Member, Standing Committee on Legislative Offices

Ms Sue Olsen, MLA

### **Delegates' Reports**

As chairman of the Standing Committee on Public Accounts I always find it interesting to hear the jurisdictional reports and opinions about operations of public accounts committees nationally and internationally. Discussing these similarities and differences formally and informally provides me with insight into the operations of our own committee and is a very worthwhile component of this conference.

– Lance White

I had the pleasure of being part of the delegation representing our Standing Committee on Public Accounts at this conference. The exchange of ideas from representatives across our country and from Tasmania fostered a better understanding of systems for scrutinizing the public accounts.

The joint session with the Auditors General on ethics and ethical leadership was most insightful. The opportunity to discuss issues of common interest with other members of public accounts committees is always a valuable part of this conference.

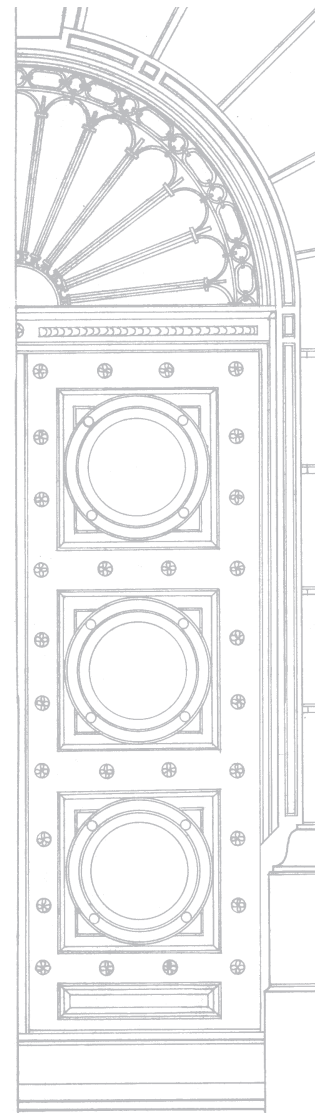
– Shiraz Shariff

### *46th Commonwealth Parliamentary Association (CPA) Conference*

London, England, and Edinburgh, Scotland, September 20 to 29, 2000

### **Agenda**

- 1 Meeting of Commonwealth Women Parliamentarians
- 2 Meeting of Society of Clerks-at-the-Table
- 3 How Can Information Technology Best Transform the Way Parliament Works?
- 4 Programs for Poverty Reduction, Literacy, and Persons with Disability
- 5 Debate on resolution: that Commonwealth countries should ratify the statute of the International Criminal Court and accept the compulsory jurisdiction of the International Court of Justice and the International Criminal Court
- 6 How Can Parliamentarians Contribute to the Prevention of Environmental Degradation?
- 7 Workshop on Parliament and the Media
- 8 Creating an International Parliamentary Voice in World Trade Organization Decision-Making





9 How Can Parliamentarians Modify Attitudes, Customs, and Practices that are Barriers to the Political, Social, and Economic Development of Women?

10 The Commonwealth's Role in Combating the Economic, Social, and Political Threats of HIV/AIDS

### **Alberta Delegation**

The Honourable Ken Kowalski, Speaker

### **Summary of Alberta Presentation**

The Future of the Commonwealth by The Honourable Ken Kowalski, Speaker.

This question must always be asked, as we must always challenge our reason for being.

By way of background to this question: we have ties, in varying degrees, to a modicum of similarity in our pasts, a tie with Great Britain. There is acceptance that English is the medium for our exchanges. There is considerable similarity with the form of parliamentary practice that we follow, the Westminster model.

The reality is one could probably argue that there are more reasons for us not to be here than there are reasons for us to be here. We come from 163 regions of the world, and few, if any, would receive top marks in a geography test that we could have. Our histories, despite a British tie in varying degrees, have been dramatically different. Our current economies, needs, and priorities cover the full range of such for the world.

At this point in this brief statement I could convince myself and my branch that

my presence here is a waste of my personal time, a fundamental waste of precious public funds, and a sad avoidance of my responsibility to my constituents as their representative, and I could conclude that from this perspective there is not much hope for the future of the Commonwealth. We are here, however, and I believe that our attendance here is a positive investment of our time, a positive usage of public funds, and will help us become better and more effective representatives of the people.

To my knowledge the Commonwealth Parliamentary Association is a reflection of the Commonwealth and is the only international organization that affords private members, backbenchers, opposition members, government members – parliamentarians all – to meet in an environment of peaceful harmony for the sole purpose of meeting, discussing, and networking. I have come here to learn, to make new friends, to harmonize, for my professional development, so that I can become a more informed child of the world and a more effective representative for my constituents.

