



LEGISLATIVE ASSEMBLY OFFICE

& 2004 Annual Report of the Commonwealth Parliamentary Association – *Alberta Branch*



2004 ANNUAL REPORT



LEGISLATIVE ASSEMBLY OFFICE



Legislative Assembly of Alberta

November 1, 2005

To the Members of the Legislative Assembly of Alberta:

As required by Standing Order 109, I am pleased to submit the 18th annual report of the Legislative Assembly Office. This report describes the activities of the Legislative Assembly Office focusing on four key areas of responsibility in which support was provided to Members during the calendar year ended December 31, 2004. Also presented are the audited financial statements for the 2003–2004 fiscal year and the eighth annual report of the Alberta Branch of the Commonwealth Parliamentary Association.

At the end of yet another successful year, the outstanding support that Legislative Assembly Office staff provide to the Assembly must be mentioned. Through hosting visiting parliamentarians and coordinating Assembly events, they serve the citizens of Alberta well. As Speaker I am proud to lead this group of dedicated professionals.

I would like to thank those Members who so ably represented Alberta or presented papers at various interparliamentary conferences, and I thank all MLAs for supporting the work of the Legislative Assembly Office and the Commonwealth Parliamentary Association.

Respectfully submitted,

Hon. Ken Kowalski, MLA

Speaker of the Legislative Assembly



Legislative Assembly of Alberta

November 1, 2005

To the Honourable Speaker of the Legislative Assembly of Alberta:

I am honoured to present to you the 18th annual report of the Legislative Assembly Office and the eighth annual report of the Alberta Branch of the Commonwealth Parliamentary Association. The Legislative Assembly Office report includes the audited financial statements regarding the operation of the Legislative Assembly Office for the 2003–2004 fiscal year. The Alberta Branch of the Commonwealth Parliamentary Association report outlines the various developmental opportunities afforded Members who attended interparliamentary conferences.

This Legislative Assembly Office report focuses on results-based reporting and includes highlights of events and conferences undertaken to further educate the public about the institution of parliament on behalf of Members, as well as support an exchange of information and ideas among parliamentarians.

I am privileged to work with Legislative Assembly Office staff, who bring a high level of commitment, flexibility and professionalism to the work they do.

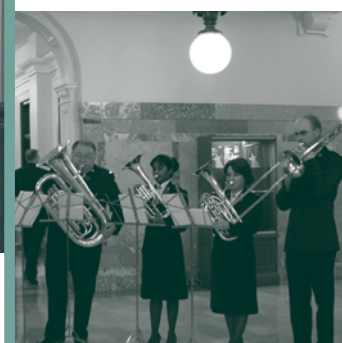
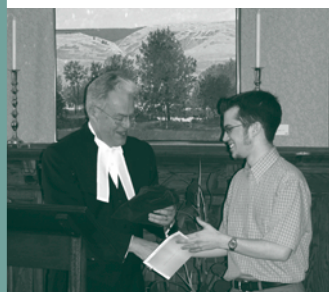
Respectfully submitted,

Dr. W.J. David McNeil

Clerk of the Legislative Assembly

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AN INTRODUCTION

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

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

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

Although the LAO 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. However, the Speaker does have administrative authority and responsibility similar to that of a minister of a government department. 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 Members of the Legislative Assembly (Members) conduct their business according to the Standing Orders of the Assembly. Administratively, the Speaker is responsible for the Assembly's records and provides services to Members and the public. The latter include financial administration, human resources, office

automation assistance, public education, library services, legal services, House services, purchasing and communications services.

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

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

Each party of elected members, or caucus, is a branch of the LAO. Although the Speaker technically has authority over the administration of each caucus office, for obvious reasons these branches operate with considerable autonomy. Therefore, the caucus branches are not part of this report; it only includes branches of the LAO 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 LAO, 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.

Photos on the opposite page capture scenes from Legislative Assembly events including: Edmonton Square Dancers kicking up their heels with students participating in the School-at-the-Legislature program in celebration of the Canadian Finals Rodeo, the bursary awards ceremony, the Page Essay Contest award ceremony and an ensemble from the Edmonton Temple Band of the Salvation Army performing during the Remembrance Day Service.

SERVICES

•OFFICE OF THE CLERK•

Responsible for the processing of the daily business of the House and provides management and communications support to all branches of the LAO. The Clerk's Office is also responsible for the operation of the Legislature information line. The Clerk acts as a liason at the deputy minister level with government departments and assists in coordinating Member participation in interparliamentary activities.

•FINANCIAL MANAGEMENT AND ADMINISTRATIVE SERVICES (FMAS)•

Provides full accounting services such as budget preparation and monitoring, payment processing and financial reporting as well as administrative services including equipment and supplies procurement, telecommunications management, constituency office lease and credit card administration. FMAS also handles the responsibilities under the Freedom of Information and Protection of Privacy Act for the LAO.

•HUMAN RESOURCE SERVICES (HRS)•

Advises on employment and policy issues for the Speaker, Members, caucuses, constituencies and the LAO as well as manages the Legislative Assembly human resource and payroll system including coordinating MLA and staff compensation plans and administering employee and service contracts. In addition, HRS oversees the recruitment and retention policies for non-partisan positions, ensures safe work practices and promotes health and wellness initiatives.

•INFORMATION TECHNOLOGY SERVICES (ITS)•

Handles all technological issues including installation and support of software and hardware, remote access and network infrastructure.

•LEGAL SERVICES - PARLIAMENTARY COUNSEL•

Provides legal advice on a wide range of matters including parliamentary procedure. They draft private Members' public bills and private bills. Both Senior Parliamentary Counsel serve as Table Officers in the House and advise the Speaker on points of order and questions of privilege.

•LIBRARY SERVICES•

Offers information, news, reference and research services to the Members and their staff using current library and information technology. As well, Library Services provides training in the use of services that are delivered electronically to the Members' desktops.

•HOUSE SERVICES •

Along with providing advice on parliamentary procedure, producing the Votes and Proceedings, Order Paper, *Journals* and assisting in maintaining House records, such as bills and motions, House Services provides all arrangements for the Assembly's standing, special standing and select special committee meetings. As well, House Services assists with expenses, budgets, historical records and transcripts relating to committees. In addition, the recording and publishing of print and electronic versions of *Alberta Hansard*, the official report of the proceedings of the Legislative Assembly and its committees, also falls under the responsibility of House Services. This includes the administration of a subscription service to *Alberta Hansard*, Votes and Proceedings and bills and distribution of sessional publications. The *Hansard* staff in the House Services Branch also provide proofreading and editing services to other branches.

•VISITOR, CEREMONIAL AND SECURITY SERVICES (VCSS)•

Plans and executes ceremonial and special events, as well as the coordination of school and public outreach programs, tours of the facilities and delivery of several educational and orientation materials. Maintaining security in the Chamber and precincts, providing security-related advice to constituency offices and managing the Alberta Legislative Assembly Page program are also responsibilities of VCSS.

PURPOSE STATEMENT

Assist the Speaker in fulfilling the duties of office

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 the Members

Respond to increased demands for technology-related services from Members, staff and the public

Provide Members with professional development opportunities and foster interparliamentary cooperation through participation in national and international parliamentary forums and exchange programs

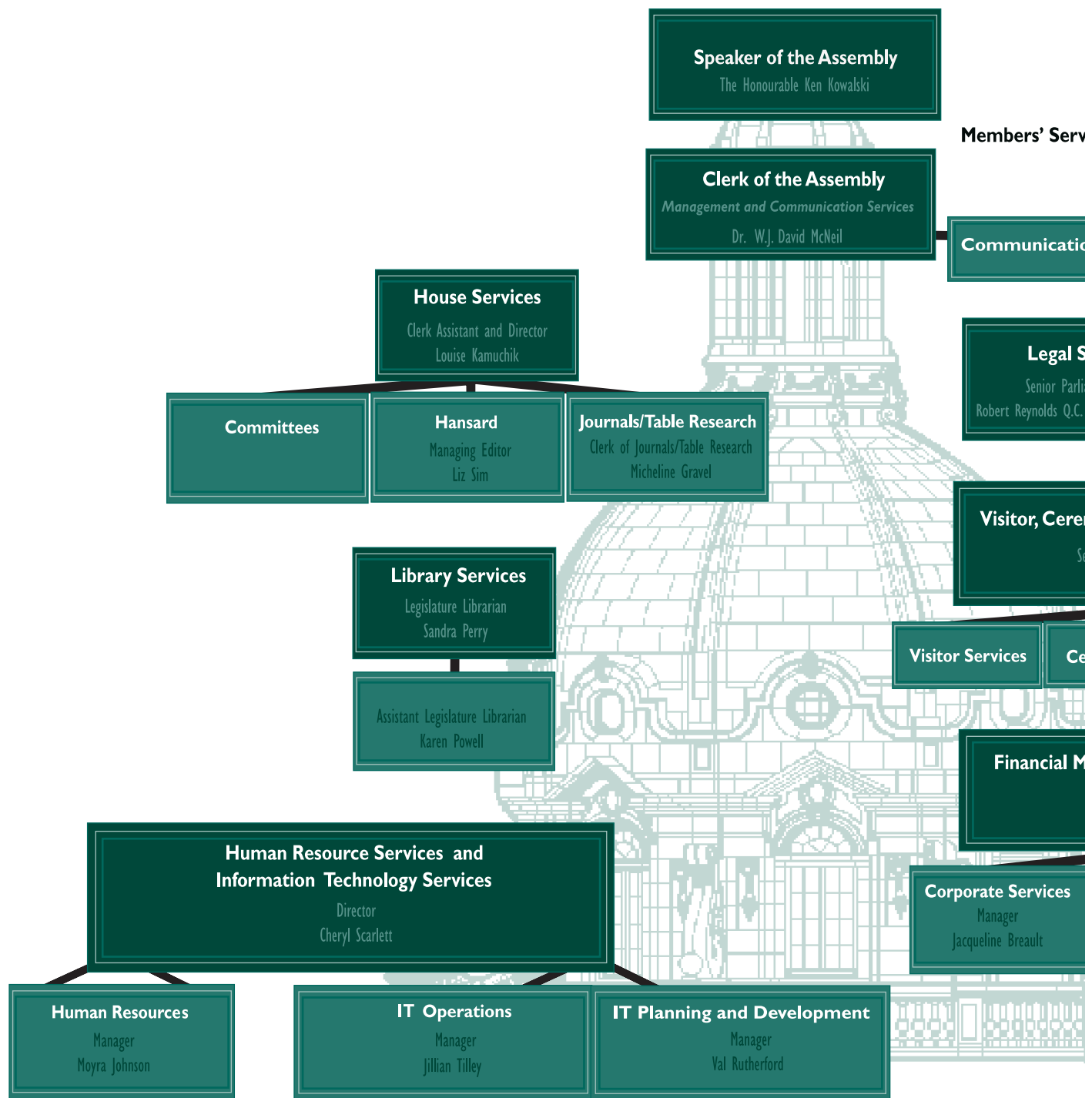
Increase public awareness of the Legislative Assembly within Alberta's democratic parliamentary system through information and outreach programs

