

A photograph of the Colorado State Capitol building, a large, ornate, light-colored stone structure with a prominent central dome. In the foreground, a large, modern fountain with multiple water jets is active. The sky is blue with some light clouds. The text is overlaid on the right side of the image.

Legislative Assembly Office

# AGILE AND RESILIENT

Annual Report 2020-2021





Note: The photos featured within this publication reflect the applicable public health measures at the time. The safety of Members, staff and the public is a top priority. Organizational processes aligned with public health measures throughout the year.

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# MESSAGE FROM THE SPEAKER

The past year has presented challenges for all organizations. The Legislative Assembly was no different. The challenges have given way to opportunities for improvement, efficiencies, and greater access to our Legislative Assembly. I am grateful to be part of a team that has tackled each new challenge with a mind to improve the status quo and do so in a collaborative spirit.

It is the Legislative Assembly's responsibility to create legislation that supports our province's ability to manage any situation while anticipating and responding to the needs of Albertans. The Legislative Assembly of Alberta sat more in the first half of the fiscal year than any other legislative body in the country.

We have found more ways to reach more people through virtual tours on social media and virtual School at the Legislature. We have found new ways to conduct business; the Legislative Assembly was among the first to reconvene committee meetings in a new virtual format.

As the public health crisis unfolded in Alberta, the Legislative Assembly Office (LAO) supported the needs of the Assembly and its Members, managing the operational impact of the crisis by adapting its processes and discovering new and, in many cases, more efficient ways to deliver

services, connect with public audiences and interact as a team.

This high level of responsiveness ensured the LAO remained on course with its strategic goals to improve the operation and accessibility of the Legislative Assembly, strengthening parliamentary democracy even in times of great uncertainty.

The LAO launched a new mobile-friendly website, a significant project undertaken in-house. The new website has proved invaluable in improving accessibility to the work of the Legislative Assembly, both internally and externally, and in enhancing online public education. The LAO also began live streaming official ceremonies, increasing public engagement and participation. A new speaker series and a trivia challenge called #FunFactFriday further expanded the LAO's social media presence and injected a bit of levity into an otherwise challenging time.



Honourable Nathan M. Cooper

Speaker of the Legislative Assembly of Alberta

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# MESSAGE FROM THE CLERK

This past year was exceptional by any measure. The LAO's operational agility was tested like never before. The global pandemic affected all aspects of people's lives, professionally and personally.

In facing this extreme and ongoing challenge, the LAO proved time and again its ability to unite in the face of adversity and diligently address emerging issues while maintaining its strategic vision. LAO employees exhibited unparalleled dedication, commitment and co-operation.

The health and safety of Members, employees and visitors is a top priority for the LAO. The organization stayed nimble and adapted operations, workplace protocols and public programming in alignment with changing public health recommendations. Teams pulled together to share regular updates, both internally and externally, and to support employees balancing family commitments and work challenges.

Undaunted by the challenging times, the LAO provided exemplary procedural and administrative support for the Assembly and committees, both of which continued with a demanding schedule despite the pandemic.

With a new three-year strategic plan to lead the way, the organization progressed on strategic goals to improve accessibility to the work of the Legislative Assembly and its public education mandate. The LAO also modernized internal systems and improved workplace collaboration.

The commitment of the LAO's dedicated team has been steadfast and reassuring. These are exceptional times, and it is a great honour to lead this team of professionals.



Shannon Dean, QC

Clerk of the Legislative Assembly of Alberta

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# KEY HIGHLIGHTS FROM THE YEAR

In 2020 the LAO published its three-year strategic business plan, *Honouring Tradition While Embracing Change*. This annual report documents progress in year one of the three-year plan. The LAO demonstrated agility and resilience in achieving its strategic goals during a year marked by the impacts of a global pandemic, as evidenced by the following highlights.

## AGILE IN THE FACE OF THE PANDEMIC, OPERATING ON A NO FAIL BASIS

Notwithstanding the pandemic, the Assembly and committees continued to operate on a no fail basis, with the necessary adjustments for Members, staff and public participation as public health protocols shifted. As a significant cohort of LAO staff were required to work on-site to support the Assembly throughout the crisis, business processes were adapted to align with public health measures, keeping Members, staff and visitors safe. The LAO developed new mental health supports and liaised directly with employees as needed, mitigated organizational disruption with staffing contingency plans and provided coaching and resources to keep staff connected when required to work remotely.

## MANAGED EXTENDED SITTINGS AND INTRODUCED VIRTUAL COMMITTEE PARTICIPATION

The Legislative Assembly of Alberta was one of the only Assemblies across Canada to sit regularly during the first wave of the pandemic. The demanding legislative schedule saw the spring sitting of the Second Session extend through to July 29\* and include a special sitting on August 27, a total of 41 sitting days in the first six months of the fiscal year. Historically the average spring sitting has been closer to 32 days.\*\* In addition to convening for more days in 2021, sessional days were extended to include morning, afternoon and evening sittings, accumulating 140 sittings for the fiscal year.

Alberta was also one of the country's first jurisdictions to hold virtual committee meetings during the initial wave of the pandemic. The LAO was quick to modify its operations to support remote videoconferencing and physical distancing for in-person attendees. The inaugural "hybrid" committee meeting took place on April 27, 2020.

## DEPLOYED IT EQUIPMENT AND TRAINING TO MOBILIZE REMOTE WORKFORCE

With the onset of the global pandemic the LAO swiftly acted to create the infrastructure, procure required equipment and train its staff to successfully pivot to remote working. This included a migration to Microsoft Teams to facilitate continued collaboration and connection. The success of this transition was evidenced by the LAO's ability to move forward in its strategic objectives while adapting to a new way of working.

## EXPANDED PUBLIC EDUCATION WITH ONLINE PROGRAMMING

The LAO significantly expanded online educational programming as a result of the pandemic. Interactive educational programming for students in grades 6 and 9 is designed to encourage critical thinking, foster active citizenship and develop an understanding of the parliamentary system. Live from the Legislature tours are online tours streamed directly to classrooms, allowing students to explore the building's history and architecture while interacting with a heritage interpreter through real-time chat. Prerecorded video tours simulate the in-person public tours of the Alberta Legislature Building. This new approach to engaging students proved particularly useful during the pandemic.

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\* The July 28, 2020, evening sitting continued until 8:09 a.m. on July 29, 2020.

\*\* This statistic represents a 10-year average of spring sittings between 2010 and 2019.

The LAO virtually delivered the annual Alberta Teachers Institute learning session to teachers across the province in March 2021. The program provides Alberta teachers with in-depth parliamentary learning to take back to their classrooms, and the virtual opportunity received strong accolades from participants.

### **LAUNCHED MOBILE-FRIENDLY WEBSITE TO BETTER CONNECT WITH ALBERTANS**

The LAO launched a new website on September 9, 2020. Responsive on multiple devices and reflecting best practices for navigation, content, design and development, the site increases access to information about Members, Assembly debates and decisions and educational resources. The site features a dashboard for Assembly records, an interactive calendar and upgraded infrastructure that is instrumental in delivering virtual programming.

### **SPEAKER'S OUTREACH TOURS ACROSS THE PROVINCE**

The Speaker's enthusiasm and commitment to engage with Albertans on the parliamentary system was evident despite the pandemic. During the summer and fall the Speaker toured constituencies across northern, central and southern Alberta in co-operation with local MLAs.

