Ontario

Legislative Assembly

MINUTES OF MEETING #3/85
OF THE BOARD OF INTERNAL ECONOMY
HELD IN ROOM 180, SPEAKER'S BOARDROOM, LEGISLATIVE BUILDING
AT 3:45 P.M., MONDAY, JULY 15, 1985

PRESENT:

The Honourable Hugh Edighoffer, Speaker, Chairman
The Honourable Robert Nixon
The Honourable Elinor Caplan
The Honourable Jack Riddell
Ms. Joan Smith, M.P.P.
Mr. Bud Gregory, M.P.P.
Mr. Elie Martel, M.P.P.

Secretariat:

Mr. Robert J. Fleming, Director of Administration, Secretary
Mr. J.T. Mitchinson, Assistant Secretary
Mrs. Frances L. Edge, Recording Secretary
Ms. Sandra Bowen, Administrative Co-ordinator

Legislative Assembly Staff:

Mr. Roderick Lewis, Q.C., Clerk of the House
Ms. Ellen Schoenberger, Personnel Officer
Mr. J.M. Miggiani, Finance Officer

Guests:

Mr. Richard Johnston, M.P.P., Chairman, Standing Committee on Social Development
Mr. Jack Johnson, M.P.P., Chairman, Standing Committee on Members' Services
Mr. Bernard Webber, Chairman, Legislative Information System Review Committee
Mr. Robert D. Stupart, Q.C., Director, Legal Branch, Ministry of Government Services
Mr. Howard Tate, Vice President, Johnson & Higgins Willis Faber Ltd.
Ms. Despina Georgas, Legislative Information System Review Committee
Ms. Lynn Mellor, Clerk, Standing Committee on Social Development
Mrs. Deborah Dellar, Clerk, Standing Committee on Members' Services
Ms. Marcia Boyd, Office Manager, N.D.P. Caucus
Ms. Jan Robinson, Assistant to the Finance Officer

DECISIONS OF THE BOARD

ITEM 1: Approval of Minutes of Meeting #2/85

Moved by Mr. Nixon, seconded by Mr. Gregory, and agreed, that the minutes of Meeting #2/85 be approved as circulated.

... continued

ITEM 2: Members' Office Automation/ Networking System

Moved by Mr. Martel, seconded by Mr. Nixon, and agreed, that Messrs. Webber, Stupart and staff of the Board continue negotiations with Datapoint Canada Inc. as per the direction of the Board issued on October 22, 1984.

ITEM 3: Members' Support Services: Clarification of Staffing Policy

The following matters were clarified by the Board, in response to questions raised by staff:

a. the replacement staff allowance is to be over and above the global allowance and is to be set at 5%.

b. staff are not entitled to overtime pay in excess of the maximum salary limit established for Members' support staff.

c. staff are not permitted to hold two concurrent positions for the same Member.

d. Members' support staff are permitted to claim reimbursement on the basis of an invoice for services rendered.

e. effective July 15, 1985, Members are not permitted to hire employees who are in the following relationships to the Member: spouse (including common law spouse as defined by the Board); parent; child; sibling; grandparent; grandchild; mother, father, son, daughter, brother, sister-in-law; ward; guardian.

The July 12, 1985 Report from the Standing Committee on Members' Services was received by the Board.

Staff were instructed to prepare a report for the next Board meeting clarifying all outstanding matters relating to Members' support staff global funding.

ITEM 4: Legislative Building: Space Allocation Study Proposal

Moved by Ms. Caplan, seconded by Ms. Smith, and agreed, that a committee comprised of representatives of the Accommodation Group of the Ministry of Government Services and the Office of the Director of Administration be asked to conduct a review of space allocations and needs of all offices and departments presently and traditionally located in the Legislative Building and the Whitney Block, and to prepare an outline of the most appropriate and equitable distribution of this space among the various occupants of these two buildings. The Committee is to report to the Board within one month.

... continued

ITEM 5: Report of Johnson & Higgins Willis Faber Ltd. on Members' Retirement Allowances

Moved by Mr. Nixon, seconded by Mr. Gregory, and agreed, that a 4% increase be granted to former Members and their dependents receiving an allowance under L.A.R.A., and to those former Members eligible for an allowance but who have elected to defer commencement of their allowance. This increase to take effect January 1, 1985.

