



**Legislative Assembly of Saskatchewan**

**BOARD OF INTERNAL ECONOMY**

**MINUTES AND VERBATIM REPORT**

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**No. 1 — January 12, 1998**

## **BOARD OF INTERNAL ECONOMY**

Hon. Glenn Hagel, Chair  
Moose Jaw North

Bill Boyd  
Kindersley

Hon. Joanne Crofford  
Regina Centre

Myron Kowalsky  
Prince Albert Carlton

Hon. Eldon Lautermilch  
Prince Albert Northcote

Harvey McLane  
Arm River

Grant Whitmore  
Saskatoon Northwest

BOARD OF INTERNAL ECONOMY

Room 10 Legislative Building

2:45 p.m. Monday, January 12, 1998

**Present:** Members of the Board of Internal Economy

Hon. Glenn Hagel, Chair  
Mr. Bill Boyd  
Hon. Joanne Crofford  
Hon. Eldon Lautermilch  
Mr. Harvey McLane  
Mr. Grant Whitmore

Staff to the Board

Marilyn Borowski, Director, Financial Services  
Robert Cosman, Legislative Counsel and Law Clerk  
Gwenn Ronyk, Clerk  
Deborah Saum, Secretary

Officials in Attendance

Office of the Provincial Auditor  
Wayne Strelieff, Provincial Auditor  
Fred Wendel, Assistant Provincial Auditor  
Sandra Walker, Manager of Administration  
Heather Tomlin, Assistant Manager of Administration

**AGENDA** Moved by Ms. Crofford, seconded by Mr. Boyd, that the proposed agenda be adopted. Agreed.

**MINUTES** Moved by Mr. Whitmore, seconded by Mr. McLane, ordered, that the Minutes of Meeting #2/97 be adopted. Agreed.

**ITEM 1** Table Item – Reply to the Request of the Board at Mtg. #2/97 of Dec. 11<sup>th</sup> Respecting the Employee Severance Payments of the Former Progressive Conservative Caucus

The Chair tabled the schedule of wages and severances paid by the Progressive Conservative Caucus for the period April 1, 1997 to August 31, 1997.

Moved by Mr. Boyd, seconded by Mr. Lautermilch:

That the details of employee wages and severances for the period of April 1, 1997 to August 31, 1997 for the New Democratic Caucus and the Liberal Caucus be provided to the Board.

A debate arising and the question being put, it was agreed to.

Minute #1426

**ITEM 2** Decision Item – Continuation of the Review of the 1998-99 Budget for the Office of the Provincial Auditor

Moved by Mr. Whitmore, seconded by Mr. Boyd:

That the 1998-99 Estimates of the Provincial Auditor be approved as submitted, in the amount of \$4,314,000.

And that such Estimates be forwarded to the Minister of Finance by the Chair.

A debate arising and the question being put, it was agreed to.

Minute #1427

The Board requested that the Provincial Auditor provide, to the Chair by early May, options for the process of review of the Auditor's Budget.

**ITEM 3      Decision Item – Directive Amendments****Directive #1.1 – Per Diem Sessional Expense Allowance-Non Regina Members**

Moved by Mr. Lautermilch, seconded by Mr. Boyd:

That Directive 1.1 – Per Diem Sessional Expense Allowance-Non Regina Members be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

*\*CPI applied April 1, 1997*

**DIRECTIVE #1.1**  
*(s. 50(3)(b), c.L-11.1)*

**MLA SESSIONAL EXPENSES**

(1) *Every Member who represents a constituency wholly outside the city of Regina shall be provided living expenses for each day the Legislature is sitting on the basis of either:*

(a) *reimbursement at the rate payable to out-of-scope employees under The Public Service Act as set out in the Financial Administration Manual, or actual and reasonable expenses supported by receipts;*

(i) *for accommodation,*

(ii) *for meals, and*

(iii) *for petty disbursements, including gratuities, laundry, parking, etc., or*

(b) *reimbursement without receipts at the rate of \$61\* per day;*

*to be paid as the Member claims.*

(1.1) *Every Member who represents a constituency wholly or partially within the city of Regina shall be provided reimbursement for meal expenses at the rate payable to out-of-scope employees under The Public Service Act as set out in the Financial Administration Manual, or actual and reasonable expenses supported by receipts for each day the Legislature is sitting, to be paid as the Member claims.*

(2) *On April 1, 1997, and April 1 of each year thereafter, the amount set out in subclause (1)(b) shall be increased or decreased by the annual change in the Consumer Price Index for Saskatchewan, and this Directive may thereupon be reproduced to include the indexed amount without further amendment.*

The question being put, it was agreed to.

Minute #1428

**ITEM 3      Directive #2 – Telephone and Telephone Related Expenses**  
**(Cont'd)**

Moved by Ms. Crofford, seconded by Mr. Whitmore:

That Directive #2 – Telephone and Telephone-Related Expenses be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

A debate arising, an amendment was moved by Mr. McLane and seconded by Mr. Boyd:

That draft Directive #2 – Telephone and Related Expenses be amended by adding subclause (2)(g) as follows:

“(g) for a secondary residence located in Regina or area, telephone expenses – including installation, rental, long distance and other telephone services referred to in sub clause (f).”

The question being put on the amendment, it was agreed to.

**DIRECTIVE #2**  
*(s. 50(3)(d), c.L-11.1)*

**TELEPHONE AND RELATED EXPENSES**

- (1) *Each Member of the Legislative Assembly is eligible to seek reimbursement or have direct payment made on his or her behalf for telephone and related expenses incurred by the Member in respect of his or her duties as a Member. Because of GST implications, Members are encouraged to submit bills for direct payment by Financial Services, rather than opting for a reimbursement of expenses.*
- (2) *Eligible expenses from this allowance include:*
  - (a) *constituency office telephone expenses - including installation, rental, long distance, directory advertising;*
  - (b) *residential telephone expenses – including long distance expenses charged to a personal telephone line in the Member's residence provided they relate to MLA business. A Member may have one additional line installed in his or her residence for business purposes, in which case both the rental costs and the long distance costs are eligible expenses under this allowance. In order to minimize long distance charges incurred on residential lines, Members are encouraged to subscribe to and use a calling card for business purposes;*
  - (c) *fax expenses - including the purchase, installation, maintenance, repair, and leasing costs of the machine. Line rental, long distance costs, **fax paper and toner** are also allowed under this allowance. **Fax communication expenses are subject to the restrictions outlined in clause (7) of Directive #4.1 – Constituency Service Expenses;***
  - (d) *cellular/mobile telephone expenses - including the purchase, installation, maintenance, repair, and leasing costs of the machine. Line rental and long distance **expenses** and communication licensing fees **and other operating costs such as battery packs and adapters** are also allowed under this allowance;*
  - (e) *the costs associated with subscribing to and using the Internet service;*
  - (f) *the costs of other telephone services, including but not limited to, message manager, name and number display, call return, call forwarding, call waiting and 1-800/888 telephone service. To be eligible expenses, these services must be connected to the Member's constituency office telephone system and/or the Member's cellular telephone system;*
  - (g) ***for a secondary residence located in Regina or area, telephone expenses – including installation, rental, long distance and other telephone services referred to in subclause (f).***
- (3) *Members who incur telephone expenses that are not business related are expected to reimburse the Crown for these charges. Such reimbursements must include the GST component if it is not already included in the charge.*
- (4) *This allowance is intended to provide one fax machine and one cellular telephone per Member. Should a Member wish to have more than one cellular telephone or fax machine, the costs of the additional machine must come out of the constituency office allowance, although line rental costs will still be eligible under the telephone allowance.*
- (5) *All requests for payment from this allowance must be accompanied by the original invoice. **Invoices that exceed \$50 must be signed by the Member, while invoices of \$50 or less must be signed by either the Member or the constituency assistant.** If the request is for a reimbursement of expenses, documentation must include the invoice and some evidence of payment.*
- (6) *Members may lease, or lease to purchase equipment from this allowance. However, Members who enter into these arrangements must ensure that such obligations do not extend beyond the Member's term. Wherever possible, such agreements should include an escape clause.*
- (7) *Any equipment that has been purchased with public funds, either through direct sale or through lease to purchase arrangements, will become the property of the Crown when the Member ceases to be a Member.*
- (8) *Any equipment acquired with the telephone allowance funds is subject to the Inventory Guidelines approved by the Board of Internal Economy.*

The debate resumed on the motion as amended and the question being put, it was agreed to.

Minute #1429

**ITEM 3  
(Cont'd)**

**Directive #3 – Annual Travel Allowance**

Moved by Mr. Boyd, seconded by Mr. Whitmore:

That Directive #3 – Annual Travel Allowance be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

**DIRECTIVE #3**  
**(s. 50(3)(c), (g), c.L-11.1)**

**MLA TRAVEL EXPENSES**

- (1) Subject to clause (1.1), Members are entitled to claim reimbursement, or have direct payment made on the Member's behalf, from an annual allowance for travel expenses incurred by them in respect of their duties as Members. This allowance can be used for all modes of travel. The Speaker, Members of the Executive Council and the Leader of the Opposition are not eligible for this allowance, **except for reimbursement of living expenses as set out in subclause (2)(c) for each day of attendance at caucus or caucus-related activities.**
- (1.1) The maximum amount of this allowance shall be determined as follows:
- (a) for constituencies of **100 square kilometres or less**: maximum allowance equals distance in kilometres for 52 round trips between Regina and the largest centre in the constituency or the home of the Member in the constituency, whichever is the greater, plus 20,000 kilometres multiplied by the highest amount per kilometre during the year paid to Saskatchewan federal civil servants in accordance with the Federal Government's kilometre rate schedule.
  - (b) for constituencies of **more than 100 square kilometres but less than 2,000 square kilometres**: maximum allowance equals distance in kilometres for 52 round trips between Regina and the largest centre in the constituency or the home of the Member in the constituency, whichever is the greater, plus 32,500 kilometres multiplied by the highest amount per kilometre during the year paid to Saskatchewan federal civil servants in accordance with the Federal Government's kilometre rate schedule.
  - (c) for constituencies over 2,000 square kilometres: maximum allowance equals distance in kilometres for 52 round trips between Regina and the largest centre in the constituency or the home of the Member in the constituency, whichever is the greater, plus 45,000 kilometres multiplied by the highest amount per kilometre during the year paid to Saskatchewan federal civil servants in accordance with the Federal Government's kilometre rate schedule.
- (2) A Member may claim for travel expenses incurred in carrying out his or her duties as a Member from his or her annual travel allowance as follows:
- (a) in the case of travel by private vehicle, by submitting a request for payment seeking reimbursement for travel expenses at the **highest** rate per kilometre payable to Saskatchewan federal civil servants in accordance with the **Federal Government's kilometre rate schedule**, stating the claim period and the number of kilometres travelled each day in that claim period;
  - (b) in the case of travel by any mode other than private vehicle, by submitting a request for payment:
    - (i) seeking reimbursement for travel expenses in the amount supported by receipt; or
    - (ii) seeking direct payment on the Member's behalf in the amount supported by invoice;
  - (c) in the case of travel by any mode, for living expenses for each day of travel, by submitting a request for payment seeking reimbursement **on the basis of either** the rate payable to out-of-scope employees under The Public Service Act as set out in the Financial Administration Manual, **or actual and reasonable expenses supported by receipts**:
    - (i) for **all accommodation except accommodation without receipts, which shall be reimbursed at the rate of \$25 per day**,
    - (ii) for meals, and
    - (iii) for petty disbursements, including gratuities, laundry, parking, etc.
- (2.1) **Members who are required to purchase a meal in their home community are eligible to claim that meal at the rate payable to out-of-scope employees under The Public Service Act as set out in the Financial Administration Manual, or actual and reasonable expenses supported by receipts.**
- (3) Members may seek reimbursement by attaching receipts to a travel expense claim form approved by the Board of Internal Economy or seek direct payment on their behalf by attaching invoices to the form, as follows:
- (a) by certifying on the form that the expense is in respect of his or her duties as a Member of the Legislative Assembly, being the representative of all constituents, and not in respect of his or her role as a member of a political party; and

- (b) by signing his or her name directly upon the accompanying receipt or invoice, as the case may be.
- (4) In addition to the maximum amount set out in clause (1.1), Members for the constituencies of Athabasca and Cumberland are entitled to reimbursement or to have direct payment made on the Member's behalf for two return trips per year by air from the Member's place of permanent residence in the constituency to each community in the constituency.
- (5) If a Member travels between his or her constituency and Regina by means of a commercial scheduled airliner, the Member shall be reimbursed or have direct payment made on the Member's behalf for the cost of the air ticket in full; the Member's travel allowance shall be reduced by an amount equivalent to the cost of one return trip between Regina and his or her constituency, or the actual cost of the flight, whichever is less.
- (6) During periods when the **Legislature** is **sitting**, any Member living 350 kilometres or more from Regina may travel by executive aircraft between Regina and his or her home in the constituency. The actual cost of the air trip shall be paid by the Legislative Assembly Office; the Member's travel allowance shall be reduced by an amount equivalent to the cost of one return trip between Regina and his or her constituency, or the actual cost of the flight, whichever is less. A Member's spouse may accompany the Member on any of these air trips in accordance with Executive Air standby policy. In the event there is a charge for travel by the spouse, the cost of the airfare for the spouse shall be borne by the Member.
- (7) Notwithstanding clause (6), any private Member is entitled to claim the cost charged by Executive Air of each air trip taken on executive aircraft at any time during the allowance year; and the private Member's travel allowance shall be reduced by that amount. Such air trip shall be at fair value and shall be undertaken by the private Member only on a flight authorized by a Member of the Executive Council scheduled prior to the private Member requesting the trip.

The question being put, it was agreed to.

Minute #1430

**ITEM 3  
(Cont'd)**

**Directive #3 – Travel Log form and Travel Allowance Expense Claim form**

Moved by Mr. Whitmore, seconded by Mr. Boyd:

That pursuant to Clause (3) of Directive #3 – MLA Travel Expenses, both the Travel Log form and the Travel Allowance Expense Claim form are approved for use under this allowance.

The question being put, it was agreed to.

Minute #1431

**Directive #4.1 – Constituency Service Expenses**

Moved by Mr. Lautermilch, seconded by Mr. Boyd:

That Directive #4.1 – Constituency Service Expenses be adopted effective February 1, 1998 to read as attached and as recorded in the minutes.

A debate arising, an amendment was moved by Mr. Boyd, seconded by Mr. Lautermilch:

That the following be added to the motion, “with clause (2)(b) to read \$14,640”.

The debate continuing and the question being put on the amendment, it was agreed to.