### **DEVELOPED INTERACTIVE ONLINE SEATING PLAN TO EXPAND ACCESSIBILITY**

Continually exploring new and innovative ways to inform Albertans about the work of their Legislative Assembly, the LAO launched an interactive Chamber seating plan that allows Albertans to easily access Members' online profiles, including biographical and constituency information, recorded votes, sponsored Bills and speaker transcripts.

### **ADAPTED EMPLOYEE LEARNING AND RECOGNITION TO A VIRTUAL WORLD**

The LAO launched Virtually Learn and Connect with the LAO, a modern and engaging online learning program for constituency office employees across the province. The inaugural offering included virtual learning seminars led by the Office of the Sergeant-at-Arms to provide front-line employees in constituency offices across the province with tools to support their continued safety, security and well-being. The online format alleviated the need for employees to travel and gather during the pandemic, which also resulted in time and cost savings. This new approach creates a foundation for more frequent learning opportunities going forward.

### **SHARED ASSEMBLY EVENTS WITH MORE ALBERTANS THAN EVER BEFORE**

Albertans had the opportunity to attend Legislative Assembly events on Facebook, Twitter and YouTube. Beginning with the installation of the Lieutenant Governor, the Honourable Salma Lakhani, AOE, BSc, on August 26, 2020, the LAO livestreamed all public events on social media. Speaker-hosted events such as the first poppy presentation, service of remembrance, Holodomor recognition and the Black History Month celebration all reached record audiences, encouraging more Albertans to access Assembly events than ever before.

### **LAUNCHED INITIATIVES TO MODERNIZE INTERNAL SERVICE DELIVERY**

The LAO launched its new enterprise resource planning project, a multi-year initiative to modernize human resources, payroll, finance and information technology systems across the organization. Business processes were analyzed and mapped and efficiencies will be gained as a result of clearly understanding how key processes interact. The LAO also established a governance steering committee to standardize and streamline the way information and data are managed and controlled.



# FEATURED EVENTS



Public events were streamed to thousands of Albertans on social media as in-person attendance was restricted in accordance with provincial public health measures.

## LIEUTENANT GOVERNOR INSTALLATION

Her Honour the Honourable Salma Lakhani, AOE, BSc, was installed as Alberta's 19th Lieutenant Governor in a ceremony at the Alberta Legislature on August 26, 2020. The Lieutenant Governor represents the monarch as the official head of state in Alberta and performs constitutional, ceremonial and social duties.

## FIRST POPPY PRESENTATION

On October 21, 2020, the Alberta-NWT Command of the Royal Canadian Legion presented the first poppy of its annual campaign to Her Honour the Honourable Salma Lakhani, AOE, BSc, Lieutenant Governor of Alberta. Representatives from the 3rd Canadian Division attended.

## REMEMBRANCE SERVICE

The Legislative Assembly hosted a service of remembrance on November 4, 2020. Wreaths from Members of the Legislative Assembly, the Royal Canadian Legion, the Canadian Corps of Commissionaires, the Alberta Union of Provincial Employees and the youth of Alberta were displayed in honour of Canadian servicemen and servicewomen. Members of the Royal Canadian Legion Colour Party attended.



## HOLODOMOR

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The Legislative Assembly held the annual Holodomor service on November 24, 2020. The service marked the 12th anniversary of the *Ukrainian Famine and Genocide (Holodomor) Memorial Day Act*, which proclaims the fourth Saturday in November of each year as a day of Holodomor remembrance in Alberta. The ceremony included a candle lighting, prayer and moment of silence.

## BLACK HISTORY MONTH

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On February 4, 2021, the Legislative Assembly marked Black History Month with a celebration of culture and heritage that featured remote performances by vocalists, spoken word artists and dance groups as well as remarks from community representatives.

## HISTORIC TWINNING AGREEMENT SIGNED BY SPEAKER COOPER

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On March 23, 2021, Speaker Cooper signed a historic twinning agreement between the Hokkaido Legislative Assembly and the Legislative Assembly of Alberta as part of the 40th anniversary of the prefecture of Hokkaido and province of Alberta sister city friendship agreement.



# LAO TEAM

## THE LEGISLATIVE ASSEMBLY OFFICE

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The LAO is a nonpartisan organization in the public service of Alberta that operates within a statutory mandate to support elected representatives and ensure the Legislative Assembly functions efficiently and effectively. The LAO embraces the rich parliamentary tradition that underpins the constitutional rights of Members, and it supports their unique role in Alberta's parliamentary democracy.

The LAO's nonpartisan support to the Speaker, Members and their staff includes administrative and procedural services for Assembly business, committee meetings and constituency offices throughout the province.

In addition to these core functions, the LAO assists the Speaker to inform the public about parliamentary process and the legislative system through public engagement, education and outreach programs. The LAO facilitates citizen engagement in a number of ways, including broadcasting Assembly and committee proceedings, educating students through School at the Legislature, providing public tours and ensuring Assembly debates and decisions are accessible through the Assembly's public website.

The LAO also safeguards the continuity and impartiality of legislative processes by supporting Members and their staff during the period of transition following a general election.

## OFFICE OF THE CLERK

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The Clerk is the chief executive officer of the Legislative Assembly. Under the direction of the Speaker, the Clerk has both procedural and managerial responsibilities and oversees the delivery of nonpartisan services to Members and their staff. The Clerk's office is also responsible for interparliamentary relations, which involves organizing Alberta's participation in parliamentary associations, co-ordinating Member participation in conferences, seminars and exchanges and organizing nonpartisan programs for incoming parliamentarians.

## PARLIAMENTARY COUNSEL

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The office of Parliamentary Counsel provides legal advice and support on a broad range of issues, including questions of procedure, contract law, employment law and leases. Some members of the office serve as table officers, providing legal and procedural advice in the Assembly. The office also offers legislative drafting services for Private Members' Public Bills and amendments tabled in the Assembly.

## HOUSE SERVICES

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House Services oversees Assembly and committee proceedings, which includes providing research services. The branch also provides procedural advice to the Speaker and Members. In addition, the branch is responsible for the production of various Assembly and committee documents and records, including the Order Paper, Votes and Proceedings and *Journals*.

## CORPORATE SERVICES

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Corporate Services oversees support relating to financial management, office administration and property management, technology, telecommunications and audiovisual and broadcast services. It also provides strategic communications, professional writing and design services.

## HUMAN RESOURCE SERVICES

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Human Resource Services provides customized human resource management, compensation and consulting services to support the Legislative Assembly of Alberta.

## CEREMONIAL AND SECURITY SERVICES

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Ceremonial and Security Services is the principal adviser on security matters, managing security for the Legislature Chamber and constituency offices and liaising with external intelligence, public safety and security organizations.

## PARLIAMENTARY PROGRAMS

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Parliamentary Programs helps Albertans learn about and engage in the parliamentary process. The branch oversees visitor and educational programming and the use of visitor spaces and venues, including the interactive Legislative Assembly Visitor Centre. The branch also manages the production of *Alberta Hansard*, the official transcript of Legislative Assembly debates.

## LIBRARY SERVICES

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The Legislature Library serves as the parliamentary library for Members of the Legislative Assembly of Alberta. In addition to providing access to collections of relevant information in several formats, the branch also offers confidential and authoritative research services. Responsibility for records management also resides within the branch.

# VISION, MISSION AND VALUES

## OUR VISION

We strengthen parliamentary democracy for all Albertans.

