

Guide to the 2018-2019 Subject Index

Committee mandate: The Special Standing Committee on Members' Services comprises 11 Members of the Legislative Assembly. The Speaker is traditionally the chair of this committee, which approves the annual estimates of the Legislative Assembly Office and may modify regulations, orders, or other directives governing the office's financial and personnel administration. The committee also sets members' allowances, constituency office allowances, and members' benefits and establishes human resource, informatics, and financial management policy for the Legislative Assembly Office.

There are two indexes for the transcripts of meetings of the Special Standing Committee on Members' Services, a **subject index** and a **speaker index**. These indexes cover committee activities during the 29th Legislature, Fourth Session (March 8, 2018 – March 17, 2019).

Abbreviations

Political parties

AL	Alberta Liberal Party
AP	Alberta Party
FCP	Freedom Conservative Party
IC	Independent Conservative
Ind.	Independent (no party affiliation)
NDP	New Democratic Party
PC	Progressive Conservative Party
UCP	United Conservative Party

Abbreviations not included in the above list are in the subject index in alphabetical order.

Committee meeting dates and page ranges with links to transcripts:

<i>Committee meeting dates</i>	<i>Pages</i>
June 21, 2018	MS157-160
October 25, 2018	MS161-174
February 12, 2019	MS175-192

29th Legislature

Dissolution guidelines ... *Chair* MS159, 187; *Reynolds* MS160

Administrative services order

Proposed amendment on constituency office credit card use ... *Dang* MS157-58
 Proposed amendment on constituency office credit card use, motion to approve (*Dang*: carried) ... *Dang* MS158; *Sawchuk* MS158

Alberta Branded (Legislature Gift Shop)

Budget estimates 2019-2020 ... *Scarlett* MS186
 Online catalogue ... *Babcock* MS164; *Chair* MS164; *Scarlett* MS164

Alberta Hansard

Budget estimates 2019-2020 ... *Scarlett* MS186

Caucus budgets

Budget 2019-2020 parameters ... *Chair* MS162; *Dang* MS162; *Scarlett* MS162-63
 Budget estimates 2019-2020 ... *Chair* MS187; *Clark* MS187; *Scarlett* MS186-87

Caucuses

Official party status determination ... *Chair* MS171-72; *Clark* MS171-72; *Cooper* MS172; *Fildebrandt* MS172; *Nixon* MS171
 Official party status determination, Members' Services Committee Orders subcommittee review before the end of 2018, motion for (*Cooper*: withdrawn) ... *Chair* MS172; *Cooper* MS168, 172-73; *Cortes-Vargas* MS168; *Dang* MS168
 Official party status request, Freedom Conservative Party caucus *See* **Freedom Conservative Party caucus**

Clerk of the Assembly

Acting Clerk, administration, retirement ... *Chair* MS187-88; *Scarlett* MS188
 New Clerk, hiring procedure ... *Chair* MS190-91; *Nixon* MS190-91
 Selection of a new Clerk, funding for ... *Chair* MS163; *McIver* MS163

Committee on Members' Services, Special Standing

Membership ... *Fildebrandt* MS179
 Procedure, language used during debate ... *Chair* MS183
 Procedure, language used during debate, member's withdrawal of remarks ... *Clark* MS183
 Procedure, member's microphone muted ... *Chair* MS179, 183; *Sawchuk* MS179
 Procedure, points of order raised ... *Chair* MS179, 181-82; *Cooper* MS181; *Dang* MS182; *Fildebrandt* MS178-79, 181-82; *Luff* MS181; *Nixon* MS178-79
 Procedure, points of order raised, member's apology ... *Chair* MS182; *Cooper* MS182; *Luff* MS181-82
 Procedure, relevance of debate ... *Fildebrandt* MS179; *McIver* MS179-80
 Procedure, use of names in debate ... *Chair* MS180; *Clark* MS180
 Request not to adjourn meeting ... *Chair* MS173; *Fildebrandt* MS173
 Subcommittees *See* **Members' Services Committee Orders: Review subcommittee; Respectful workplace policy, LAO: Subcommittee**