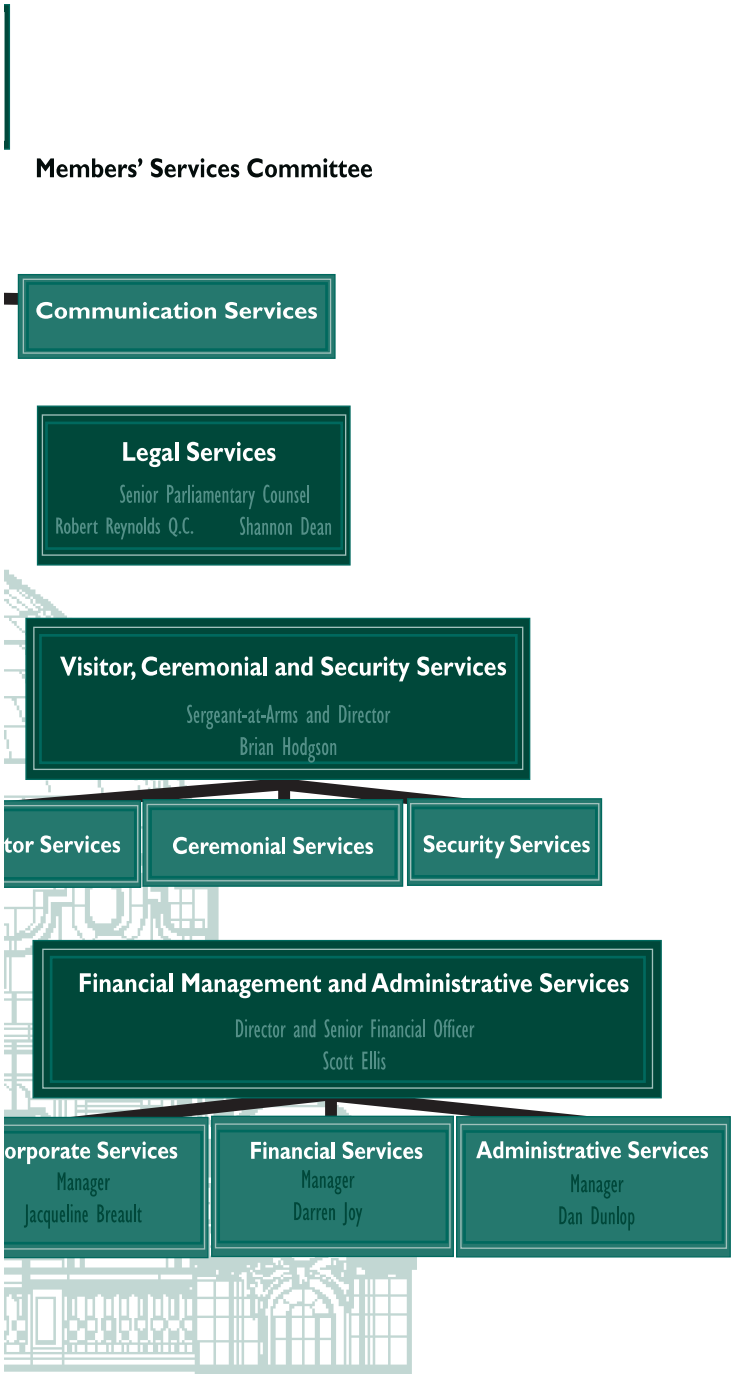
Continue to foster understanding of the division of powers among the legislative, executive and judicial branches of government

Ensure that the Legislative Assembly Office (LAO) provides quality services in an increasingly competitive environment

Ensure the continued development of the effectiveness and efficiency of the LAO workforce through the fostering and recognition of leadership and teamwork

Develop plans for special centennial events and projects





•VISION•

Respect ~ Tradition
Exemplify ~ Service
Promote ~ Innovation

•VALUES•

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

•IMPARTIALITY•

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

•INTEGRITY•

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

•IMPROVEMENT•

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



Photo above captures Speaker Ken Kowalski, Honorary Alberta Centennial Ambassador, welcoming a crowd to the Legislature during the kick-off to Alberta's centennial celebrations.

KEY RESPONSIBILITY AREAS

The structure of this annual report highlights the accomplishments of the Legislative Assembly Office (LAO). All branch information has been integrated to emphasize how the branches work together to achieve common goals and support the mandate of the LAO.

The mission of the LAO is to provide the best advice and a full range of quality services to Members as parliamentarians and support the preservation of the Assembly's history and maintain its accessibility to the public. Performance of the office must therefore be measured according to how well the LAO performs these tasks.

The Legislative Assembly Office has organized its results into four key responsibility areas (KRAs):

1. Provision of timely, professional, impartial, accurate information and advice to Members
2. Provision of services, equipment, supplies and facilities on a timely basis
3. Provision of an effective workplace to support Members
4. Provision of support to maintain and develop the parliamentary system in Alberta

KEY RESPONSIBILITY AREA I

Provision of Timely, Professional, Impartial, Accurate Information and Advice to Members

Information

The year 2004 brought with it a provincial general election, events leading up to Alberta's centennial in 2005 and numerous organizational changes. Together these factors resulted in a busy but exciting year. In preparation for the election, various branches were involved in updating policies, materials and services. This included the review of documents such as the Guidelines on the Dissolution of the Alberta Legislative Assembly, a comprehensive reference for MLAs, staff and outside agencies regarding entitlements and responsibilities once an election is called; and decision packages for non-returning, returning and new Members of the Legislative Assembly. Also, due to electoral boundary changes in 2004, the Library revised its constituency histories, bibliographies of local histories and community newspapers as well as created a new bibliography on parliamentary process and procedure. In addition, online Member contact and biographical information was updated in a joint effort by Library Services, Financial Management and Administrative Services (FMAS) and Communications Services. As well, a series of orientation documents and manuals along with orientation sessions on topics such as Guidelines for Establishing a Constituency Office were offered to assist new Members with the procedures and administrative guidelines that support their roles as elected representatives.

Communications Services prepared an orientation DVD and, in conjunction with House Services and Parliamentary Counsel, a procedural DVD for all new Members. As well, Human Resource Services (HRS) developed an orientation brochure incorporating payroll documents and general organization information for new Members and, in cooperation with FMAS and Information Technology Services (ITS), a brochure on information for retiring Members.

The Practical Guide to Committees was updated and the Speaker's briefing notes were rewritten by House Services. On a similar note, the data bank of Speakers'/Chairs' rulings was updated for ease of reference. As well, House Services completed updating the data bank of decisions by the Special Standing Committee on Members' Services and began creating a data bank of all the Assembly's resolutions passed since 1905.

Hansard staff of House Services met all publication and delivery targets in 2004, which despite no fall session due to the provincial election proved to be a very busy year with an excess of 2 million words transcribed and over 275 hours of meetings.

Every year the Sergeant-at-Arms or assistant personally visits constituency offices to provide information regarding best practices for office and staff safety. In 2004 32 constituency offices were visited. The office of the Sergeant-at-Arms also responded to security inquiries by constituency office staff via telephone and e-mail.

During 2004 Library Services further improved Member access to information through the addition of the *Provincial & Territorial Report* to the Legislative Alert Services. This report follows developments and relates comparative information about aspects of governance across Canada. As well, 17 new databases including *Academic Search Elite*, *Canadian Reference Centre* and *Regional Business News* were added, bringing the total number of databases available on Members' desktops to 30.

Advice

HRS provided advice and support to Members on a range of employment and policy issues that emerged as a result of pre- and post-election activities.

Serving their function as Table Officers to the Assembly, House Services staff provided procedural advice and guidance to the Speaker and Members of the Assembly.

In addition to serving as Table Officers, Parliamentary Counsel provided support and advice to the Speaker and other presiding officers on questions of parliamentary law and privilege. As well, they provided legal and procedural advice to the Speaker, Members and committees of the Assembly. During the year Parliamentary Counsel reviewed amendments, private Members' motions, motions for returns, written questions and petitions.

FMAS advised all returning, non-returning and new Members on telecommunications services, transition to or from constituency offices, constituency office leasing, expenditure officer duties, allowable expenditures and records management pre- and post-election.

KEY RESPONSIBILITY AREA 2

Provision of Services, Equipment, Supplies and Facilities on a Timely Basis

The annual spring constituency information session held in Red Deer brought together 63 constituency office staff and covered issues focusing on the dissolution of the Assembly and the personal and operational impacts of an election. The fall session drew 44 staff and covered topics ranging from software to security.

Many staffing changes took place both before and after the election, and HRS conferred with Members, caucus and constituency staff regarding the specific details of both new and terminating employment contracts. By the end of 2004, of the 200 employees served with notice of the cessation of their contracts at the call of the election, 48 constituency and 16 caucus employees had moved on from their Legislature jobs. HRS provided support and offered outplacement services to assist former staff members in seeking and obtaining alternative employment. In addition to jobs impacted directly by the election, HRS screened over 500 resumes and interviewed 158 applicants for 36 competitions and consulted with Members and caucus managers regarding recruiting options as a result of elections changes. HRS entered into new contracts for the 26th Legislature with 136 staff who remained with the LAO under the same or new employment situations and coordinated contracts on behalf of 26 new constituency and four caucus employees. HRS also coordinated 37 leaves of absence, including 10 maternity, two education/military, and 25 staff leaves taken during the election period. HRS also coordinated the transfer of 13 employees to government departments. As well, nine new Pages were recruited by HRS to facilitate the Page program overseen by Vistor, Ceremonial and Security Services (VCSS).

In order to ensure accurate and timely payments for incoming and outgoing Members and staff, HRS adapted the payroll system to respond to immediate election results and allow for multiple batch runs. HRS and Parliamentary Counsel undertook a comprehensive review of the employment and fee-for-service contracts used within the LAO. This review affected about 20 types of contracts.

Parliamentary Counsel provided legal drafting services in the preparation of 15 private members' public bills and five

private bills. As well, they offered procedural expertise in the preparation of amendments to the Standing Orders of the Assembly and Members' Services Committee Orders. Throughout the year Parliamentary Counsel also reviewed a wide array of contracts/agreements dealing with areas such as licensing and leases. In addition, they prepared the annual list of required tablings and circulated it to all Members and senior officials throughout government prior to session.

House Services supported the Legislative Assembly's standing and special standing committees through procedural, research and organizational support to the Chairs. A 10-Member all-party Select Special Health Information Act Review Committee was established during the spring session of 2004. Extensive meetings were held throughout the summer in order to ensure that the report was tabled prior to a fall election. The committee was assisted by the committee clerks of House Services and by Communications Services.

