

**MINUTES OF MEETING #5/15**  
**BOARD OF INTERNAL ECONOMY**  
**June 10th, 2015**  
**Room 8, Legislative Building**  
**7:30 am**

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

Hon. Dan D'Autremont, Speaker, Chair  
Hon. Ken Cheveldayoff – via teleconference  
Hon. Jeremy Harrison  
Hon. Jim Reiter  
Ms. Doreen Eagles  
Mr. Warren McCall  
Mr. David Forbes

**Staff**

Ms. Sheila Sterling Secretary to the Board

**Officials in Attendance**

Mr. Ron Kruzeniski Information and Privacy Commissioner  
Ms. Pam Scott, Director of Operations

**Legislative Assembly Service**

Mr. Gregory Putz, Clerk of the Legislative Assembly  
Ms. Lynn Jacobson, Executive Director of Member & Corporate Services  
Mr. Brad Gurash, Director of Member Services  
Ms. Iris Lang, Principal Clerk of the Legislative Assembly  
Ms. Ginette Michaluk, Director of Human Resources  
Ms. Dawn Court, Director of Financial Services  
Ms. Deanna Peters, Human Resource Advisor Legislative Assembly

Meeting called to order at 7:54 a.m.

**AGENDA**     Moved by Mr. McCall, and seconded by Mr. Harrison that the proposed Agenda 5/15 be adopted. The question being put, it was agreed to.

Minute# 2009

**MINUTES**    Moved by Mr. Forbes, and seconded by Ms. Eagles that the minutes of meeting 3/15 and 4/15 be adopted. The question being put, it was agreed to.

Minute #2010

**ITEM 1      Discussion and Decision Item:** Request for Supplementary Funding for the Information and Privacy Commissioner

Moved by Mr. Harrison and seconded by Mr. Forbes that the Board move in-camera at 7:57 with Mr. Kruzeniski Information and Privacy Commissioner and Ms. Pam Scott, Director of Operations in attendance.

The Board came out of camera at 9:13.

Moved by Mr. Harrison and seconded by Mr. McCall;

That additional funding in the amount of \$45,000 for Vote 055 – Information and Privacy Commissioner for the 2015-2016 fiscal year be approved; and:

1. That the said amount be presented by the Minister of Finance for consideration by the Legislative Assembly as a Supplementary Estimate in the circumstance that the Assembly convenes before November 30<sup>th</sup>, 2015; and;
2. That the said amount be provided as a special warrant in accordance with s.43.4 of *The Freedom of Information and Protection of Privacy Act*, in the circumstance the Assembly does not meet before November 30, 2015, or as expeditiously as possible after the said date if the Assembly is sitting but adjourns the Session before making a decision on the Supplementary Estimates.

The question being put, it was agreed to.

Minute # 2011

**ITEM 2      Discussion and Decision Item:** Approval of the Legislative Assembly Service fourth quarter financial report.

Moved by Mr. Reiter, and seconded by Mr. Forbes;

That the Fourth Quarter Expenditure Report for the fiscal year 2014-2015 for vote 021 – Legislative Assembly Service be approved.

The question being out, it was agreed to.

Minute #2012

**ITEM 3      Discussion and Decision Item:** Approval of Elections Saskatchewan's Status Update on Activities to March 31, 2015.

Moved by Ms. Eagles, and seconded by Mr. Forbes;

That the Status update report for Elections Saskatchewan for the period of January 1, 2015 to March 31, 2015, be approved.

The question being put, it was agreed to.

Minute #2013

**ITEM 4**      **Discussion and Decision Item:** Approval of Members Capital and Disposal Policy

Moved by Mr. Harrison, and seconded by Mr. Forbes that the Board move in camera with the Legislative Assembly Service Staff staying to answer questions. The Board came out of camera at 9:13

Moved by Mr. Forbes, and seconded by Mr. Reiter;

That the Members Capital Asset and Disposal Policy be approved as presented.