Constituency offices

Budget estimates 2019-2020, parameters ... *Scarlett* MS162
 Communication rules *See* **Constituency services order: Proposed amendment on clarification of definition of "partisan materials"**

Constituency offices (continued)

Credit card use *See* **Administrative Services Order: Proposed amendment on constituency office credit card use**
 Expense calculation matrix *See* **Matrix elements for constituency office costs**
 Postage expenses ... *Scarlett* MS162
 Staff travel expenses *See* **Transportation order: Proposed amendment to permit members' mileage/kilometre allowance transfer to constituency staff**

Constituency Services Amendment Order (No. 32)

Motion to approve (*Nixon*: carried) ... *Chair* MS189; *Nixon* MS188

Constituency services order

Proposed amendment on clarification of definition of "partisan materials" ... *Dang* MS158
 Proposed amendment on clarification of definition of "partisan materials," motion to approve (*Dang*: carried) ... *Chair* MS158-59; *Dang* MS159
 Proposed amendment on members' disclosure of receipt of event tickets valued at \$100 or more ... *Dang* MS158
 Proposed amendment on members' disclosure of receipt of event tickets valued at \$100 or more, motion to approve (*Dang*: carried) ... *Chair* MS159; *Dang* MS159

Constituency Services Order

Amendment to reflect constituency name changes ... *Chair* MS188

Dissolution guidelines, 29th Legislature

See **29th Legislature**

Edmonton federal building

See **Federal Public Building**

EFB (Edmonton federal building)

See **Federal Public Building**

Elections, provincial

Fixed election dates ... *Reynolds* MS159
 LAO preparations *See* **Legislative Assembly Office: Election preparedness**

Electoral Boundaries Commission

Report ... *Scarlett* MS186

FCP caucus

See **Freedom Conservative Party caucus**

Federal Public Building

Space utilization ... *Chair* MS163; *Cortes-Vargas* MS163; *Dang* MS162-63; *Scarlett* MS162-63

Financial Administration Act

LAO exemption *See* **Regulations Exemption and Variance Amendment Order (No. 1)**

Financial management and administration services (LAO)

Budget estimates 2019-2020 ... *Scarlett* MS186

Freedom Conservative Party caucus

Leader's office allowance equal to Liberal caucus's, motion for (*Cortes-Vargas*: carried) ... *Chair* MS169-70; *Clark* MS170; *Cortes-Vargas* MS168, 170; *Dang* MS169-70; *Fildebrandt* MS169-70; *McIver* MS169-70; *Nixon* MS169, 171; *Scarlett* MS169-70

Official party status request [*See also* **Caucuses:**

Official party status criteria, Members' Services Committee Orders subcommittee review before the end of 2018, motion for (*Cooper*)]; *Chair* MS167; *Clark* MS167; *Cooper* MS168; *Fildebrandt* MS167; *McIver* MS167-68

Gifts and benefits to members

Event tickets *See* **Constituency services order**

Government caucus

Calgary caucus office allowance, Members' Services
Committee Orders subcommittee recommendations ...
Clark MS183; *Dang* MS176
Funding ... *Clark* MS176; *Dang* MS176, 180;
Fildebrandt MS178; *Luff* MS181–82

Hansard Association of Canada

2019 conference hosting ... *Scarlett* MS186

House services (LAO)

See **Parliamentary services (LAO)**

Independent members

Funding ... *Chair* MS182; *Clark* MS176–77, 183;
Cooper MS177, 182; *Dang* MS176, 182;
Fildebrandt MS178, 182; *Luff* MS181–82

Leader of the Official Opposition

Office allowance, Members' Services Committee Orders
subcommittee recommendations ... *Dang* MS176

Legislative Assembly Act

Provisions for official party recognition *See*
**Opposition caucuses: Official party status
determination, Legislative Assembly Act
provisions**