**DIRECTIVE # 4.1**  
(s. 50(3)(e), (f), c.L-11.1)

**CONSTITUENCY SERVICE EXPENSES**

- (1) Each Member is entitled to receive reimbursement or to have direct payment made on his or her behalf from this annual allowance for amounts incurred by him or her in respect of his or her duties as a Member for:
- (a) postal, advertising and other communication expenses to assist Members to convey ideas and information through printed matter, electronic, radio and television media, and public presentations;
- (b) expenses related to operating and maintaining a constituency office or offices outside of the Member's residence,

*including rental of office space, rent or purchase of office furnishings and equipment, payment of utilities and office insurance, office signage and office supplies;*

- (c) *office and secretarial assistance and related services.*
- (2) *The maximum allowance available to each Member per annum is the aggregate of:*
- (a) *the amount obtained when the highest amount of postage required to mail three ordinary first-class letters in the year in respect of which the reimbursement or direct payment that is to be made is multiplied by the number of names on the voters' list of the constituency he or she represents; and*
  - (b) *\$14,640.*
- (3) *At any point during the allowance year, a Member is entitled to claim for expenses in an amount not to exceed any accumulated balance to date, plus one-twelfth of the annual allowance for the current month, plus two-twelfths of the annual allowance for the two-month advance period, to the extent that there is a balance remaining in the annual allowance. The year-end for this allowance is March 31; unused portions of this allowance cannot be carried over into a new fiscal year.*
- (4) *Expenses that may also be claimed from this allowance include:*
- a) *books and subscriptions;*
  - b) *provincial and national pins and flags, drinks and photographs with tour groups, wreaths, flowers and plants;*
  - c) *halls and meeting rooms for events pertinent to the duties of an MLA;*
  - d) *congratulatory plaques that recognize group achievement, but are not gifts to individuals;*
  - e) *travel, training and registration fees for constituency assistants as approved by the Member;*
  - f) *training and registration fees for the Member as pre-approved by the Speaker.*
- (5) *Members may make use of SPMC-operated postal outlets for mail services. Postage expenses incurred this way will be charged monthly to each Member's Constituency Service Expenses allowance.*
- (6) *A Member may apply to have a communication item approved in advance of its distribution by providing a written request and a sample or detailed description of the item to the Speaker's office. The Speaker's office must respond in writing within seven days of receiving the request by either approving the item, or not approving it and providing the reasons it has not been approved.*
- (7) *No Member shall claim an expense from this allowance that is related to:*
- (a) *the utilization of party logos;*
  - (b) *an announcement of or attendance at party, or party constituency association meetings and events;*
  - (c) *a solicitation for party membership;*
  - (d) *a solicitation of contributions, monetary or otherwise, for the Member or the Member's party;*
  - (e) *a request for re-election support, including election campaign material, enumerator's lists, party and constituency workers' lists and poll activities;*
  - (f) *the promotion and/or conduct of personal election nominations or party leadership campaigns; or*
  - (g) *the conduct or commissioning of surveys about voting intentions.*
- (8) *No Member shall claim an expense from this allowance for items, services or activities that are:*
- (a) *of a personal nature;*
  - (b) *hospitality (meals and beverages other than drinks as referred to in subclause (4)(b));*
  - (c) *donations, gifts, or novelty items, other than those items named in subclauses (4)(b) and (d).*
- (9) *No Member shall claim an expense from this allowance for services provided by a family member, or a company owned by the Member or a family member. Family members are defined as "parents, spouses, common-law spouses, children and spouses of children".*
- (10) *Members are not allowed to contract with, or pay a management company to provide office management services. However, a company may provide office space, either furnished or unfurnished, and may charge for basic occupancy costs.*
- (11) *Members may seek reimbursement or seek direct payment on their behalf as follows:*



- (a) *by attaching an original receipt or an original invoice to a Request for Payment form. Requests for reimbursement must also include the invoice and evidence of payment such as a paid stamp, a receipt or a copy of the cancelled cheque; and*
  - (b) *by certifying on the Request for Payment form that the expense is in respect of his or her duties as a Member of the Legislative Assembly, being the representative of all constituents, and not in respect of his or her role as a member of a political party; and*
  - (c) *by signing his or her name directly upon the accompanying receipt or invoice, as the case may be. Invoices that exceed \$50 must be signed by the Member, while invoices of \$50 or less must be signed by either the Member or the constituency assistant.*
- (12) *Expense claims by Members made under this allowance shall,*
- (a) *for bulk printed communications with constituents (e.g. leaflets, newsletters, etc.), be supported by:*
    - (i) *original invoices that give a description sufficient to identify the product received and/or distributed, together with an enumeration of the services rendered with respect thereto; and*
    - (ii) *sample copies of the product received and/or distributed;*
  - (b) *for radio and television communications with constituents, be supported by:*
    - (i) *original invoices that indicate when the broadcast was scheduled to air; and*
    - (ii) *transcripts of the communications so broadcast.*
- (13) *Any equipment, furnishings or supplies that have been purchased with funds from this allowance are the property of the Crown and accordingly shall be adequately insured by the Member. All such items are subject to the Inventory Guidelines approved by the Board of Internal Economy; however, items with a purchase price of less than \$50 need not be listed in the inventory.*
- (14) *Under this allowance, Members may hire persons to perform services either as employees of the Member or as independent contractors.*
- (a) *An individual is hired as an employee of the Member when office related work (clerical, secretarial, research, communication services) is performed in the constituency office, under the direction and control of the Member. In these instances, an employer/employee relationship is deemed to exist and the applicable Revenue Canada source deductions must be remitted (CPP, EI and income tax). These individuals are paid on the payroll system.*
  - (b) *An individual is engaged to provide contractual services as an independent contractor when an employer/employee relationship does not exist.*

*Contractual services include the following:*

- (i) *office-related work that is not performed in the Member's constituency office, and that is performed by someone other than the regular constituency assistant, such as bookkeeping and accounting duties, photocopying, printing, etc.;*
- (ii) *preparation of communication materials when performed by someone other than the regular constituency assistant, such as speech writing, research duties, preparation and delivery of newsletters, specific information technology services, surveys, public opinion polls, data base maintenance, and advertisements;*
- (iii) *yard and office maintenance such as window washing, office cleaning, office renovations and repairs, equipment installations and repairs.*

*Direct payment is made to the contractor on a fee-for-service invoice at the completion of a specific job or service. The fee-for-service invoice must clearly specify the services performed, and must be signed by the person performing the services. The Member must submit the fee-for-service invoice with a Request for Payment form.*

- (15) *On April 1, 1998, and April 1 of each year thereafter, the amount specified in subclause (2)(b) shall be increased or decreased by the annual change in the Consumer Price Index for Saskatchewan, and this Directive may thereupon be reproduced to include the indexed amount without further amendment.*

The question being put on the motion as amended, it was agreed to.

Minute #1432

**ITEM 3  
(Cont'd) Insurance – Constituency Office Furniture and Equipment**

Moved by Mr. Boyd, seconded by Mr. Whitmore:

That the Legislative Assembly pay the premium for insuring MLA offices as referred to in Directive #4.1 clause (13), and further;

That in the event a Member is required to make a claim on his or her insurance, the deductible shall be paid out of the appropriation for Administration for the Legislative Assembly, and further;

That in the event a Member encounters exceptional circumstances such that an insurance policy is insufficient to allow a Member to continue operation of his or her constituency office, the Board of Internal Economy may review the circumstances and direct that appropriate financial assistance be provided to the Member.

The question being put on the motion, it was agreed to.

Minute #1433

**ITEM 3  
(Cont'd) Directive #4 – Communication**

Moved by Mr. Whitmore, seconded by Mr. Boyd:

That Directive #4 – Communication be revoked effective February 1, 1998.

The question being put, it was agreed to.

Minute #1434

**Directive #5 – Constituency Office and Services**

Moved by Mr. McLane, seconded by Mr. Whitmore:

That Directive #5 – Constituency Office and Services be revoked effective February 1, 1998.

The question being put, it was agreed to.

Minute #1435

**Directive #6 – Constituency Assistant**

Moved by Ms. Crofford, seconded by Mr. Boyd:

That Directive #6 – Constituency Assistant be amended effective April 1, 1998 to read as attached and as recorded in the minutes.

**DIRECTIVE #6**  
*(s. 50(3)(e), c.L-11.1)*

**CONSTITUENCY ASSISTANT EXPENSES**

- (1) *Each Member is entitled to payment on his or her behalf for constituency assistant expenses incurred by him or her in respect of his or her duties as a Member in his or her constituency. The amount available to each Member for such services is the maximum amount paid to a Clerk Stenographer III, including vacation and statutory holiday pay, classified as a non-permanent employee in the Public Service.*
- (2) *If the maximum amount available to a Member at the time is not used in any one month, the remaining funds will accrue to the credit of the Member. The year-end for this allowance is March 31; unused portions of this allowance cannot be carried over into a new fiscal year. This allowance cannot be claimed in advance.*
- (3) *A Member may not pay a family member for constituency assistant expenses. Family members are defined as "parents, spouses, common-law spouses, children and spouses of children".*

- (4) *Payments are made on behalf of the Member by placing the constituency assistant on the Legislative Assembly Office payroll. Constituency assistants are paid bi-weekly on receipt of a time sheet signed by the constituency assistant and the Member, identifying the hours worked and the gross amount payable. **Statutory holiday pay and vacation pay are added to the gross amount indicated on the time sheet and are deducted from the allowance.** Deductions are taken for Canada Pension, Income Tax and Employment Insurance. Constituency assistants meeting the eligibility criteria will be enrolled in the following benefit plans: Group Life Insurance, Disability Plan, Dental Plan, **Extended Health Care Plan** and, where the constituency assistant chooses, Public Employees Superannuation Plan. The employer share of these benefits shall be paid by the Legislative Assembly Office.*

A debate arising and the question being put, it was agreed to.

Minute #1436

**ITEM 3**                    **Directive #7 – Caucus Grants-Sessional Research**  
**(Cont'd)**

Moved by Mr. Whitmore, seconded by Mr. McLane:

That Directive #7 – Caucus Grants-Sessional Research be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

*\*CPI applied April 1, 1997*

**DIRECTIVE #7**  
**(s. 50(3)(n), c.L-11.1)**

**CAUCUS GRANTS - SESSIONAL RESEARCH AND GENERAL EXPENSES**

- (1) *Each caucus is granted an allowance for sessional research and general expenses in the amount of **\$6,483\*** per year for each Member of each caucus. Members of the Executive Council, the Leader of the Opposition, the Leader of the Third Party and the Speaker are not considered to be part of a caucus for this purpose. "Caucus" is defined by clause 50(1)(b) of The Legislative Assembly and Executive Council Act to mean a group of two or more Members who are elected to the Assembly and who belong to the same political party.*
- (2) *For purposes of this calculation, the Opposition Caucus and/or Third Party Caucus shall receive a grant based on the actual number of Members and the Government Caucus shall receive a grant based on the actual number of Members plus two. Any vacancies occurring due to death or resignation of a Member shall reduce the base numbers accordingly. Any vacancy filled by a by-election shall likewise increase the base size of the caucus for purposes of calculating the grant.*
- (3) *On April 1, 1997, and April 1 of each year thereafter, the **allowance set out in clause (1)** shall be increased or decreased by the annual change in the Consumer Price Index for Saskatchewan, **and this Directive may thereupon be reproduced to include the indexed amount without further amendment.***

The question being put, it was agreed to.

Minute #1437

**ITEM 3**                    **Directive #7 – Computer Grant**  
**(Cont'd)**

Moved by Mr. Whitmore, seconded by Mr. Boyd:

That, in accordance with section 50(3)(n) of *The Legislative Assembly and Executive Council Act* and Directive #7 – Caucus Grants-Sessional Research and General Expenses, the grant for general expenses shall be increased for the 1997-98 fiscal year for the purpose of providing one-time funding to enable caucus offices to upgrade computer systems in the following amounts:

\$15,000 – Government Caucus  
\$10,000 – Opposition Caucus  
\$10,000 – Third Party Caucus

The question being put, it was agreed to.

Minute #1438

**Directive #8 – Caucus Grants-Secretarial Expenses**

Moved by Mr. Boyd, seconded by Mr. Lautermilch:

That Directive #8 – Caucus Grants-Secretarial Expenses be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

*\*CPI applied April 1, 1997*

**DIRECTIVE #8**  
(s. 50(3)(n), c.L-11.1)

**CAUCUS GRANTS - SECRETARIAL EXPENSES**

- (1) *An allowance of \$36,607\* is to be paid to each caucus for secretarial expenses each year, payable monthly in arrears.*
- (2) *On April 1, 1997, and April 1 of each year thereafter, the allowance set out in clause (1) shall be increased or decreased by the annual change in the Consumer Price Index for Saskatchewan, and this Directive may thereupon be reproduced to include the indexed amount without further amendment.*

The question being put, it was agreed to.

Minute #1439

**ITEM 3**                    **Directive #9 – Caucus Grant-Research Services**  
**(Cont'd)**

Moved by Mr. McLane, seconded by Mr. Whitmore:

That Directive #9 – Caucus Grant-Research Services be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

**DIRECTIVE #9**  
(s. 50(3)(o), c.L-11.1)

**CAUCUS GRANT - RESEARCH SERVICES**

- (1) *A grant to each caucus for research services shall be paid monthly in arrears based on the following formula:*
  - (a) *A grant equivalent to the sum of the top-of-the-range salary for a Research Officer IV position plus six per cent plus the top-of-the-range salary of the Research Officer III position plus six per cent multiplied by 1/8 of the number of Members in the caucus. For purposes of this calculation, the Opposition Caucus and/or Third Party Caucus shall receive a grant based on the actual number of Members and the Government Caucus shall receive a grant based on the actual number of Members plus two.*
  - (b) *Any vacancies occurring due to death or resignation of a Member shall reduce the base numbers accordingly. Any vacancy filled by a by-election shall likewise increase the base size of the caucus for purposes of calculating the grant.*

The question being put, it was agreed to.

Minute #1440

**Directive #10 – Grants to Independent Members**

Moved by Ms. Crofford, seconded by Mr. Whitmore:

That Directive #10 – Grants to Independent Members be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

*\*CPI applied April 1, 1997*

**DIRECTIVE #10**  
(s. 50(3)(p), c.L-11.1)

**GRANTS TO INDEPENDENT MEMBERS**

- (1) *Each independent Member is entitled to receive an allowance of \$6,483\* per annum for secretarial services, sessional research and general expenses. "Independent Member" is defined by s.50(1)(c) of The Legislative Assembly and Executive Council Act as a Member who does not belong to a caucus.*

- (2) *On April 1, 1997, and April 1 of each year thereafter, the allowance set out in clause (1) shall be increased or decreased by the annual change in the Consumer Price Index for Saskatchewan, and this Directive may thereupon be reproduced to include the indexed amount without further amendment.*

The question being put, it was agreed to.

Minute #1441

**ITEM 3  
(Cont'd)**

**Directive #11 – Grant to the Office of the Leader of the Opposition**

Moved by Mr. Lautermilch, seconded by Mr. Boyd:

That Directive #11 – Grant to the Office of the Leader of the Opposition be amended February 1, 1998 to read as attached and as recorded in the minutes.

*\*CPI applied April 1, 1997*

**DIRECTIVE #11**  
*(s. 50(3)(l), c.L-11.1)*

**GRANT TO THE OFFICE OF THE LEADER OF THE OPPOSITION**

- (1) *The Office of the Leader of the Opposition is entitled to a grant of \$122,022\* per annum to cover the cost of staff, supplies, stationery and services. This grant shall be paid on a monthly basis.*
- (2) *On April 1, 1997, and April 1 of each year thereafter, the grant set out in clause (1) shall be increased or decreased by the annual change in the Consumer Price Index for Saskatchewan, and this Directive may thereupon be reproduced to include the indexed amount without further amendment.*

The question being put, it was agreed to.

