

HOUSE OF ASSEMBLY MANAGEMENT COMMISSION

MINUTES

The twenty-fourth meeting of the House of Assembly Management Commission was held in the Legislative Committee Meeting Room, on Tuesday, January 24, 2017 at 11:00 a.m.

Present were: Mr Gordon Wilson, Hon. Michel Samson, Hon. Labi Kousoulis, Hon. Chris d'Entremont, Hon. David Wilson, Mr Larry Harrison, Mr Iain Rankin and Mr Neil Ferguson, Chief Clerk.

Also present were Deborah Lusby, Director of Administration, Office of the Speaker, Gordon Hebb, Q.C., Chief Legislative Counsel and Annette M. Boucher, Q.C., Assistant Clerk.

Hon. Kevin Murphy participated by telephone but was not counted in quorum and did not vote. Mr Gordon Wilson, Deputy Speaker, chaired the meeting.

1) Minutes of the November 29, 2016 meeting

It was moved by Hon. Chris d'Entremont and seconded by Hon. David Wilson that the minutes of the November 29, 2016 meeting be approved as circulated.

CARRIED

2) House of Assembly Management Commission 2016 Annual Report

The 2016 draft report was circulated to Commission members in advance of the meeting.

It was moved by Iain Rankin and seconded by Larry Harrison that the 2016 Annual Report of the House of Assembly Management Commission be approved as circulated and be tabled by the Speaker in the House of Assembly.

CARRIED

3) House of Assembly Management Commission Audit Committee 2016 Annual Report

The report was circulated to the members of the Commission in advance of the meeting.

It was moved by Hon. Chris d'Entremont and seconded by Hon. David Wilson that the 2016 Audit Committee Annual Report be accepted by the Commission.

CARRIED

4) 2016-2017 3rd Quarter Financials

Ms Lusby pointed out that the expenditures should be at 75% of the yearly budget and that all budgets were under that amount at the end of the third quarter on December 31, 2016.

5) Risk assessment update

Ms Lusby informed the Commission that the House of Assembly was participating in Staunch Maple which is a business continuity exercise planned for the week of April 27. Additionally, monthly planning meetings are underway with the management team at the Legislature and Emad Aziz from EMO and ISD. She will report further once the exercise is complete.

6) Other

The Chief Clerk noted that another Commission meeting would take place before the end of March 2017 to meet the statutory meeting obligation of the Commission.

The meeting adjourned at 11:19 a.m.

These minutes were approved by the Management Commission on April 4, 2017.

Certified

Speaker

Chief Clerk