Legislative Assembly of Alberta

Public engagement ... *Speaker, The* MS185

Legislative Assembly Office

Branch budget estimates 2019-2020 ... *Scarlett*
MS185–86
Budget 2019-2020 parameters ... *Babcock* MS164; *Chair*
MS161, 163–64; *Cortes-Vargas* MS163; *Mclver*
MS163; *Piquette* MS163; *Scarlett* MS161–64
Budget 2019-2020 parameters, approval, motion for
(*Dang*: carried) ... *Chair* MS164; *Dang* MS164
Budget estimates 2019-2020 ... *Chair* MS185, 187;
Clark MS187; *Cortes-Vargas* MS187; *Nixon*
MS187; *Scarlett* MS185–87
Budget estimates 2019-2020 approved as submitted,
motion on (*Cortes-Vargas*: carried unanimously) ...
Chair MS188; *Cortes-Vargas* MS188
Corporate services expenses ... *Scarlett* MS186
Election preparedness ... *Scarlett* MS186–87
Employee satisfaction survey ... *Scarlett* MS185
Hosting expenses ... *Scarlett* MS185
Planning and development initiatives ... *Babcock*
MS164; *Scarlett* MS162, 164, 186; *Speaker, The*
MS187
Respectful workplace policy *See* **Respectful
workplace policy, LAO**
Strategic business plan 2019-2020 ... *Chair* MS185;
Scarlett MS185
Training following elections ... *Scarlett* MS185
Travel expenses ... *Scarlett* MS185

Legislative committees

Budget estimates 2019-2020 ... *Scarlett* MS186

Legislature, 29th

See **29th Legislature**

Legislature Library

Budget estimates 2019-2020 ... *Scarlett* MS186

Matrix elements for constituency office costs

Amendment to reflect constituency changes ... *Chair*
MS188–89; *Dean* MS188; *Nixon* MS188; *Piquette*
MS188

Matrix elements for constituency office costs (continued)

Amendment to reflect constituency changes, committee
review of Electoral Boundaries Commission
recommendations before budget preparation, motion
on (*Piquette*: carried) ... *Chair* MS189; *Piquette*
MS189
Budget 2019-2020 parameters ... *Piquette* MS163;
Scarlett MS163

McDougall Centre, Calgary

Use by members proposed ... *Clark* MS183

Members' administration

Budget 2019-2020 parameters ... *Scarlett* MS162
Budget estimates 2019-2020 ... *Scarlett* MS186
Expense claim process ... *Clark* MS187

Members' allowance orders

Order 6(1), temporary residence declaration, motion to
amend (*Dang*: carried) ... *Chair* MS159; *Dang*
MS159

Members' allowances order

Order 6(1), temporary residence declaration ... *Dang*
MS158

Members of the Legislative Assembly

Information for new members ... *Babcock* MS164;
Scarlett MS164

Members' services allowance

Budget 2019-2020 parameters ... *Scarlett* MS162

Members' Services Committee

See **Committee on Members' Services, Special
Standing**

Members' Services Committee Amendment Order (No. 1)

Schedule A, identification of constituencies as urban or
rural, motion to approve (*Cortes-Vargas*: carried) ...
Chair MS189; *Cortes-Vargas* MS189

Members' Services Committee Orders

Regulation Exemption Variance Order *See* **Regulations
Exemption and Variance Amendment Order (No. 1)**

Review subcommittee consideration of transportation
order *See* **Transportation order: Section 5, travel
allowance for member's own vehicle, referral of
matter to Members' Services Committee Orders
review subcommittee**

Review subcommittee interim report No. 2 (caucus
funding model) ... *Chair* MS176–77, 179; *Clark*
MS176–77, 180, 183; *Cooper* MS177, 182; *Dang*
MS175–78, 180–82; *Fildebrandt* MS178–80; *Luff*
MS181–82; *Mclver* MS179–80; *Nixon* MS177

Review subcommittee interim report No. 2 (caucus
funding model), member's withdrawal of remarks ...
Chair MS183; *Clark* MS183; *Dang* MS183–84;
Fildebrandt MS183

Review subcommittee interim report No. 2 (caucus
funding model), motion to approve (carried) ... *Chair*
MS183; *Dang* MS183; *Sawchuk* MS183

