

Legislative Assembly Office

ENHANCING ACCESS TO DEMOCRACY

Annual Report 2021-2022



THE LUIS HOLE MEMORIAL GARDEN

"Living is the soul of gardening"

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MESSAGE FROM THE SPEAKER

In 2021 the Legislative Assembly Office (LAO) continued to provide the exemplary service and support that Members of the Legislative Assembly have come to expect. This year saw an increased focus on enhancing access to parliamentary democracy for all Albertans.

During the Second Session of the 30th Legislature, the longest in our history, the LAO introduced remote voting. Combining remote voting simultaneously with in-person voting allowed full participation by all Members of the Legislative Assembly at a time when in-person attendance was limited, ensuring effective representation of Albertans. The Assembly introduced 107 Bills over the course of 138 sitting days. The Second Session, which began on February 25, 2020, prorogued on February 21, 2022.

Members came together during this session to pass *Bill 71, Employment Standards (COVID-19 Vaccination Leave) Amendment Act, 2021*. The Assembly introduced the Bill at 7:30 p.m. on April 21, 2021, and by 8 p.m. passed the Bill through third reading with unanimous consent. Bill 71 enforces paid leave for the purpose of vaccination and came into force after only 30 minutes of debate, making it one of the fastest Bill passages in Alberta history. It demonstrated co-operation and dedication to the real-time needs of the people of Alberta. I am grateful to my fellow Members and the LAO team for their professionalism and diligence during another robust and substantial session.

During the Second Session of the 30th Legislature the Assembly passed *Bill 87, Electoral Divisions (Calgary-Bhullar-McCall) Amendment Act, 2021*, which designated a name change for the constituency of Calgary-McCall to honour the late Manmeet Singh Bhullar. MLA Bhullar was a passionate community leader and dedicated Member of the Legislative Assembly from March 3, 2008, to

his untimely death on November 23, 2015.

The Third Session of the 30th Legislature opened February 22, 2022, and on that day the Legislative Assembly became one of the few jurisdictions in Canada to provide daily ASL interpretation. Broadcasts of the daily Routine now incorporate American Sign Language (ASL) using picture-in-picture. ASL interpretation provides increased accessibility for the deaf and hard of hearing community in Alberta.

Throughout the year I continued to engage with Albertans across social media and in person whenever possible. This form of connection allows me to share information and increase accessibility directly with Albertans, which are important goals of mine as Speaker of the Legislative Assembly.

Looking ahead, we move forward with confidence, implementing lessons learned and wisdom gained over the past two years. Through our people, programs and services the LAO achieved a new level of accessibility to parliamentary democracy for all Albertans.



Honourable Nathan M. Cooper
Speaker of the Legislative Assembly of Alberta

MESSAGE FROM THE CLERK

When managed well, change inspires improvement. I am proud of the organizational improvements the LAO has implemented to make the Legislative Assembly and democracy more accessible to Albertans, including introducing remote voting in the Assembly, adopting daily ASL interpretation and expanding our virtual public programming. Branches developed additional online training opportunities for constituency office staff across the province, launched an internal



Shannon Dean, QC
Clerk of the Legislative Assembly of Alberta

staff newsletter and enhanced social media outreach to inform, educate and engage with Albertans on the parliamentary process.

Our team continued to provide exemplary service to Members, reflected in the 2020 survey of Members and their staff, who reported increased satisfaction with various legislative services and committee-related supports. Members and staff also awarded high marks for the provision of equipment, materials and advice to support those working remotely.

Always working to strengthen the LAO's collaborative workplace culture, we launched an enhanced Respect in the Workplace program that aims to ensure the LAO remains a safe and respectful workplace. The program is online and on demand to facilitate remote access and expand program reach.

We are now more than halfway through the 2020-2023 strategic business plan, *Honouring Tradition While Embracing Change*, and the LAO has made significant progress on the actions outlined for each of the five strategic goals. The team succeeded in reprioritizing and reallocating resources to move forward on our plan while effectively supporting remote operations to ensure continued top-priority service and contemporary and accessible programs.

It is my honour to lead the LAO in service of Members of the Legislative Assembly as we enhance access to democracy in the province of Alberta.



KEY HIGHLIGHTS FROM THE YEAR

The LAO upholds the values and traditions of the Legislative Assembly while managing change in a dynamic parliamentary environment. Throughout 2021 the LAO continued to expand its services and programs to provide exemplary support to Members and improve accessibility to the Legislative Assembly for Albertans. This annual report documents the LAO's progress in year two of its three-year strategic business plan, *Honouring Tradition While Embracing Change*. Below are highlights of this year's achievements in implementing the LAO's strategic goals.