Minute #1442

**Directive #13.1 – Transition Allowance**

Moved by Mr. Whitmore, seconded by Mr. Boyd:

That Directive #13.1 – Transition Allowance be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

**DIRECTIVE #13.1**  
*(s. 50 (3)(h), c.L-11.1)*

**TRANSITION ALLOWANCE**

- (1) *A Member who:*
- (a) *ceases to be a Member due to defeat at the polls; or*
- (b) *decides not to be a candidate for re-election due to personal illness or illness of an immediate family member, certified by a duly qualified medical practitioner;*

*and who will not, for the four months immediately following polling day, be receiving a superannuation allowance pursuant to The Members of the Legislative Assembly Superannuation Act, 1979, shall be paid a transition allowance equal to one month's indemnity, as determined pursuant to clause (1) of Directive #21 – Annual Indemnity and Allowances, for each year of service to the Assembly, to a maximum of four months' indemnity.*

The question being put, it was agreed to.

Minute #1443

**ITEM 3  
(Cont'd)**

**Directive #15 – Grant to the Office of the Leader of the Third Party**

Moved by Mr. Lautermilch, seconded by Mr. Whitmore:

That Directive #15 – Grant to the Office of the Leader of the Third Party be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

*\*CPI applied April 1, 1997*

**DIRECTIVE #15**  
*(s. 50(3)(m), c.L-11.1)*

**GRANT TO THE OFFICE OF THE LEADER OF THE THIRD PARTY**

- (1) *The Office of the Leader of the Third Party is entitled to an annual grant of \$61,011\*, being one-half of the grant to the Office of the Leader of the Opposition. This grant shall be paid on a monthly basis to cover the cost of staff, supplies, stationery and services.*
- (2) *On April 1, 1997, and April 1 of each year thereafter, the annual grant set out in clause (1) shall be increased or decreased by the annual change in the Consumer Price Index for Saskatchewan, and this Directive may thereupon be reproduced to include the indexed amount without further amendment.*

The question being put, it was agreed to.

Minute #1444

**ITEM 3                      Directive #17.1 – Committee Per Diem and Expense Allowance**  
**(Cont'd)**

Moved by Mr. Lautermilch, seconded by Mr. McLane:

That Directive #17.1 – Committee Per Diem and Expense Allowance be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

*\*CPI applied April 1, 1997*

**DIRECTIVE #17.1**  
*(s. 50(3)(k), c.L-11.1)*

**COMMITTEE INDEMNITY AND EXPENSES**

- (1) *Every Member who serves on a committee of the Legislative Assembly by attending a meeting of the Committee or by attending to the business of the Committee as authorized by the Committee:*
  - (a) *during an interval between sessions; or*
  - (b) *where the Assembly adjourns for a period of 30 or more continuous days, during the period of that adjournment;*

*shall be paid an indemnity of \$76\* for each day the Member so attends, such indemnity to be taxable and pensionable.*
- (2) *Where the committee meets, or the business of the Committee is conducted in a location wholly outside the municipality in which the Member resides, that Member shall further be provided:*
  - (a) *in the case of travel by private vehicle, reimbursement for travel expenses at the highest rate per kilometre payable to Saskatchewan federal civil servants in accordance with the Federal Government's kilometre rate schedule; and*
  - (a.1) *in the case of travel by any mode other than private vehicle,*
    - (i) *reimbursement for travel expenses in the amount supported by receipt; or*
    - (ii) *direct payment on the Member's behalf in the amount supported by invoice;*
  - (b) *living expenses for each day on which the committee meets, or business of the committee is conducted, and for one travel day where the Member travels 200 kilometres or more in order to attend the Committee meeting or attend to the business of the Committee, on the basis of either:*
    - (i) *reimbursement at the rate payable to out-of-scope employees under The Public Service Act as set out in the Financial Administration Manual, or actual and reasonable expenses supported by receipts;*

- (A) for all accommodation except accommodation without receipts, which shall be reimbursed at the rate of \$25 per day,
  - (B) for meals, and
  - (C) for petty disbursements, including gratuities, laundry, parking, etc., or
- (ii) reimbursement without receipts by way of an expense allowance at the rate of \$61\* per day.
- (2.1) Members who are required to purchase a meal while serving on a Committee as contemplated by clause (1) shall, where that meeting is held or Committee business is conducted in that Member's home community, be eligible to claim that meal at the rates payable to out-of-scope employees under The Public Service Act as set out in the Financial Administration Manual, or actual and reasonable expenses supported by receipts.
- (3) On April 1, 1997, and April 1 of each year thereafter, the amounts set out in clause (1) and subclause 2(b)(ii) shall be increased or decreased by the annual change in the Consumer Price Index for Saskatchewan, and this Directive may thereupon be reproduced to include the indexed amounts without further amendment.

The question being put, it was agreed to.

Minute #1445

**ITEM 3                      Directive #21 – Annual Indemnity and Allowances**  
**(Cont'd)**

Moved by Mr. Lautermilch, seconded by Mr. Boyd:

That Directive #21 – Annual Indemnity and Allowances be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

\*CPI applied April 1, 1997

**DIRECTIVE #21**  
**(s. 67.1(4), c.L-11.1)**

**ANNUAL INDEMNITY AND ALLOWANCES**

- (1) Every Member of the Legislative Assembly shall, subject to clauses (2) and (5), be paid an annual indemnity of \$56,012\* payable in 12 equal installments, in arrears, on the first day of each month, for the previous month.
- (2) A deduction shall be made from the annual indemnity payable to a Member pursuant to clause (1) in the amount of \$200 for each day on which:
  - (a) the Member is absent from a sitting of the Legislature for reasons other than those enumerated in clause (3); or
  - (b) the Member is named by the Speaker and suspended from the Chamber for the remainder of the day's sitting.
- (3) Where a Member is absent from a sitting of the Legislature for the following reasons:
  - (a) constituency business,
  - (b) business of:
    - (i) the Government of Saskatchewan;
    - (ii) the Legislative Assembly; or
    - (iii) the Member in respect of his or her duties as:
      - (A) a member of a caucus or a Committee of the Assembly;
      - (B) a critic of a department, a program, or a Crown corporation; or
      - (C) Leader of the Opposition or Leader of the Third Party,
  - (c) bereavement,
  - (d) serious illness related to the Member's family,

- (e) *exceptional family circumstances, approved by the Speaker, or*
- (f) *injury to or illness of the Member, certified to, if of more than five days duration, by a duly qualified medical practitioner,*

*no deduction shall be made pursuant to **subclause (2)(a)**.*

- (4) *Every Member of the Legislative Assembly shall make a declaration with respect to his or her attendance for the previous month in a form approved by the Board of Internal Economy, signed by that Member and filed with the Speaker on or before the 10<sup>th</sup> day of each month, and thereafter the Speaker shall make the declaration available for examination by the public during normal business hours at the Clerk's office.*
- (5) *Where a Member has been absent for a reason other than those enumerated in **clause (3)**, the Speaker shall consult with the Member's Party Whip or, in the case of an independent Member, with that Member, to ensure, to the Speaker's satisfaction, that the deduction prescribed by **subclause (2)(a)** is justified, and thereupon both the Speaker and the Whip (except in the case of an independent Member) shall authorize the deduction from the annual indemnity of the Member pursuant to **subclause (2)(a)**.*
- (6) *Every Member of the Legislative Assembly shall be paid an annual expense allowance of \$4,583\*, payable in 12 equal installments, in arrears, on the first day of each month, for the previous month.*
- (7) *Every Member with additional responsibilities in the Legislative Assembly shall be paid:*
- (a) *an annual allowance for extra duties as follows:*

<u>Positions</u>	<u>Amount*</u>
Speaker	\$30,356
Deputy Speaker	\$10,119
Premier	\$50,594
Deputy Premier	\$40,475
Minister	\$35,416
Leader of the Opposition	\$35,416
Opposition House Leader	\$ 8,095
Leader of the Third Party	\$17,708
Deputy Chair of Committees	\$ 4,047

- (b) *a sessional allowance for extra duties, at the rate in effect at the time the Assembly prorogues, as follows:*

<u>Positions</u>	<u>Amount*</u>
Government Whip	\$ 8,095
Opposition Whip	\$ 8,095
Third Party Whip	\$ 4,047
Government Deputy Whip	\$ 4,047
Opposition Deputy Whip	\$ 4,047
Chair, Standing Committees	\$ 4,047

*A Member may assume any number of the extra duties enumerated above; however, no Member shall claim more than one annual **or sessional** allowance for extra duties pursuant to this **clause**.*

- (8) *On April 1, 1997, and April 1 of each year thereafter, the annual indemnity set out in **clause (1)**, the annual expense allowance set out in **clause (6)** and the allowances for extra duties set out in **clause (7)** shall be increased or decreased by the annual change in the Consumer Price Index for Saskatchewan, **and this Directive may thereupon be reproduced to include the indexed amounts without further amendment.***

The question being put, it was agreed to.

Minute #1446

**ITEM 3**                    **Directive #22 -- Members' Accountability and Disclosure**  
**(Cont'd)**

Moved by Mr. McLane, seconded by Mr. Boyd:



That Directive #22 – Members' Accountability and Disclosure be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

**DIRECTIVE #22**  
(s.67.1(4)(a), c.L-11.1)

**MEMBERS' ACCOUNTABILITY AND DISCLOSURE**

(1) *Every Member shall, with the assistance of the Legislative Assembly Office, prepare an annual report in a standard format approved by the Board of Internal Economy, showing the expenditures made by or on behalf of the Member during the previous fiscal year, under:*

- (a) *Directive #2 – Telephone and Related Expenses;*
- (b) *Directive #3 – MLA Travel Expenses;*
- (c) *Directive #4.1 – Constituency Service Expenses; and*
- (d) *Directive #6 - Constituency Assistant Expenses;*

*including details of suppliers, amounts paid, and brief descriptions of items or services purchased. This report shall be submitted on or before September 30 in each year to the Speaker, who shall:*

- (e) *immediately transmit the report to the Board of Internal Economy;*
- (f) *promptly thereafter make the report available for examination by the public during normal business hours at the Clerk's Office and the Member's constituency office; and*
- (g) *cause the report to be tabled in the next following session of the Legislative Assembly.*

The question being put, it was agreed to.

Minute #1447

**ITEM 3**                    **Directive #22 – Members' Disclosure Report Format**  
**(Cont'd)**

Moved by Mr. McLane, seconded by Mr. Whitmore:

That pursuant to Clause (1) of Directive #22 – Members' Accountability and Disclosure the format used in the preparation of the 1996-97 MLA annual disclosure reports be approved as the standard format for the report.

The question being put, it was agreed to.

Minute #1448

**Directive #23 – Caucus Accountability and Disclosure**

Moved by Mr. McLane, seconded by Mr. Lautermilch:

That Directive #23 – Caucus Accountability and Disclosure be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

**DIRECTIVE #23**  
(s.67.1(4), c.L-11.1)

**CAUCUS ACCOUNTABILITY AND DISCLOSURE**

(1) *Each caucus shall cause to be undertaken annually by an independent auditor an audit of all monies received and disbursed from grants made pursuant to Directives #7, #8, #9, #11, and #15 during the previous fiscal year, and an audited schedule of fixed assets purchased with caucus grants and the audited financial statements and schedule of fixed assets shall be prepared in a standard format approved by the Board of Internal Economy and submitted on or before September 30 in each year to the Speaker, who shall:*

- (a) *immediately transmit the audited financial statements and the schedule of fixed assets to the Board of Internal Economy;*
  - (b) *promptly thereafter make the audited financial statements and the schedule of fixed assets available for examination by the public during normal business hours at the Clerk's Office and the respective caucus offices; and*
  - (c) *cause the audited financial statements and the schedule of fixed assets related to each caucus to be tabled in the next following session of the Legislative Assembly.*
- (2) *Upon the dissolution of each Legislature, no caucus shall make, or commit to the making of, any new expenditures above and beyond its ordinary operating costs between the day of dissolution of that Legislature and the polling day for the election of Members to the next following Legislature, and each caucus shall, within 3 months following the polling date subsequent to the dissolution of each Legislature, provide the Speaker of the Legislative Assembly with:*
- (a) *audited financial statements covering the term of the Legislature, in a standard format approved by the Board of Internal Economy, showing its financial assets and listing the outstanding accounts (including employee benefits) as at the polling day subsequent to such dissolution that should be paid from those assets, thereby determining the surplus funds of that caucus for the purposes of clause (3); and*
  - (b) *an audited schedule of fixed assets that have been purchased with caucus grants;*

*whereupon the Speaker shall:*

- (c) *immediately transmit the audited financial statements and schedule of fixed assets to the Board of Internal Economy;*
  - (d) *promptly thereafter make the audited financial statements and schedule of fixed assets available for examination by the public during normal business hours at the Clerk's Office and the respective caucus offices; and*
  - (e) *cause the audited financial statements and schedule of fixed assets related to each caucus to be tabled in the next following session of the Legislative Assembly.*
- (3) ***Where a caucus ceases to exist, within 3 months following:***
- (a) ***the polling date subsequent to the dissolution of a Legislature, and that caucus ceases to exist as a result of that dissolution and subsequent election; or***
  - (b) ***the date on which, for any reason other than as a result of a dissolution and a subsequent election, a caucus ceases to exist;***

***all surplus funds***

- (c) ***determined pursuant to subclause (2)(a), where that caucus ceases to exist as a result of a dissolution and a subsequent election; or***
- (d) ***where a caucus ceases to exist for any reason other than as a result of a dissolution and a subsequent election, determined by an audited financial statement covering the time from the March 31<sup>st</sup> immediately preceding the cessation of the caucus until the date of such cessation, in a standard format approved by the Board of Internal Economy, showing its financial assets and listing the outstanding accounts (including employee benefits) as at the date of cessation that should be paid from those assets and an audited schedule of fixed assets that have been purchased with caucus grants;***

***shall revert to the Crown, and all fixed assets that have been purchased with caucus grants, as determined by the audited schedules referred to in subclauses (2)(b) and (3)(d), shall be returned to the Crown.***

The question being put, it was agreed to.

Minute #1449

**ITEM 3                      Directive #23 – Caucus Financial Statement Format**  
**(Cont'd)**

Moved by Mr. Whitmore, seconded by Mr. Boyd:

That pursuant to Directive #23 – Caucus Accountability and Disclosure, the Board approves the format of the audited financial statements and schedule of fixed assets of the caucuses to be that used in the audit of the 1996-97 fiscal year.

The question being put, it was agreed to.

Minute #1450

**ITEM 3  
(Cont'd)**

**Directive #23 – Caucus Furniture and Equipment Inventory**

Moved by Mr. Whitmore, seconded by Mr. McLane:

That pursuant to Directive #23 – Caucus Accountability and Disclosure each caucus file with the Speaker annually the detailed inventory of equipment and furnishings purchased with caucus funds including any changes to the existing list to ensure there is a complete record of the caucus' holdings should the caucus cease to exist.