Review subcommittee interim report No. 2 (caucus
funding model), point of order raised ... *Chair*
MS178–79, 181–82; *Cooper* MS181; *Dang* MS182;
Fildebrandt MS179, 182; *Luff* MS181–82; *Nixon*
MS178–79

Review subcommittee interim report No. 3 (Regulations
Exemption and Variance Order (No. 1)) ... *Chair*
MS184; *Dang* MS183–84

Members' Services Committee Orders (*continued*)

- Review subcommittee interim report No. 3 (LAO staff severance payments), LAO administration to prepare draft policy, motion on (Dang: carried) ... *Dang* MS184
- Review subcommittee interim report No. 3 (members' expense reimbursement), LAO administration to prepare draft policy, motion on (Dang: carried) ... *Sawchuk* MS184-85
- Review subcommittee interim report No. 3 (Regulations Exemption and Variance Order (No. 1)), motion to approve and that Speaker table the report interessionally on behalf of the committee (Dang: carried) ... *Chair* MS184; *Dang* MS184; *Sawchuk* MS184
- Review subcommittee recommendations ... *Chair* MS157-58, 171-72; *Clark* MS171-72; *Cooper* MS158, 172; *Cortes-Vargas* MS172; *Dang* MS157-58, 171-72; *Fildebrandt* MS172; *McIver* MS171; *Nixon* MS171
- Review subcommittee recommendations, voting procedure ... *Chair* MS158; *Dang* MS158
- Transportation order *See* **Transportation Amendment Order (No. 1); Transportation order**

Motions (committee)

- Administrative services order, proposed amendment on constituency office credit card use approved (Dang: carried) ... MS158
- Constituency Services Amendment Order (No. 32) approval (Nixon: carried) ... MS188-89
- Constituency services order, proposed amendment on clarification of definition of "partisan materials" approved (Dang: carried) ... MS158-59
- Constituency services order, proposed amendment on members' disclosure of receipt of event tickets valued at \$100 or more approved (Dang: carried) ... MS159
- Freedom Conservative Party caucus leader's office allowance equal to Liberal caucus's approved (Cortes-Vargas: carried) ... MS169-71
- LAO budget 2019-2020 estimates approval as submitted (Cortes-Vargas: carried unanimously) ... MS188
- LAO budget estimates 2016-2017 parameters approved as circulated, motion for (Dang: carried) ... MS164
- Matrix elements for constituency office costs, amendment to reflect constituency changes, committee review of Electoral Boundaries Commission recommendations before budget preparation (Piquette: carried) ... MS189
- Members' Allowance Order 6(1), proposed amendment on temporary residence declaration approved (Dang: carried) ... MS159
- Members' Services Committee and Transportation Amendment Order (No. 1) approval (schedule A, identification of constituencies as urban or rural, chartered aircraft use in northern constituencies) (Cortes-Vargas: carried) ... MS189
- Members' Services Committee Orders, Regulations Exemption and Variance Amendment Order (No. 1) approval (Dang: carried) ... MS183-84
- Members' Services Committee Orders review subcommittee interim report No. 2 (caucus funding model) approval (carried) ... MS183
- Members' Services Committee Orders review subcommittee interim report No. 3 (LAO staff severance payments), LAO administration to prepare draft policy (Dang: carried) ... MS184

Motions (committee) (*continued*)

- Members' Services Committee Orders review subcommittee interim report No. 3 (members' expense reimbursement), LAO administration to prepare draft policy (Dang: carried) ... MS184-85
- Members' Services Committee Orders review subcommittee interim report No. 3 (Regulations Exemption and Variance Amendment Order (No. 1)), approval and Speaker to table the report (Dang: carried) ... MS184
- Members' Services Committee Orders subcommittee to review official party status determination before the end of 2018 (Cooper: withdrawn) ... MS168, 172-73
- Third party allowances and expenses and transportation orders, proposed amendment to clarify allowable guest travel approved (Dang: carried) ... MS159
- Transportation order, proposed amendment to permit members' mileage/kilometre allowance transfer to constituency staff approved (Dang: carried) ... MS159
- Transportation order, referral of section 5, travel allowance for members' own vehicles, to the Members' Services Committee Orders review subcommittee (Dang: carried) ... MS166-67