IMPROVED SERVICE SATISFACTION AMONG MEMBERS AND THEIR STAFF

The LAO improved many of its service satisfaction ratings from the Member survey conducted in 2018, including 11 per cent improvement on committees and Assembly support and 6 per cent on venue support. The LAO surveyed Members and their staff in November 2021, and the survey reported 95 per cent satisfaction with committee and Assembly support and 93 per cent with venue support. Other satisfaction survey highlights include 90 per cent on technical support, 94 per cent on pay and benefits inquiries and 85.7 per cent on financial inquiries. The survey also noted areas where the LAO can focus on continuous improvement and resulting actions are under way.

LAUNCHED DESIGN AND IMPLEMENTATION OF THE ENTERPRISE RESOURCE PLANNING SYSTEM

The LAO launched a new enterprise resource planning project (ERP), a multiyear 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.

During 2021-2022 the LAO completed a successful request for proposal process based on comprehensive and robust needs analysis and business process mapping. The ERP design and implementation project launched mid-December 2021 and included plans for successfully activating the technical infrastructure, orienting the working group and setting out a detailed design and implementation schedule. The ERP will improve the LAO's success in delivering on business goals and providing essential services to Members.

INCREASED ACCESSIBILITY BY ADOPTING ASL INTERPRETATION

The important work of the Legislative Assembly became accessible to more Albertans in February 2022, when the LAO adopted ASL interpretation for broadcasts of the daily Routine. Assembly proceedings, including Oral Question





Period, now incorporate American Sign Language (ASL) using picture-in-picture. This change expanded on a pilot program from the May 18, 2021, meeting of the Standing Committee on Public Accounts.

IMPLEMENTED REMOTE VOTING TO ENSURE EFFECTIVE REPRESENTATION

To support the effective operation of the Legislative Assembly, the LAO adopted remote voting simultaneously with in-person voting to allow full participation by all Members of the Legislative Assembly at a time when in-person attendance was limited. Technical, procedural and administrative processes were adapted to enable Members to exercise their rights and duties as provincial representatives, whether they were physically present or participating remotely, thus ensuring effective representation of Albertans. The change was introduced by Government Motion 79, which temporarily amended the Standing Orders for the 2021 spring sitting.

SUPPORTED PUBLIC ENGAGEMENT EFFORTS OF LEGISLATIVE ASSEMBLY COMMITTEES

The Legislative Assembly struck select special committees to examine real property rights and safe supply to study these matters in terms of how they impact Albertans. The LAO supported the public engagement component of these committee reviews by inviting, receiving and summarizing written and oral submissions, and, in the case of the Select Special Committee on Real Property Rights, by facilitating six in-person public meetings in locations across the province and one virtual public meeting. The LAO also supported public engagement undertaken by other Assembly committees, including the annual public meeting of the Standing Committee on the Alberta Heritage Savings Trust Fund.

ENHANCED LEARNING OPPORTUNITIES FOR CONSTITUENCY EMPLOYEES

Constituency employees support MLAs and foster connections with the constituents they represent in the Legislative Assembly. The LAO offered six virtual learning opportunities in 2021-2022 for constituency employees, which represents an increase from previous years and demonstrates greater support for constituency employees in assisting with front-line access to democracy. Virtual delivery allowed for continuity of learning and development opportunities and will complement a return to in-person learning.

BROADENED VIRTUAL PUBLIC AND EDUCATION PROGRAMS TO IMPROVE ACCESSIBILITY AND PARTICIPATION

Interactive educational programming for students in grades 6 and 9 is designed to encourage critical thinking, foster active citizenship and develop an understanding of



rd Session, 2022 Spring
EMBLY OF ALBE

the parliamentary system. The LAO expanded online educational programming, increasing access and participation. Schools from across the province have actively participated in virtual programming since its launch in 2020, and a year later School at the Legislature participation numbers are comparable to pre-2020 in-person levels. The LAO delivered 163 virtual programs to more than 5,600 students and is on track to deliver another 90 programs to an estimated 3,300 students before the school year ends.

Prerecorded video tours simulate in-person public tours of the Alberta Legislature Building. Live from the Legislature tours are online and streamed directly to classrooms, allowing students to explore the building's history and architecture while interacting with a tour guide through real-time chat. The livestream tours are the first to be offered at any Legislature in Canada, and the LAO is sharing its experience and best practices with its counterparts across the country. The LAO continues to offer virtual options alongside in-person programming and delivered select livestream tours to the general public through social media during the temporary closure of the Legislature Building.