Communications Services completed 352 projects in support of Members and staff in 2004 as compared to the 175 completed in 2003. Most of these projects centred around the promotion of LAO programs and initiatives to a wide range of internal and external audiences.

Speech reprinting, a service provided by House Service's *Hansard* staff whereby a Member's remarks are excerpted from *Hansard* and printed for presentation to constituents, has become increasingly popular among Members.

The daily ceremonial scripts used during session by Presiding Officers and other dignitaries were prepared by Table Officers of House Services and Parliamentary Counsel. The Order Paper, Votes and Proceedings and the *Journals* of the Assembly were produced by House Services as well.

Due to restructuring within the LAO, the budgets and financial accounts of the House Services Branch and the Public Information Branch (PIB) were amalgamated. In an effort to accommodate the 26th Legislature, FMAS updated the Legislative Assembly's general ledger, Members' Services Allowances, caucus budgets and financial reports. As well, the fixed assets listings and bar coding were updated by FMAS in conjunction with ITS. Other priorities in 2004 were the preparation of the launch of a new public-sector procurement card to be implemented in January 2005 and completion of the transition of constituency office telecommunications services

from Telus to Bell. The review of MLA credit card programs and products continued throughout 2004.

Library Services added a new service called Profiles that provides e-mail updates to Members who are following particular issues. Library staff continued to meet their goals of responding to all information requests within a 24-hour period. More than 90 per cent of information requests were filled through the Library's in-house print and electronic resources. The Library also continued to make progress on the digitization of the Scrapbook *Hansard* for the first and second Legislatures. The use of a digital content management program has enabled a more extensive search capability. A disaster management plan was finalized, and disaster recovery kits were developed and placed in all collection storage locations.

Online Systems

House Services liased with ITS to make the House records section of the website more user friendly. The update included adding drop-down menus, which allow users to search the Votes and Proceedings and the Order Paper by date and speaker as well as subject indexes to *Hansard* transcripts.

Work on the ALADDIN (Alberta Legislative Assembly Data Distribution and Information Network) project continued throughout the year. This project is headed by ITS and supported through the cooperation of other branches. In an effort to provide Member information to a vast number of online audiences, the manager of Planning and Development and staff developed a names database to eliminate duplication and reduce errors with the long-term goal being a completely consolidated process that maximizes efficiency.

A major initiative for ITS in 2004 included the updating of constituency office technology. ITS installed secured networks and additional workstations in 83 offices in 53 days. The new technology allows staff to share files, printers and other networked devices. In addition, ITS now supports second generation equipment in the offices.

By the end of the year ITS completed the implementation of the APEX system. The APEX system allows pension amounts for LAO staff to be calculated based on service, and that data is then transferred electronically to Alberta Pensions Administration. The ordering of overprinted stationery through the online system on Our House was made available by FMAS.

The Sergeant-at-Arms/Director of VCSS continued in his role as Chair of the Legislature Business Resumption Planning Committee. A draft of the business continuity plan was completed. As well, the Sergeant-at-Arms continued to serve on the Security Coordination Committee. Comprised of security stakeholders drawn from the LAO, Alberta's Solicitor General and Alberta Infrastructure, the committee meets to discuss and coordinate security issues related to the Legislature Building and surrounding areas.

VCSS continued to coordinate the maintenance of alarm systems in the constituency offices and provide security for the Members and spectators during session. As well, VCSS assisted with site preparations for events hosted in the Interpretive Centre and continued to oversee the operations of the Assembly Gift Shop, which saw an increase in sales of nine per cent.

KEY RESPONSIBILITY AREA 3

Provision of An Effective Workplace to Support Members

Beyond the election, 2004 proved to be dynamic and busy with two Members leaving office early in the year, changes in party leadership and the mid-year establishment of an independent Member.

Parliamentary Counsel responded to questions from Members, caucus and constituency staff on a variety of legal and procedural issues.

FMAS assisted in the assessment, procurement, installation and repair of ergonomic furniture and fixtures for caucus and LAO staff as well as began work on a standardized furniture package to meet the needs of MLAs in their Legislature offices.

Professional Development

Assembly Pages were involved in a professional development program that consisted of seminars about parliamentary democracy. They also took part in a speech competition. In 2004 Assembly Pages also attended a professional development session at Edmonton City Hall intended to increase knowledge of the municipal level of government as compared to the provincial level.

HRS provided first aid training to 45 staff members and retirement and career development training to 12 staff members.

All Legislative Assembly security staff (LASS) were trained in basic defensive tactics, and VCSS staff were trained and re-certified in first aid and CPR.

FMAS attended meetings and seminars to enhance knowledge of records management and FOIPP and enhance the network of contacts in these areas of expertise.

Organizational Changes

The year brought with it a number of organizational changes. First, on a broad scale, the vision and values that form the foundation of the LAO were revised to better reflect its operating goals. Similarly, the Information Systems Services branch name was changed to Information Technology Services to better reflect the branch's evolving role.

Second, the retirement of the Senior Financial Officer and Director of ITS and FMAS, Bill Gano, led to the Director of Human Resource Services also being named Director of Information Technology Services. As well, the retirement of the Managing Editor of *Hansard*, Vivian Loosemore, brought with it the dismantling of the Public Information Branch and the placement of *Hansard* production under the direction of the Clerk Assistant and Director of House Services. With this reorganization, the responsibility of the Legislature Information Line, broadcasting of Oral Question Period and the production of numerous publications were transferred to Communications Services. As well, all FOIPP and records management duties were assigned to FMAS under the direction of the newly appointed Senior Financial Officer and branch director, Scott Ellis.

As a result of the Information Technology Strategic Plan completed in 2002, ITS began the migration of server infrastructure to a Microsoft platform. The migration began with electronic mail conversion to Microsoft Outlook and is expected to wrap up with server, file and other application migration by mid-2005. ITS also provided Members with the opportunity to evaluate the latest in PDA technology.

KEY RESPONSIBILITY AREA 4

Provision of Support to Maintain and Develop the Parliamentary System in Alberta

The LAO is committed to ensuring that the Alberta Legislature remains a place for the people and that all MLAs are accessible to the public. Some initiatives undertaken by the LAO in this regard include the Legislature information line – Public Information Branch staff answered over 5,000 requests for information from the public throughout the year, and affiliation with the Alberta Connects online information system – Communications Services answered over 100 inquiries.

Parliamentary Counsel monitored legal actions affecting the Legislative Assembly and defended the interests of the Assembly when required as well as provided legal services to the Chief Electoral Officer, which included ongoing advice on the election matters during the 2004 provincial general election and senatorial selection election.

With the assistance of the Clerk of *Journals* and Table Research, Parliamentary Counsel continued to serve as the Alberta correspondent for the *Table Review*, a parliamentary publication. Further to providing services to support the parliamentary system, Parliamentary Counsel taught and participated in courses on parliamentary law and parliamentary procedures generally offered at post-secondary education institutions and fulfilled requests for speaking engagements with the Canadian Study of Parliament Group. In addition, they responded to requests for information from members of the legal profession, students and members of the public.

At the Library's sixth Annual Spring Tea and Open House the Speaker announced the Library's involvement in the production of a set of books to commemorate the Legislative Assembly's centennial. Throughout the year Library staff have continued to research and write these books intended to honour Alberta's Lieutenant Governors, Premiers and Speakers.

As well as assisting with the design and layout of the Library's book project, Communications Services continued working on a number of initiatives for the Legislative Assembly's centennial. These projects will focus on the education and celebration of the legislative process.

Community Initiatives

The Legislative Assembly Office once again rallied for support from Members and staff of the LAO, caucuses and constituency offices in support of the annual United Way campaign. Through initiatives such as bake sales and raffles, the Legislative Assembly Office earned a bronze citation.

Education and Outreach

In 2004 a new and exciting program targeting seniors' groups was launched by VCSS. The Seniors' View allows groups to participate in a variety of activities such as a mock Legislature debate, the observation of Oral Question Period and a tour of the Legislature Building but allows them flexibility in organizing their day. The result is a Legislature experience customized to fit individual groups' specific needs. The program was promoted to over 900 seniors' organizations across the province. Communications Services developed promotional material for the program.

The School-at-the-Legislature program coordinated by the VCSS branch relies heavily on participation by LAO and Legislative Assembly staff in interview sessions with classes. In 2004, 714 students attended the program and the number of classes participating increased to 29.

VCSS coordinated the display of several interesting topics in the pedway throughout the year; among them were the Loyal Edmonton Regiment Museum, Science Alberta's 'Plugging In', a model of the proposed renovation of the Northern Alberta Jubilee Auditorium and the World Masters Games.

In 2004, 43,450 visitors toured the Legislature Building, 46,636 attended special events held on the grounds and 48,634 guests visited the Legislative Assembly Gift Shop and Interpretive Centre. The number of visitors to the Legislature Building to observe evening sessions increased by 313 per cent.

Publications

The Sergeant-at-Arms produced the sixth Sergeant-at-Arms newsletter and distributed it to all Sergeants-at-Arms in the country and some throughout the Commonwealth. It was also sent to legislature libraries.

Events

VCSS and Communications Services were involved in the planning, organizing and promoting of an event to celebrate the 60th Anniversary of D-Day and the Battle of Normandy.

In anticipation of Alberta's centennial in 2005 and the 100th anniversary of the Legislative Assembly in 2006, the year was characterized by planning for future events.

Associations

The LAO is actively involved in national and international associations that not only support and maintain the parliamentary system in Alberta but provide the opportunity for skill development and networking as well.

The Library hosted the 16th Biennial Conference of the Association of Parliamentary Librarians in Canada (APLIC). It was the first time since 1980 that Alberta had the honour of hosting a conference for this association, and representatives from across Canada as well as the parliamentary librarian of New Zealand attended. Topics such as Making Library Services More Useful to Members were discussed.

In commemoration of Alberta's centennial the Legislative Assembly will be hosting several conferences for member organizations to which the Assembly belongs. The conferences planned for 2005 are the Eighth Triennial Conference of the Commonwealth Hansard Editors Association; the Regional Conference, America Region, of the Assemblée parlementaire de la Francophonie and the Joint Canadian/American Clerks Conference. Planning and coordination for the conferences is already under way.