## OUR MISSION

- We provide nonpartisan support to the Speaker and Members of the Legislative Assembly.
- We uphold the values and traditions of the Legislative Assembly.
- We manage change in a dynamic parliamentary environment.
- We promote public awareness and engagement in the work of the Legislative Assembly.

## OUR VALUES

Our values guide us in our work.

Trust  
Innovation Comradery  
Meaningful Work  
Nonpartisan Engaged  
Excellence





# PERFORMANCE RESULTS

## GOAL 1

Ensure the operations of the Legislative Assembly and its committees are effective and efficient and protect the traditions and privileges of the institution.

### ACTIONS

- **Provide effective, timely and efficient operational support and advice to the Speaker, the Assembly and its committees and Members in their role as parliamentarians.**
  - The LAO ensured Assembly and committee operations continued on a no fail basis throughout the pandemic. This included implementing remote videoconferencing to support Members in committees.
- **Enhance the access to and dissemination of information, reports and other records regarding Assembly and committee proceedings for the benefit of Members, caucus staff and the public.**
  - The LAO launched the Assembly's new public website, featuring an interactive seating plan that enhances access to information about Members and parliamentary business.
- **Continue to foster strong professional relationships with presiding officers, committee chairs, House leaders and caucus staff.**
  - The LAO remained highly accessible with procedural, legal and administrative support for presiding officers, committee chairs, House leaders and caucus staff as adjustments were made to accommodate the ever-changing requirements of the prolonged pandemic.
- **Support the continued education of Members and their staff regarding parliamentary procedures and conventions.**
  - The LAO expanded online training and resources to improve access to essential parliamentary information for Members and their staff.

## PERFORMANCE MEASURES

Measure	Prior year results*		2020/21 <b>Target</b>	2020/21 <b>Actual</b>
	2018/19	2019/20		
Proceedings in the Chamber and committee meetings, both on-site and off-site, take place as planned.	No fail	No fail	No fail	No fail
Satisfaction of Members with committee and Assembly-related support.	91%	83%**	85%	Survey developed and will launch in fall of 2021
Percentage of digital or printed sessional documents, including the Order Paper, Votes and Proceedings, transcripts, committee reports, audio-and video streams and other information relating to committee proceedings, that are available according to established time targets.	98%	92%	100%	97%
Implement phase two of the Alberta Legislative Assembly data distribution integration network (ALADDIN) to allow for the electronic collection of information related to debates in the Assembly.	N/A	N/A	Preparation	In progress
Implement phase two of the Legislative Assembly Speakers' rulings (LASR) database to allow for public access.	N/A	N/A	Preparation	In progress
Develop and implement a committees rulings database (CoRD).	N/A	N/A	Development	Development complete

\* Prior year results are reported where applicable if the same measure was in place.

\*\* This measure specifically related to procedural support.

- Phase two of the Alberta Legislative Assembly data distribution integration network (ALADDIN) and the second phase of the Speakers' rulings database were temporarily delayed due to shifting priorities and resources related to the pandemic.
- Due to changes to House procedures and practices relating to the pandemic, the time was not right to survey Members on committee and Assembly-related support. The LAO has developed the survey and will administer it in the coming year.

## GOAL 2

Provide a safe and secure environment for people, property, information and financial assets.

### ACTIONS

- **Continue to enhance the cybersecurity and threat awareness program and mandatory education modules for all Members and staff.**
  - The LAO achieved a 91 per cent rate of completion among LAO branch employees and saw a 5 per cent increase in the completion rate for the overall extended organization.
- **Update the business continuity plan for the Legislative Assembly.**
  - The business continuity plan provided a solid road map during the pandemic. The plan was further strengthened as the LAO incorporated learnings in real time. When appropriate, the LAO will create an after-action report and make any required updates to the plan.
- **Continue regular and ongoing security exercises involving Legislative Assembly security services, Legislature sheriffs, Alberta Infrastructure staff and external agencies to test operational readiness to respond to the broadest range of contingencies.**
  - Despite the pandemic the office of the Sergeant-at-Arms attended even more constituency sites than originally planned, recommending any improvements necessary to enhance the safety and security of Members and their staff. The LAO also held the first of a series of virtual learning seminars to provide frontline employees in constituency offices across the province with tools to support their continued safety, security and well-being.

### PERFORMANCE MEASURES

Measure	Prior year results*		2020/21 Target	2020/21 Actual
	2018/19	2019/20		
Percentage of constituency offices visited annually by the office of the Sergeant-at-Arms to ensure that security systems and procedures are in place.	39%	40%	35%	52%
Number of incidents of damage or loss to Assembly records and library collections.	1	0	0	0
Office of the Auditor General review of the financial reporting IT systems.	No deficiencies identified	No deficiencies identified	No deficiencies identified	No deficiencies identified
Percentage of Members and staff to complete cybersecurity and threat awareness program.	N/A	63%	85%	68%

\* Prior year results are reported where applicable if the same measure was in place.

## GOAL 3

Enhance the LAO's collaborative workplace culture to foster a skilled, diverse and united workforce that feels supported and valued.

### ACTIONS

- **Enhance the recognition program to highlight and appreciate the efforts and achievements of employees and teams.**
  - Research and planning to enhance the employee recognition program are underway.
- **Implement a new performance management system with corresponding resources, references and training materials to develop employee and manager capabilities through effective feedback and coaching.**
  - The LAO developed and tested a program framework in 2020. The program pilot will launch in the summer of 2021.
- **Adopt new organizational learning approaches using different learning models for flexible access, including formats, styles and topics, and incorporate targets for learning outcomes.**
  - The LAO launched an online learning program for constituency office employees across the province. A project plan for in-depth onboarding and technical training and resources, including a comprehensive training calendar, is underway.

### PERFORMANCE MEASURES

Measure	Prior year results*		2020/21 Target	2020/21 Actual
	2018/19	2019/20		
Complete Myers-Briggs Type Indicator assessments and training for 50% of LAO branch staff by 2023.	N/A	N/A	Preparation	Preparation complete
Pursue recognition as an employer of choice by 2023.	N/A	N/A	Establish criteria	In progress
Conduct biannual employee satisfaction and engagement surveys.	N/A	N/A	Prepare survey	In progress

\* Prior year results are reported where applicable if the same measure was in place.



# GOAL 4

Improve organizational accessibility, both internally and externally.

## ACTIONS

### INTERNAL ACTIONS TO IMPROVE SERVICE TO MLAS, CAUCUSES AND CONSTITUENCY OFFICE STAFF:

- **Establish an information governance strategy.**
  - A new governance steering committee, with robust terms of reference, will focus strategy development over the next two years.
- **Enhance use of technology to provide user-friendly access to information about Members and the Assembly on new website and mobile devices.**
  - With the launch of an interactive Chamber seating plan and Assembly records dashboard, the LAO streamlined online access to the work of the Assembly and Member information.
- **Expand use of technology to deliver training to constituency staff throughout Alberta.**
  - The LAO launched Virtually Learn and Connect with the LAO, a program to deliver constituency learning and development seminars online. The LAO also assembled a consultation group of constituency employees to assist in program development, assessment and improvement.