EXPANDED ONLINE OUTREACH INITIATIVES TO FACILITATE GREATER PUBLIC ENGAGEMENT

The LAO developed a web page recognizing the Platinum Jubilee of Her Majesty Queen Elizabeth II to educate Albertans on Canada's system of governance and the constitutional role of the monarchy. The web page invites Albertans to learn about the monarchy and celebrate its history in Alberta by submitting congratulatory messages and memories of royal visits. The Legislative Assembly is also inviting messages, images and memories through its social media accounts.

The LAO piloted a video docuseries that highlights the experiences of Members beyond their records of service. *Member Memories: The Stories behind the Service* is a Member-narrated series that explores Alberta's changing political climate, illustrates the evolution of the role of a provincial representative and preserves the stories and voices of Members of Alberta's Legislative Assembly.

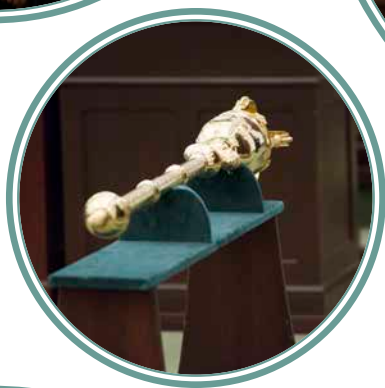
The LAO also expanded its social media presence with content highlighting the history of the Alberta Legislature and the work of the Legislative Assembly and its committees, enhancing the accessibility of the Assembly to Albertans.

ENCOURAGED RESPECT IN THE WORKPLACE AND ENHANCED INTERNAL INFORMATION SHARING

The LAO is committed to a respectful workplace. In early 2022 it launched an enhanced Respect in the Workplace training program. The program is available online and on demand and empowers team members to work together to ensure the LAO remains a safe and inclusive workplace.

The LAO also introduced a monthly internal newsletter with messages from leadership, organizational updates and general information from all branches. The newsletter has averaged an open rate of 88 per cent since its inception in September 2021.







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 for the greater part of the fiscal year.

BLACK RIBBON DAY

Speaker Nathan Cooper commemorated Black Ribbon Day on August 23, 2021, with an event in the Legislature rotunda that featured a prayer invocation, a violin performance and remarks by Members of the Legislative Assembly and community representatives.

People from across the world mark Black Ribbon Day each year on August 23. The Molotov-Ribbentrop Pact, which was signed between Nazi Germany and the Soviet Union in 1939, led to the occupation of numerous eastern and central European nations and the victimization of millions of people, contributing to the start of the Second World War.

REMEMBRANCE DAY

The Legislative Assembly streamed its annual service of remembrance from the Legislature rotunda on November 3, 2021. Members of the Canadian Armed Forces, the Royal Canadian Legion, the South Alberta Light Horse and the Salvation Army participated. Wreaths were laid by representatives of the Royal Canadian Legion, Canadian Corps of Commissionaires, Alberta Union of Provincial Employees, the youth of Alberta and Members of the Legislative Assembly.





HOLODOMOR MEMORIAL DAY

On November 24, 2021, the Legislative Assembly commemorated Ukrainian Famine and Genocide (Holodomor) Memorial Day with a virtual event. The service included remarks from Members of the Legislative Assembly, Edmonton's Ukrainian consulate and the Ukrainian Canadian Congress. It featured performances by students from St. Martin Children's Strings Society, Korinnya Ukrainian Folk Ensemble of Calgary and the Ukrainian Male Chorus of Edmonton. The service concluded with a candle lighting, prayer and moment of silence.

BLACK HISTORY MONTH

The Legislative Assembly hosted a virtual celebration of Black History Month on February 2, 2022, from the Legislature rotunda. The event theme was the rise and empowerment of Black business owners and entrepreneurs in Alberta. In addition to remarks by Members of the Legislative Assembly and community leaders, the event featured performances by rap artist OG Jonah and singer Riwo Egor. Children from the Africans & African Descendants Friendship Club of St. Albert sang *O Canada*.