I am not here representing an official position of my government; I am not here advocating for a specific target as we work towards international protocols; I am not here with an inflexible, closed-minded agenda that I need to get others to agree to. I am here to learn. I am here to listen. I am here to make a new friend. I want peace, and I believe that we can end poverty if we have peace. I want all people to be literate so that they can learn about me as I have learned about them. I want others to trust me

and like me not because I come from the rich north but because I am a human being with empathy for the concerns of others.

I can do none of this if I have no opportunity and no medium to meet and learn as an individual elected person. The Commonwealth, the Commonwealth Parliamentary Association, gives me this opportunity. It is important that you and I have such an opportunity. It is important that we take advantage of our unique similarities and the thin bridges that bring us together so that we truly can make life better for increasing numbers of our citizens.

The Commonwealth must have a future, and we, all of us, must do all that we can to make it so.

*Assemblée parlementaire de la Francophonie Régionale Amérique Presidents' Conference*

Fredericton, New Brunswick,  
September 29 to October 1, 2000

**Agenda**

- 1 Report on Activities of the America Region
- 2 Update on XXVI Ordinary Session held in Yaoundé, Cameroon
- 3 The Situation in Haiti
- 4 Regional Bulletin
- 5 Youth Participation in Political Activities
- 6 The Promotion of Cultural Diversity in the Framework of Economic Integration of the Americas

7 Accessibility to Justice for Francophones in North America

**Alberta Delegation**

Mr. Paul Langevin, MLA

Mr. Denis Ducharme, MLA

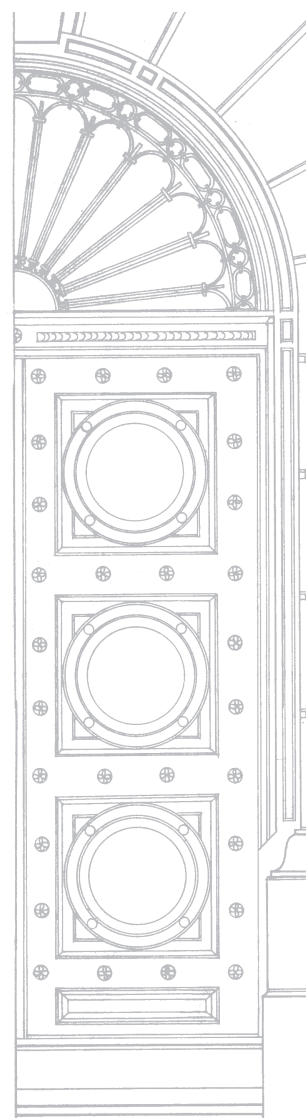
**Delegates' Report** (edited for length)

As part of his report as Chargé de mission, M. Simard highlighted the activities of an APF reflection group given the mandate of coming up with recommendations that would better involve women in politics and provide a network for Francophone women parliamentarians.

Discussion on Haiti's May 2000 elections brought forth a resolution that the APF manifest to the concerned Haitian authorities its profound disappointment and displeasure regarding the process in those legislative elections and to continue monitoring closely the political situation there.

There was extensive discussion on ways to promote youth participation in politics, with Mr. Langevin outlining Alberta's youth model parliament program. As well, there was consensus on the importance of reaching students at a young age through these types of programs and in a family environment to instill an avid interest in the political process.

The promotion of cultural diversity, of the French language, and the protection of authors' rights were topics of discussion, covering such issues as culture as a commodity, whether globalization represents an opportunity or a threat to culture, and how artists and their works could be promoted while still





protecting the rights of authors and intellectual property. The role of parliamentarians in the promotion of culture was also examined.

In the session on the accessibility for Francophones to the justice system, delegates heard presentations on statutes protecting the rights of Francophones in various Canadian jurisdictions. There was also roundtable discussion on the need for Ottawa to amend the laws dealing with divorce, family law, contravention law, and the Criminal Code to guarantee linguistic rights for Canadian Francophones.

Much knowledge was gained through the business sessions of this conference, and the social functions are a wonderful opportunity to exchange ideas and discuss similar experiences with colleagues from across Canada and Europe.

– Paul Langevin and Denis Ducharme

*23rd Commonwealth  
Parliamentary Association  
Canadian Regional Seminar*

Halifax, Nova Scotia, October 19 to 22, 2000

**Agenda**

- 1 The Consequences of Underfunding Our Postsecondary Educational Institutions
- 2 Does Religion Have a Role in Politics?
- 3 Enhancing the Public Image of Parliament and Parliamentarians
- 4 On Youth and Government

5 Quebec's Family Policy

6 The Use of Technology in Legislatures

**Alberta Delegation**

The Honourable Ken Kowalski, Speaker  
Mr. Barry McFarland, MLA

**Delegate's Report (edited for length)**

Six topics for discussion were presented by MLAs, legislative staff, and Speakers from across Canada. Of particular interest were the various points of view expressed by representatives from the different provinces. By and large, very few references were made to political parties or philosophies. In fact, it appeared to me that there was a genuine concern and appreciation for differing approaches across our nation.