## PERFORMANCE MEASURES

### Internal Performance Measures

Measure	Prior year results		2020/21 Target	2020/21 Actual
	2018/19	2019/20		
Satisfaction of Members and staff with the services, training and information provided by the LAO, measured by Member and employee surveys to establish a baseline and monitor progress.	N/A	N/A	Develop surveys	Surveys developed

## External Performance Measures

Measure	Prior year results*		2020/21 Target	2020/21 Actual
	2018/19	2019/20		
Number of visitors who observed a sitting.	8,526	7,691	10,000	346**
Number of questions relating to the democratic process or the activities of the Assembly or its committees.	N/A	N/A	Establish baseline	In progress
Number of visits to Assembly website pages relevant to the democratic process or the activities of the Assembly or its committees.	N/A	N/A	Establish baseline post launch of new Assembly website	In progress
Positive survey responses to questions on the informativeness of programming such as tours of the Legislature Building, School at the Legislature and Alberta Teachers Institute on Parliamentary Democracy as well as day programs for schools, out-of-school programs and programming for English language learners.	91% satisfied or very satisfied	94% satisfied or very satisfied	Establish baseline	In progress
Satisfaction of Members and staff with the ability to access information about the Legislative Assembly and the democratic process.	86%	N/A***	85%	Not yet measured

\* Prior year results are reported where applicable if the same measure was in place.

\*\* In-person public attendance was restricted due to the pandemic.

\*\*\* Surveys were biannual.

- A cross-section of feedback from virtual programming participants indicated 85.5 per cent satisfaction. However, with in-person visitor opportunities limited by the pandemic, establishing a baseline for measuring in-person user experience was not possible, nor was achieving the previously determined target of 10,000 visitors to observe a sitting.
- The LAO designed a survey to measure the required internal and external performance targets, but with the transition to a remote workforce, the time was not right to conduct the survey. The LAO will reconsider the appropriate timing to obtain the information and feedback needed for continuous improvement.

## EXTERNAL ACTIONS TO ENSURE THE LAO IS ALBERTA'S PREMIER SOURCE OF INFORMATION ABOUT THE LEGISLATIVE ASSEMBLY AND PARLIAMENTARY DEMOCRACY:

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- **Rationalize the LAO's process of responding to questions from the public.**
  - Current processes are being analyzed and evaluated for improvement.
- **Develop and implement a social media strategy.**
  - The LAO developed a social media strategy and, in line with the plan, began streaming events on Facebook, Twitter and YouTube, garnering positive engagement with Albertans.
- **Develop and launch a new Assembly website.**
  - The LAO launched a new mobile-friendly website on September 9, 2020.
- **Broaden outreach initiatives to engage more Albertans in the legislative process.**
  - The Speaker conducted outreach tours across the province.
  - The LAO developed new online programming for teachers, students and the public.

## GOAL 5

Provide Members and staff the support they require throughout the by-election and general election process.

### ACTIONS

- **Debrief election 2019 and incorporate lessons learned to prepare a detailed plan for election 2023.**
  - The LAO debriefed the 2019 election and began preparing for the 2023 election.
  - Although there were no by-elections during the reporting period, the LAO continued to identify and develop new opportunities for future Member and staff orientation.

# CONFERENCES

## 38th Canadian Presiding Officers' Virtual Conference, hosted by the Legislative Assembly of Prince Edward Island

The conference seeks to foster impartiality and fairness in the role of presiding officers, promote knowledge of parliamentary democracy in its various forms and further develop parliamentary institutions.

**JANUARY 19, 2021, BY VIDEOCONFERENCE**

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### DELEGATE

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- Honourable Nathan M. Cooper, Speaker, MLA for Olds-Didsbury-Three Hills

### BUSINESS SESSIONS

- Jurisdictional Updates
- Presentation on Hybrid Proceedings by representatives from British Columbia, House of Commons and Manitoba
- Unparliamentary Language Round-table
- CPA Updates
- Canadian Speakers' Association Private Meeting

## Canadian Parliamentary Association Virtual Commonwealth Youth Parliament

The Commonwealth Youth Parliament (CYP) is an opportunity for youth from Commonwealth nations to experience aspects of parliamentary democracy and connect with peers. The event simulates a working parliament or Legislature.

**DECEMBER 14 TO 18, 2020, BY VIDEOCONFERENCE**

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### DELEGATES

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- Rebecca Hicks, LAO, Parliamentary Programs
- Maria Ovcharenko, LAO, Parliamentary Programs

### SESSIONS

- Speaker's Address
- Questions to the Prime Minister
- Social Affairs Committee
- Jobs and Workplace Committee
- Health Committee
- Consideration and Voting on Bills and Resolutions
- Debrief with Officers of CPA Headquarters
- Mock Press Conference



## 41st Canadian Council of Public Accounts Committees (CCPAC) and Canadian Council of Legislative Auditors (CCOLA) Conference, hosted by the Legislative Assembly of British Columbia

Legislators from federal, provincial and territorial Public Accounts committees across Canada meet jointly with legislative auditors to discuss matters relating to financial accountability.

### SEPTEMBER 10, 2020, BY VIDEOCONFERENCE

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#### DELEGATES

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- Shannon Phillips, Legislative Assembly Standing Committee on Public Accounts Chair, MLA for Lethbridge-West
- Richard Gotfried, Legislative Assembly Standing Committee on Public Accounts Deputy Chair, MLA for Calgary-Fish Creek

#### BUSINESS SESSIONS

- Parliamentary Oversight of COVID-19 Program Administration
- Roundtable: Role of Public Accounts Committees and Auditors General on COVID-19 Program Administration

# BY THE NUMBERS

APRIL 1, 2020 TO MARCH 31, 2021

## ASSEMBLY AND COMMITTEE ACTIVITY

Days\*



78

Sittings



140

Bills  
Introduced



61

Evening Sittings  
that went past midnight



21

Tablings



516

Words Spoken\*\*  
in the Assembly and Committees



6,453,127

Hours in  
Session

560

Hours in  
Committee

198.1

Committee Meetings



98

\* Total number of days that the Assembly sat irrespective of the number of sittings that took place each day.

\*\* Total number of words transcribed into the official Alberta Hansard record.

# FINANCIAL STATEMENTS

March 31, 2021

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## Independent Auditor's Report

To the Speaker of the Legislative Assembly

### Report on the Financial Statements

#### Opinion

I have audited the financial statements of the Legislative Assembly Office (the LAO), which comprise the statement of financial position as at March 31, 2021, and the statements of operations, change in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the LAO as at March 31, 2021, and the results of its operations, its changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

#### Basis for opinion

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the LAO in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Other information

Management is responsible for the other information. The other information comprises the information included in the *Annual Report*, but does not include the financial statements and my auditor's report thereon. The *Annual Report* is expected to be made available to me after the date of this auditor's report.

My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I will perform on this other information, I conclude that there is a material misstatement of this other information, I am required to communicate the matter to those charged with governance.



### **Responsibilities of management and those charged with governance for the financial statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the LAO's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless an intention exists to liquidate or to cease operations, or there is no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the LAO's financial reporting process.