OPENING OF THIRD SESSION

The Third Session of the 30th Legislative Assembly opened on February 22, 2022, when Her Honour the Honourable Salma Lakhani, AOE, BSc, LLD, (Hon), Lieutenant Governor of Alberta, delivered the Speech from the Throne to Members of the Legislative Assembly and invited guests. Members of the Royal Canadian Artillery (RCA) Band performed the vice-regal salute, and an artillery troop from the 20th Field Artillery Regiment fired a 15-gun salute from the saluting base on the west Legislature Grounds.





LAO TEAM

THE LEGISLATIVE ASSEMBLY OFFICE

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

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

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

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

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

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

CEREMONIAL AND SECURITY SERVICES

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

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 report of Legislative Assembly debates.

LIBRARY SERVICES

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 delivered Assembly and committee operations on a no-fail basis. The 2021 satisfaction survey of Members and their staff indicated the LAO surpassed its satisfaction benchmark by 10 per cent and improved on its prior satisfaction rating by 11 per cent.
 - Technical, procedural and administrative processes were adapted to enable remote voting during divisions so that Members could exercise their rights and duties, whether they were physically present in the Assembly or participating remotely.
- **Enhance 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 instituted ASL interpretation for broadcasts of the daily Routine in February 2022 to increase accessibility of the Assembly for more Albertans.
 - The launch and continuous improvement of the Assembly website position the LAO as Alberta's premier source of information about parliamentary democracy and the Legislative process.
 - The LAO developed and implemented a Committees Rulings Database, an internal online tool that facilitates thorough and efficient precedent-based research.
 - The LAO began design of 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.

- **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.
- **Support the continued education of Members and their staff regarding parliamentary procedures and conventions.**
 - The LAO continued to offer online training and enhanced resources to improve access to essential parliamentary information for Members and their staff.

PERFORMANCE MEASURES

MEASURE	2020/21 RESULTS	2021/22 TARGET	2021/22 ACTUAL
Proceedings in the Chamber and committee meetings, both on-site and off-site, take place as planned	No fail	No fail	No fail
Satisfaction of Members with committee and Assembly-related support	N/A	85%	95%
Percentage of digital or printed sessional documents, including the Order Paper, Votes and Proceedings, transcripts, committee reports, audio- and videostreams and other information relating to committee proceedings, that are available according to established time targets	97%	100%	99%
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	Preparation	Implementation	Design phase under way
Implement phase two of the Legislative Assembly Speakers' Rulings (LASR) database to allow for public access	Preparation	Implementation	Progress delayed due to shifting priorities and resources
Develop and implement a Committees Rulings Database (CoRD)	Development complete	Implementation	Implementation complete

GOAL 2

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

ACTIONS

- **Continue to enhance and promote the cybersecurity and threat awareness program and mandatory education modules for all Members and staff.**
 - The LAO achieved a 70.5 per cent rate of completion for its cybersecurity program, demonstrating year-over-year improvement. Ongoing improvement is anticipated as the LAO continues to monitor, adjust and update the program.
- **Conduct 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.**
 - No visits to constituency offices were conducted during the COVID-19 pandemic in accordance with public health measures and to ensure the safety of Members and employees.
 - The LAO continued to offer virtual learning seminars to provide front-line employees in constituency offices across the province with tools to support their continued safety, security and well-being. The virtual training allowed for three times the number of sessions that would have been possible with in-person training.

PERFORMANCE MEASURES

MEASURE	2020/21 RESULTS	2021/22 TARGET	2021/22 ACTUAL
Percentage of constituency offices visited annually by the office of the Sergeant-at-Arms to ensure that security systems and procedures are in place	52%	35%	*0%
Number of incidents of damage or loss to Assembly records and library collections	0	0	0
Office of the Auditor General review of the financial reporting IT systems	No deficiencies identified	No deficiencies identified	No deficiencies identified
Percentage of Members and staff to complete cybersecurity and threat awareness program	68%	85%	70.5%

*No visits to constituency offices were conducted during the COVID-19 pandemic in accordance with public health measures and to ensure the safety of Members and employees.

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.**
 - The LAO launched an online recognition program to encourage employees to recognize peers who showcase the LAO's core values.
- **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 has developed and implemented contemporary, values-based performance management and coaching system. Following successful completion of a pilot program, the new performance management and coaching system was implemented with corresponding training sessions across all LAO branches.
- **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 established a learning strategy and framework that links organizational priorities with individual development.
 - The LAO compiled a collection of internal and external learning offerings and resources to support employees and managers and created an online learning hub on its intranet.
 - The LAO continued to deliver online training opportunities to constituency office employees through its Learn & Connect with the LAO program, offering six virtual sessions in the 2021-22 fiscal year. In a 2021 survey Members and their staff reported being 85 per cent satisfied with the overall training provided by Human Resource Services.