The question being put, it was agreed to.

Minute # 2014

**ITEM 5**      **Discussion and Decision Item:** Approval of the Members Dissolution Guidelines 2015-2016 Manual

**5(a)** – Moved by Mr. Harrison, seconded by Mr. McCall:

That the Legislative Assembly of Saskatchewan Dissolution Guidelines 2015-2016 be amended as follows:

At page 19 and 20 – Members not seeking Re-election – Pay in the Lieu of Notice of termination be amended by omitting all the words after resignation and inserting

- “Previous receipt of a pay in lieu of notice payment as a constituency assistant.

A pay in lieu of notice payment was issued to constituency assistants at the dissolution of the previous Legislature (October 2011). Therefore four weeks’ pay in lieu of notice of termination is the maximum amount that will be provided to constituency assistants.

Payments are funded through Directive # 6.4 – *Constituency Assistant Benefits*. The Payroll and Benefits unit of the Legislative Assembly Service will process the pay in lieu of notice payment of termination for eligible constituency assistants.

In those instances where a constituency assistant is employed by multiple Members, and one of the Members is not standing for election, the constituency assistant shall not be eligible to receive transition allowance or pay in lieu of notice of termination. The constituency assistant may receive pay in lieu of notice of layoff based on the ongoing employment relationship with the MLA(s) employer(s).”

The question being put, it was agreed to.

Minute # 2015

**5(b)** Moved by Mr. Forbes, seconded by Ms. Eagles:

That the Legislative Assembly of Saskatchewan Dissolution Guidelines 2015-2016 be amended as follows:

A page 58 – Post Election Non- Returning Members – Pay in Lieu of Notice of Termination be amended by omitting all the words after resignation and inserting

- “Previous receipt of a pay in lieu of notice payment as a constituency assistant.

A pay in lieu of notice payment was issued to constituency assistants at the dissolution of the previous Legislature (October 2011). Therefore four weeks’ pay in lieu of notice of termination is the maximum amount that will be provided to constituency assistants.

Payments are funded through Directive # 6.4 – *Constituency Assistant Benefits*. The Payroll and Benefits unit of the Legislative Assembly Service will process the pay in lieu of notice payment of termination for eligible constituency assistants.

In those instances where a constituency assistant is employed by multiple Members, and one of the Members is not standing for election, the constituency assistant shall not be eligible to receive transition allowance or pay in lieu of notice of termination. The constituency assistant may receive pay in lieu of notice of layoff based on the ongoing employment relationship with the MLA(s) employer(s).”

The question being put, it was agreed to.

Minute # 2016

**5(c)** Moved by Mr. McCall, and seconded by Mr. Harrison:

That the Legislative Assembly of Saskatchewan Dissolution Guidelines 2015-2016 be amended as follows:

At page 15 – Members Not Seeking Re-election insert the following new clause under Expenses after Advertising and Promotional Expenses

“Refund for Pre-Paid Expenses – Members shall return any refunds issued to them due to the cancellation of a pre-paid insurance policy.”

The question being put, it was agreed to.

Minute # 2017

**5(d)** Moved by Mr. Harrison, seconded by Mr. McCall:

That the Legislative Assembly of Saskatchewan Dissolution Guidelines 2015-2016 be amended as follows:

At page 54 – Post-Election Non- Returning Members insert the following new clause under the Expenses after MLA Travel and Living Expenses

“Refund for Pre-Paid Expenses – Members shall return any refunds issued to them due to the cancellation of a pre-paid insurance policy.”

The question being put, it was agreed to.

Minute # 2018

**5(e)** Moved by Ms. Eagles, and seconded by Mr. McCall:

That the Legislative Assembly of Saskatchewan Dissolution Guidelines 2015-2016 be adopted as amended.

The question being out, it was agreed to.

Minute #2019

Moved by Mr. Reiter, that the Board adjourn at 9:24 to the call of the Chair.