### **Auditor's responsibilities for the audit of the financial statements**

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the LAO's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the LAO's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the LAO to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

[Original signed by W. Doug Wylie FCPA, FCMA, ICD.D]  
Auditor General

July 12, 2021  
Edmonton, Alberta

**LEGISLATIVE ASSEMBLY OFFICE**  
**STATEMENT OF OPERATIONS**  
Year Ended March 31, 2021

	2021		2020
	BUDGET	ACTUAL	ACTUAL
	(in thousands)		
<b>Revenues</b>			
Gift Shop Sales, Services and Fees	\$13	\$95	\$396
Other		95	98
	13	190	494
<b>Expenses</b>			
Voted:			
Corporate Services	8,172	7,660	7,699
Parliamentary Services	6,976	6,048	6,544
Visitor Services	2,128	1,763	2,707
Legislature Library	2,562	2,467	2,527
Human Resource Services	2,006	1,691	1,764
Legislative Committees	726	246	257
Office of the Speaker	533	464	491
Planning and Development	725	724	612
Election Contingency	-	-	250
MLA Administration	33,426	30,252	30,927
United Conservative Party Caucus	4,168	4,426	3,188
New Democratic Party Caucus	3,030	3,286	3,426
Other Caucuses	896	3	121
	65,348	59,030	60,513
<b>Valuation Adjustments:</b>			
Capitalization of Assets Expensed as Supplies (Note 3)		(560)	(526)
Amortization of Capital Assets (Note 3)		562	833
Write-down of Tangible Capital Assets		263	-
Reduction in Transition Allowance Liability (Note 6)		(333)	-
Increase (Reduction) in Vacation Pay Liability		249	(149)
Net Consumption of Inventory		(36)	67
Provision for Premium Adjustment Deposit Account		2	1
		147	226
	65,348	59,177	60,739
<b>Net Cost of Operations</b>	<b>(\$65,335)</b>	<b>(\$58,987)</b>	<b>(\$60,245)</b>

The accompanying notes and schedules are part of these financial statements.

**LEGISLATIVE ASSEMBLY OFFICE  
STATEMENT OF FINANCIAL POSITION  
As at March 31, 2021**

	2021	2020
	(in thousands)	
<b>Financial Assets</b>		
Cash	\$9,814	\$11,443
Accounts Receivable and Advances	242	463
Inventory for Resale	100	64
	<u>10,156</u>	<u>11,970</u>
<b>Liabilities</b>		
Accounts Payable and		
Other Accrued Liabilities	2,850	3,816
Vacation Pay Liability	2,215	1,966
Members' Transition Allowance		
Liability (Note 6)	381	816
	<u>5,446</u>	<u>6,598</u>
<b>Net Financial Assets</b>	<u>4,710</u>	<u>5,372</u>
<b>Non-Financial Assets</b>		
Tangible Capital Assets (Note 4)	929	1,194
Prepaid Expenses	8	44
<b>Net Assets</b>	<u><u>\$5,647</u></u>	<u><u>\$6,610</u></u>
 <b>Net Assets at Beginning of Year</b>	 <b>\$6,610</b>	 <b>\$6,023</b>
Net Cost of Operations	(58,987)	(60,245)
Net Financing Provided from General		
Revenues	58,024	60,832
<b>Net Assets at End of Year</b>	<u><u>\$5,647</u></u>	<u><u>\$6,610</u></u>

Contractual Obligations (Note 9)

The accompanying notes and schedules are part of these financial statements.

*Approved on July 12, 2021, by Shannon Dean QC, Clerk of the Legislative Assembly of Alberta, and Darren Joy, Senior Financial Officer of the Legislative Assembly Office.*

LEGISLATIVE ASSEMBLY OFFICE  
STATEMENT OF CHANGE IN NET FINANCIAL ASSETS  
Year Ended March 31, 2021

	2021		2020
	Budget	Actual	Actual
	(in thousands)		
<b>Net Cost of Operations</b>	<b>(\$65,335)</b>	<b>(\$58,987)</b>	<b>(\$60,245)</b>
Acquisition of Tangible Capital Assets (Note 4)		(560)	(526)
Amortization of Tangible Capital Assets (Note 4)		562	833
Write-down of Tangible Capital Assets		263	2
Decrease (Increase) in Prepaid Expenses		36	(44)
Net Financing Provided from General Revenues		58,024	60,832
<b>(Decrease) Increase in Net Financial Assets</b>		<b>(662)</b>	<b>852</b>
<b>Net Financial Assets at Beginning of Year</b>		<b>5,372</b>	<b>4,520</b>
<b>Net Financial Assets at End of Year</b>		<b>\$4,710</b>	<b>\$5,372</b>

The accompanying notes and schedules are part of these financial statements.

**LEGISLATIVE ASSEMBLY OFFICE  
STATEMENT OF CASH FLOWS  
Year ended March 31, 2021**

	<b>2021</b>	<b>2020</b>
	<b>(in thousands)</b>	
<b>Operating Transactions</b>		
Net Cost of Operations	(\$58,987)	(\$60,245)
Non-cash Items:		
Amortization of Tangible Capital Assets	562	833
Write-down of Tangible Capital Assets	263	2
Increase (Decrease) in Vacation Pay Liability	249	(149)
	<u>1,074</u>	<u>686</u>
Decrease (Increase) in Prepaid Expenses	36	(44)
Decrease (Increase) in Accounts Receivable and Advances	221	(187)
(Increase) Decrease in Inventories for Resale	(36)	67
(Decrease) Increase in Accounts Payable and Other Accrued Liabilities	(966)	1,031
Decrease in Members' Transition Allowance Liability	(435)	(1,030)
Cash Applied to Operating Transactions	<u>(59,093)</u>	<u>(59,722)</u>
<b>Capital Transactions</b>		
Acquisition of Tangible Capital Assets	<u>(560)</u>	<u>(526)</u>
<b>Financing Transactions</b>		
Net Financing Provided from General Revenues	<u>58,024</u>	<u>60,832</u>
<b>(Decrease) Increase in Cash</b>	<b>(1,629)</b>	<b>584</b>
<b>Cash at Beginning of Year</b>	<b>11,443</b>	<b>10,859</b>
<b>Cash at End of Year</b>	<b><u>\$9,814</u></b>	<b><u>\$11,443</u></b>

The accompanying notes and schedules are part of these financial statements.



LEGISLATIVE ASSEMBLY OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
Year Ended March 31, 2021

Note 1 Authority

The Legislative Assembly Office (the Office) is operated under the authority of the *Legislative Assembly Act*. Annual operating budgets are approved by the Special Standing Committee on Members' Services. General Revenues of the Province of Alberta fund both the cost of operations of the Office and the purchase of tangible capital assets.

Note 2 Purpose

Within the traditions of parliamentary democracy as constitutionally established in Alberta, the Office will:

1. Support the Speaker of the Legislative Assembly in carrying out the duties of office.
2. Support Members by providing services, advice, information and infrastructure required to carry out their roles as elected representatives.
3. Record the proceedings and maintain and preserve the records of the Legislative Assembly.
4. Inform and educate the public on behalf of Members and the institution of Parliament.
5. Provide a positive, productive, healthy and secure environment for Members and staff of the Assembly.
6. Support the Assembly in protecting its institutions and privileges.
7. Support the exchange of ideas/information among Parliaments.
8. Build partnerships with external clients in support of the institution of Parliament.

Note 3 Summary of Significant Accounting Policies and Reporting Practices

These financial statements are prepared in accordance with Canadian Public Sector Accounting Standards, which use accrual accounting. The Office has adopted PS3450 Financial Instruments. The adoption of this standard has no material impact on the financial statements of the Office, which is why there is no statement of remeasurement gains and losses.

Other pronouncements issued by the Public Sector Accounting Board that are not yet effective are not expected to have a material impact on future financial statements of the Office.

a) Reporting Entity

The reporting entity is the Legislative Assembly Office, for which the Clerk of the Legislative Assembly is responsible.