PERFORMANCE MEASURES

MEASURE	2020/21 RESULTS	2021/22 TARGET	2021/22 ACTUAL
*Complete Myers-Briggs Type Indicator assessments and training for 50 per cent of LAO branch staff by 2023	Preparation	Implementation	Implementation began in 2022
**Pursue recognition as an employer of choice by 2023	Criteria established	Implement plan	Implementation began in 2022
Conduct biannual employee satisfaction and engagement surveys	Prepare survey	Survey	Will be administered in 2022

*The Myers-Briggs personality assessment training will be delivered both online and in-person beginning in 2022.

**The LAO has selected a vendor to facilitate a biannual employee satisfaction and engagement survey to be administered in 2022.

GOAL 4

Improve organizational accessibility, both internally and externally.

ACTIONS

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

- **Modernize the pay and benefit system.**
 - The LAO's enterprise resource planning project (ERP) is a multiyear initiative to modernize human resources, payroll, finance and information technology systems across the organization. During 2021-2022 the LAO completed a successful request for proposal process and began ERP design and implementation. The new ERP will allow the LAO to continue to provide essential services to Members, with enhanced accessibility to self-serve information.
- **Establish an information governance strategy.**
 - A governance steering committee was struck in 2020 and continues to facilitate strategy development.
- **Enhance use of technology to provide user-friendly access to information about Members and the Assembly on website and mobile devices.**
 - The LAO monitors the Assembly website usage and tracks user feedback to implement continuous improvements and provide Members and all Albertans with access to real-time information about parliamentary democracy and the legislative process.
- **Expand use of technology to deliver training to constituency staff throughout Alberta.**
 - The LAO launched a new online and on-demand respectful workplace program to supplement in-person training and increase accessibility.
 - Through its Learn & Connect with the LAO program the LAO offered six virtual sessions in the 2021-22 fiscal year, continuing to deliver educational opportunities to constituency office employees online.

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

- **Rationalize the LAO's process of responding to questions from the public.**
 - The LAO continues to evaluate and analyze how to streamline and improve response mechanisms and processes.
- **Develop and implement a social media strategy.**
 - The LAO continues to experiment and expand its social media presence and is actively working toward formalizing its social media strategy.

- **Develop and launch a new Assembly website.**

- The LAO launched a revitalized mobile-friendly Assembly website in 2020, with an interactive Chamber seating plan and Assembly records dashboard, which streamlined online access to the work of the Assembly and access to Member information. Ongoing analysis of online user activity and feedback provides input for enhancement of the user experience and ensures information is relevant and up to date.
- In 2021 the LAO continued to enhance the website with new content. This included pages on how to petition the Legislative Assembly of Alberta and how to apply for a private Bill as well as pages to highlight the history of the Legislative Assembly Chamber, the Platinum Jubilee of Her Majesty Queen Elizabeth II and a temporary memorial page to celebrate the life of the late Prince Philip, Duke of Edinburgh, who passed on April 9, 2021.

- **Broaden outreach initiatives to engage more Albertans in the legislative process.**

- The LAO adopted ASL interpretation for broadcasts of the daily Routine, supporting better engagement with the deaf and hard of hearing community.
- The LAO expanded online programming for teachers, students and the public. From January 2021 to January 2022 the LAO delivered 163 virtual programs to more than 5,600 students across the province.
- With a goal to engage Alberta youth in the parliamentary system, the LAO co-ordinated two essay contests in 2021. The Her Vision Inspires essay contest asked women between the ages of 18 and 25 to describe their vision for Alberta and what they would do as Members of the Legislative Assembly of Alberta. The LAO developed and co-ordinated the contest in conjunction with the Canadian region of the Commonwealth Women Parliamentarians Association. The LAO also supported the Commonwealth Parliamentary Association's Youth Creativity competition, a global initiative, by co-ordinating the contest in the Alberta region.