COMPARATIVE STATISTICS

House Services Comparative Statistics

	2004 <i>Fourth Session 25th Legislature</i>	2003 <i>Third Session 25th Legislature</i>	2002 <i>Second Session 25th Legislature</i>
Day Sittings (Hours)			
Spring	43 (204)	46 (256)	37 (206)
Fall	N/A	10 (65)	10 (50)
Evening Sittings (Hours)			
Spring	29 (58)	31 (87)	26 (67)
Fall	N/A	8 (25)	6 (14)
Government Bills			
Introduced	35	57	39
Received Royal Assent	35	55	37
Private Bills			
Introduced	5	2	1
Received Royal Assent	4	2	1
Private Members' Public Bills			
Introduced	15	18	16
Received Royal Assent	3	5	4
Government Motions			
Debated	17	28	34
Agreed to	16	24	31
Withdrawn	0	0	0
Private Members' Motions			
Placed on Order Paper	58	64	54
Accepted	7	9	6
Rejected	2	2	4
Withdrawn	0	1	0
Written Questions			
Placed on Order Paper	88	32	9
Accepted	63	14	6
Dealt with	14	N/A	N/A
Rejected	11	1	3
Withdrawn	0	0	0
Motions for Returns			
Placed on Order Paper	213	35	9
Accepted	22	7	5
Dealt with	45	N/A	N/A
Rejected	102	7	4
Withdrawn	1	0	0

House Services Comparative Statistics (continued)

	2004 <i>Fourth Session 25th Legislature</i>	2003 <i>Third Session 25th Legislature</i>	2002 <i>Second Session 25th Legislature</i>
<i>Committee of Supply (Days)</i>			
<i>Main Estimates</i>	15	15	16
<i>Lottery Fund</i>	1	2	2
<i>Supplementary</i>	2	N/A	N/A
<i>Tablings</i>	379	919	755
<i>Petitions (Excluding Private Bills)</i>			
<i>Presented</i>	31	67	62
<i>Recognitions</i>	155	187	154
<i>Members' Statements</i>	84	119	100
<i>Ministerial Statements</i>	4	12	13
<i>Pages Published</i>			
<i>Journals</i>	484	664	540
<i>Votes and Proceedings</i>	286	422	354
<i>Order Paper</i>	580	465	352

House Services Comparative Statistics (continued)

Committee Name	Number of Meetings
<i>Standing Committee on the Alberta Heritage Savings Trust Fund</i>	4
<i>Standing Committee on Legislative Offices</i>	1
<i>Special Standing Committee on Members' Services</i>	0
<i>Standing Committee on Private Bills</i>	5
<i>Standing Committee on Public Accounts</i>	11
<i>Select Special Health Information Act Review Committee</i>	12

House Services – Hansard

	2004	2003
Public Information and Subscriptions		
Public Information Calls	5,208	6,585
Congratulatory Scrolls*	2,093	2,388
Paid Subscriptions		
Daily Hansard	90	95
Hansard Bound Volumes	27	31
Bills, Votes	240	240
Journals	240	240
Complimentary Issues		
Daily Hansard	330	330
Hansard Bound Volumes	104	104
Bills, Votes	425	425
Order Paper	375	371
Hansard Index and Online Inquiries	44	41
Website Inquiries	27	87
Hansard Statistics		
Hansard Pages	1,424†	2,104
Standing and Special Committees		
Meetings Reported	31	28
Meeting Hours	75	35
Transcript Pages	582	278
Total Hansard and Committee Transcript Pages	2,006	2,382
Miscellaneous		
Speaker Interviews (Library Project)		
Interviews Reported	8	19
Interview Hours	16	6
Transcript Pages	118	47
Speech Reprints Issued	122	236
Users of Hansard Display in Interpretive Centre		
Number of Quizzes Taken	371	828
Number of Transcriptions Done	380	940

* Scroll issue suspended during the provincial election period.

† No fall session as a result of the provincial election.

Library Services Comparative Statistics

	2004	2003	2002
Total Number of Volumes in the Collection	402,189	381,616	358,273
Items Borrowed for use Outside the Library	6,103	5,025	4,484
Items Used On-site	8,696	7,848	6,021
Number of Sessional Papers Added to the Collection	379	919	755
Number of Requests Requiring Less than 15 Minutes to Complete	2,678	3,228	3,490
Number of Requests Requiring 15 Minutes to One Hour to Complete	870	801	834
Number of Requests Requiring More Than One Hour to Complete	343	247	151
MLA/LAO Usage of the Library's Internet Site	15,211*	22,885	19,974
Number of Times the Online Catalogue was Accessed Remotely	202,869†	184,330‡	144,568
Number of Inter-library Requests from Members and Staff	997**	376	123

* Statistics could not be collected for part of 2004 due to a change in servers. In addition, no fall session was held.

† No fall session as a result of the provincial election.

‡ The 2003 and 2004 figures include the number of searches of the Legislature Library's holdings accessed through The Alberta Library website.

** A large proportion of the increase in MLA and staff inter-library requests can be attributed to the material obtained by staff for research purposes for centennial book projects.

Information Technology Services Comparative Statistics

	2004	2003	2002	2001
<i>Equipment In Place</i>				
<i>Constituency Workstations</i>	175	140	138	109
<i>Constituency Printers</i>	143	135	132	120
<i>LAN Workstations</i>	250	195	229	188
<i>LAN Laser Printers</i>	55	50	50	45
<i>Printers (Not Networked)</i>	153	105	101	n/a
<i>Servers</i>	27	19	17	16
<i>Scanners</i>	47	42	41	22
<i>Laptop Computers</i>	217	170	158	143
<i>Equipment Replaced</i>				
<i>Obsolete Workstations</i>	151	86	81	190
<i>Obsolete Laser Printers</i>	20	20	19	20
<i>Obsolete Laptop Computers</i>	28	31	9	30
<i>Training</i>				
<i>Training Days</i>	59	84	75	118
<i>Regular Training</i>	45	11	57	n/a
<i>ISS Staff Technical Training</i>	14	23	18	n/a

FMAS Comparative Statistics

	2004	2003	2002
<i>Administrative</i>			
<i>Constituency Offices, Moved</i>	10	1	3
<i>Constituency Offices, New</i>	3	0	0
<i>Constituency Offices, Closed</i>	3	1	0
<i>Leases Processed (New or Renewals)</i>	28	11	18
<i>Telecommunications Services Installed or Moved</i>	12	5	30
<i>Telecommunications – service Requests</i>	227	150	219
<i>Direct Purchase Orders Issued</i>	92	90	115
<i>MLA Purchase Orders Processed</i>	5,075	5,530	5,600
<i>Other Requests Processed</i>	2,986	3,344	3,016
<i>Special Requests Processed</i>	295	265	280
<i>Supplies Orders Processed</i>			
<i>Online Ordering System</i>	693	754	679
<i>Manual</i>	231	253	229
<i>Financial*</i>			
<i>Invoices Coded and Data Entered</i>	16,942	17,676	16,003
<i>Payments Issued</i>	10,686	10,985	10,504

* Financial statistics are based on the fiscal year. 2004 is April 1, 2003 to March 31, 2004.

VCSS Comparative Statistics

	2004	2003	2002
<i>Visitors to Legislature and Interpretive Centre</i>			
<i>Visitors on Tour</i>	43,351	38,936	41,273
<i>Special Events</i>	46,536	65,602	50,573
<i>Casual</i>	48,634	30,022	32,496
<i>Total Visitors</i>	147,145	143,963	130,772
<i>Tours and Programs</i>			
<i>Regular Tours</i>	2075	2,623	2,846
<i>VIP Tours</i>	29	18	10
<i>Educational Programs</i>	422	344	492
<i>Public Service Orientation Tours</i>	35	40	2
<i>Total Visitors to the Galleries</i>	8744	—	—
<i>Volunteer Hours*</i>	—	84	273
<i>Gift Shop Sales</i>	\$98,569	\$99,473	\$97,015
<i>MLA Sales</i>	\$238,644	\$251,757	\$220,466

* VCSS no longer runs a volunteer program.



Photo above captures Bill Semple, Assistant Sergeant-at-Arms, presenting at the Winter Constituency Information Seminar.

FINANCIAL STATEMENTS

AS AT MARCH 31, 2004

- 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

To the Speaker of the Legislative Assembly

I have audited the statement of financial position of the Legislative Assembly Office as at March 31, 2004 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 Legislative Assembly Office as at March 31, 2004 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Edmonton, Alberta
June 29, 2004

FCA
Auditor General

STATEMENT OF FINANCIAL POSITION

As at March 31, 2004

	2004	2003
Assets		
Current assets:		
Cash	\$ 6,519	\$ 6,519
Prepaid expenses	43,278	67,718
Accounts receivable and advances	390,309	335,125
Inventory held for resale	251,631	234,153
	691,737	643,515
Capital assets (Note 4)	1,549,670	1,286,279
	\$ 2,241,407	\$ 1,929,794
Liabilities & net liabilities		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 1,380,069	\$ 1,240,680
Members' transition allowance (Note 6)	16,935,110	14,139,947
Vacation pay liability	831,216	755,127
	17,766,326	14,895,074
Net liabilities	(16,904,988)	(14,205,960)
	\$ 2,241,407	\$ 1,929,794

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

STATEMENT OF NET CHANGES IN NET LIABILITIES

For the year ended March 31, 2004

	2004	2003
Net liabilities at beginning of year	\$ (14,205,960)	\$ (11,715,929)
Net operating results	(31,747,928)	(30,688,761)
Net transfer from general revenues	29,048,900	28,198,730
Net liabilities at end of year	\$ (16,904,988)	\$ (14,205,960)

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

STATEMENT OF OPERATIONS

For the year ended March 31, 2004

	2004		2003
	Budget	Actual	Actual
Revenues	(Note 8)		
Gift shop sales, services, and fees	\$ 449,000	\$ 391,309	\$ 420,181
Other	-	65,882	144,967
Contribution from Alberta Infrastructure for accommodations costs provided at no charge (Note 5)	-	584,498	622,040
	449,000	1,041,689	1,187,188
Expenses			
Voted:			
Electoral boundaries commission	19,000	21,960	442,120
Financial management and administrative services	542,000	544,088	487,463
Government Members' services	2,646,000	2,136,834	1,984,583
House services	3,374,000	3,232,697	2,919,941
Human resource services	712,000	680,150	594,990
Information systems	1,962,000	2,166,046	2,128,103
Legislative committees	236,000	115,497	207,220
Legislature Library	1,457,000	1,573,907	1,381,766
MLA administration	22,785,000	20,919,033	20,558,814
New Democrat Opposition services	293,000	299,965	296,239
Office of the Speaker	361,000	372,319	357,005
Official Opposition services	807,000	834,262	795,055
Public Information Branch	1,102,000	824,365	802,678
	\$ 36,296,000	33,721,123	32,955,977
Valuation adjustments:			
Accommodation costs (Note 5)		584,498	622,040
Capitalization of assets expensed as supplies (Note 3b)		(1,259,500)	(1,270,489)
Amortization of capital assets (Note 3b)		996,109	1,110,361
Provision for (reduction in) member's transition allowance liability (Note 6)		(1,289,273)	(1,549,908)
Provision for vacation pay liability		30,088	49,135
Assets expensed as payments		24,440	(46,680)
Net consumption of inventory		(17,478)	5,513
Provision for doubtful accounts receivable		(390)	-
		(931,506)	(1,080,028)
		32,789,617	31,875,949
Net operating results		\$ (31,747,928)	\$ (30,688,761)

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

STATEMENT OF CASH FLOWS

For the year ended March 31, 2004

	2004	2003
Operating transactions:		
Net operating results	\$ (31,747,928)	\$ (30,688,761)
Add non-cash charges:		
Amortization of capital assets	996,109	1,110,362
Increase in vacation pay liability	76,089	49,135
Decrease (increase) in prepaid expense payment	24,440	(46,680)
(Increase) decrease in accounts receivable and advances	(55,184)	28,710
(Increase) decrease in inventory	(17,478)	5,512
Increase in accounts payable and accrued liabilities	139,389	187,873
Increase in transition allowance liability	2,795,163	2,425,658
Cash used by operating transactions	(27,789,400)	(26,928,191)
Investing transactions:		
Acquisition of capital assets	(1,259,500)	(1,270,489)
Financing transactions:		
Net transfer from general revenues	29,048,900	28,198,730
Net cash provided	-	50
Cash, beginning of year	6,519	6,469
Cash, end of year	\$ 6,519	\$ 6,519

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

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2004

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 Office will:

1. Support the Speaker of the Legislative Assembly in carrying out the duties of the office.
2. Support Members in carrying out their roles as elected representatives of the people of Alberta.
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 and information among Legislatures throughout the world.
7. Provide services to external clients as required.