The question being put, it was agreed to.

Minute #1451

**Directive #23 – Caucus Outstanding Accounts**

Moved by Mr. McLane, seconded by Mr. Boyd:

That the Speaker be directed to prepare a recommendation for Board consideration of the definition of “outstanding accounts” as used in Directive #23 – Caucus Accountability and Disclosure after consultation with the caucuses

The question being put, it was agreed to.

Minute #1452

**Directive #24 – Constituency Office Equipment and Furniture Provision**

Moved by Mr. Whitmore, seconded by Mr. Boyd:

That Directive #24 – Constituency Office Equipment and Furniture Provision be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

**DIRECTIVE #24**  
**(s.50(4), c.L-11.1)**

**CONSTITUENCY OFFICE EQUIPMENT AND FURNITURE PROVISION**

- (1) *APPLICATION - This directive governs the provision of equipment and furniture on behalf of an MLA for his or her constituency offices by the Legislative Assembly Office.*
- (2) *DEFINITIONS - In this directive:*

“equipment and furniture” means equipment and furniture, including computer hardware and software and a photocopier, required to furnish and operate a constituency office;

“MLA” means a Member of the Assembly;

“S.P.M.C.” means the Saskatchewan Property Management Corporation continued by The Saskatchewan Property Management Corporation Act;

“term” means the period commencing on the date fixed for the return to the writ following a general election and ending on the date fixed for issuing the writ for the next general election held pursuant to The Election Act.
- (3) *PROVISION OF EQUIPMENT AND FURNITURE - The Legislative Assembly shall provide each MLA with equipment and furniture for his or her constituency office. The Legislative Assembly Office shall acquire the equipment and furniture through S.P.M.C. in accordance with current government policies.*

- (4) **MAXIMUM AMOUNT** - *The maximum amount of equipment and furniture that the Legislative Assembly Office shall provide each term to an MLA is:*
- (a) *for photocopier rental, to a maximum monthly rental amount of \$200;*
  - (b) *at the direction of the MLA, the purchase of a computer system or systems, or an upgrade of an existing computer system or systems, to a maximum of \$6,000; and*
  - (c) *\$1,000 for other equipment and furniture.*
- (5) **BUDGET** - *The Legislative Assembly Office shall budget and pay for the costs of acquiring the*
- (6) **CROWN PROPERTY** - *All equipment and furniture provided to an MLA pursuant to this directive is the property of the Crown in right of Saskatchewan. An MLA may utilize that equipment and furniture in the manner the MLA considers appropriate to best exercise the MLA's duties. When an MLA ceases to be an MLA, the equipment and furniture may be dealt with by the Legislative Assembly Office in any manner that the Legislative Assembly Office considers appropriate.*
- The Legislative Assembly Office shall maintain an inventory of all equipment and furniture covered by this directive.*
- (7) **REVIEW OF DIRECTIVE** - *The Board of Internal Economy shall review this directive at its first meeting after the next general election held pursuant to The Election Act following the date this directive is adopted.*

The question being put, it was agreed to.

Minute #1453

**ITEM 4**      **Decision Item – Finalization of the 1998-99 Budget for the Office of the Legislative Assembly:**

**ITEM 4(a)**      **Decision Item - Motion to Approve Revenue Estimates**

Moved by Mr. Whitmore, seconded by Mr. McLane:

That the Legislative Assembly Revenue Estimates in the amount of \$18,000 be approved for 1997-98 fiscal year;

And that such Estimates be forwarded to the Minister of Finance by the Chair.

The question being put, it was agreed to.

Minute #1454

**ITEM 4(b)**      **Decision Item - Motion to Approve Budgetary and Statutory Estimates**

Moved by Mr. Lautermilch, seconded by Mr. Boyd:

That the Legislative Assembly Expenditure Estimates in the amount of \$14,925,320 be approved for the 1998-99 fiscal year as follows:

Budget to be Voted -	\$5,126,320
Statutory Budget -	\$9,799,000

And that such Estimates be forwarded to the Minister of Finance by the Chair.

The question being put, it was agreed to.

Minute #1455

The meeting adjourned at 4:51 p.m.

**The Chair:** — Well let me call meeting #1/98 to order and, before I present to you or request of you a motion to adopt the agenda, introduce the officials who are here to assist us with this meeting.

You'll see across the room the Clerk, Gwenn Ronyk; the director of financial services, Marilyn Borowski, and Legislative Law Clerk Bob Cosman are all here, yes. And also with us, and I'll call them to the front in just a moment, the Provincial Auditor, Wayne Strelloff; his assistant, or assistant provincial auditor I should say, Fred Wendel; and the manager of administration, Sandra Walker; and Heather Tomlin who is the assistant manager of administration.

You have before you then my proposed agenda, which in fact is a combination of completion of items and already begun, as well as the remaining items on the agenda of our last meeting. It would be in order to have a motion to adopt the agenda, if someone would wish to move that. Ms. Crofford. Is there a seconder? Mr. Boyd. Is there discussion on that? If not, those in favour? Opposed? And that's carried.

You have had distributed to you in advance the minutes of the last meeting — meeting #2/97. And they have been reviewed by the Chair and the secretary and certified as accurate from our point of view. And it would be in order to have a motion to adopt those minutes as recorded and distributed. Mr. Whitmore. Is there a seconder? Mr. McLane. Is there discussion on the minutes? If not, those in favour please indicate. Down. Opposed? That's carried. Thank you.

And we'll now move to item no. 1 which is a table item. I'll ask Deb to distribute that to you. This flows out of the last meeting in which there was a request for information from the former caucus Chair of the Progressive Conservative caucus regarding the expenditures of monies to meet staffing obligations. And that as an information item requires no decision, and that has been received from Mr. D'Autremont by the Chair and is provided to you as an information item. Is there any comment on that?

**Mr. Boyd:** — The information provided by Mr. D'Autremont on behalf of the former caucus is there before you, and I think it is complete and certainly I think addresses any concerns that anyone would have. The information is . . . this type of information is very unusual to be providing to the Board of Internal Economy or anyone else. We don't consider it to be sensitive of nature, given the fact that there was nothing done in any inappropriate fashion whatsoever.

However, we find the request a little bit unusual and certainly unfair, given the fact that the other caucuses have not provided information of a similar nature, and one would ask, one would hope, that the other caucuses would provide similar information on their last operations, fiscal years operations, of a similar degree of comprehensive nature as is provided here. And I would hope that. And I would be prepared to make a motion to that effect and hoping someone else sitting on the Board of Internal Economy would be prepared to second that motion — that the other caucuses, the NDP (New Democratic Party) and Liberal caucuses, also provide similar information.

**The Chair:** — Are you moving that motion?

**Mr. Boyd:** — Yes, I would be prepared to move that motion.

**The Chair:** — Is there a seconder? Do you have that written out?

**Mr. Boyd:** — No I don't.

**The Chair:** — Okay. Is there a seconder for it? Seconded by Mr. Lautermilch. We'll work on precise wording here but I think the members understand the spirit of the motion. This is for . . . you're suggesting for the time period of when, Mr. Boyd? The amount requested here was April 1 to August 31 of '97. And the intention of your motion?

**Mr. Boyd:** — Would be for a similar time passage, a similar time period.

**The Chair:** — For a similar time period?

**Mr. Boyd:** — Yes.

**The Chair:** — Okay. I just refer members to the verbatim of the last meeting and the precise . . . because I just want to clarify what the intention is, Mr. Boyd, of your motion. For the details of employees' severance payments of the winding-up be provided. Right? I don't think you're referring only to severance.

**Mr. Boyd:** — No. Actually the information as you see it, Mr. D'Autremont has provided, is more comprehensive than just severance. It includes wages as well and I would hope that that would be part of my motion.

**The Chair:** — Okay. Mr. Boyd, perhaps if I can just suggest some wording to see if this is what you wish to . . . if this represents your intention: that the details of employee salaries for the period of April 1, 1997 to August — it says August — I think probably August 31, 1997 for the New Democrat and Liberal caucuses be provided to the Board of Internal Economy.

**Mr. Boyd:** — The first part was . . .

**The Chair:** — The details of employee salaries for the . . .

**Mr. Boyd:** — Details of employee wages and severances.

**The Chair:** — Wages and severances?

**Mr. Boyd:** — Yes.

**The Chair:** — Okay. For in the period of April 1, 1997 to August 31, 1997 for the New Democratic and Liberal caucuses be provided to the board? That's your motion?

**Mr. Boyd:** — Yes.

**The Chair:** — Okay. You'll second that, Mr. Lautermilch? Okay, the motion is on the floor. Is there discussion on that motion?

**Mr. McLane:** — Thank you, Mr. Chairman. Of course we'll be happy to provide that information to the member of the Conservative Party as requested. However, the reason that the request was asked when it is an unusual one, but also it was very much unusual that one party, one caucus, kind of disappeared into the night and that would not happen on a very regular basis. So that was the reasoning for the request and certainly we'll be happy, if the other members are interested, to supply the information as requested.

**The Chair:** — Okay, thank you. Further discussion? Take the motion as read? Those in favour of the motion please indicate. Down. Opposed? That's carried unanimously, and that request will then be forwarded to the New Democrat and Liberal caucuses.

Any further discussion on the table item, information item? If not then let me invite the auditor and the assistant auditor to come forward to the table for our second item no. 1— I see it's how it's listed here — our first decision item.

Just for clarity can I . . . I see there's been a typo. You've got two item 1's on your agenda. Will you make this item no. 2 and consequently change 2 to 3 and 3 to 4? The first was an information item and these are decision items, but let's not . . . let's keep separate numbers for each.

As members will know then, there was the motion here — okay, here we go — there was a motion in the minutes just adopted, item no. 4, that requested the Provincial Auditor to revise his business and financial plan for '98-99, reflect a 2 per cent decrease from '97-98. Further reduction should not be offset by increased fees and charges to government agencies; and further, that this revision should not result in a reduction of audits recorded by the Provincial Auditor's Act; and further, that this revision should be made for consideration of a future Board of Internal Economy meeting.

Which brings us to this point in the agenda of this meeting. And hon. members have been provided a copy of the response to the request from the Board of Internal Economy by the auditor, which was dated December 18. And I will ask the auditor then to make some comment in reference to that and then we'll open the floor for discussion and debate, with the end objective being the consideration of the budget presented by the auditor.

**Mr. Strelloff:** — Thank you, Mr. Chair, and members. Good afternoon. At our December meeting you asked me to consider options for dealing with having 4 per cent less resources than what we request. And you asked me to consider the feasibility of options related to reducing what you referred to as overhead or administrative costs by about \$180,000 and at the same time carry out all of my planned audits.

At our December meeting I said that when we are provided less resources we do fewer audits because we then employ fewer people. And that's the way we manage our operations. Our costs identified as administration, employee benefits, rent, advisory services, and training are not arbitrary costs. Such costs are a necessary part of ensuring we have the people with the knowledge, skills, and abilities and the support needed to carry out our work efficiently and with due care.

However I also said at our December meeting that I'd go back and reassess our '98-99 business and financial plan. And on reflection, I certainly appreciated this opportunity, because through my reassessment I was once again reminded of the importance of good planning information. When an organization knows what it's there to achieve and can set that out in terms of its goals and objectives and strategies and action plans and performance indicators, and when an organization knows and sets out the costs of each of the services it provides, such information makes it clear what will be the impact of alternative funding decisions.

Legislators must find it very difficult to assess the impact of resource allocation decisions when such information is not available to them. That is why our office continues to encourage and recommend all government organizations know and set out what they are to achieve, and know and set out the costs of each of the services they provide. I think such information is essential and should be available to all legislators.

So I certainly appreciated the opportunity to reassess what was in our business plan because it reminded me of the importance of good planning information. When our organization is not provided the resources necessary, we know that we must do fewer audits; we know which ones we will not do and why; and we know that as a result we'll end up not carrying out all of our responsibilities.

If we took the approach of reducing what you referred to as administrative or overhead costs, we know that we would end up with the unacceptable risk that the audits we do carry out would be done improperly. I do not think such an approach would be a responsible one for a provincial auditor to recommend. Certainly, as those who must rely on the work of our office, I'm sure you would agree with me.

I want to ensure that the audits we do carry out are done properly. Our audits result in important advice and assurances to you as legislators, related to, as you know, a multi-billion dollar organization that carries out many complex businesses through now about 220 separate organizations. Our conclusions, assurances and advice, have to be credible and be able to withstand the significant public scrutiny and challenge we often deal with, because we often deal with sensitive issues or reach conclusions that government officials may choose to challenge publicly.

If you think that the Legislative Assembly should not provide us with the necessary funding, then I want to ensure that the work that we do continue to carry out does get done properly. This means that with fewer resources we do fewer audits. But at the end of the day, legislators can rely — can continue to rely — on the assurances and advice we do provide.

So after considering options, I continue to stand behind my business and financial plan. If you are unable to recommend to the Assembly that my office be provided with sufficient resources, then we will not do all of the audits required for carrying out our responsibilities.

On the other hand, we do recognize the difficult role of elected members. Legislators have to raise the monies to pay for the administration of The Provincial Auditor Act, so whatever you

choose to recommend to the Assembly, we will do the best job we can to ensure our resources are well used in assisting the Assembly hold the executive government accountable. Thank you.

**The Chair:** — Thank you, Mr. Strelieff. I will suggest that, for purposes of expedient use of our time, that our discussion here would be simultaneously the original budget proposal of the auditor which we began to review in December, as well as the response which you have before you now. And then at the conclusion of the discussion, then I will ask for a motion related to the budget of the Provincial Auditor.

**Mr. Whitmore:** — Thanks, Mr. Speaker. Excuse me. Just suffering from a cold.

I want to thank the Provincial Auditor for the brief that you provided in terms of other options available. It's difficult within this realm, in terms of the Board of Internal Economy, to deal with the question of analysis of what's being put forward, in terms of dealing with public resources.

And I think at times we're not quite sure whether we have all those tools, as in the case of your budget, to deal with that in, I think, a proper way for the taxpayers of Saskatchewan. I think that's why it was important to bring forward another option and see how that compares to what's going on out there.

It was, I guess, somewhat disappointing to see, when one asked for options, how that one suddenly becomes a political football. And I was somewhat disappointed with that in terms of the media approach to it. But it lays down the problem though in terms that you spoke of, in terms of analysis of your five-year plan, or anything else that takes place within the budget that revolves around the Board of Internal Economy, in trying to deal with the question of proper analysis.

I know that you made reference in the *Report of the Provincial Auditor* of 1996, fall report, in terms of the question of accountability. And at that time members like myself expressed a concern that we're not familiar with the work of the office to assess adequately the proposals included in your plan and how to deal with that. And you've expanded your plan to cover that and to provide those kinds of explanations that are going on.

But I think we need to look into the future. And I guess this is the challenge, and the suggestion that I would like to make to you, is that if you could come up with some options on how we can deal with the analysis of your budget, you know, in advance — the question of options, in terms of what if this happens in your budget or whatever, and the opportunity too in terms of dealing with that, provide with, in a sense, outside expertise.