PERFORMANCE MEASURES

Internal Performance Measures

MEASURE	2020/21 TARGET	2021/22 TARGET	2021/22 ACTUAL
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	Develop survey	Survey to establish baseline	Survey is complete

External Performance Measures

MEASURE	2020/21 RESULTS	2021/22 TARGET	2021/22 ACTUAL
*Number of visitors who observed a sitting	346	10,000	Target not met due to public health restrictions
The number of people following the democratic process through the Assembly's social media platforms	N/A	Establish baseline	Baseline established
Number of visits to Assembly website pages relevant to the democratic process or the activities of the Assembly or its committees, including broadcast livestream views on Assembly Online	N/A	Establish baseline postlaunch of new Assembly website	Baseline established
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	N/A	Establish baseline	In progress
**Satisfaction of Members and staff with the ability to access information about the Legislative Assembly and the democratic process	N/A	85%	77%
Number of Speaker's outreach tours, including visits to schools and broader audiences such as new Canadians, community groups and cultural organizations	N/A	N/A	Outreach program not possible due to public health restrictions

*Due to temporary building closures in accordance with public health regulations it was not possible to establish a baseline for measuring in-person user experience in 2020 or 2021, nor was it possible to achieve the previously determined target of 10,000 visitors to observe a sitting.

**The LAO was below its target of 85 per cent for satisfaction of Members and staff with the ability to access information about the Legislative Assembly and the democratic process. Based on survey feedback, the LAO will explore ways to make electronic materials more mobile friendly and improve the search function on its intranet site.

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 three-year plan for election 2023.
 - The LAO provided support to the new Member following the Fort McMurray-Lac La Biche by-election on March 15, 2022, and continues preparations for the 2023 general provincial election.

CONFERENCES

Westminster Seminar on Evolving Parliaments 2022

LONDON, UNITED KINGDOM

MARCH 14 TO 18, 2022

DELEGATES (THE CONFERENCE ALLOWED BOTH IN-PERSON AND REMOTE ATTENDANCE)

- Dan Williams, MLA for Peace River
- Richard Gotfried, MLA for Calgary-Fish Creek
- Leela Aheer, MLA for Chestermere-Strathmore
- Jackie Armstrong-Homeniuk, MLA for Fort Saskatchewan-Vegreville

BUSINESS SESSIONS

- The role of the Speaker
- Parliamentary systems
- The evolution of parliamentary scrutiny tools
- Effective committees – insights from U.K. public accounts committees
- Members' session: effective parliaments and the responsibilities of Members
- Clerks' session: effective parliaments and the responsibilities of clerks
- Members' session: parliamentary privilege, standards and ethics
- Clerks' session: effective management of time and resource
- Hybrid parliaments: how COVID-19 changed process and procedure
- Holding the executive to account
- Representation and diversity in our parliaments
- Navigating the digital space
- Engaging with the public
- Conducting an inquiry – committees of the U.K. Parliament
- Observing a committee hearing
- Committee hearing on the issues of human trafficking through sport
- Committee recommendations and report writing

The Council of State Governments 2021 National Conference

SANTA FE, UNITED STATES

DECEMBER 1 TO 4, 2021

DELEGATE

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

BUSINESS SESSIONS

- Communication in an era of disinformation
- Making mental health a priority
- 21st-century foundation board of trustees
- Equitable governance: achieving a better and more just policymaking model
- The future of digital connected care
- Follow the money: putting the American rescue act and the opioid settlements to work for your state
- The workforce of tomorrow

- Meeting today's water needs and fostering effective tribal engagement
- Leveraging 2020 census data to jumpstart decision-making
- New Mexico's turn toward renewable energy
- Healthy states national task force: civic health subcommittee work session
- States address their renewable energy standards
- In case of emergency: reassessing executive powers
- The road ahead for transportation and infrastructure
- Five ways to apply federal funding to your GIS investment
- State Medicaid programs: what state policymakers need to know
- Innovative approaches to energy and water management for cannabis production
- State Medicaid waivers: finding flexibility during the pandemic and beyond
- Procurement and preparing for the next pandemic
- Addressing maternal mortality through Medicaid
- Federal and state partnerships for children's health: Medicaid and CHIP
- Self-care index: how does the U.S. stack up against the rest of the world?
- Justice counts: actionable data to bolster public safety
- Medicaid and the future of long-term care
- Finance strategies to improve state energy resiliency
- What the next farm bill could mean for states
- Meeting the housing challenge in a pandemic

Virtual: CPA Postelection Seminar: Parliament of the Bahamas

DECEMBER 15 TO 17, 2021

For over 25 years the CPA has conducted postelection seminars for parliaments at a national or subnational level. This program introduces newly elected parliamentarians to the variety of legislative systems and processes. The Honourable Nathan M. Cooper, Speaker, MLA for Olds-Didsbury-Three Hills, presented on the importance of the role of the Speaker to parliament.