Note 3 Summary of Significant Accounting Policies and Reporting Practices

These financial statements are prepared in accordance with Canadian generally accepted accounting principles:

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 Minister of Finance. 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.

Valuation Adjustments

Valuation adjustments include changes in the valuation allowances used to reflect assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay and transition allowance. Furthermore, accommodation costs, provided by Alberta Infrastructure at no cost, are included in valuation adjustments so as to show the entire cost of the operation of the Office.

Assets

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

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

Capital assets of the Office are recorded at cost and amortized 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	2 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.

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

Liabilities

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

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

The fair values of accounts payable and accrued liabilities, vacation pay, and Members' transition allowance are estimated to approximate their book values.

Net Liabilities

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

Note 4 Capital Assets

2004				2003
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Office Equipment	\$ 146,798	\$ 87,587	\$ 59,211	\$76,370
Furniture	1,474,185	385,552	1,088,633	790,853
Computer hardware and software	4,892,700	4,490,874	401,826	419,056
	\$ 6,513,683	\$ 4,964,013	\$ 1,549,670	\$ 1,286,279

Note 5 Contribution from Alberta Infrastructure

Included in the \$584,498 (2003– \$622,040) contribution from Alberta Infrastructure is \$40,000 for the relocation of entrance doors from the Government Centre Pedway to the Haultain Building to facilitate public access to washrooms and \$37,000 for the design of an upgrade to the Legislature Chamber sound system.

Note 6 Members' Transition Allowance

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

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

Under section 9, the amount paid for service commencing on or after March 20, 1989, is determined by multiplying three months' salary, based on the average monthly salary for the

three calendar years in which the person received their highest salary, by the number of years the person served as a Member on or after March 20, 1989. "Salary" includes the MLA indemnity and expense allowance and remuneration for a Member of Executive Council, the Speaker, the Deputy Speaker, the Deputy Chairman of Committees, the Leader of the Official Opposition, the leader of a recognized opposition party, or a Member holding a position described in section 3(2) of the Members' Allowances Order (RMSC 1992, c. M-1, as amended). For service periods prior to March 20, 1989, the allowance is calculated by multiplying the highest rate of a Member's monthly indemnity and expense allowances, for one month for every year of service prior to March 20, 1989 with no year restrictions. 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.

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

A portion of the increase in the liability is treated as a voted expense as directed by Alberta Finance. This voted expense component is equal to the amount approved by the Members' Services Committee. \$4,200,000 has been treated as a voted expense for this fiscal period.

Note 7 Defined Benefit Plans

The Office participates in the following multi-employer pension plans: Management Employees Pension Plan and Public Service Pension Plan. The Office also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers established by the government effective July 1, 1999. The expense for these pension plans is equivalent to the annual contributions of \$542,663 for the year ending March 31, 2004 (2003 - \$418,278).

At December 31, 2003, the Management Employees Pension Plan reported an actuarial deficiency of \$290,014,000 (2002 – deficiency of \$301,968,000) and the Public Service Pension Plan reported an actuarial deficiency of \$596,213,000 (2002– actuarial deficiency of \$175,528,000). At December 31, 2003, the Supplementary Retirement Plan for Public Service Managers had an actuarial surplus of \$9,312,000 (2002– actuarial surplus of \$6,472,000).

The Office also participates in a multi-employer Long Term Disability Continuance Plan. At March 31, 2004, the Management, Opted Out and Excluded Plan reported an actuarial surplus of \$1,298,000 (2002– actuarial deficiency of \$3,053,000). The expense for this plan is limited to employer's annual contributions for the year.

Note 8 Budget

Expenses:	
2003–2004 budget ^(a)	\$ 36,296,000
2003–2004 actual expenses (excluding valuation adjustments)	33,721,123
2003–2004 unexpended (excluding valuation adjustments)	\$ 2,574,877

^(a) 2003–04 Offices of the Legislative Assembly Estimates released on April 8, 2003.

Note 9 Approval of Financial Statements

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

SCHEDULE I – EXPENSES DETAILED BY OBJECT

For the year ended March 31, 2004

	2004		2003
	Budget	Actual	Actual
Expenses:			
Salaries, wages and employer contributions	\$ 9,805,217	\$ 12,370,090	\$ 11,408,941
Supplies and services	13,400,383	8,968,415	9,400,175
Grants	3,000	1,700	775
Payments to MLAs and Executive Council	13,087,400	12,380,918	12,146,086
Total expenses	\$ 36,296,000	\$ 33,721,123	\$ 32,955,977

SCHEDULE 2 – SALARY AND BENEFITS DISCLOSURE

For the year ended March 31, 2004

	2004				2003
	Base Salary (1)	Other Cash Benefits (2)	Other Non-cash Benefits (3)	Total	Total
Senior official Clerk of the Legislative Assembly (4)	\$ 137,532	\$ 8,747	\$ 31,170	\$ 177,449	\$ 186,733
Senior Management Team					
Senior Financial Officer	131,520	14,736	27,206	173,462	117,737
Senior Parliamentary Counsel	121,452	9,537	29,155	160,144	128,150
Senior Parliamentary Counsel	114,396	8,983	27,652	151,031	119,539
Director, Human Resource Services	109,104	12,478	22,163	143,745	106,382
Legislature Librarian	78,984	9,478	16,519	104,981	95,332
Clerk Assistant	83,628	10,035	17,751	111,414	101,043
Director of Visitor, Ceremonial, & Security Services and Sergeant-At-Arms	83,628	10,035	17,751	111,414	101,055
Manager Sub-total	722,712	75,282	158,197	956,191	769,238
	\$ 860,244	\$ 84,029	\$ 189,367	\$ 1,133,640	\$ 955,971

(1) Base salary includes pensionable base pay.

(2) Other cash benefits include bonuses.

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

(4) Automobile is provided; no dollar amount included in benefits and allowances figures.

FORMER MEMBERS OF THE ASSEMBLY

OBITUARIES

Roderick Angus MacLeod

August 3, 1908 - June 8, 2004

Mr. MacLeod was first elected on February 9, 1959 (by-election) and served until June 17, 1963. During his years of service he represented the constituency of Olds for the Social Credit Party.

During his term of office Mr. MacLeod served on the select standing committees on Agriculture, Colonization, Immigration and Education; Municipal Law; Public Accounts; and Railways, Telephones and Irrigation.

Percy Wickman

June 10, 1941 - July 3, 2004

Mr. Wickman was first elected to the Legislature on March 20, 1989 representing the Edmonton-Whitemud constituency on behalf of the Liberal Party. He was re-elected to the 23rd Legislature on June 15, 1993 and again to the 24th Legislature on March 11, 1997 representing the constituency of Edmonton-Rutherford.

Mr. Wickman served on the following select standing committees: Law and Regulations; Private Bills; Privileges and Elections; Standing Orders and Printing; and the Public Affairs Committee. He also served on the Special Select Standing Committee of Members' Services and the Select Special Committee on Parliamentary Reform.

Euell F. Montgomery

November 9, 1915 - October 9, 2004

Mr. Montgomery was first elected in a by-election on October 26, 1961 and served until May 23, 1967. During his years of service he represented the constituency of Peace River for the governing Social Credit party.

During his years in the Legislature Mr. Montgomery served on the select standing committees on Agriculture, Colonization, Immigration and Education; Municipal Law; Municipal Law and Law Amendments; Railways, Telephones and Irrigation; Public Accounts; Privileges and Elections, Standing Orders and Printing, and on Public Affairs.

Stanley N. Ruzycki

December 31, 1915 - October 15, 2004

Mr. Ruzycki was first elected on June 29, 1955 and served until June 18, 1959. During his years of service he represented the constituency of Vegreville for the Co-operative Commonwealth Federation (C.C.F.)

During his years in the Legislature Mr. Ruzycki served on the Select Standing Committee on Agriculture, Colonization, Immigration and Education; Railways, Telephones and Irrigation; and Private Bills.



Photo above captures Legislature Librarian Sandra Perry presenting a gift to Deputy Chair of Committees Shiraz Shariff during the 16th Biennial Conference of the Association of Parliamentary Librarians in Canada (APLIC), hosted in Alberta. From left to right: Incoming APLIC President and Legislative Librarian for the Legislative Assembly of Nova Scotia Margaret Murphy, Legislature Librarian for the Legislative Assembly of Alberta Sandra Perry, Deputy Chair of Committees Shiraz Shariff and Parliamentary Librarian of New Zealand Moira Fraser.

COMMONWEALTH PARLIAMENTARY ASSOCIATION

ALBERTA BRANCH

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 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. 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.

PRESIDENT'S REPORT

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

The primary way in which Members receive professional development is through involvement in interparliamentary activities. These learning opportunities enable Members to share experiences and points of view with their counterparts from across Canada and around the world, thus providing an awareness of the global context in which decisions are made. One Alberta delegate described membership in the Commonwealth Parliamentary Association as “one of the most natural partnerships in the world.”

In September of 2004 more than 500 Members of Commonwealth Parliaments and Legislatures gathered in Ottawa and Quebec City to attend the 50th CPA Conference, which was officially opened by Her Excellency the Right Honourable Adrienne Clarkson, Governor General of Canada and vice-patron of the Commonwealth Parliamentary Association.