I know you also made reference in chapter 9, in terms of the accountability, when it was suggested, the question of a government-appointed audit committee, to do such a thing. And you spoke of it in terms of government officials. And I don't think we want an audit committee or some kind of process that would involve the government. It would have to be something of an independent nature, just as you provide that kind of analysis of an independent nature to the Committee of Public Accounts and also in the area of Crown corporations.

And I don't want a response to that today. This is something I want you to look at in terms of how we can have better tools to deal with your budget. So it's a question of process; it's the question of accountability and where we go from there in terms of what we're doing. And as I say, I'm pleased with, you know, the question of options and where we can go from there.

So with that, Mr. Speaker, I would like to move a motion, if I could, regarding the budget today and open that up for discussion. And I would move, basis the request of the Provincial Auditor for this year:

That we appropriate to the Provincial Auditor the budget request of \$4.31 million dollars for the 1998-99 fiscal year.

**The Chair:** — Can I suggest some precise wording for that, Mr. Whitmore?

**Mr. Whitmore:** — Yes.

**The Chair:** —

That the 1998-99 estimates of the Provincial Auditor be approved as submitted, in the amount of \$4.314 million, and that such estimates be forwarded to the Minister of Finance by the Chair.

So moved?

**Mr. Whitmore:** — So moved.

**The Chair:** — Is there a seconder? Mr. Boyd.

Floor is open for discussion. No discussion. The motion then is before you; just take a moment to have it completed there.

Okay. The motion before the board then is, moved by Mr. Whitmore, seconded by Mr. Boyd:

That the 1998-99 estimates of the Provincial Auditor be approved as submitted, in the amount of \$4.314 million, and that such estimates be forwarded to the Minister of Finance by the Chair.

Those in favour please indicate. Opposed? And that's carried unanimously.

And thank you very much. Any comments you want to make before we move on?

**Mr. Strelieff:** — Just a couple. Thank you very much for your support; certainly appreciate that, and also the challenge that you put on the table. We will respond.

And I'd also like to point out that this is the fourth year in a row that the Board of Internal Economy has supported the proposals of our office, and I appreciate that support. Thank you.

**The Chair:** — Thank you. And thank you to the officials from your office as well.

**Hon. Mr. Lautermilch:** — Mr. Speaker, just in terms of the timing of the response to the request by Mr. Whitmore, I'm

wondering when the auditor feels it might be appropriate to bring that back to the board; when he might be able to bring the options back.

**Mr. Strelloff:** — Mr. Lautermilch, members, when I was hearing the challenge I was thinking that that's what we would build into our next year's proposal. Are you thinking . . .

**Hon. Mr. Lautermilch:** — I think we would like to see some options prior to next year's budget.

**The Chair:** — In terms of structures or . . .

**Hon. Mr. Lautermilch:** — In terms of options to review.

**Mr. Strelloff:** — In terms of options to review. For example, we have said in the past that perhaps the Public Accounts Committee should have a first look at our budget before it comes to you so that . . . Because they work with us so closely, they would be able to provide you certainly that independent analysis without having to go to what was referred to as a government-appointed group. I mean there is one option. So before budget; any particular time frame?

**Hon. Mr. Lautermilch:** — I don't know when the Speaker might be calling the next Board of Internal Economy meeting. I would assume we'd be meeting sometime during the spring session or towards the end of the session. I don't know that. But I, you know, I think that should give adequate time to do a review.

**Mr. Strelloff:** — Members, what you're indicating is that before you go through this again you want to have the opportunity to think through the process. That's the key part.

**Hon. Mr. Lautermilch:** — I think so. You know, I think if we could have some kind of a response.

**The Chair:** — And are you saying together with the auditor here?

**Hon. Mr. Lautermilch:** — I think if we could have some kind of response — even if we had it in writing — we might be able to . . . We might want to ask if you could send to the board — to the Speaker and then to members of the board — what you would make in terms of options, recommendations in terms of . . . not particularly recommendations but certainly identifying options for the board to have a look at.

And if we would have that, say, within a six-month time frame it would give us the opportunity to, as a board . . .

**The Chair:** — I was thinking perhaps more appropriate to say within four months, which would put us . . .

**Hon. Mr. Lautermilch:** — Or four months. I mean I don't know . . .

**The Chair:** — Early in May, and I would provide for the board members, if you wish, with the possibility of having the discussion while the House is presumably in session if you . . . for the convenience.

**Mr. Boyd:** — While that request may be something the Provincial Auditor can accomplish, I think it might be somewhat difficult if you . . . if you're looking at next year's budget now. The information that would be helpful in formulating that next year's budget would be things like how much more the government intends to jack up utility rates, which were a big part of your overhead costs that were there, as well as how much more work the government may or may not intend to give you next year.

Those would be part of the criteria I think, that you would want to be looking at. So hopefully the government can provide not only the Provincial Auditor but all taxpayers in Saskatchewan some indication of what those things would be.

**Hon. Mr. Lautermilch:** — I think, Mr. Speaker, if I can just comment to that. We're not asking the auditor to bring forth a budget; we're asking him to bring forth options that might assist us in reviewing next year's budget prior to next year's budget being presented.

**The Chair:** — Well let's just put on the record then the auditor has been requested, if at all possible, to provide options for the process of review of the auditor's budget by early May. And then when we receive that, we'll forward it to board members and go from there. Thank you very much.

Now as we go through here, because that was item 2, we're now moving to item 3, and if you'll please, within your own documents from materials provided to you, change 1 to 2, 2 to 3, and 3 to 4, so that we're all playing on the same page.

Okay. Are you ready to move along to item 3? And what I'd like to recommend to us then is we consider a comprehensive review of directive amendments. As you will know, subsequent to the number of . . . large number of changes that flowed out of the McDowell Committee report last year, I had committed to the board on more than one occasion that I would do a review of the procedures that were required from those new directive changes. And those new directive changes, as we all know, focusing on increasing accountability and transparency.

I have taken a look. I've had a chance to do that, particularly as we've had the extra time to look at it in some detail and to look at the impacts not only on operation by MLAs (Member of the Legislative Assembly) but also constituency offices and caucuses. And I've also reviewed the ongoing operations unrelated to the new directives but which are part of the realities of life for the operation of members and their caucuses. And I've also reviewed the directives for LAO (Legislative Assembly Office) administrative clarity and efficiency, which is in the area of housekeeping, and have concluded four things basically.

That the accountability paperwork for MLAs and their caucuses has gone up substantially, and in my view should continue, but there is room for some simplification of procedures. Secondly, that with accurate information about MLA expenses, all of which are now based on claims for reimbursement of actual expenditures — I point out the travel allowance has been eliminated as an allowance — it's become obvious to me that at least a quarter to a third of the MLAs are out of pocket for expenses while performing their duties.



Thirdly, I've concluded that we should not return to allowances, but MLAs should be reimbursed for reasonable actual and verified expenditures.

And finally, I've concluded that directives should be easier to understand. They should be up to date and easily updated, and this includes the relationship between the directive and The Legislative Assembly and Executive Council Act, which is the legal authority for our directives.

Now there are some general amendments that I'm going to recommend to you as we go through the recommended directive changes that I've provided to you. And just to outline them so we don't need to repeat them, in general, amendments to the directives have been changed so that the reference to the Act is clearer. And you'll find it under the title; so that anyone who's reading the directive can see very clearly what the authority of that directive is.

There's also a change so that the directives from here on in can be indexed and updated by the Legislative Assembly as we provide information to constituency assistants or whoever, without you having to pass an amendment to change a specific number that's only been indexed. So it can be done automatically.

We've done some housekeeping changes so that we're accurately referring to clauses and subclauses. And we're putting the effective dates in the heading above the title so that it's clearer to people who read them.

Amendments that I'm recommending to you were in bold in the copies provided, and that way you'll be able to follow through with them.

Now we can move to directive 1.1, MLA sessional expenses. What I recommend to you in MLA sessional expenses are some changes that would change the title to MLA sessional expenses from members' per diem sessional expense allowance because it eliminates the notion of allowance, which is no longer the case. But it does provide for Regina members during the session to claim for meal reimbursement consistent with the financial administration manual, and or actual and reasonable as supported by receipts. It eliminates the use of the term per diem because there is no longer a per diem. That notion has been eliminated and it updates directive 1.1.

It would be in order if . . . You have before you a recommended motion with the recommended directive change. Does somebody wish to move that motion, or something else?

**Hon. Mr. Lautermilch:** — I'll move that.

**The Chair:** — And seconded by? Mr. Boyd:

**That Directive 1.1 — Per Diem Sessional Expense Allowance-Non Regina Members** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Is there discussion on that motion? If not, those in favour? Opposed? That's carried unanimously.

Directive 2, which I recommend to you as telephone and telephone-related expenses, that the title be changed to telephone and related expenses. What I'm recommending as well is that the practice of applying communications restrictions to fax communications be confirmed, as members were previously advised by the Speaker. And this allows as well for the claiming of fax expenses such as paper and toner. It includes as well operating costs for cell phones such as battery packs and adapters, and it provides for members to assign the signing of invoices to your constituency assistants for amounts under \$50.

So those are the implicit changes to the directive. It would be in order if someone wishes to move that? Ms. Crofford. Is there a seconder? Mr. Whitmore. And the motion then is:

**That Directive #2 — Telephone and Telephone Related Expenses** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Is there discussion?

**Hon. Mr. Lautermilch:** — With respect to this particular directive, I've had a discussion with some members who have indicated that they have a residence perhaps in Regina as a second residence. And there is no ability to claim reimbursement for a telephone in that residence. I'm not describing your principal residence, but an out-of-city MLA who is doesn't . . . isn't able under the directives to seek reimbursement for that.

And I'm just wondering if that could be considered as an addition to this particular directive. What kind of wording would be required in order to make that happen? Or if members would . . . perhaps they'd like to have some discussion on that? Or is it just perhaps a matter of policy, that an implementation of the existing directive could be changed?

Bill, this is under directive 2, the telephone one.

**Mr. Boyd:** — I'm short one page.

**Hon. Mr. Lautermilch:** — Are you?

**A Member:** — Yes, probably the new package.

**The Chair:** — Let me just clarify, Mr. Lautermilch. Members, of course, no matter where they are, can always claim long-distance charges of course.

**Hon. Mr. Lautermilch:** — That's right. But it's . . . we're talking here I . . . just let me use it as an example. I know some members are carrying their cellular phones to their apartments rather than renting a telephone on a monthly basis, and incurring the cost, because they don't see it as being necessary as a personal expenditure.

I can understand where in their home residence they're required to have two telephones. One, because I mean as your home you would rent a telephone and then you could be reimbursed for a second line that you might put in for use as an MLA. But I know it's causing some discomfort for some out-of-province members. And the fact is that they are using their cell phones

rather than renting and incurring the costs of another telephone rental in the city for when they're here.

And it's probably cheaper, I would suggest, to pick a line up, and so I'm asking I guess whether . . . is it policy or is it . . .

**The Chair:** — It would require a directive change in order to achieve that.

**Hon. Mr. Lautermilch:** — Well I could . . . I mean I could see that there would be some reason to look at that.

**The Chair:** — Are you wanting recommended . . .

**Mr. Boyd:** — First the directive and what needs to be changed.

**A Member:** — Directive 2.

**The Chair:** — It's directive 2. It's this directive.

**Hon. Mr. Lautermilch:** — Yes. It's the one we're working on here right now.

**The Chair:** — I think what you're saying is the telephone in a temporary residence in the capital city is what you're talking about.

**Hon. Mr. Lautermilch:** — Or a second residence. I mean most people have a primary residence, that being the . . .

**The Chair:** — That's why I say temporary residence.

**Hon. Mr. Lautermilch:** — Or a secondary residence. It may not be temporary. It may be permanent within the city, I don't know.

**Mr. Boyd:** — I think it would be better to consider it a secondary residence rather than the city of Regina. There has been occasion in the past where people have lived — I know of a couple — at Lumsden for example, and came into Regina.

**Hon. Ms. Crofford:** — Secondary residence is just some more . . .

**Mr. Boyd:** — I think Arlene Julé lived with her daughter out at Lumsden.

**Hon. Ms. Crofford:** — So there'd be a phone that wasn't the family phone.

**The Chair:** — Is there anything else on this directive? Because what I'm going to suggest then, rather than us wait while we're drafting a sentence, is if we move along and then come back when we've got a . . . it is possible to do this. It does require an additional sentence. Where you'd find it, if you look in your directive #2, under clause 2 you'd add a "g" which would refer to secondary residence. So we'll draft that. And then we have had . . . this motion has been moved? Okay.

So we'll come, if it's the will of the board we'll suspend consideration of this motion, and then we'll come back and I'll recommend to you an amendment to the motion which has been moved. Is that agreed, to handle it in that way? Okay.

Is there anything else on the travel . . . or sorry, on the telephone that you wanted to raise? Anything other than that? Everything else has been covered? Okay. So we'll come back to that single item in a couple of minutes.

Let's move along to directive #3, MLA travel expenses. What I'm recommending to you here after review of this in some detail, matters flowing out of McDowell changes as well as the ongoing practice as well as Legislative Assembly Office administration efficiency, I'm recommending a number of changes here in travel expenses.

First of all that we change the title from travel allowance to travel expenses to make it clear that the travel allowance, it's an outdated phrase and there are no allowances, they no longer exist, and that we get rid of that in the title and change it to MLA travel expenses.

What I found in review is that between a third and a quarter of our private members in fact were out of pocket in the previous fiscal year for travel expenses in performance of duties. So it strikes me as being reasonable to reconsider the formula and the rate for travel. In reviewing that, and looking at other ways of calculating or assigning that particular item, what I find is that the federal government's rate for federal employees in the province of Saskatchewan, at 34.5 cents per kilometre, is in my view a more realistic figure upon which to base the formula and the claim rate available to MLAs.

I point out to members that the federal government rate for Saskatchewan is the lowest that they have in the country, and it is also lower than for members of parliament. But it is the one that seems to me to be reasonable as best as I can anticipate. This occurs as a result of all of the extra bookwork being done by MLAs and their claims, and finding out just exactly how much is being expended in performance of their duties. And so we are able to determine . . . and all of that is being claimed precisely on the basis of costs incurred. So it puts us in a position to be reasonably accurate I think, as to what's reasonable and should be made available to members.

Thirdly there is a . . . I'm recommending a formula change. It has historically been in Saskatchewan that there have been rural ridings and urban ridings. And in the last change in the make-up of constituencies we've ended up with six that have been what I think all would call rural-urban ridings, which have large urban centres but significant rural sections to them as well. And as you know, the amounts available for members to claim for travel has to do with the size of your riding, with rural being a larger amount than urban.

This has put the six members — if they were all private members or not — but in position where they have this rural-urban riding, that they're neither the rural nor urban. And so what I'm recommending is a point halfway between, where we change the formula. And for the purposes of the formula, we differentiate between those ridings that are less than 100 square kilometres — basically urban; those that are over 2,000 square kilometres, which is our definition of rural; and that we have a category between 100 and 2,000, which we would call urban-rural, and that they would provide for the formula to use the figure 32,500 kilometres, which is halfway between urban and rural.