BY THE NUMBERS

APRIL 1, 2021, TO MARCH 31, 2022

ASSEMBLY AND COMMITTEE ACTIVITY

Days*

66

Sittings

134

Hours in
Session
486.7**

Hours in
Committee
197.4***

Evening Sittings
that went past midnight

14

Words Spoken****
in the Assembly and Committees

5,372,517

Bills
Introduced

35

Tablings

356

Committee Meetings

104

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

** The average annual hours in session over the past 10 years is 341.

*** The average annual hours in committee over the past 10 years is 180.6.

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

FINANCIAL STATEMENTS

March 31, 2022

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LEGISLATIVE ASSEMBLY
ALBERTA
OFFICE OF THE CLERK

Management's Responsibility for Financial Reporting

The financial statements of the Legislative Assembly Office are the responsibility of office management.

We have prepared the financial statements in accordance with Canadian public sector accounting standards. Financial statements are not precise, since they include some amounts based on management's estimates and judgments, given due consideration to materiality. When alternative accounting methods exist, we have chosen those that we consider present our financial statements fairly in all material respects.

Management is also responsible for maintaining an effective system of internal controls. The costs of controls are balanced against the benefits, including the risks that each control is designed to manage. The internal controls are designed to provide reasonable assurance that financial information is reliable, that assets are safeguarded and that transactions are properly authorized and recorded in accordance with applicable legislation, regulations, authorities, and policies.

The Auditor General of Alberta has audited the financial statements on behalf of the Members of the Legislative Assembly.

Shannon Dean, QC
Clerk of the Legislative Assembly

July 27, 2022
Edmonton, Alberta

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, 2022, 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, 2022, 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 27, 2022
Edmonton, Alberta

LEGISLATIVE ASSEMBLY OFFICE
STATEMENT OF OPERATIONS
Year Ended March 31, 2022

	2022		2021
	BUDGET	ACTUAL	ACTUAL
	(in thousands)		
Revenues			
Gift Shop Sales, Services and Fees	\$7	\$86	\$95
Other		100	95
	7	186	190
Expenses			
Voted:			
Corporate Services	8,189	7,695	7,660
Parliamentary Services	7,343	6,118	6,048
Visitor Services	2,133	1,971	1,763
Legislature Library	2,567	2,305	2,467
Human Resource Services	2,009	1,799	1,691
Legislative Committees	726	385	246
Office of the Speaker	533	532	464
Planning and Development	725	715	724
MLA Administration	33,596	30,486	30,252
United Conservative Caucus	4,168	3,788	4,426
New Democratic Party Caucus	3,030	3,250	3,286
Other Caucuses	896	268	3
	65,915	59,312	59,030
Valuation Adjustments:			
Capitalization of Assets Expensed as			
Supplies (Note 4)		(839)	(560)
Amortization of Capital Assets (Note 4)		537	562
Write-down of Tangible Capital Assets		1	263
Reduction in Transition Allowance Liability (Note 6)		-	(333)
Increase in Vacation Pay Liability		112	249
Net Consumption of Inventory		(4)	(36)
Provision for Premium Adjustment Deposit			
Account		2	2
		(191)	147
	65,915	59,121	59,177
Net Cost of Operations	(\$65,908)	(\$58,935)	(\$58,987)

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

**LEGISLATIVE ASSEMBLY OFFICE
STATEMENT OF FINANCIAL POSITION
As at March 31, 2022**

	2022	2021
	(in thousands)	
Financial Assets		
Cash	\$11,445	\$9,814
Accounts Receivable and Advances	263	242
Inventory for Resale	104	100
	<u>11,812</u>	<u>10,156</u>
Liabilities		
Accounts Payable and Other Accrued Liabilities	4,466	2,850
Vacation Pay Liability	2,327	2,215
Members' Transition Allowance Liability (Note 6)	291	381
	<u>7,084</u>	<u>5,446</u>
Net Financial Assets	<u>4,728</u>	<u>4,710</u>
Non-Financial Assets		
Tangible Capital Assets (Note 4)	1,230	929
Prepaid Expenses	163	8
Net Assets	<u>\$6,121</u>	<u>\$5,647</u>
 Net Assets at Beginning of Year	 \$5,647	 \$6,610
Net Cost of Operations	(58,935)	(58,987)
Net Financing Provided from General Revenues	59,409	58,024
Net Assets at End of Year	<u>\$6,121</u>	<u>\$5,647</u>

Contractual Obligations (Note 9)

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

LEGISLATIVE ASSEMBLY OFFICE
STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
Year Ended March 31, 2022