This event provided a unique opportunity for all 14 branches in the Canadian Region to work together to host international delegates. This environment allowed for the promotion of not only our nation, but each of the member legislatures across Canada as well. I was very honoured to be representing Alberta, working alongside my Canadian counterparts.

As with previous conferences, the 50th CPA brought to the forefront real issues facing communities across the globe and provided parliamentarians with the opportunity to find creative solutions. The main issue discussed and the theme of

the conference in 2004 was “Responsibilities and Rights of People and Parliaments in a Global Community.”

Through various plenary sessions, the relationships between a parliament and its people were examined. Topics such as “Parliament and Civil Society Working Together for Poverty Reduction” and “Parliament and the Right to Know” were covered.

When examining the roles, rights and responsibilities in the democratic process, I always come back to: by the people, for the people. Those are the words that our democratic parliamentary system is based on. The idea of a government and its citizens working together to find solutions is what democracy is all about. As Speaker of the Legislative Assembly of Alberta I have made it a priority to ensure that the Alberta Legislature remains a place for the people. Through tours, special events and educational programs the public is invited to become involved in the parliamentary process.

The more citizens understand that they have a part to play in making democracy work, the more likely they are to get involved. To that end, legislatures across the globe continue to make great strides in creating an open environment where public participation in the parliamentary system is encouraged.

SECRETARY'S REPORT

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

The 21st Canadian Presiding Officers Conference was held in Ottawa from January 7 to 9. As always, the conference was characterized by interesting panel discussions and opportunities for meaningful networking.

Following the opening plenary session, topics such as making the committee system more effective, time management in the House and the public image of parliamentary government were discussed.

It is enlightening to see that creative solutions to ongoing challenges are always emerging and that clear across the country, no matter the cultural or economic differences between jurisdictions, legislators always have one thing in common: a commitment to improving the parliamentary system.

My experience at the 50th Commonwealth Parliamentary Conference showed an unwavering commitment of another kind. In 2004 the conference held in Quebec and Ontario brought together representatives from all of the Canadian regions to assist with the hosting of the international delegates. Together they proudly represented not only our legislatures, but our nation as well.

I was very impressed by the professionalism and flexibility shown by the Alberta Members and staff of the Assembly involved, who so effortlessly stepped up to the challenges presented to them.

As with Members of the Legislative Assembly, staff of the Assembly is encouraged to participate in interparliamentary relations, and I have been very impressed with their level of participation throughout the year.

BURSARIES

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 June 1 Speaker Kowalski awarded bursaries to

Gavin Hoekstra of Edmonton-Whitemud from TUXIS and to Kerry Salter of Bonnyville-Cold Lake and Kimberly McIlvrde of Grande Prairie-Smoky from the Alberta Girls' Parliament.

GRADE 6 ESSAY CONTEST

A province-wide 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 Rhianna Woodward of Calgary-West.

CONFERENCES

21st Canadian Regional Presiding Officers Conference

Ottawa, Ontario • January 7 – 9, 2004

DELEGATES

Hon. Ken Kowalski, Speaker
Don Tannas, MLA, Highwood
David McNeil, Clerk

AGENDA

January 7

- Registration of Delegates
- Welcome reception hosted by Hon. Dan Hays, Speaker of the Senate, and Hon. Peter Milliken, Speaker of the House of Commons

January 8

- Welcome and opening remarks by Hon. Dan Hays and Hon. Peter Milliken
- Roundtable on the Neutrality of the Speaker in his/her role as a Member
- Briefing of New Speakers and other Chair Occupants
- Luncheon hosted by Hon. Dan Hays
- Oral Question Period Revisited – Public Written Questions
- CPA Regional Council Meeting
- Tour of the Centre Block
- * Reception and dinner hosted by Hon. Peter Milliken

January 9

- Session - The Casting Vote
- Session - Judicial Protection Regime of the Members of the Quebec National Assembly
- Luncheon for Presiding Officers and Clerks participating in CSPOC.

DELEGATE REPORT (EDITED FOR LENGTH)

The Ottawa conference got under way with an excellent panel discussion on the Neutrality of the Speaker in his/her role as a Member (Chair, Speaker Hays, Panelists: Speakers Milliken, Bissonnet, and Hicks).

Deputy Clerk Robert Vaive of British Columbia spoke on the important role of the Speaker, “Oral Question Period Revisited–Public Written Questions”. The right to seek information and to hold the government to account makes the question period so important to the parliamentary process.

The 4th Session featured Clerk Patrick Michael of the Yukon speaking on the “Casting Vote” .

The final session dealt with Judicial Protection Regime of the Members of the Quebec National Assembly, presented by Francois Côté, Secretary General of the Quebec National Assembly, who reviewed several recent cases.

Don Tannas, Deputy Speaker, MLA

17th Commonwealth Speakers and Presiding Officers Conference

Montebello, Quebec • January 9 – 12, 2004

DELEGATES

Hon. Ken Kowalski, Speaker
Don Tannas, MLA, Highwood
David McNeil, Clerk

AGENDA

January 9

- Meeting of the Standing Committee
- Opening ceremony and keynote address by the Right Honourable Beverley McLachlin, P.C., Chief Justice of Canada

January 10

- Opening plenary session
- Ad hoc discussions
- Plenary session - Parliamentary Committees: Making the Committee System more Effective
- Time Management in the House: New Approaches to an Old Problem

January 11

- Plenary session - The Public Image of Parliamentary Government: Partnerships in Improving the Understanding and Image of Parliaments
- Plenary session - The Role of Parliament in Promoting the Cohesion of the Country
- Closing plenary session

DELEGATE REPORT (EDITED FOR LENGTH)

Following the opening plenary session, group discussions on parliamentary committees; time management in the House: new approaches to an old problem; the public image of parliamentary government: partnerships in improving the understanding and image of Parliaments; and the role of Parliament in promoting the cohesion of the country took place.

The next four plenary sessions dealt with reports from the workshops, and each session featured a presentation given by India, the United Kingdom, Australia and Singapore.

The closing plenary dealt with organizational issues, congratulatory messages and “thank yous” for a most worthwhile conference.

Don Tannas, Deputy Speaker, MLA

Centre for Legislative Exchange

Washington, DC and Annapolis, Maryland • March 9 – 11, 2004

DELEGATE

Broyce Jacobs, MLA Cardston-Taber-Warner

AGENDA

March 9

- Welcome and Introduction to Washington - The Canadian Perspective - Introduction to the U.S. Political Scene and Canada U.S. Relations
- Introductions to the U.S. Congressional System
- Introduction to Agricultural Trade Issues
- Welcome and Introductions to Washington – The American Perspective

March 10

- Meeting with Deputy Undersecretary of the U.S. Department of Agriculture, Chuck Lambert
- Meeting with Congressman Gil Gutknecht – Minnesota Member of Congressional Committee on Agriculture
- Meeting with Congressman Tom Osborne, Nebraska, and Nick Smith, Michigan, both members of agriculture committees

March 11

- Arrive at Maryland State Legislature
- Viewing: Legislative Session
- Meeting with Senate President Thomas V. Mike Miller Jr.
- Maryland Agricultural Issues in the 2004 Legislative Session
- Meet with Speaker of the House Michael E. Busch

DELEGATE REPORT (EDITED FOR LENGTH)

On March 9 we met with some embassy people and discussed the U.S. political scene and Canada/U.S. relations. We also discussed the congressional system and agricultural trade issues. The discussions helped me understand the American perspective better, and I also gained a greater respect for our embassy people and the work they do.

On March 10 we met with Dr. Lambert, the Undersecretary to the Secretary of Agriculture. It was a good meeting and greatly increased my hope that the U.S. border will open soon. We also met with several congressmen and had good discussions with them.

Broyce Jacobs, MLA

International Assemblée Parlementaire de la Francophonie

Charlottetown, P.E.I. • July 4 – 7, 2004

DELEGATES

Denis Ducharme, MLA, Bonnyville-Cold Lake
Hector Goudreau, MLA, Dunvegan
Denis Herard, MLA, Calgary-Egmont
Louise Kamuchik, Clerk Assistant

- MORE -

AGENDA*July 4*

- Meeting of APF Women Parliamentarian Support Group

July 5

- Meeting of the four permanent commissions: Politics; Education; Communication and Cultural Affairs; Parliamentary Affairs; Cooperation and Development

July 6

- Adoption of Agenda
- Presentation from the Secretary General of Francophonie followed by questions
- Presentation and consideration of the activity report from the Parliamentary Secretary General
- Presentation and consideration of the financial report and approval of the 2003 accounts
- Report of the regional chargés de mission and activities of the America Region
- Preparation of the Ouagadougou Summit
- Presentation of the commission reports and discussion and vote on project resolutions and recommendations
- Announcement from the APF Women Parliamentarian Support Group
- Time and date of next meeting and closing of XXXth Session.

DELEGATE REPORT (EDITED FOR LENGTH)

Meeting of the Francophone Women Parliamentarian Group

The session began with the meeting of the Francophone Women Parliamentarian Group. Health issues relative to childbirth, AIDS and the follow-up to the creation of the Convention for the Elimination of All Forms of Discrimination Respecting Women were the dominant discussion topics.

Commission on Politics

Dr. Bernard Patry, MP and member of the Canada Section, reported on the illicit traffic of small arms, which he felt contributed to the crisis situation throughout the world.

A decision was also reached to broaden the commission's follow-up on the Rome Treaty dealing with the International Penal Code and on Ottawa's convention relating to the prohibition of antipersonnel mines in unity with the International Human Rights Convention.

Commission on Education, Communication and Cultural Affairs

The commission adopted three resolutions relating to French on Internet sites, the treatment of children and the elaboration by UNESCO of an agreement on the diversity of cultural contents and artistic expression.

Commission on Parliamentary Affairs

Mr. Pierre DeBané, Canadian Senator, presided over the meeting of this commission, where the protection of minorities and the operation of bicameral parliaments were discussed.

Plenary Session - July 6 – 7, 2004

Representatives from UNESCO and UNICEF addressed the audience, which was followed by a debate on the conference theme, "The Relationship of Citizens and Politics: Crisis and Renewal".

Denis Ducharme, MLA • Hector Goudreau, MLA • Denis Herard, MLA

Regional Assemblée Parlementaire de la Francophonie

Charlottetown, P.E.I. • July 7 – 9, 2004

DELEGATES

Denis Ducharme, MLA, Bonnyville-Cold Lake

Hector Goudreau, MLA, Dunvegan

Denis Herard, MLA, Calgary-Egmont

Louise Kamuchik, Clerk Assistant

AGENDA

- Section Presidents' meeting
- Official opening of the XXIst Session of the APF America Region
- "The promotion of French in Canadian Embassies"
- "The policy governing immigration into Francophone communities, including the reception and integration of immigrants into those communities"
- "The survival of Francophone communities outside of Quebec in a North American context"

DELEGATE REPORT (EDITED FOR LENGTH)

The importance of the APF throughout the world to protect and promote the French language and culture and the importance of the Assembly's work to promote democracy, human rights and interparliamentary cooperation were discussed.