On the claiming of meals, I recommend that we . . . members could claim according to the financial administration manual, or actual and reasonable expenses, with receipt provided. And the unreceipted accommodation. A number of members have in fact taken apartments — this is the most common — in Regina, and maintain them year round. The option they have then is stay there or stay in a hotel, and the amount that they've spent on a hotel is a lot greater than the unreceipted amount of \$15. And I'm recommending that that should change to 25, so as to . . . for the incentive for members to use other than hotel accommodations intersessionally.

Also that it would permit, when members are purchasing meals as part of their performance of duties in their home community, that that could be part of their travel claim. That most affects members in Regina and Saskatoon, whose home community encompasses a large number of constituencies actually. And that there be caucus travel claims for only accommodation and meals that would be available to ministers, Leader of the Opposition, and the Speaker.

And that also, in the interest of expediency without reducing accountability, that invoices . . . members are . . . they can sign them either on the front or the back of the invoice. For some reason we've said that you have to sign them on the . . . wherever it is on the front. We've gotten into the silly notion here that if it's signed on the wrong side of the thing we end up sending it back because it's on the wrong side. It's got nothing to do with the accountability, and we just make that clear on the directive so we can get on with life, and when we're dealing with these matters within the LAO, they're done realistically.

So those are the recommended changes that I give you related to the travel allowance, and I recommend the motion and the directive change to you. Does someone wish to move that? Mr. Boyd. Is there a seconder? Mr. Whitmore. Is there discussions? Oh, sorry, and the motion then being:

That **Directive #3 — Annual Travel Allowance** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Discussion? Those in favour? Opposed? That's carried unanimously.

Directive #4.1. This is a fairly complicated one. And this comes about as a result of, when talking to members, I found that members were having . . .

**Mr. Whitmore:** — . . . the pertaining clause having to do with the MLA expenses, travel log, and travel allowances, that point?

**The Chair:** — Oh sorry. Yes, exactly.

**Mr. Whitmore:** — No. 10 to your recommendations.

**The Chair:** — That's right. Here we are, that's right. It was required by the board to, at some point in time, to approve a travel log. We said we would do it on trial for a period of time, see how it worked for members, before putting it into the directive as to what's used. And what I'm recommending to you then is that the format we have been using, in talking to the

members after having gotten used to it, it seems to be complete and nobody's got a better idea; so I recommend that to you. Do you wish to move that, Mr. Whitmore?

**Mr. Whitmore:** — Yes, I will.

**The Chair:** — Okay, is there a seconder? Mr. Boyd. The motion:

That pursuant to clause (3) of **Directive #3 — MLA Travel Expenses**, both the travel log form and the travel allowance expense claim form are approved for use under this allowance.

Discussion? In favour? Opposed? And that's carried.

Okay, constituency service expenses. This is a fairly complicated one and I talked to a large number of members who had a large number of problems actually that it seemed to me could be solved by combining directives — what have been directives 4 and 5 — where I think we may be able to solve problems for MLAs' carrying out of their operations in their constituency offices without having to change the budget.

And so what I'm recommending that we do is, in effect, continue to operate with the same accountability and transparency, but that we combine the constituency office and the communications allowances budgets available so that members can draw from the grand . . . from the total of both for communications and/or office expense, office operations. This places, I suppose, a little more emphasis on the need for annual planning by MLAs in their own constituency offices.

But it does enable some members who have really pressed . . . Some examples are, particularly where their . . . in their constituency they've got only high rent offices available to them. Or in rural areas where MLAs will have two or three constituency offices. Some of the members are extremely pressed in their ability to be able to afford to operate their offices with the amount of money available.

My suggestion, by doing this, is that this would allow them to use some of the money that has traditionally been assigned to communications for constituency office operations, and gives them . . . puts both of those things . . . With communications being an MLA activity largely out of the constituency office — allows the MLAs to do the complete job of serving their constituents with more flexibility in the funding and therefore without having to increase the budget. So that's why the combining. I recommend to you we combine the budget available into a directive now called constituency service expenses.

I'd also recommend . . . The auditor had pointed out to us that there is no requirement that MLAs insure the equipment that they have in their offices — some do, some don't. The auditor said it should all be insured so that if there was a fire or something of that nature then it would be replaced without cost to the Legislative Assembly. And so I'm recommending to you that that become both a requirement of MLAs, that they must now — there's no option — they have to insure their office furnishings and equipment. And that we will increase the office budget accordingly in order to ensure that that's done. So that's

\$20 per month.

Also recommending to you that we continue the practice of prorating the allowance, which means that members are not restricted to spending in twelfths related to the current month, but can in fact go two months in advance, but no more, as has been the case in the past.

And that plaques which are not given to individuals, or not gifts, be permitted to be provided by members to groups or organizations, as well as members being able to provide national as well as provincial pins or flags.

Also to put into the directive what has been a previous motion — that training and registration fees and travel for constituency assistants be permitted under this allowance, as well as training and registration fees for members, with approval by the Speaker.

Contractual services, situations clarified so that all constituency assistant services are done through payroll as required by Revenue Canada, to make that clear now. And also that for amounts under \$50, you can authorize your constituency assistants to sign on your behalf for those invoices.

Those are the combination of recommendations that fall in this, and I recommend them to you. Do you wish to move that, Mr. Lautermilch?

**Hon. Mr. Lautermilch:** — I'll move that.

**The Chair:** — Is there a seconder? Mr. Boyd. And the motion being:

That **Directive #4.1 — Constituency Service Expenses** be adopted effective February 1, 1998 to read as attached and as recorded in the minutes.

Is there discussion?

**Hon. Mr. Lautermilch:** — Two questions. With respect to the amount that members . . . Two questions I want to raise with you. One is with respect to the amount that members are allowed to use at one time. I'm understanding this directive would allow you any accumulated surplus, plus the month you claim, plus two additional months. Is that accurate?

**The Chair:** — No. At no point in time could members have claimed more than two-twelfths more of the budget than the fiscal year has elapsed. So that for example, if you're in April, you can have claimed no more than April, May, June; so no more than three-twelfths of your total budget by the end of April.

This prohibits members from, you know, being able to spend the whole budget in the first few months.

**Hon. Mr. Lautermilch:** — Just one other issue. With respect to items such as a laptop computer or . . . I can't think of any other piece of equipment. But in terms of personal liability, I guess, what I'm saying is are there any circumstances where a member, if an office is underinsured, would be held liable for any shortfall with respect to an insurance claim that may or may

not happen. Because I think that would be . . . that's a position that we wouldn't want to see members in.

If someone's constituency office . . . or a laptop were to be stolen from a vehicle, who would pay the deductible? Is there any potential way . . . because frankly, this is SPMC (Saskatchewan Property Management Corporation) property. And I think members find themselves in a bit of a difficulty having to insure someone else's property, which basically this is. It's no longer the property of the member. We did away with that particular scenario quite some time ago. And I guess, is this the best way to deal with this?

**The Chair:** — In response to that, Mr. Lautermilch, there would not be a personal liability, but in the case that you cite, if there was a deductible, the deductible would be charged to the allowance. Not to the member, but it would be charged to their allowance because it's an operational expense for the constituency office.

**Hon. Mr. Lautermilch:** — Yes, well I just wanted to know. Because I guess, if a member would have the unfortunate circumstance of finding themselves without a constituency office, my guess would be there would be some fairly substantial expenses in terms of notifying their constituents that they've moved to another location, which comes out of your communications allowance. Then the deductible . . .

**The Chair:** — Well in fact we should eliminate the word allowance. It's out of your constituency service expenses.

**Hon. Mr. Lautermilch:** — Or expenses, whatever. But I mean, I guess what I'm saying is this would be unfortunate as heck, and then incurring yet more expenses on top of this. I guess I would see this as being a responsibility of Saskatchewan Property Management Corporation, who owns the equipment. This isn't equipment owned by an MLA.

**The Chair:** — Yes. The difference here is that the — and this is what the auditor pointed out to us — is that technically this equipment and furnishings that members have in our constituency offices is not owned by SPMC; it is owned by the Legislative Assembly.

The Property Management Corporation comes in when members cease to be a member and are involved in the, you know, in the disbursement of the equipment at that time. But that was why the auditor made the recommendation to us, that it should be to protect the Legislative Assembly. It should be a requirement that members insure this equipment because it is Legislative Assembly equipment.

**Hon. Mr. Lautermilch:** — But on the other hand, I would just as soon protect the members from incurring an expense that they have absolutely no . . . or shouldn't have any responsibility for. I mean the deductible to me, claiming that against the expense, is not a scenario that I . . . I think that's an unfortunate circumstance that perhaps should be borne through the Legislative Assembly Office if that be the case.

**The Chair:** — Well it would clearly need to be a directive change in order to, in order to achieve that. If I can just go back and I'll — just a moment, Mr. Boyd — if I just go back to your

previous question too, about being able to spend from the constituency service expenses in advance of the twelfth per month, I said you could move ahead two. It allows for two-twelfths in advance of the current month, but it does not allow to move . . . there is no freedom to move to the next fiscal year. So that if you are in March . . .

**Hon. Mr. Lautermilch:** — Okay. Yes, I see what you're saying. That's reasonable.

**The Chair:** — If you're in March and your constituency service expense is used up, then from that point until the end of the fiscal year, that is, that is on the member of the legislature's personal book.

**Mr. Boyd:** — That's in the situation right now, is it not?

**The Chair:** — Yes, that's right, but I wanted to make that clear.

**Mr. Boyd:** — Well if I'm understanding Mr. Lautermilch correctly if, you know, I'll use I guess myself as an example, if my office in Kindersley burnt to the ground tomorrow and my insurance coverage only covered, we'll say 75 per cent of the loss, the additional 25 per cent would have to be made up from any budget that you have in your constituency service expense account.

**The Chair:** — Although what I'm recommending to you . . .

**Mr. Boyd:** — What happens if you have nothing in it? You're unable to run an office for a period of time?

**Ms. Ronyk:** — That's the way it would have been before. You had absolutely no way to get anything to cover the loss. Before, you would have had to replace your whole office out of your allowance; there was no provision for you to have even a part of it replaced. Now with the insurance requirement, at least you'll get 75 per cent of your office covered.

**The Chair:** — Although the requirement is that you insure it all.

**Mr. Boyd:** — How do you know though? That's the problem. As things change over time and as insurance coverage is frequently . . . These things aren't looked at perhaps as carefully as they should be. They come in, they kind of give her a glance-over and they say, well then insure it to this amount. And then when you go back to try and purchase that computer or that fax machine that the insurance agent has said is worth \$1,000 and it all of a sudden becomes a \$2,500 replacement item, you're kind of in a bad spot.

**The Chair:** — Well I think the answer to your question is yes, that the member would have to . . . may be in a position where they have to make some difficult decisions. As has been the case.

**Mr. Boyd:** — Such as closing their office and not allowing their constituents access?

**The Chair:** — Well I suppose if you want to get technical, the answer would be yes. I think in realistic terms it would be my desire to see the board provide for some exceptional solution to

an exceptional circumstance. We've never been faced, certainly in my time anyhow, with that kind of a circumstance. It's something that, if the board wishes, you could put into the directive. If it's not in the directive, it would be my view that something that . . . So the short answer to your question, Mr. Boyd, is yes.

**Mr. Boyd:** — I don't think it's a situation that we should be, you know, overly flippant about.

**The Chair:** — No, no.

**Mr. Boyd:** — Fires happen; theft happens; all of these things happen.

**The Chair:** — Yes, well and that's why, and that's specifically why, the auditor said it should be not something optional to members, but a requirement to insure, partly and for that precise reason. And that's why I say too, it would be my view that if something like that happened, we'd look at providing some workable and expedient solution under exceptional circumstances. But if you want to put something in the directive, you certainly have the freedom to do that if you wish.

**Hon. Ms. Crofford:** — Well I was going to say, even if the directive was to read, Mr. Chair, something along the lines of the board, or even the Speaker yourself, having the ability to approve in an exceptional circumstance. And of course, that leaves you having to define exceptional. But we don't mind you having that . . . I'm sure, knowing you, that you wouldn't approve exceptional unless it was. I don't know if that's easier than a blanket coverage clause or not.

**The Chair:** — Can I recommend to you . . . I do feel a bit awkward with something like that being solely the responsibility of the Speaker to define. If you like, I would certainly consider the problem and bring back a recommendation related to the constituency service expenses, dealing with a matter of unforeseen catastrophe to a member's office, and bring a recommendation to you at a future meeting. Is that acceptable?

**Hon. Mr. Lautermilch:** — Mr. Speaker, maybe if I could. I, you know, I really don't feel comfortable with that, to be honest. I would rather see insurance pursued by the owners of the equipment — well some other agency other than an individual MLA. Because I think it would either be the Legislative Assembly Office or done through SPMC or whatever. I mean to me it doesn't matter. But as long as those liabilities are covered by the Legislative Assembly Office. I mean I think that's where it rightfully should lay.

**The Chair:** — The difficulty we have in administratively doing that, is that the only record that the Legislative Assembly Office has of equipment and furnishings is what's provided by the MLAs. So, you know, you can't go out and insure for things that you don't know whether they exist or not. And the members are in a better position . . . If there are things in your office, for example, that are not the property of the Legislative Assembly Office but they're part of your operation, we couldn't, number one, know that. I don't know that the Legislative Assembly could insure that. And in reviewing this, it's for this reason I think the person who's in the best position

to purchase the actual insurance is the . . . (inaudible interjection) . . . Yes. Right. Well and what the Clerk points out, which is in this directive, is that the Legislative Assembly Office could pay for the insurance, and that's in fact what's recommended to you in this.

**Mr. Boyd:** — What about the exceptional circumstances not being the board . . . or reviewed by the Speaker but by the board?

**The Chair:** — I think I'd certainly feel much more comfortable with that. What I would not want to see is if we get into fuzzy areas, if members in their own minds may call exceptional and other members may not. Where if it's dealt with by the board, then it's clear and above board. And would that be acceptable to you?

**Mr. Boyd:** — Agreed.

**The Chair:** — Okay. Can we come back to this one; set this aside for just a moment and I'll ask for a sentence to be drafted in this directive to include that here as well. Okay. No, well I mean we can wait while we're drafting the sentence or we can continue on that . . . (inaudible interjection) . . . That's right.

But before we move along, is there anything more on constituency service expenses? Okay, on other things, Mr. McLane, on this directive?

**Mr. McLane:** — On this directive, and it relates to the insurance. Again I think what we're all trying to decide is how best to insure what's in that office. And I guess that raises a couple of questions.

One is: what about the equipment or things in the office that are not . . . that do not belong to SPMC, that are the MLA's own personal equipment or what he might have? For example, when I started, there wasn't nearly enough money to buy what I needed so I bought the stuff for my office and then got it as a money gain.

So does the insurance cover . . . will the insurance cover everything in the office? Or will it only cover what's owned by SPMC?

**The Chair:** — Well again this may be something we'd like to clarify. I would assume, but I'm realizing as you ask the question, that I'm assuming it and it's not written in the directive — it says that they're property of the Crown. Section 13 refers to only items purchased from this allowance, from the constituency service expenses, and are the property of the Crown.

