



LEGISLATIVE ASSEMBLY MANAGEMENT COMMISSION
Minutes of a Meeting Held at
1:30 p.m., Tuesday, October 5, 2021
Room 254 Legislative Building
WEBSITE VERSION

DECISIONS

1. Flexible Working Arrangements (PB 1-21)

The Commission has been asked to consider adopting a flexible working arrangement for Legislative Assembly staff similar to the policy of the Civil Service Commission. The draft policy is to be presented at a subsequent meeting.

2. Accessible Employment Policy (BP 2-20)

The Commission approved in principle the Accessible Employment Policy for the Manitoba Legislative Assembly to remove barriers for current or future employees who may have disabilities.

3. Annual reporting to LAMC on work of audit committee – as per the terms of reference:
The chair of the Audit Committee shall report to LAMC on the work of the Committee at the end of each fiscal year

The Executive Director of Administration for the Legislative Assembly presented the annual report as outlined below.

ANNUAL REPORT ON AUDIT COMMITTEE
2020/21

- Audit Committee was first established in 2018
- Terms of Reference (shared with LAMC in 2020) require the Committee to meet a minimum of 3 times per year, and for the Chair of the Audit Committee to report to LAMC on the work of the Committee at the end of each fiscal year.
- I am pleased to provide you a report on the work of the Committee for the 2020-21 fiscal year.

The Audit Committee met on **December 15, 2020, February 9, 2021 and March 12, 2021.**

1. The Committee decided to have a public representative to sit on the board. Carol Bellringer, Previous AG for MB and BC and Carol joined the committee as of March 12, 2021.
2. The Committee had multiple discussions on Bill 68, which contained amendments to the *Legislative Assembly Act* to require the Speaker to report on Members' indemnities and allowances instead of the Minister of Finance. The Bill received royal assent on May 12, 2021 therefore my office is now responsible for preparing the report and the Speaker will be tabling the report when the House resumes.
3. In the last compliance report the OAG recommended that the Assembly keep a listing of an administrative or interpretive issues that arise throughout the year. Matters were considered to be an administrative or interpretive issue if:
 - The matter involved stretching the meaning of a provision beyond what its ordinary meaning was intended for;
 - Administering a provision in accordance with the ordinary meaning would create an absurd result or would be inconsistent with the operation of the system as intended;
 - The OAG identified it as an issue in a previous report on allowances; or
 - The administrative process mandated by the Regulation has become problematic for the Members' Allowances Office

The Committee heard from Members Allowances and Human Resource Services on issues of an interpretive or administrative nature that their offices have encountered in the provision of Member's Allowances including Constituency Assistants Allowance. Suggestions were made in regards to the tracking and reporting of this information. Of the administrative issues raised it was determined that they were managed appropriately and were not identified as significantly high risk.

4. The Director, Finance provided updates on the development of a financial management policy specific to the Legislative Assembly. The policy has now been presented for review to the Audit Committee and eventually will be brought to LAMC for approval.

4. Manitoba Advocate for Children and Youth (MACY) French Language Services Plan 2020-2023 – approval of plan (PB 5-21)

The Director of Administration for the Legislative Assembly presented the MACY French Language Services Plan for 2020-2023. It was noted that the plan had previously been presented as an update only and not officially approved, which is required in order to be in compliance with the legislative requirements under *The Francophone Community Enhancement and Support Act*.

The Commission approved the 2020-2023 multi-year plan.