The Office operates within the General Revenue Fund (the Fund). The Fund is administrated by the President of Treasury Board, Minister of Finance. All cash receipts of the Office are deposited into the Fund and all cash disbursements made by the Office are paid from the Fund. Net financing provided from General Revenues is the difference between all cash receipts and all cash disbursements made.

b) Basis of Financial Reporting

Revenues

All revenues are reported on the accrual basis of accounting.

Expenses

Directly incurred

Directly incurred expenses are those costs the Office has primary responsibility and accountability for, as reflected in the Office's budget documents.

LEGISLATIVE ASSEMBLY OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
Year Ended March 31, 2021

Note 3 Summary of Significant Accounting Policies and Reporting Practices (continued)

In addition to program operating expenses such as salaries, supplies, etc., directly incurred expenses also include:

- amortization of tangible capital assets,
- pension costs, which are the cost of employer contributions for current service of employees during the year, and
- valuation adjustments.

Incurred by Others

Services contributed by other related entities in support of the Office's operations are not recognized but disclosed in Note 5.

Valuation Adjustments

Valuation adjustments include changes in the valuation allowances used to reflect assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay and transition allowance.

Assets

Financial assets of the Office are limited to financial claims such as cash, advances to and accounts receivable from other organizations, employees and other individuals.

Inventory held for resale is reported at the lower of cost and net realizable value.

Tangible capital assets of the Office are recorded at cost and amortized on a straight-line basis over the estimated useful lives of the assets. An asset is deemed a capital item if the cost is greater than or equal to \$5,000 per item, or when the sum of all components that make up or contribute to the finished product are greater than or equal to \$5,000. All costs required in order to make the asset available for use will be included in the cost of the asset and capitalized. This includes costs such as site preparation, delivery and handling, installation, related professional fees for architects and engineers and the estimated cost of dismantling and removing the asset and restoring the site if applicable. The amortization periods are as follows:

Computer hardware and software	3 years
Other equipment	5 years
Furniture	10 years

The Office follows government budgetary practices that allow funds from an operating budget to be used to purchase tangible capital assets. These purchases are included in expenses on the statement of operations, but are then removed from expenses through a valuation adjustment and are capitalized and amortized over their useful lives.

The fair value of cash and accounts receivable and advances are estimated to approximate their carrying values.

Liabilities

Liabilities are present obligations of the Office to external organizations and individuals arising from past transactions or events, the settlement of which is expected to result in the future sacrifice of economic benefits. They are recognized when there is an appropriate basis of measurement and management can reasonably estimate the amounts.

The Members' transition allowance is estimated based on Members' years of service and their most recent remuneration amounts.

The fair values of accounts payable and other accrued liabilities, and Members' transition allowance are estimated to approximate their carrying values.

LEGISLATIVE ASSEMBLY OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
Year Ended March 31, 2021

Note 3 Summary of Significant Accounting Policies and Reporting Practices (continued)

Net Financial Assets

Net financial assets indicate financial resources available to finance future operations.

Non-Financial Assets

Non-financial assets are acquired, constructed, or developed assets that do not normally provide resources to discharge existing liabilities, but instead:

- (a) are normally employed to deliver the Office's services;
- (b) may be consumed in the normal course of operations; and
- (c) are not for sale in the normal course of operations.

Non-financial assets of the Office are limited to tangible capital assets and prepaid expenses.

Note 4 Tangible Capital Assets  
(in thousands)

	Furniture	Computer hardware and software	Other equipment	2021 Total	2020 Total
Estimated Useful Life	10 years	3 years	5 years		
Historical Cost					
Beginning of Year	\$ 975	\$ 4,177	\$ 10,095	\$ 15,247	\$ 20,387
Additions	158	180	222	560	526
Disposals including write-downs	(536)	(166)	(1,428)	(2,130)	(5,666)
	<u>597</u>	<u>4,191</u>	<u>8,889</u>	<u>13,677</u>	<u>15,247</u>
Accumulated Amortization					
Beginning of Year	547	3,905	9,601	14,053	18,884
Amortization Expense	55	217	290	562	833
Effect of Disposals including write-downs	(273)	(166)	(1,428)	(1,867)	(5,664)
	<u>329</u>	<u>3,956</u>	<u>8,463</u>	<u>12,748</u>	<u>14,053</u>
Net Book Value at March 31, 2021	<u>\$ 268</u>	<u>\$ 235</u>	<u>\$ 426</u>	<u>\$ 929</u>	
Net Book Value at March 31, 2020	<u>\$ 428</u>	<u>\$ 272</u>	<u>\$ 494</u>		<u>\$ 1,194</u>

LEGISLATIVE ASSEMBLY OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
Year Ended March 31, 2021

Note 5 Expenses Incurred by Alberta Infrastructure  
(in thousands)

The Office had the following transaction with Alberta Infrastructure for which no consideration was exchanged. The amount for this transaction is estimated based on the actual costs incurred by Alberta Infrastructure to provide the service. The estimated cost for the space is \$ 4,978 for 15,744 usable m<sup>2</sup> (2020 - \$ 4,893 for 15,930 usable m<sup>2</sup>).

Note 6 Members' Transition Allowance Liability  
(in thousands)

The Office implemented a Members' transition allowance on October 1, 1998. The provisions of the allowance were established in accordance with the Members' Allowances Order (RMSC 1992, c. M-1, as amended, Section 9).

A transition allowance is paid to every Member at the time of dissolution of the Legislature unless they are re-elected in the next election. Members who resign their seats are also eligible for the allowance.

Under section 9, the amount paid for service commencing on or after March 20, 1989, is determined by multiplying three months' salary, based on the average monthly salary for the three calendar years in which the person received their highest salary, by the number of years the person served as a Member on or after March 20, 1989. "Salary" is defined in section 9(1). For service periods prior to March 20, 1989, the allowance is calculated by multiplying the highest rate of a Member's monthly indemnity and expense allowances for one month for every year of service prior to March 20, 1989 with no restrictions. There is no credit for years of service for which the Member has previously received a payment under Section 9 or the predecessor section.

In the event of death of an active Member, a transition allowance equivalent to the amount owed at death is paid to the Member's estate.

	2021	2020
Liability at beginning of year	\$ 816	\$ 1,846
Reduction in transition allowance liability	(333)	-
Transition allowance payments	(102)	(1,030)
Liability at end of year	<u>\$ 381</u>	<u>\$ 816</u>

Changes were made to the allowance effective April 23, 2012. Members will no longer receive credit for service after April 22, 2012. However, any amounts owed to Members for prior service, up to April 22, 2012, will be paid in the future when they cease to be a Member.

Note 7 Defined Benefit Plans  
(in thousands)

The Office participates in the following multi-employer pension plans: Management Employees Pension Plan and Public Service Pension Plan. The Office also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of \$2,502 for the year ended March 31, 2021 (2020 - \$2,444).

At December 31, 2020, the Management Employees Pension Plan reported a surplus of \$809,850 (2019 - surplus of \$1,008,135) and the Public Service Pension Plan reported a surplus of \$2,223,582 (2019 - surplus of \$2,759,320). At December 31, 2020, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$59,972 (2019 - deficiency of \$44,698).

The Office also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2021, the Bargaining Unit Plan reported a surplus of \$52,705 (2020 - Surplus of \$63,706) and the Management, Opted Out and Excluded Plan reported a surplus of \$7,858 (2020 - surplus of \$11,635). The expense for these two plans is limited to the employer's annual contributions for the year.