So that's all that's authorized in this directive as is currently written.

**Mr. McLane:** — So then anything else would not be covered then?

**The Chair:** — Not . . .

**Mr. McLane:** — Well it should though.

**The Chair:** — I assume that when you're purchasing, when you're purchasing your insurance, you're purchasing for contents of the office — furnishings, equipment of the office — and that the policy itself would not differentiate.

The directive says that for furnishings, equipment owned by the Crown, you have to, and funds are provided. There's nothing here that's prohibiting that policy to also include what would be personal property of the members that you're using in your office. But it's not something you'd purchase through your allowance. You've just brought it to the office and used it.

**Mr. McLane:** — . . . a little more clearly that it is a fact, so that there isn't a grey area when it comes . . . when that unforeseen circumstance happens?

**The Chair:** — Okay. Can I ask the . . .

**Mr. McLane:** — And I would suggest that be so.

Secondly is on the insurance itself. I'm just a little unclear on the amount of the insurance. I don't think it says anywhere that on the amount of the insurance . . . What about the people that have two or three constituency offices?

**The Chair:** — Based on our review, Mr. McLane, this is why the only change in the previously existing two formulas being combined is to increase the office amount by \$20 per month, which would provide, in our judgement, the cost of purchasing that insurance, if you're not already doing that.

**Mr. McLane:** — But that would only cover for one office. For example, the insurance on my particular office — and I guess the reason I know this is because I just paid the premium — was in excess of \$200 for the equipment in one office. So if I have another office with another set of equipment in it, who pays for the insurance for it?

**The Chair:** — Was that included liability insurance in that? Was that total or was that just your loss? Our assessment was that 20 would probably cover two offices for the portion of replacement for loss and fire and theft.

**Mr. Boyd:** — Why would you want to set it at a particular figure? Should we not go with a receipted figure and then it would . . .

**The Chair:** — Yes. That is, in fact, that's what's in the directive, is a figure. But I'm telling you how I got the figure. I took the old figure and added . . .

**Mr. Boyd:** — But you're setting it at \$240, I understand. The fee, according to what I see here, increased by \$240. Wouldn't it be better to have the constituency office and service allowance be increased by a receipted amount to provide for office equipment, insurance premium payment? That way it would cover off the concern that Mr. McLane has about more than one office. It would also cover off any increased premiums that we may not be aware of in the future and that sort of thing.

**The Chair:** — Okay, just in response to this. If you wish, what we can do to achieve what you're asking, if you wish, is where you now see in the proposed directive 2(b), the figure 14,880

could be reduced by 240, which would take us back to where we were before.

We could then consequently add to directive #24 that insurance and deductibles for insurance would be covered directly by the Legislative Assembly as submitted by the members, and I think that may achieve what you want to have. Okay?

So rather than trying to build it into the budget here, we just deal with a separate item. You're required to do it; it's covered. If you have three offices, then it's different than if you had two. And if you have a claim, then your deductible is covered without going into your constituency service expense. But it's always by receipted amount.

Was that more acceptable? Okay.

Okay, then I think with that we've solved the only concern you have, and can I suggest an amendment to the motion? The mover of the motion was Lautermilch and Boyd. Can I suggest an amendment to the motion then to change clause (2)(b) to read 14,640? Someone wish to move that motion, that amendment I mean?

Okay, Mr. Boyd and seconded by Mr. Lautermilch. Okay. That's the amendment; so it reduces the amount available through the constituency services expenses to where it was and then we'll deal with the other end of it when we come to directive #24. Okay?

So moved, the amendment then, to reduce (2)(b) to 14,640. Discussion? In favour? Opposed? Carried.

You have before you then the motion:

That **Directive #4.1 — Constituency Service Expenses** be adopted effective February 1, 1998 to read as attached, which is recorded in the minutes with clause (2)(b) to read \$14,640.

Discussion? In favour? Opposed? Carried.

Now are we able to go back to telephone now? Okay, if we go back to telephone and we had the motion that we've deferred this to ask for some wording.

Now before I recommend an amendment to you, I think you're wanting to be . . . Are you wanting to say secondary residence or do you want to say secondary residence in Regina? I think you want to differentiate some way.

**Mr. McLane:** — What if you're outside Regina?

**Mr. Boyd:** — Somebody might rent an apartment in White City here or something? Or a house?

**Mr. Whitmore:** — Been there, did that.

**Mr. Boyd:** — Yes, well some people might do that. Secondary MLA-related residence.

**The Chair:** — Because I don't think we want to say secondary residence period. We don't want to be that open-ended.

**Mr. Whitmore:** — Would Regina and area cover that option?

**The Chair:** — Sure, secondary residence in Regina or area.

**Mr. McLane:** — What is the problem with just saying secondary residence? Tell me the problem.

**The Chair:** — Well the problem is that some member may say, well I've got a secondary residence that's, you know, at the lake or . . . and I do MLA business from there and therefore I want the phone covered when I'm in my cabin at the lake. And that's to the extreme about being ridiculous about it, but that's the significance of words. And I think the intent is to say secondary residence — it's required for your purposes of your MLA duties — secondary residence for the purpose of performance of duties as an MLA.

**A Member:** — Yes, but that doesn't deal with it either because you've still got the cottage business there. I mean that's what you're trying to avoid, I think.

**The Chair:** — Let's not get complicated. I think . . . because are we saying Regina or area?

**A Member:** — Yes.

**The Chair:** — Yes, well, secondary residence in Regina or area.

**A Member:** — Yes.

**The Chair:** — Okay, in Regina or area.

So if you'll look to telephone then, clause (2), and we'd . . . then we would add to clause (2) a (g), a new (g), so it would read eligible expenses from this allowance include:

(g) for a secondary residence in Regina or area, telephone expenses — including installation, rental, long distance, and other telephone services referred to in sub-clause (f).

Okay? Does somebody wish to move that amendment? Mr. McLane. Is there a seconder? Mr. Boyd. And we'll draft this for you then. Does everybody understand clearly then? Okay. In favour of the amendment? Opposed? That's carried.

We have then before you the directive, the motion then moved by Crofford, seconded by Whitmore. Okay, having carried that amendment, the motion as amended would read then:

That **Directive #2 — Telephone and Telephone Related Expenses** be amended effective February 1, 1998 to read as attached and recorded in the minutes with the addition of new subsection (2)(g).

Okay. Discussion? In favour? Opposed? Carried unanimously. Okay, so that's dealt with then and Debbie will write those up for the amenders to sign and the movers. And we'll now move to . . . We've voted on directive 4.1.

Okay, now would it be in order, having carried 4.1, then to revoke the previously existing Directive 4 — Communication? Does somebody wish to move that? Mr. Whitmore. Seconder?

Mr. Boyd?

The purpose here is to eliminate now 4 and 5 because you've combined them in 4.1, so we don't have contradictory directives. And the motion:

That **Directive #4 — Communication** be revoked effective February 1, 1998.

Which is the date of coming into force of the new. And is there a discussion? In favour? Opposed? Carried.

And is there a motion for 5 here? Then we need the same for Directive 5. Mr. McLane. Is there a seconder? Mr. Whitmore.

That **Directive #5 — Constituency Office and Services** be revoked effective February 1, 1998.

Discussion? In favour? Opposed? That's carried.

Okay. Directive #6, Constituency Assistant Expenses. What I'm recommending to you is, that you'll find here, is the following: that it make clear that, consistent with Revenue Canada rulings, that the payment of constituency assistants must be done through the payroll process. And that's consistent with Revenue Canada. That's been communicated to members previously, but I recommend it should be in the directive so that when a new constituency assistant comes along, looks at the directive, they get the full picture.

Secondly, that we put into the record here the reality regarding the accounting for expenditures related to constituency assistants. Up till now the amount of salary of assistants has been in this directive, and then the holiday came from a different amount. But when it came to the *Public Accounts* report, it combined the two. And so what I'm recommending — this is really for an administrative expediency; it changes nothing in terms of the public report of expenses for CAs (constituency assistant) charged to members — that the holiday pay for CAs be included in the amount here and deducted from, and that we see it as a single item.

And finally that the extended health plan be extended to constituency assistants. As you are aware, previously, about a year ago, public service employees, in lieu of salary increase, negotiated some health benefits which since then have been extended to Legislative Assembly employees but have not been extended to constituency assistants. And all of this has been done in lieu of negotiated increase for public service employees.

Consistent with the tradition that the amounts available to members and also the benefits to members' constituency . . . sorry, amounts available to members to use and the benefits to your constituency assistants should be consistent, I recommend to you that we add that, effective with this directive coming into effect April 1 of 1998, the new fiscal year, that the extended health care plan be extended to constituency assistants.

That's my recommendation to you on that. Is there discussion, or someone wish to move that? Ms. Crofford, are you moving? Okay.

That **Directive #6 — Constituency Assistant** be amended

effective April 1, 1998 to read as attached and as recorded in the minutes.

Is there a seconder? Mr. Boyd. Is there discussion?

**Hon. Mr. Lautermilch:** — One of the comments that has been raised with me by a member is in terms of the payroll-only option with respect to payment for services out of the directive. And I guess the specific issue that was raised was in the case of say a speech writer, someone who would be asked to work on a project-specific initiative that might be, I don't know, 20 hours, 10 hours, pick your poison, and within any other world that I live in, Revenue Canada would view that as a legitimate contract. In particular if the person who's doing the speech writing was the owner of a business, even maybe a proprietorship or maybe an incorporated company. And somehow I don't know how Revenue Canada rules that there's no way any of these kinds of payments can be made in any other way other than through straight payroll and payroll deductions. I'm wondering if we can have a comment on that.

I'm not really clear in terms of why Revenue Canada would rule . . . Let me give you an example. If someone perhaps is on a pension that would disallow another job — another payroll job — but that in the event of a contract, could pursue other employment without penalizing the pension, this would disallow that and I don't know if there's a way around this or if Revenue Canada's ruling is firm or if we have pursued this.

**The Chair:** — Just in response to that, Mr. Lautermilch, the constituency assistant expenses has, for quite some time without exception I'm advised, been used by members for their employment of their constituency assistants — those people who are your constituency assistants in your office. And on that point Revenue Canada is very clear — there is an employer-employee relationship.

The contract, member's use of the contract, has been done under what has been referred to as the office allowance. And that still can continue to be done through the constituency services expense directive that you've adopted; that expenses from the constituency service expenses can either be employment or they can be contract, and it has been for quite some years now. The practice of members who are contracting the speech writer or a short-task performer to use that allowance and that freedom is still there in directive 4.1.

But constituency assistant expenses here refers to those people who perform the office support in your own constituency offices.

**Hon. Mr. Lautermilch:** — Well is it the naming of the allowance here? And I guess what I'm asking is, is it possible for a member to have a part-time constituency assistant and use any portion of this on a contract basis? And why, if you can do it out of your other allowance . . .

**The Chair:** — You can't have a part-time constituency assistant out of the other allowance and use it in contract. Revenue Canada says not. It's the regularized duty in the regular place of employment that puts a constituency assistant, whether he or she is full-time or part-time or temporary, in the position of the employee, but which is not to exclude members



from contracting with someone who's doing something other than that.

Revenue Canada has been . . . I'm advised and just in the interest of clarity, Mr. Lautermilch, if you go back, if you're looking at the independent contracting, that would be covered under directive #4.1 under section 14, which under that allowance authorizes a member to hire, either as employees or as independent contractors.

**Hon. Mr. Lautermilch:** — Why couldn't the same reference be made to this?

**The Chair:** — Here?

**Ms. Ronyk:** — The constituency assistant allowance has been for personnel expenses traditionally, as required by the board. And if they're doing the constituency assistant type of work in the office, then there's an employee-employer relationship. You can't have an assorted number of duties over a long term without — according to Revenue Canada — there being an employer-employee relationship, and then you're required to make the deductions for Canada Pension, Unemployment Insurance or Employment Insurance as it's now called, income tax.

**Hon. Mr. Lautermilch:** — But then, Gwenn, isn't it just a matter of policy really here? If we were to suggest that the constituency assistant expenses allow a portion of, just on an ongoing basis, maybe not the same contract person, but say a number of different contracts to be paid out of that, would it not be then just by our definition that we're disallowing contract expenditures to come from that, from that . . .

**Ms. Ronyk:** — Yes, the directive could be changed to allow contracts out of this money, directive #6 money, but they would still have to follow the same rules for what's eligible as a contract.

**Hon. Mr. Lautermilch:** — Okay, that's fine.

**Ms. Ronyk:** — It's our understanding that there are almost no cases where members have any money left in this allowance to use for those purposes.

**Hon. Mr. Lautermilch:** — I guess the reason it's raised, Gwenn, is as I understand it, there's an employee who, because of the terms of her pension, is not allowed to seek other employment. Is that not right, Joanne?

**Hon. Ms. Crofford:** — Yes, that would be accurate and the Legislative Assembly Office I guess is considered government.

**Hon. Mr. Lautermilch:** — Where she could work under a contract basis, but she can't here.

**The Chair:** — We've tested that with Revenue Canada and that's clearly, clearly not acceptable.

Okay, where were we on this? We've had a mover and a seconder. Okay, moved by Crofford and Boyd. Okay, is there any other discussion on directive #6 motion? Okay, those in favour please indicate? Down. Opposed? That's carried.

Okay. Directive #7. I recommend one change in the title here, to add the phrase, general expenses, which I believe is more accurate for the use and the purpose of the grant and then it's got its standard amendments to the index clause and its reference to the Act. So there's no change at all in the operative content of it.

Does somebody wish to move that motion? Mr. Whitmore. Is there a seconder? Mr. McLane. Discussion? In favour? Opposed? Carried.

We need to keep moving here. Okay, then there is flowing out of this, there has . . . because of the status of the computer equipment in all of the caucus offices, I do recommend to you in amounts roughly — I am putting the emphasis on the roughly — but roughly proportional to membership in the House, but I recommend to you that a one-time grant from the caucus grant in the current fiscal year be provided in the amount of \$15,000 to the government caucus, and 10,000 each to the opposition and third party caucus.

And it would be in order if someone wishes to move that. Mr. Whitmore. Is there a seconder? Mr. Boyd. And the motion:

That in accordance with section 50(3)(n) of The Legislative Assembly and Executive Council Act and **Directive #7 — Caucus Grants — Sessional Research and General Expenses**, the grant for general expenses shall be increased for the 1997-98 fiscal year for the purpose of providing one-time funding to enable caucus offices to upgrade computer systems in the following amounts:

\$15,000 — government caucus  
\$10,000 — opposition caucus, and  
\$10,000 — third party caucus

Discussion? Those in favour? Opposed? And that's carried.

Directive #8 is Caucus Grants — Secretarial Expenses, and I recommend an amendment. This is to give standard form to the index clause and a reference to the Act. Again no change to operational content.

Somebody wish to move that? Mr. Boyd, seconded by Mr. Lautermilch:

That **Directive #8 — Caucus Grants — Secretarial Expenses** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Discussion? Opposed — or sorry, in favour? Opposed? Carried.