Speaker Kowalski, in a most articulate and challenging manner, presented the potentials and pitfalls of today's knowledge base when laptops, instant reporting, and computer capabilities are put into action. The ensuing discussion pointed out many advantages and downsides, from direct democracy via referendum-style voting to the potential for a permanently damaged image of elected officials courtesy of digital alterations.

During this conference all delegates had the opportunity to exchange ideas, to meet others from across Canada and better understand our parliamentary system, which we take for granted.

– Barry McFarland

*22nd Annual Conference, Council on  
Governmental Ethics Laws (COGEL)*

Tampa, Florida, December 3 to 6, 2000

**Agenda**

- 1 Municipal Ethics: Past, Present, and Future
- 2 Cybervoting and Cybercampaigning
- 3 A Great Juggling Act: Perspectives on the Politics of Data Privacy and Freedom of Information
- 4 Developing a Code of Ethics for Lobbyists
- 5 Hard Facts About Soft Money
- 6 FOI and Privacy: From the 20th to the 21st Century
- 7 Investigating and Prosecuting in a Fishbowl
- 8 Spreading the Word: Innovations in Training
- 9 Insulating Board Members from Political Pressure
- 10 Writing to Persuade
- 11 I'm from the Federal Government and I'm Here to Help: Federal Investigations of State and Local Public Corruption
- 12 Campaign Finance: From Advocacy to Administration
- 13 Preventing Voter Fraud while Enforcing the National and State Voter Registration Acts
- 14 Is Diamond a Lobbyist's Best Friend? An Analysis of Sun-Diamond's Impact on Gifts and Gratuities

15 Political Money: Free Speech, Corruption, and Third-Party Spending

16 Financial Disclosure in the Internet Age: Are Changes Needed?

17 Elections 2000: An Analysis

**Alberta Delegation**

Mr. Paul Langevin, MLA

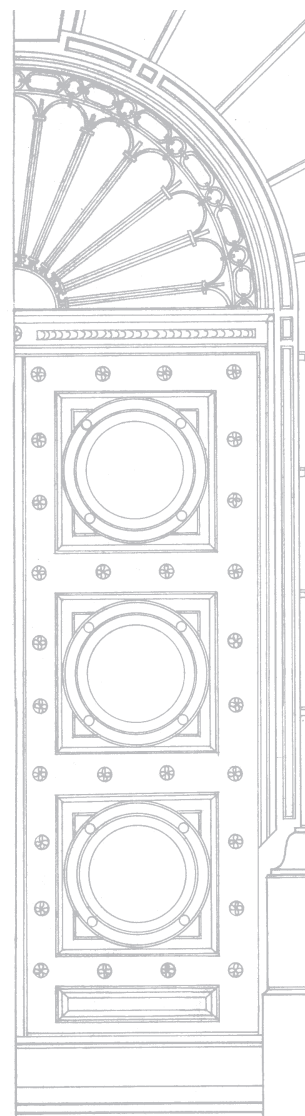
Mr. Gary Dickson, MLA

**Delegate's Report (edited for length)**

The conference featured presentations dealing with ethics-related matters such as the European Commission resignation scandal as well as freedom of information matters such as Supreme Court of Canada rulings on privacy issues. There were discussions of various aspects on the right to privacy versus the right of access, including the perceived and real conflict between the two concepts. In the session FOI and Privacy, panel members discussed the progressive changes made to related legislation over the years.

In the session Insulating Board Members from Political Pressure, Mr. Langevin presented the appointment, budget approval, reporting, and appeals processes for officers of Alberta's Legislative Assembly as well as the process for conducting special investigations. He discussed whether officers could be insulated from political pressure and also pointed out that in Alberta officers work with elected officials in areas such as filing disclosure statements.

Other sessions dealt with writing legal documents, financial disclosure as a key component of effective ethics laws, and a panel discussion on the update of the 2000 U.S. presidential election.





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## Bursaries

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### Grade 6 Essay Contest

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Bursaries are presented annually to nominees from Tuxis Parliament of Alberta and the Alberta Girls' Parliament to increase interest in the parliamentary process among young Albertans. On May 29 Speaker Kowalski awarded bursaries to Joanna Pickerl of Edmonton from Tuxis, and to Michelle Trommelen of Stony Plain and Jenny Smith of Edmonton from the Alberta Girls' Parliament.

A provincewide essay contest is held annually for grade 6 students to encourage greater awareness of the Commonwealth and the parliamentary system. This year the grand prize went to Sarah Cormier of Fort McMurray.