LEGISLATIVE ASSEMBLY OFFICE  
NOTES TO THE FINANCIAL STATEMENTS  
Year Ended March 31, 2021

Note 8      2020-2021 Total Voted/Authorized (a)  
(in thousands)

Expenses	
2020-2021 voted budget <sup>(a)</sup>	\$ 65,348
2020-2021 actual expenses (excluding valuation adjustment)	(59,030)
2020-2021 unexpended (excluding valuation adjustments)	<u>\$ 6,318</u>

<sup>(a)</sup> 2020-2021 Offices of the Legislative Assembly Estimates presented February 27, 2020.

Note 9      Contractual Obligations  
(in thousands)

Contractual obligations are obligations of the Office to others that will become liabilities in the future when the terms of those contracts or agreements are met.

The estimates for aggregate amounts payable in 2020-2021 for unexpired contracts is as follows:

	2021	2020
Leased properties	\$ 2,535	\$ 2,528
Office equipment rentals	220	224
	<u>\$ 2,755</u>	<u>\$ 2,752</u>

Note 10      Approval of Financial Statements

These financial statements were approved by the Clerk of the Legislative Assembly.

LEGISLATIVE ASSEMBLY OFFICE  
EXPENSES - DIRECTLY INCURRED DETAILED BY OBJECT  
Year ended March 31, 2021

Schedule 1

	2021		2020	
	Voted Budget	Actual	Actual	
Expenses:	(in thousands)			
Salaries, Wages and Employer Contributions	\$ 35,110	\$ 31,666	\$ 31,051	
Supplies and Services	14,544	12,734	14,295	
Grants	3	1	1	
Payments to MLAs and Executive Council	15,691	14,629	15,166	
Total Voted Expenses	<u>\$ 65,348</u>	<u>\$ 59,030</u>	<u>\$ 60,513</u>	



LEGISLATIVE ASSEMBLY OFFICE  
SALARY AND BENEFITS DISCLOSURE  
Year ended March 31, 2021

Schedule 2

	2020-2021			
	Base Salary (1)	Cash benefits (2)	Non-cash benefits (3)	Total
Clerk of the Legislative Assembly	\$ 272,628	\$ 6,000	\$ 62,932	\$ 341,560
Executive Director of Corporate Services	201,180	44,380	12,557	258,117
Law Clerk	167,604	-	37,904	205,508
Sergeant-At-Arms	164,688	-	34,530	199,218
Clerk Assistant and Senior Parliamentary Counsel (4)	141,152	36,581	32,325	210,058
Clerk Assistant and Director of House Services (5)	134,103	5,216	28,567	167,886
	<b>\$1,081,355</b>	<b>\$ 92,177</b>	<b>\$208,816</b>	<b>\$1,382,348</b>

(1) Base salary is comprised of pensionable base pay.  
(2) Cash benefits include vehicle allowance, vacation payouts, severance, salary in lieu of pension and lump sum payments.  
(3) Non-cash benefits include the Legislative Assembly Office's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, long term disability plans, WCB premiums, professional memberships, tuition fees and fair market value of parking.  
(4) Employment ended March 4, 2021.  
(5) Commenced current role on January 15, 2021. This includes all compensation received for all roles held within the reporting period.

	2019-2020			
	Base Salary (1)	Cash benefits (2)	Non-cash benefits (3)	Total
Clerk of the Legislative Assembly (4)(12)	\$ 264,848	\$ 5,109	\$ 68,304	\$ 338,261
Clerk of the Legislative Assembly (5)	64,240	86,483	3,215	153,938
Executive Director of Corporate Services (6)	174,366	44,380	15,145	233,891
Executive Director of Corporate Services (7)	20,222	2,721	1,739	24,682
Director of Visitor, Ceremonial & Security Services and Sergeant-At-Arms (8)	163,284	-	33,464	196,748
Sergeant-At-Arms (9)(12)	150,400	-	36,477	186,877
Clerk Assistant and Senior Parliamentary Counsel (10)(12)	144,557	-	38,388	182,945
Law Clerk (11)	94,077	-	32,029	126,106
	<b>\$1,075,994</b>	<b>\$138,693</b>	<b>\$228,761</b>	<b>\$1,443,448</b>

(1) Base salary is comprised of pensionable base pay.  
(2) Cash benefits include vehicle allowance, vacation payouts, severance, salary in lieu of pension and lump sum payments.  
(3) Non-cash benefits include the Legislative Assembly Office's share of all employee benefits and contributions or payments made on behalf of employees including pension, supplementary retirement plans, health care, dental coverage, group life insurance, long term disability plans, WCB premiums, professional memberships, tuition fees and fair market value of parking.  
(4) Commenced current role on May 24, 2019.  
(5) Employment ended May 24, 2019. Cash benefits includes severance payment of \$68,157.  
(6) Appointed on May 13, 2019.  
(7) Retired May 3, 2019.  
(8) Accrued in the fiscal year but not included in the table is future payment of \$151,649 related to an employment agreement ending January 15, 2021, as well as accrued vacation owing of \$100,411.  
(9) Commenced current role on January 16, 2020.  
(10) Commenced current role on August 15, 2019.  
(11) Appointed September 9, 2019.  
(12) Includes all compensation received within the reporting period.

# MEMBERS OF THE 30TH LEGISLATURE

From April 1, 2020 to March 31, 2021



**HON. LEEA SHARON AHEER**  
Chestermere-Strathmore  
UC  
Minister of Culture, Multiculturalism  
and Status of Women



**TRACY L. ALLARD**  
Grande Prairie  
UC  
Minister of Municipal Affairs (from  
08/25/2020 to 01/04/2021)



**MICKEY K. AMERY**  
Calgary-Cross  
UC



**JACKIE ARMSTRONG-  
HOMENIUK**  
Fort Saskatchewan-Vegreville  
UC



**DREW BARNES**  
Cypress-Medicine Hat  
UC



**DERON BILOUS**  
Edmonton-Beverly-Clareview  
NDP  
Official Opposition Deputy House  
Leader (to 10/13/2020)



**JONATHON CARSON**  
Edmonton-West Henday  
NDP



**JOE CECI**  
Calgary-Buffalo  
NDP



**HON. NATHAN M. COOPER**  
Olds-Didsbury-Three Hills  
UC  
Speaker



**HON. JASON C. COPPING**  
Calgary-Varsity  
UC  
Minister of Labour and Immigration



**LORNE DACH**  
Edmonton-McClung  
NDP  
Official Opposition Deputy Whip (from  
02/08/2021)



**THOMAS DANG**  
Edmonton-South  
NDP  
Official Opposition Deputy House  
Leader (from 02/08/2021)



**JASVIR DEOL**  
Edmonton-Meadows  
NDP



**HON. DEVIN DREESHEN**  
Innisfail-Sylvan Lake  
UC  
Minister of Agriculture and Forestry



**DAVID EGGEN**  
Edmonton-North West  
NDP  
Official Opposition Whip



**MIKE ELLIS**  
Calgary-West  
UC  
Government Whip



**RICHARD FEEHAN**  
Edmonton-Rutherford  
NDP



**TANYA FIR**  
Calgary-Peigan  
UC  
Minister of Economic Development,  
Trade and Tourism (to 08/24/2020)



**KATHLEEN T. GANLEY**  
Calgary-Mountain View  
NDP  
Official Opposition Deputy House  
Leader (to 10/13/2020)



**SHANE C. GETSON**  
Lac Ste. Anne-Parkland  
UC





**MICHAELA L. GLASGO**  
Brooks-Medicine Hat  
UC



**HON. NATE GLUBISH**  
Strathcona-Sherwood Park  
UC  
Minister of Service Alberta



**NICOLE GOEHRING**  
Edmonton-Castle Downs  
NDP



**LAILA GOODRIDGE**  
Fort McMurray-Lac La Biche  
UC  
Parliamentary Secretary Responsible  
for Alberta's Francophonie



**RICHARD GOTFRIED**  
Calgary-Fish Creek  
UC



**CHRISTINA GRAY**  
Edmonton-Mill Woods  
NDP  
Official Opposition House Leader  
(from 02/08/2021); Official Opposition  
Deputy House Leader (to 02/07/2021)