July 8

Themed "The Promotion of French in Canadian Embassies", the delegates reviewed the document prepared by the Canada Section, which provided an extensive summary of the Ministry of Foreign Affairs and International Commerce in official languages for 2002-03.

July 9

Entitled "The Politics of Immigration, Welcome and Integration in Francophone Communities." Mr. Yvan Bordeleau spoke on the federal legal and regulatory framework in effect on immigration and the protection of refugees.

"The Follow-up on Francophone Communities outside of the Province of Quebec in a North American Context" was a topic of discussion.

Mr. Speaker's continued support of Alberta members to meetings of the Assemblée parlementaire de la Francophonie is much appreciated. Much knowledge is gained of what is happening in the francophone world, particularly in overseas countries.

Denis Ducharme, MLA • Hector Goudreau, MLA • Denis Herard, MLA

Pacific Northwest Economic Region (PNWER)

Victoria, British Columbia • July 11 – 14, 2004

DELEGATE

Richard Marz, MLA, Olds-Didsbury-Three Hills

AGENDA

Sunday

- PNWER Executive Committee Meeting

Monday - PNWER Working Groups

- 2004 Energy Forum Opening Address
- High Tech
- Trade and Economic Development
- Economic Development
- Transportation

Tuesday - PNWER Working Groups

- Agriculture
- Border Issues
- Environment
- Trade and Economic Development III
- Invasive Species
- Tourism
- Health Care

Wednesday - PNWER Working Groups

- Energy II
- Homeland Security
- Workforce Development
- Sustainable Forestry
- Energy II

National Conference of State Legislatures

Salt Lake City, Utah • July 19 – 23, 2004

DELEGATES

Broyce Jacobs, MLA, Cardston-Taber-Warner
Richard Marz, MLA, Olds-Didsbury-Three Hills

AGENDA

July 19

- Evolving Issues in Legislative Institutions
- ASLCS International Program
- Luncheon for International Delegates
- Program at the Utah State Capitol - Overview: Trends in Higher Education

July 20

- Opening Plenary: Job for the New Economy
- Legislative Staff Luncheon
- Financial Privacy in the Global Economy
- Welcome Reception

July 21

- Exhibit Hall Lunch
- Linking Tuition, Appropriations and Financial Aid
- Legislator Training Track: Surveys and Polling Data: How to Get What you Need

July 22

- The Changing Job Market
- Immigration Reform
- Separation of Powers in the 21st Century
- The Love-Hate Relationship Between the Media and Legislators
- Legislator Training Track: The Influence Edge
- Citizenship: A Challenge for All Generations
- Priority Based Budgeting
- NAFTA at 10
- Women Leading Legislatures
- The Ethics of State DNA Collection

July 23

- Closing Plenary: Election 2004
- NCSL Annual Business Meeting

DELEGATE REPORT (EDITED FOR LENGTH)

On Monday, July 19, I attended the international delegates' meetings. The format was interesting and included discussions on term limits, technological services provided by private contractors and an analysis of the 2004 U.S. elections. Also included was a visit to the Utah State Capitol and issues such as education and postsecondary education. Finances were discussed and delegates were given the opportunity to discuss education issues in their respective jurisdictions.

Tuesday, July 20, began with a very interesting plenary on jobs for the new economy. I also attended a breakout session on energy and electric utilities, environmental concerns and agriculture and rural development.

On Wednesday I attended the session Outlook for Energy Supplies and Prices, Energy Efficiency and another discussion on term limits. About 19 states now have term limits legislation, and most seem to be wanting out. It was a controversial topic.

- MORE -

Thursday I listened to an interesting talk on gasoline prices, also one on tax reform.

Probably some of the sessions of most interest were on NAFTA from an agriculture perspective and the one with Bill Hawkes, Undersecretary to Ann Veneman, on BSE.

Friday morning was a plenary on the 2004 election, which was very interesting.

I enjoyed the conference and participated in as many sessions as possible. I think the conference is of great interest to State Legislatures as they try to deal with the federal government. I am sure the conference enables state legislators to formulate policy on national issues that is very beneficial to all concerned. I found myself thinking throughout the conference, "Why don't we do this as provinces in Canada?"

I also appreciated that as an Alberta representative, I was treated with great courtesy and respect.

Broyce Jacobs, MLA

I had the privilege of attending the 2004 National Conference of State Legislatures and was able to discuss an array of issues with delegates from around the world as well as every state in the U.S.A.

Of particular interest to me were the closed border issues over BSE, and I was able to express Albertans' concerns on this issue in a number of venues and opportunities but particularly in the NAFTA workshop, where I was able to discuss this with our state counterparts from South Dakota, Idaho and Washington as well as others. We also heard presentations on NAFTA litigations and who can bring investment suits under NAFTA as well as enforcement of tribunal decisions. It was interesting to learn that trade amongst the three NAFTA nations has more than doubled from \$306 billion to \$621 billion in the last 10 years.

There were numerous opportunities to network with other delegates on any issue. Many of the challenges we face in Alberta are common to all other jurisdictions, such as escalating costs in health and education.

Another topic of interest was ethics of DNA collection for use in apprehending criminals as well as detecting disease and how legislatures are dealing with issues of privacy and consent in the collection of DNA.

I appreciated the opportunity to represent Alberta at this conference.

Richard Marz, MLA

Annual Joint Conference of Legislative Auditors (CCOLA) and Canadian Council of Public Accounts Committee (CCPAC)

Fredericton, New Brunswick • August 28 – September 1, 2004

DELEGATES

Shiraz Shariff, Deputy Chair of Committees, MLA, Calgary-McCall
Corinne Dacyshyn, Committee Clerk

AGENDA

- The John J. Kelly Forum (joint session with CCOLA delegates); Parliamentary Oversight and Public Accounts Committees Leadership, Capacity and Effectiveness
- Reports from Jurisdictions
- Health Care Accountability
- Implementation of Generally Accepted Accounting Principles in British Columbia
- Public Accounts Committees and Public Performance Reporting: Getting the Right Information...Using it Right

50th Commonwealth Parliamentary Association Conference

Quebec City and Toronto • September 1 – 9, 2004

DELEGATES

Bill Bonner, MLA, Edmonton-Glengarry
David McNeil, Clerk
Susan Purdie, Special Assistant to the Speaker
Shannon Dean, Senior Parliamentary Counsel

AGENDA

September 1 - Quebec City - Welcome reception and dinner hosted by Mr. Michel Bissonnet

September 2 - Pre-Conference Tour

September 3

- Briefing for workshop moderators, discussion leaders, rapporteurs and session secretaries
- Official Opening of the 50th Commonwealth Parliamentary Conference by Her Excellency the Right Honourable Adrienne Clarkson
- Reception and luncheon hosted by the Right Honourable Adrienne Clarkson
- Regional group meetings
- Reception for Clerks-at-the Table and Secretaries
- Reception for Speakers and Heads of delegations

September 4 - Business meeting of Commonwealth Women Parliamentarians

- Meeting of Commonwealth Women Parliamentarians. Plenary Session on a gender-related theme.

September 5 - Toronto - Reception and dinner for Clerks-at-the-Table and Secretaries

September 6 - Plenary Sessions and Workshops

September 7 - General Assembly and Final Plenary Session

- Meeting of the New Executive Committee

September 8 - Post-Conference Tour to Niagara Region

DELEGATE REPORT (EDITED FOR LENGTH)

More than 500 Members of Commonwealth Parliaments and Legislatures gathered in Quebec City and Toronto to attend the 50th Anniversary of the CPA. The theme “Responsibilities and Rights of People and Parliaments in a Global Community” indicates the importance of the relationship between parliament and the people. The focus was to examine their roles, rights and responsibilities in the democratic process.

The welcome reception and buffet dinner was hosted by Mr. Michel Bissonnet, Président of the National Assembly of Quebec. The organizing committee struck the right combination in their schedule to allow for general discussions and schedule sessions with specific topics.

Participants had the opportunity to attend both plenary sessions and smaller, informal discussion groups. Topics that were discussed were Commonwealth Standards for Democratic Legislatures to Successful Strategies in Prevention, Management and Treatment of the AIDS Pandemic.

The 50th Commonwealth Parliamentary Conference was a great success. As a first time delegate it gave me the opportunity to observe and appreciate one of the most natural partnerships in the world. The experience broadened my views of world issues and how they impact Canada and Alberta. I also had the opportunity to observe how issues are studied with a professional approach and how issues are resolved. The knowledge and ideas gained by all delegates at the conference will certainly impact decisions made by member governments.

Bill Bonner, MLA

Council on Governmental Ethics Laws Conference

San Francisco • December 5 – 8, 2004

AGENDA

- 1) Electronic Filing Session
- 2) Local Agency Roundtable
- 3) The Kay Williams First Timers Session
- 4) Welcome Reception
- 5) Opening Ceremony
- 6) Plenary Session - Josephson Institute of Ethics
- 7) Campaign Finance Update
- 8) Ethics Officer Programs
- 9) Effectively Navigating the Media
- 10) Leadership Succession in a Watchdog Agency: Problems & Solutions
- 11) Luncheon Plenary Session - Oakland Mayor Jerry Brown
- 12) Ethics Update
- 13) Reform Agenda after BCRA
- 14) Ethics Training: Theory and Practice
- 15) Freedom of Information Litigation/Legislation Update
- 16) Lobbying Update
- 17) Bosnia's Conflict of Interest Program
- 18) Pre-Election Enforcement
- 19) Open Meetings: The Other Half of Public Accountability
- 20) Promoting Confidence in the Integrity of the Democratic Process
- 21) Electronic Filing Update
- 22) Commission Member Orientation Programs
- 23) Performance Standards for Agencies
- 24) FOI in the International Arena: A Comparative Study
- 25) Luncheon Plenary Session - Arianna Huffington - National Syndicated Columnist and Author.
- 26) Chimps or Bonobos: The Three Rules for Win-Win Negotiating
- 27) From Legislation to Reality: A Look at How BCRA Worked in its First Spin Around the Election Track
- 28) Still Revolving After All These Years: Post-Employment Restrictions in the Age of Portable Pensions and Privatization
- 29) Roundtable Discussion of Common FOI Themes
- 30) COGEL's Annual Business Meeting
- 31) Roundtable on the Enforcement of Ethics, Campaign Finance and Lobbying
- 32) Working with the Regulated: Why Can't We Be Friends?
- 33) Native Tribes and State Elections: Regulated or Sovereign
- 34) The Impact of HAVA
- 35) Effective Techniques for Auditing Campaign Finance Reports

DELEGATE REPORT (EDITED FOR LENGTH)

The host for this year's conference was the San Francisco Ethics Commission and the program covered ethics, freedom of information and protection of privacy, and the election issues ongoing in Canada and the United States, with a particular emphasis on ethics and information and privacy issues. Don Hamilton participated as a panelist and as a moderator on a number of panels.