# Interparliamentary Relations



*Speaker Ken Kowalski  
with the Speaker of the  
UK House of Commons,  
the Rt. Hon. Betty  
Boothroyd at the 46th  
annual conference of  
the Commonwealth  
Parliamentary  
Association.*

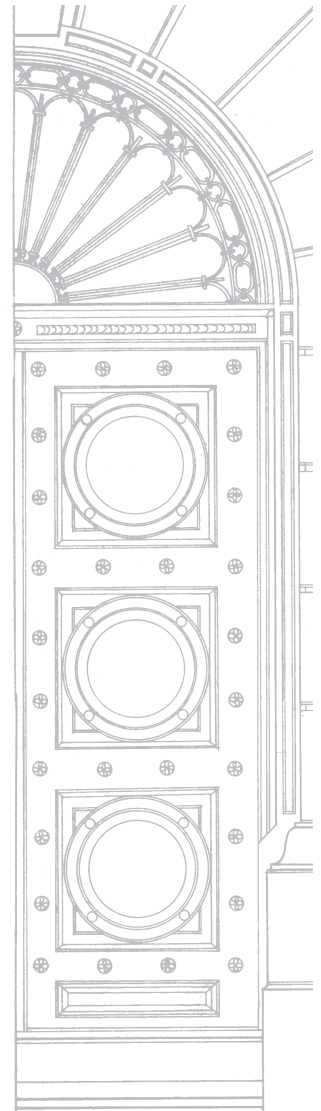
The Speaker, Deputy Speaker, Deputy Chairman of Committees, and staff of the Legislative Assembly Office are involved in ongoing liaison with members and staff of other parliaments and with other representatives of foreign countries. In 2000 they hosted or met with the following visitors:

March 2	Russian Parliamentary Delegation Canadian Parliamentary Centre
March 9	Mr. Aart Jan Verdegaaal Consul General of the Kingdom of the Netherlands
March 27	The Honourable Bill Hartley Speaker of the Legislative Assembly of British Columbia
April 5	Forum for Young Albertans
April 12	His Excellency Green Josiah High Commissioner for the Republic of Kenya
May 1	Senator the Honourable Maxine Henry-Wilson Minister of Information in Jamaica
May 1	His Excellency Raymond Wolfe High Commissioner for Jamaica, Ottawa
May 3	Her Excellency Danièle Smadja Ambassador of the European Commission
May 9	His Excellency Dr. Yuri Scherbak Ambassador of Ukraine

May 10	Mr. Peter Felix Consul General of Switzerland, Vancouver  Russian Delegation The Rotary Foundation Group Study Exchange 2000
May 11	Miss Lisa Bobbie Schreiber Hughes Consul General of the United States of America, Calgary
May 15	Russian Parliamentary Delegation Canadian Parliamentary Centre
May 16	His Excellency Dato Seri Laila Jasa Lt. Col. (Rtd.) Jocklin Bin Kongpaw High Commissioner of Brunei, Dar es Salaam
May 24	Mrs. Guadalupe Albert Consul General of the United Mexican States, Vancouver
May 24	Colorado Senator Ray Powers President, Council of State Governments-West
May 31	Mr. Klaus Kröger Consul General of the Federal Republic of Germany, Vancouver
June 1	His Excellency Kim Sam-hoon Ambassador of the Republic of Korea
June 5	His Excellency Miroslav Mikolasik Ambassador of the Slovak Republic



June 7	His Excellency Krunoslav Vasilj Ambassador of Bosnia and Herzegovina	September 14	Her Excellency Marianela Diaz Ambassador of the Republic of Panama
June 13	Dr. Desmond Tutu Emeritus of the Diocese of Cape Town, South Africa	September 19	Mr. B. Jaishankar Consul General of India, Vancouver
June 21	Mr. Meir Romem Consul General of Israel	September 24	Provincial Police/Peace Officer Memorial Day Alberta Legislature Grounds
June 26	Mrs. Eleni Lianidou Consul General of Greece, Vancouver	September 27	Mr. Raul (Roy) Chavera Consul General of the United States of America
June 27	Commonwealth Permanent Secretaries Seminar	September 28	His Excellency Paul Dempsey Ambassador of Ireland
July 5	Mr. John Medeiros Former Senator Asia-Pacific Public Affairs Forum	October 30	Honourable Franco Danieli, MP Under-Secretary of State, Ministry of Foreign Affairs, Republic of Italy His Excellency Roberto Nigido Ambassador of Italy
September 7	The Honourable Toshio Yusa Speaker of the Hokkaido Assembly		
September 18	Representative Gail Phillips, Delegation Leader Drue Pearce, President of the Senate Alaska State Legislature Delegation		
September 21	His Excellency Rajnarine Singh High Commissioner for the Co-operative Republic of Guyana		



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