**PETER F. GUTHRIE**  
Airdrie-Cochrane  
UC



**DAVID B. HANSON**  
Bonnyville-Cold Lake-St. Paul  
UC



**SARAH HOFFMAN**  
Edmonton-Glenora  
NDP



**NATE S. HORNER**  
Drumheller-Stettler  
UC



**HON. GRANT R. HUNTER**  
Taber-Warner  
UC  
Associate Minister of Red Tape  
Reduction



**JANIS IRWIN**  
Edmonton-Highlands-Norwood  
NDP  
Official Opposition Deputy Whip



**WHITNEY ISSIK**  
Calgary-Glenmore  
UC



**MATT JONES**  
Calgary-South East  
UC



**HON. JASON KENNEY, PC**  
Calgary-Lougheed  
UC  
Premier; President of Executive  
Council and Minister of  
Intergovernmental Relations



**HON. ADRIANA LAGRANGE**  
Red Deer-North  
UC  
Minister of Education



**TODD LOEWEN**  
Central Peace-Notley  
UC



**MARTIN M. LONG**  
West Yellowhead  
UC  
Parliamentary Secretary for  
Small Business and Tourism (from  
10/03/2020)



**JACQUELINE LOVELY**  
Camrose  
UC



**ROD LOYOLA**  
Edmonton-Ellerslie  
NDP

# MEMBERS OF THE 30TH LEGISLATURE

From April 1, 2020 to March 31, 2021



**HON. JASON LUAN**  
Calgary-Foothills  
UC

Associate Minister of Mental Health  
and Addictions



**HON. KAYCEE MADU, QC**  
Edmonton-South West  
UC

Minister of Justice and Solicitor General  
(from 08/25/2020); Minister of Municipal  
Affairs (to 08/24/2020); Deputy Government  
House Leader (from 10/20/2020)



**HON. RIC MCIVER**  
Calgary-Hays  
UC

Minister of Municipal Affairs  
(from 01/05/2021); Minister of  
Transportation; Deputy Government  
House Leader



**NICHOLAS MILLIKEN**  
Calgary-Currie  
UC

Deputy Chair of Committees



**HON. DALE NALLY**  
Morinville-St. Albert  
UC

Associate Minister of Natural Gas  
and Electricity;  
Deputy Government House Leader  
(from 05/27/2020)



**NATHAN T. NEUDORF**  
Lethbridge-East  
UC



**HON. DEMETRIOS  
NICOLAIDES**  
Calgary-Bow  
UC

Minister of Advanced Education



**CHRISTIAN E. NIELSEN**  
Edmonton-Decore  
NDP



**HON. JASON NIXON**  
Rimbey-Rocky Mountain House-  
Sundre  
UC

Minister of Environment and Parks;  
Government House Leader



**JEREMY P. NIXON**  
Calgary-Klein  
UC

Parliamentary Secretary to the  
Minister of Community and Social  
Services (to 01/04/2021)



**RACHEL NOTLEY**  
Edmonton-Strathcona  
NDP

Leader of the Official Opposition



**RONALD ORR**  
Lacombe-Ponoka  
UC



**RAKHI PANCHOLI**  
Edmonton-Whitemud  
NDP



**HON. PRASAD PANDA**  
Calgary-Edgemont  
UC

Minister of Infrastructure



**SHANNON PHILLIPS**  
Lethbridge-West  
NDP



**ANGELA D. PITT**  
Airdrie-East  
Deputy Speaker and Chair of  
Committees



**HON. JOSEPHINE PON**  
Calgary-Beddington  
UC

Minister of Seniors and Housing



**PAT REHN**  
Lesser Slave Lake  
IND

IND (from 01/14/2021)  
UC (to 01/13/2021)



**ROGER W. REID**  
Livingstone-Macleod  
UC



**MARIE F. RENAUD**  
St. Albert  
NDP





**MIRANDA D. ROSIN**  
Banff-Kananaskis  
UC



**GARTH ROWSWELL**  
Vermilion-Lloydminster-  
Wainwright  
UC



**BRAD RUTHERFORD**  
Leduc-Beaumont  
UC



**IRFAN SABIR**  
Calgary-McCall  
NDP  
Official Opposition Deputy House  
Leader (from 10/13/2020)



**HON. SONYA SAVAGE**  
Calgary-North West  
UC  
Minister of Energy; Deputy  
Government House Leader



**HON. RAJAN SAWHNEY**  
Calgary-North East  
UC  
Minister of Community and  
Social Services



**MARLIN SCHMIDT**  
Edmonton-Gold Bar  
NDP



**JOSEPH R. SCHOW**  
Cardston-Siksika  
UC  
Deputy Government Whip



**HON. REBECCA SCHULZ**  
Calgary-Shaw  
UC  
Minister of Children's Services



**HON. DOUG SCHWEITZER, QC**  
Calgary-Elbow  
UC  
Minister of Jobs, Economy and Innovation  
(from 08/25/2020); Minister of Justice and  
Solicitor General (to 08/24/2020)  
Deputy Government House Leader



**HON. TYLER SHANDRO, QC**  
Calgary-Acadia  
UC  
Minister of Health



**DAVID SHEPHERD**  
Edmonton-City Centre  
NDP



**LORI SIGURDSON**  
Edmonton-Riverview  
NDP



**R.J. SIGURDSON**  
Highwood  
UC



**PETER SINGH**  
Calgary-East  
UC



**MARK W. SMITH**  
Drayton Valley-Devon  
UC



**JASON STEPHAN**  
Red Deer-South  
UC



**HEATHER SWEET**  
Edmonton-Manning  
NDP  
Official Opposition House Leader (to  
02/07/2021)



**HON. TRAVIS TOEWS**  
Grande Prairie-Wapiti  
UC  
President of Treasury Board and  
Minister of Finance



**DEVINDER TOOR**  
Calgary-Falconridge  
UC

# MEMBERS OF THE 30TH LEGISLATURE

From April 1, 2020 to March 31, 2021



**SEARLE TURTON**  
Spruce Grove-Stony Plain  
UC



**GLENN VAN DIJKEN**  
Athabasca-Barrhead-Westlock  
UC



**JORDAN WALKER**  
Sherwood Park  
UC



**DAN D.A. WILLIAMS**  
Peace River  
UC



**HON. RICK D. WILSON**  
Maskwacis-Wetaskiwin  
UC  
Minister of Indigenous Relations



**TANY YAO**  
Fort McMurray-Wood Buffalo  
UC



**MUHAMMAD YASEEN**  
Calgary-North  
UC  
Parliamentary Secretary of  
Immigration



# APPENDIX

## PUBLIC INTEREST DISCLOSURE (WHISTLEBLOWER PROTECTION) ACT

No disclosures under the *Public Interest Disclosure (Whistleblower Protection) Act* were received by the LAO's designated officer in 2020-21.