Of particular interest were the sessions on freedom of information and protection of privacy, including a session on freedom of information in the international arena on which the Right Honorable Kim Campbell, former Prime Minister of Canada, was a panelist. The keynote speakers for this conference were Michael Josephson of the Josephson Institute of Ethics; Jerry Brown, Mayor of the City of Oakland, California; Karamjit Singh, Commissioner with the U.K. Electoral Commission and

MORE

Arianna Huffington, political commentator and author. In addition to her participation as a session panelist, the Right Honorable Kim Campbell also spoke at the annual COGEL awards banquet.

The conference provided opportunities to discuss with delegates and panelists, who attended from as far away as Britain and Mexico, and to discover that current issues relating to ethics, election processes, and freedom of information and protection of privacy are very similar in all jurisdictions. Delegates also attended the COGEL annual awards banquet on the last night of the conference.

Karen Sawchuk, Committee Clerk

Presidents of Assemblée Parlementaire de la Francophonie

Quebec City, Quebec • January 29 – February 1, 2004

DELEGATE

Denis Ducharme, MLA, Bonnyville-Cold Lake

Louise Kamuchik, Secretary to the Alberta section of the Assemblée Parlementaire de la Francophonie

Parliamentary Visit to Japan

February 1 – 22, 2004

DELEGATE

Hon. Ken Kowalski, Speaker, MLA, Barrhead-Westlock



Photo above captures the 100-man parade at the 60th Anniversary of D-Day and the Battle of Normandy commemorative ceremony.

SPECIAL EVENTS

Eid-ul-Adha

A ceremony recognizing Eid-ul-Adha, or the Festival of Sacrifice, was held in the Rotunda on February 7. For Muslims around the world the festival marks the end of the annual pilgrimage (Hajj) to Mecca. A presentation was made to the Youth Emergency Shelter Society on behalf of Muslims in Edmonton by the Ismaili Council for Edmonton.

Family Day at the Alberta Legislature

In cooperation with the Downtown Business Association, the Legislative Assembly provided Family Day activities for the public. The pedway was filled with entertainment and a children's carnival. As well, free hot chocolate was available. Free tours of the Legislature Building were offered every 10 minutes. Over 2,000 visitors attended.

Mr. Speaker's MLA for a Day

The second "Mr. Speaker's MLA for a Day" took place March 16 to 17 and April 20 to 21. Up to 42 high school students per session from each of Alberta's 83 constituencies participated in interactive seminars intended to provide an in-depth look into a typical day as a Member of the Legislative Assembly. By all accounts the program was a great success due significantly to the participation of the Alberta-Northwest Territories Command, The Royal Canadian Legion.

Les Rendez-vous de la Francophonie

On March 16, the Legislative Assembly of Alberta recognized Francophone week in cooperation with the Association canadienne-française de l'Alberta at a ceremony in the Legislature Rotunda. The Speaker hosted the event, which included members from each caucus and the Francophone community.

Library Annual Spring Tea

Speaker Kowalski along with a number of Members of the Assembly and LAO employees attended the sixth Annual Spring Tea, held in the Legislature Library on May 4.

Edmonton Regional Heritage Fair

May 6 to 7 more than 225 projects created by students in Grades 4 to 9 were showcased in the Interpretive Centre pedway when the Legislative Assembly hosted the ninth annual Edmonton Regional Heritage Fair. More than 300 students from numerous schools created exhibits based on Canadian heritage.

Provincial Page Speech Competition

The seventh annual Provincial Page Speech Competition, sponsored by TransAlta, was held May 17. Vincent Tong, student at law and former Page, and Willis Kachuk, the Coordinator of the Alberta Debate and Speech Association, judged the competition. The winners were announced at an award luncheon hosted by Deputy Speaker Don Tannas on May 31. Leslie Day won first place. Second and third place were awarded to Christina Molzan and Greg Andrews.

Spring Constituency Information Session

On behalf of the Speaker, staff from HRS, ITS and FMAS hosted 68 constituency employees in Red Deer at the annual information session on May 26 and 27.

The two-day session focussed on election preparedness and featured a plenary session devoted to a review of the draft Guidelines on Dissolution of the Alberta Legislative Assembly, an informative session on protocol, guest speakers to achieve positive outcomes from difficult situations and the roles and functions of the Ombudsman. The highlight of the event was an evening reception with Her Honour the Honourable Lois Hole, Lieutenant Governor.

Anniversary of D-Day and the Battle of Normandy

On June 6 Speaker Kowalski hosted a ceremony to commemorate the 60th anniversary of D-Day and the Battle of Normandy. Veterans of these battles were recognized for their significant contributions.

The official party consisted of the Honourable Dr. Lois E. Hole, Lieutenant Governor; Hon. David Hancock, Minister of Justice and Attorney General; Deputy Prime Minister Anne McLellan; Mayor of Edmonton, Bill Smith; Mr. Gordon Wright, navy veteran; Chuck Ross, army veteran; Fred Guest, air force veteran; and Major Robert Ratcliff, Salvation Army.

The ceremony included a flypast of 408 Squadron Griffon helicopters and 2 CF-18s from Cold Lake as well as a 100-man parade.

Canada Day

On July 1 the floor of the Chamber was open to visitors for the annual Canada Day festivities at the Legislature. The Clerk, Table Officers, Library staff and tour guides welcomed visitors to the Chamber. The event attracted more than 23,000 visitors to the grounds and featured a 21-gun salute, Superdog demo, ERTC Criterium bike race, children's carnival and entertainment throughout the grounds.

Speaker's Cup

The 17th Annual Speaker's Cup was held at the Westlock Golf Club on Thursday, August 25. The event was hosted by Speaker Kowalski and attracted 93 golfers and 42 dinner guests and volunteers.

Alberta Centennial Kick-off

Ready, set, celebrate! The official centennial countdown began September 1 on the front steps of the Legislature. Speaker Kowalski along with Her Honour the Lieutenant Governor, Dr. Lois E. Hole, Premier Klein and Hon. Gene Zwozdesky, Minister of Community Development will serve as the four honorary Alberta centennial ambassadors.

Peace and Police Officers' Memorial Day

On September 26 the annual memorial ceremony was held on the south grounds of the Legislature. Deputy Speaker Don Tannas and the Assistant Sergeant-at-Arms were in attendance to honour Alberta police and peace officers who have died in the line of duty.

Poppy Presentation

The Royal Canadian Legion launched its national poppy campaign at the Legislature on October 28. The Alberta-Northwest Territories Command presented the first poppy to Speaker Ken Kowalski on behalf of Her Honour the Lieutenant Governor, Dr. Lois E. Hole. Poppies were then presented to Deputy Premier Shirley McClellan; the Leader of Her Majesty's Loyal Opposition of the 25th Legislature Dr. Kevin Taft; the Leader of the Third Party Opposition of the 25th Legislature Mr. Brian Mason; and other attending MLAs.

Remembrance Day Service

On November 8, Speaker Kowalski, along with the Hon. Halvar Jonson representing the provincial government; the Leader of Her Majesty's Loyal Opposition of the 25th Legislature Dr. Kevin Taft and, representing the Third Party Opposition, Dr. 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 representatives of 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.

Festive Season at the Alberta Legislature

On December 1 Premier Ralph Klein and Speaker Ken Kowalski launched the festive season at the Legislature by switching on the Christmas lights on the grounds. Throughout December more than 18,500 visitors were offered hot chocolate and entertained by choirs in the Rotunda. In honour of the festive season Edmonton and area students were invited to decorate Christmas trees with handmade ornaments and build gingerbread houses for display in the Legislature Pedway.

Winter Constituency Information Session

On December 1, 51 constituency staff gathered in Edmonton to participate in information and training sessions on a wide range of topics relative to pre-election planning, from software to security to employee support. Flu shots were also made available to constituency staff through the LAO influenza immunization program.

Employee Recognition Dinner

Speaker Kowalski hosted the annual Legislative Assembly Staff Recognition Dinner on December 1 to mark the past year's accomplishments. Awards were presented to staff with five, 10, 15 and 25 years of service.

INTER-PARLIAMENTARY RELATIONS

The Speaker, Deputy Speaker and Chair of Committees, Deputy Chair 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 2004 they hosted and/or met with the following visitors and events.

February 18

Mr. Naim Ahmed
United States Consul General in Calgary

February 23

Honourable Prof. Dr. Karl Mannsfeld
Minister of Education and Deputy Minister-President
Saxony, Germany

February 25

His Excellency Otto Ditz
Ambassador of the Republic of Austria

March 10-12

Ontario Interns' visit to the Alberta Legislature

March 22

European Journalists' visit to the Alberta Legislature

March 25

Changing Face of Europe Conference: Opportunities for Canada held at the University of Alberta, Stollery Professional Development Centre. Special guests included Ambassador Otto Ditz, Austria; Ambassador Vladimir Kotzy, Czech Republic; Ambassador Dr. Pawel Dobrowolski, Poland; Ambassador Denes Tomaj, Hungary; Ambassador Veronika Stabej, Slovenia; Ambassador Peteris Elferts, Latvia

March 25

His Excellency Georgiy Mamedov
Ambassador of the Russian Federation

March 31

Honourable Shirley Yema Gbujama
Minister of Social Welfare, Gender and Children's Affairs
Republic of Sierra Leone

April 22

Pacific Northwest Economic Region (PNWER)
Officials visit Alberta Legislature

April 27

Tanzanian Delegation visit to the Alberta Legislature

May 3

His Excellency Graham Kelly
High Commissioner for New Zealand

June 1

His Excellency Joao Pedro Silveira Carvalho
Ambassador of Portugal

June 11

Her Imperial Highness Princess Hisako Takamado
of Japan

June 22

Partnership of Parliaments (POP)
Delegation visit to the Alberta Legislature

June 28

Mr. Pierluigi Trombetta
Italian Consul in Edmonton

August 10

His Excellency Dr. Mykola Maimeskul
Ambassador of Ukraine

September 28

His Excellency Gudmundur Eiriksson
Ambassador of Iceland

September 30

Mrs. Viera Jaresova
Consul General of the Czech Republic

October 20

Mr. Arnaldo Minuti
Consul of the Italian Republic

October 12

Parliamentarian Group - Atlantik-Bruecke Investment-
Bruecke Delegation visit to the Alberta Legislature

October 19

Mr. Paul Dubois
Canadian Ambassador to the Federal Republic of
Germany