Official Opposition caucus

- Calgary caucus office allowance, Members' Services Committee Orders subcommittee recommendations ... *Dang* MS176
- Funding ... *Dang* MS180; *Fildebrandt* MS178

Opposition caucuses

- Funding ... *Clark* MS176-77, 180, 183; *Cooper* MS182; *Dang* MS176, 180; *Fildebrandt* MS178; *Luff* MS181-82
- Leaders' office allowances, Members' Services Committee Orders subcommittee recommendations ... *Dang* MS176
- Official party status determination ... *Chair* MS177; *Clark* MS177, 180; *Cooper* MS177, 182; *Dang* MS177-78, 180; *Fildebrandt* MS178-79; *Luff* MS181-82; *Nixon* MS177
- Official party status determination, Legislative Assembly Act provisions ... *Chair* MS183; *Dang* MS183; *Fildebrandt* MS183
- Official party status determination, Members' Services Committee Orders subcommittee recommendations ... *Clark* MS176; *Dang* MS175-76

Parliamentary services (LAO)

- Budget estimates 2019-2020 ... *Scarlett* MS186
- Hansard *See* **Alberta Hansard**

Public Service Act

- LAO exemption ... *See* **Regulations Exemption and Variance Amendment Order (No. 1)**

Regulations Exemption and Variance Amendment Order (No. 1)

- Motion to approve (Dang: carried) ... *Chair* MS184; *Dang* MS183-84; *Sawchuk* MS184

Respectful workplace policy, LAO

- MLA-to-MLA policy ... *Luff* MS190
- Subcommittee report to committee ... *Chair* MS159, 190; *Cortes-Vargas* MS172, 190; *Luff* MS190; *Nixon* MS172
- Update ... *Chair* MS189-90; *Cortes-Vargas* MS190; *Scarlett* MS189-90

Speaker's office

- Budget estimates 2019-2020 ... *Scarlett* MS186

Temporary accommodation allowance

Review subcommittee recommendation *See* **Members' allowance orders: Order 6(1), proposed amendment on temporary residence declaration**

Third party allowances and expenses order

Proposed amendment to clarify allowable guest travel ...
Dang MS158

Proposed amendment to clarify allowable guest travel, motion to approve (Dang: carried) ... *Chair* MS159;
Dang MS159

Transportation Amendment Order (No. 1)

Section 1(b)(i), chartered aircraft use in northern constituencies, amendment to reflect constituency changes, motion to approve (Cortes-Vargas: carried) ... *Chair* MS189; *Cortes-Vargas* MS189

Transportation order

Proposed amendment to clarify allowable guest travel ...
Dang MS158

Proposed amendment to clarify allowable guest travel, motion to approve (Dang: carried) ... *Chair* MS159;
Dang MS159

Proposed amendment to permit members' mileage/kilometre allowance transfer to constituency staff ... *Dang* MS158

Transportation order (continued)

Proposed amendment to permit members' mileage/kilometre allowance transfer to constituency staff, motion to approve (Dang: carried) ... *Chair* MS159; *Dang* MS159

Section 5, travel allowance for member's own vehicle ...
Chair MS165; *Cortes-Vargas* MS165; *Dang* MS165–66; *Dean* MS165; *Fildebrandt* MS164–65;
Scarlett MS165

Section 5, travel allowance for member's own vehicle, referral of matter to Members' Services Committee Orders review subcommittee ... *Chair* MS166, 171–72; *Clark* MS171; *Dang* MS165–66; *Dean* MS165; *Fildebrandt* MS165–66

Section 5, travel allowance for member's own vehicle, referral of matter to Members' Services Committee Orders review subcommittee, motion for (Dang: carried) ... *Chair* MS167; *Clark* MS166; *Cortes-Vargas* MS166; *Dang* MS166; *Dean* MS166; *Fildebrandt* MS166–67; *McIver* MS166

Travel at public expense

Members' guests *See* **Third party allowances and expenses order; Transportation order**

Visitor services

Budget estimates 2019-2020 ... *Scarlett* MS186