ITEM 6: Office of the Assembly: Proposed Administrative Reorganization

Moved by Ms. Caplan, seconded by Ms. Smith, and agreed, that the Board approve the following 2 complement positions for the Administrative Branch of the Office of the Assembly: Director of Information Services and secretary/typist, in order to implement the organizational changes outlined in the report prepared by staff. The Board also approved the change in titles from 'Finance Officer' and 'Personnel Officer' to 'Director of Finance' and 'Director of Human Resources' and recommended an amendment to section 73 of The Legislative Assembly Act changing the title of 'Director of Administration' to 'The Administrator'.

The Speaker was asked to review the organizational structure of the Office of the Assembly.

ITEM 7: Electronic Hansard

Moved by Mr. Martel, seconded by Mr. Nixon, and agreed, that the Board approve in principle the acquisition of an in-house operated electronic Hansard system for the Ontario Legislature. It was further agreed that TV Ontario be approached to act as consultant to the Speaker, and that staff prepare a report to the Board recommending the most appropriate means of acquiring, producing and distributing the system.

ITEM 8: Authority to Transfer Funds Within the Office of the Assembly Vote

Moved by Mr. Gregory, seconded by Ms. Smith, and agreed, that the Board authorize the Finance Officer, under the provisions of section 88 of The Legislative Assembly Act to transfer monies from one item of the Estimates of the Office of the Assembly to another item within the same vote, in order to facilitate the completion of accounting procedures for the 1984-85 fiscal year.

... continued

ITEM 9: Group Insurance Coverage: Improvements to Life Insurance and Dental Plan Coverage

Moved by Mr. Gregory, seconded by Mr. Riddell, and agreed, that the following group insurance plan amendments be extended to all retired Members of the Legislature and eligible dependents who are in receipt of a L.A.R.A. allowance, and all retired employees of the Office of the Assembly and eligible dependents who are in receipt of a pension under the P.S.S.F.:

a. dental plan coverage, effective August 1, 1985

b. life insurance coverage to be maintained at $2,000 from the date of retirement until the end of the retired employee's life.

ITEM 10: Employees of Office of the Assembly and Caucuses: policy re permanent part-time staff

Deferred to next meeting of the Board

ITEM 11: Constituency Office Leases

Moved by Mr. Nixon, seconded by Ms. Caplan, and agreed, that the Board delegate authority to the Director of Administration to approve all constituency office leases in excess of one year, provided the required 3-month cancellation clause is part of the lease. Members may appeal any decision of the Director of Administration to the Board.

ITEM 12: Constituency Office Program: Request from Ann Sloat

Moved by Mr. Nixon, seconded by Ms. Caplan, and agreed, that the $1,425.65 overexpenditure by Ann Sloat in her constituency office allocation for the 1984-85 fiscal year be forgiven.

Other Business:

a. 1985-86 Budget Review: Standing Committee on Social Development

Moved by Mr. Martel, seconded by Mr. Nixon, and agreed, that the 1985-86 Budget for the Standing Committee on Social Development be approved in the amount of $223,878.

... continued

b. 1985-86 Budget Review: Standing Committee on Members' Services

Moved by Mr. Gregory, seconded by Mr. Riddell, and agreed, that the 1985-86 Budget for the Standing Committee on Members' Services be approved in the amount of $7,490.

c. 1985-86 Budget Review: Commonwealth Parliamentary Association 26th Annual Canadian Regional Conference

Moved by Mr. Martel, seconded by Ms. Caplan, and agreed, that the 1985-86 Budget for the Commonwealth Parliamentary Association 26th Annual Canadian Regional Conference be approved in the amount of $20,945.

d. Caucus Employees: Complement Increase

Moved by Mr. Nixon, seconded by Ms. Caplan, and agreed, that the following increases in caucus complement positions be approved by the Board:

P.C. Caucus	-	32
NDP Caucus	-	3

MOTION TO ADJOURN:

There being no further business to come before the Board at this time, the meeting was adjourned.

Hugh Edighoffer
Speaker

16/7/85