Moving to Directive #9, Caucus Grant — Research. Again that's to standardize the format. Is there a mover? McLane, seconded by Whitmore:

That **Directive #9 — Caucus Grant — Research Services** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Discussion? In favour? Opposed? Carried unanimously.

Directive 10, Grants to Independent Members. Again to standardize their format. Is there a mover? Crofford, seconded by Whitmore:

That **Directive #10 — Grants to Independent Members** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Discussion? In favour? Opposed? That's carried.

Directive 11, again standardize the format on the Grant to the Leader of the Opposition. Is there a mover? Okay, moved by Lautermilch, seconded by Boyd:

That **Directive #11 — Grant to the Office of the Leader of the Opposition** be amended February 1, 1998 to read as attached and as recorded in the minutes.

Discussion? In favour? Opposed? That's carried.

Directive 13.1, Transition Allowance. What I'm recommending to you here is that there be a slight modification to provide for the possibility when a member is not seeking election on the grounds of personal health or the health of an immediate family member.

Purely and simply this is to introduce a notion of the transitional allowance coverage for compassionate reasons in extreme cases. And this would be with the provision of a certificate from a doctor as well, to verify. And then there's a housekeeping amendment attached to it as well. Is there a mover for this? Mr. Whitmore. Is there a seconder? Mr. Boyd. Discussion? In favour? Opposed? That's carried.

Directive 15 — Grant to the Office of the Leader of the Third Party. Again it's housekeeping and standardizing its format. The housekeeping is to make it clear precisely what the amount is so to avoid any potential for confusion. Is there a mover? Lautermilch. Is there a seconder? Whitmore. And discussion? The motion:

That **Directive #15 — Grant to the Office of the Leader of the Third Party** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Those in favour? Opposed? And that's carried unanimously.

Directive 17.1 — Committee Indemnity. This is to make clear that it's an indemnity and therefore taxable as well as pensionable. It provides for members who live more than 200 kilometres from the meeting to claim for travel and who are travelling over 200 kilometres to claim living expenses for a travel day.

It allows as well, if members are attending business on behalf of the committee but not a formal committee meeting, to claim expenses. And then it puts meals and mode of travel and travel rate and so on consistent with the travel expenses directive. Does somebody wish to move that? Lautermilch. Is there a seconder? McLane.

That **Directive #17.1 — Committee Per Diem and Expense Allowance** be amended effective February 1,

1998 to read as attached and as recorded in the minutes.

Discussion? In favour? Mover there was Lautermilch, seconder was McLane. And that was . . . That's carried unanimously.

Directive #21 — Annual Indemnity and Allowances. And this is to add — what I recommend to you — without having to pay the \$200 penalty for absence from the Assembly when the House is in session. That when there are exceptional family circumstances — things such as family weddings or graduations — that with the approval of the Speaker that members could be absent from the House without paying the \$200 penalty.

This I recommend to you on the grounds of compassion, I think, and just reasonable parallel to the world of employment, where normally members would be able to take a day of holiday and attend to those things. But currently as the rules exist, they'd have to pay a \$200 penalty, so I recommend that to you.

And on the allowances for additional duties, we've just separated the way it's laid out, from those who are paid monthly and those who are paid at the end of the session. And we've clarified, for those who are paid sessionally, which rate is used when that's paid out. That's more for administrative purposes and our clarity than anything else. Does somebody wish to move that? Mr. Lautermilch. Is there a seconder? Mr. Boyd.

That **Directive #21 — Annual Indemnity and Allowances** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Discussion? Those in favour? Those opposed? And that's carried.

Directive #22 — Members' Accountability and Disclosure. Again there's housekeeping amendments to, I recommend to you, to incorporate the new directive titles. And that's all that's in the directive motion. There's no change in operational format. Is there a mover? McLane. Is there a seconder? Boyd.

That **Directive #22 — Members' Accountability and Disclosure** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Discussion? Those in favour? Opposed? And that's carried.

And then related to directive 22, we need a motion to approve the standard format for the MLA disclosure reports. And the one I'm recommending to you is the one that we have used, about which I've received no major complaints and no recommendations for improved format. And so I recommend that motion to you. If somebody wishes to move that. McLane. Is there a seconder? Whitmore.

That pursuant to Clause (1) of **Directive #22 — Members' Accountability and Disclosure** the format used in the preparation of the 1996-97 MLA annual disclosure reports be approved as the standard format for the report.

Discussion? Those in favour? Those opposed? Carried unanimously.

Moving to Directive #23 — Caucus Accountability. This introduces into this directive the procedures to follow when a caucus ceases to exist at a time other than the time of a general election. The MacDowell Committee never anticipated this and therefore the directive never . . .

Anyhow, what I do . . . As the members of the board will be . . . Order. I'll let all members get their stuff out of their system here. The members of the board will be aware that in fact this is what has happened, but this is putting it into the directive, and that's the amendment here. Does somebody wish to move this? Mr. McLane. Is there a seconder? Mr. Lautermilch.

That **Directive #23 — Caucus Accountability and Disclosure** be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Is there a discussion? Those in favour? Opposed? And that's carried.

Now flowing from directive 23, we have a need for some motions. First of all, I recommend that the board needs to . . . has delayed the approval of format for the audited financial statements and schedule of fixed assets. And I recommend to you that . . . oh, and also to require the detailed inventory to be filed with the Speaker. I recommend to you, not as part of the public audited statement, but it should be filed with the Speaker, so that should a caucus cease to exist as a caucus, then you know what the assets are.

And finally, I also recommend to you that on the matter of outstanding accounts, on surpluses and how they're dealt with under this directive, it needs definition. I recommend to you that you direct the Chair, the committee, the Speaker, to consult with the caucuses and bring back a recommendation to you at a future time.

So first of all, on the matter of detailed inventory to be filed with the Speaker, I recommend that to you. Does somebody wish to move that motion? Mr. Whitmore. Is there a seconder? Mr. McLane.

That pursuant to **Directive #23 — Caucus Accountability and Disclosure** each caucus file with the Speaker annually the detailed inventory of equipment and furnishings purchased with caucus funds, including any changes to the existing list, to ensure there is a complete record of the caucus's holdings should the caucus cease to exist.

Discussion? Those in favour? Opposed? And that's carried.

And then I recommend, regarding the definition of outstanding accounts, that the Speaker be directed to bring back a recommendation. Does somebody wish to move that? Mr. McLane. Is there a seconder? Mr. Boyd.

That the Speaker be directed to prepare a recommendation for board consideration of the definition of "outstanding accounts" as used in **Directive #23 — Caucus Accountability and Disclosure** after consultation with the caucuses.

Discussion? In favour? Opposed? Carried.

Do we need something on the format? Oh yes, and sorry, in mine it was stapled. And also on the format, what I'm recommending to you is the ones that we have used — it seems to be workable — and that we simply adopt that by the board. And that motion is the first of the ones listed; I'm sorry, I passed over that. Does somebody wish to move that? Mr. Whitmore; seconder, Mr. Boyd:

That pursuant to **Directive #23 — Caucus Accountability and Disclosure**, the board approves the format of the audited financial statements and schedule of fixed assets of the caucuses to be that used in the audit of the 1996-97 fiscal year.

Discussion? In favour? Opposed? Carried.

Directive #24 — Constituency Office Equipment Furnishings. This comes forward as a recommendation of the auditor, that we include a dollar figure in this clause and that we confirm what has been our practice, that the directive is not restricted to simply one photocopier or one computer system but it's within the limits of the dollar maximum. And we'll have another, I think, another motion. So first of all if we could deal with this and then we'll come with a separate motion on your insurance claim concern.

So on the \$6,000 figure and confirming our practice, somebody wish to move that? Mr. Whitmore. Seconder? Mr. Boyd.

That **Directive #24 — Constituency Office Equipment and Furniture** provision be amended effective February 1, 1998 to read as attached and as recorded in the minutes.

Discussion? Those in favour? Opposed? And that's carried unanimously.

Now we carried forward your concerns about the furnishings and equipment, and I will recommend to you a motion to this effect:

That the Legislative Assembly pay the premium for insuring MLA offices as referred to in directive #4.1, clause 13.

Further moved:

That in the event a member is required to make a claim on his or her insurance, the deductible shall be paid out of the appropriation for administration for the Legislative Assembly.

And further:

In the event a member encounters exceptional circumstances such that an insurance policy is insufficient to allow a member to continue operation of his or her constituency office, the Board of Internal Economy may review the circumstances and direct that appropriate financial assistance be provided to the member.

Is the motion I recommend to you. Is there a mover for that motion? Mr. Boyd. Is there a seconder? Mr. Whitmore. It's on the record; do you want it re-read? Take it as read? Take it as

read. Is there further discussion? Having had ample discussion before now, is there anything that's not possibly been said yet? Those in favour please indicate. Down. Opposed? And that's carried. Okay, that was moved by Boyd, seconded by Whitmore.

I have nothing else under directive amendments. Is there any other items that any member wished to bring to the board before we move along?

**Mr. McLane:** — Mr. Speaker, on directive #24, we were talking about in terms of equipment for use, and I'll just read point 2 under #24 that's here. Members want to purchase equipment for use in their home office, or legislative building office — the directive requires equipment to be used in the constituency office. Recommendation that we change this directive at the next general election.

Could you elaborate on that a little bit, please.

**The Chair:** — Well first of all, the directive says in it that it must be reviewed following the next election. And I know there were some concerns that members had related, including the one that you just mentioned, brought to my attention. And my recommendation there was that given the period of operation that we've had thus far, members' use of the directive, that that should be noted and retained to be brought forward to the board when it does what it must do, which is to review the directive in its totality.

This is a directive which automatically expires at the end of the next election, or sorry, at the next election. And if the board wishes it to be continued, then it needs to be introduced. It was a one-term directive. And my recommendation would be that the appropriate time to make that kind of change is at the beginning of the term so that members are in the same position in terms of planning for its use in their . . .

**Mr. McLane:** — I guess my question can be specific, Mr. Chairman. What about equipment that is used in an MLA's office in his home? And I guess a good example of that would be, what about a laptop computer?

**The Chair:** — Yes, there certainly would. There's nothing prohibiting a member from using, for example a laptop computer, at home or anywhere else for that matter, because . . .

**Mr. McLane:** — What about an ordinary computer?

**The Chair:** — A permanent computer?

**Mr. McLane:** — Yes.

**The Chair:** — For directive #24 as it currently sits, installed, permanent computer in the member's home, even though used for performance of duties, is not permitted under directive #24. I think that should be reviewed and should be considered by the board and it will have to consider this directive in its entirety, by definition, following the next general election.

**Mr. McLane:** — Is it impossible to change that directive now?

**The Chair:** — If you're using from constituency service

expenses, purchase of equipment there, you're not prohibited to use that only in that location. So from now directive #4.1, that combined allowance, there's nothing improper at all about members using it for their purposes as an MLA in a different location. But I don't think that . . . the question you were asking is specifically to directive #24?

**Mr. McLane:** — Well, no I guess it's not. I'm having trouble understanding what you're saying, Mr. Chairman. Maybe I'll ask this question . . .

**The Chair:** — I could say it louder but that probably wouldn't help.

**Mr. McLane:** — No, I hope my voice isn't getting louder.

**The Chair:** — Sorry.

**Mr. McLane:** — For an example, MLA buys a new computer — we're talking about the \$6,000 — he buys a new computer system for his MLA constituency office. What happens to the computer that was in that constituency office? What can happen to that? Can that go to another office? Can it go to my office in my home? Can it . . .

**The Chair:** — The answer is yes to both. The restriction is on if it's purchased through directive 24 only.

**Mr. McLane:** — All right. Thank you.

**The Chair:** — Okay. And again . . . But these points related to that directive, I do recommend, if you do have suggestions, bring them to my attention. We'll put them into a file. Because that directive has, by definition, has got to be reconsidered following the next general election. Okay.

Is there anything else then on any of the directives that members wish to bring forward? If not, we'll move to item no. 4 in your agenda, which is a decision item related to the LAO budget.

Order. Order. All hon. members will come to order.

Okay. I want to . . . you've just been distributed a sheet which describes the 1998-99 estimates, and I will ask you to make a change. Because in moving the office insurance in the constituency offices, as per your motion, we've moved it from out of statutory and into budgetary; so your figures are no longer accurate here.

So if you will change your sheet so that it reads . . . the first figure at the top there just strike that, that's no longer relevant, okay. What I'm giving you is current and up to the minute as a result of the decisions you've made and where the amounts have moved relative to budgetary and statutory.

So what I'm recommending to you is budgetary estimates and please amend your sheet to read 5,126,320. And then the adjusted statutory estimates will now read 9,799,000. But in fact your total is the same. Your total of \$14,925,320 is the proposed expenditure then for the fiscal year, which represents an increase, year over year, of .50 per cent — a half a per cent increase to the LAO budget. And also then the revenue estimate

is \$18,000.

So having corrected those figures, you have previously been provided the more detailed figures to put into your budgetary books which are changed as a result of decisions made today. It is then in order to have a motion. Okay, it would be in order to have someone move then, if it is your wish:

That the Legislative Assembly expenditure estimates in the amount of \$14,925,320 be approved for the 1998-99 fiscal year as follows:

Budget to be voted: \$5,126,320  
Statutory budget: \$9,799,000

And that such estimates be forwarded to the Minister of Finance by the Chair.

Does someone wish to move that? Mr. Lautermilch. Is there a seconder? Mr. Boyd. Is there discussion? Those in favour? Opposed? That's carried unanimously.

And it would be in order to have a motion:

That the Legislative Assembly revenue estimates in the amount of \$18,000 be approved for the 1998-99 fiscal year; and that such estimates be forwarded to the Minister of Finance by the Chair.

Is there a mover for this motion? Mr. Whitmore. Is there a seconder? Mr. McLane. Discussion? Those in favour? Opposed? And that is also carried and I thank you for that.

Do we need signatures on any motions that members have moved before you go your separate ways? All right, that's good. Well that's as per usual there, Mr. McLane. This is a tough job to make the Speaker look organized here and they're doing it well.

That brings us then to the conclusion of our agenda. And if there . . . are there any final comments any member would want to make before we adjourn?

**Hon. Mr. Lautermilch:** — Mr. Speaker, I want to thank you, your staff, for the work that you've done in the past year in terms of keeping the dealings of the members of the Legislative Assembly in some semblance of order. And I want to, as well, Gwenn, thank you and all of your staff for the diligence that they give the members' concerns during the year. I know it's a difficult task and there's a lot that's asked of you sometimes in a very short hurry. But anyway, we want to just thank you and pass on to your staff that we appreciate the work that they do throughout the year. Even though sometimes it may not appear that we do, we always do.

**Some Hon. Members:** Hear, hear!

**Ms. Ronyk:** — I'll certainly pass that on to the staff. We appreciate it.

**The Chair:** — And I would like to just particularly acknowledge the . . . particularly those who are at the table here right at the moment from the Legislative Assembly Office and

the Speaker's office who have done yeoman service in preparation for this board meeting, and to echo your comments, Mr. Lautermilch.

Anything else? Any other final comments? If not, then the meeting stands adjourned until next meeting at the call of the Chair.

The meeting adjourned at 4:51 p.m.