	2022		2021
	Budget	Actual	Actual
	(in thousands)		
Net Cost of Operations	(\$65,908)	(\$58,935)	(\$58,987)
Acquisition of Tangible Capital Assets (Note 4)		(839)	(560)
Amortization of Tangible Capital Assets (Note 4)		537	562
Write-down of Tangible Capital Assets		1	263
(Increase) Decrease in Prepaid Expenses		(155)	36
Net Financing Provided from General Revenues		59,409	58,024
Increase (Decrease) in Net Financial Assets		18	(662)
Net Financial Assets at Beginning of Year		4,710	5,372
Net Financial Assets at End of Year		\$4,728	\$4,710

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

LEGISLATIVE ASSEMBLY OFFICE
STATEMENT OF CASH FLOWS
Year ended March 31, 2022

	2022	2021
	(in thousands)	
Operating Transactions		
Net Cost of Operations	(\$58,935)	(\$58,987)
Non-cash Items:		
Amortization of Tangible Capital Assets	537	562
Write-down of Tangible Capital Assets	1	263
Increase in Vacation Pay Liability	112	249
	650	1,074
(Increase) Decrease in Prepaid Expenses	(155)	36
(Increase) Decrease in Accounts Receivable and Advances	(21)	221
Increase in Inventories for Resale	(4)	(36)
Increase (Decrease) in Accounts Payable and Other Accrued Liabilities	1,616	(966)
Decrease in Members' Transition Allowance Liability	(90)	(435)
Cash Applied to Operating Transactions	(56,939)	(59,093)
Capital Transactions		
Acquisition of Tangible Capital Assets	(839)	(560)
Financing Transactions		
Net Financing Provided from General Revenues	59,409	58,024
Increase (Decrease) in Cash	1,631	(1,629)
Cash at Beginning of Year	9,814	11,443
Cash at End of Year	\$11,445	\$9,814

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

LEGISLATIVE ASSEMBLY OFFICE
NOTES TO THE FINANCIAL STATEMENTS
Year Ended March 31, 2022

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. As the office does not have any transactions involving financial instruments that are classified in the fair value category, 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 administered 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, 2022

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.

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

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.

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, 2022

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	2022 Total	2021 Total
Estimated Useful Life	10 years	3 years	5 years		
Historical Cost					
Beginning of Year	\$ 597	\$ 4,191	\$ 8,889	\$ 13,677	\$ 15,247
Additions	430	236	173	839	560
Disposals including write-downs	(11)	(507)	(96)	(614)	(2,130)
	<u>1,016</u>	<u>3,920</u>	<u>8,966</u>	<u>13,902</u>	<u>13,677</u>
Accumulated Amortization					
Beginning of Year	329	3,956	8,463	12,748	14,053
Amortization Expense	91	254	192	537	562
Effect of Disposals including write-downs	(10)	(507)	(96)	(613)	(1,867)
	<u>410</u>	<u>3,703</u>	<u>8,559</u>	<u>12,672</u>	<u>12,748</u>
Net Book Value at March 31, 2022	<u>\$ 606</u>	<u>\$ 217</u>	<u>\$ 407</u>	<u>\$ 1,230</u>	
Net Book Value at March 31, 2021	<u>\$ 268</u>	<u>\$ 235</u>	<u>\$ 426</u>		<u>\$ 929</u>

LEGISLATIVE ASSEMBLY OFFICE
NOTES TO THE FINANCIAL STATEMENTS
Year Ended March 31, 2022

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 \$4,943 for 15,744 usable m² (2021 - \$4,978 for 15,744 usable m²).

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 (RMSO 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.

	2022	2021
Liability at beginning of year	\$ 381	\$ 816
Reduction in transition allowance liability	-	(333)
Transition allowance payments	(90)	(102)
Liability at end of year	\$ 291	\$ 381

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 \$2,495 for the year ended March 31, 2022 (2021 - \$2,502).

At December 31, 2021, the Management Employees Pension Plan reported a surplus of \$1,348,160 (2020 - surplus of \$809,850) and the Public Service Pension Plan reported a surplus of \$4,588,479 (2020 - surplus of \$2,223,582). At December 31, 2021, the Supplementary Retirement Plan for Public Service Managers had a deficiency of \$20,982 (2020 - deficiency of \$59,972).

The Office also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2022, the Bargaining Unit Plan reported a surplus of \$41,432 (2021 - Surplus of \$52,705) and the Management, Opted Out and Excluded Plan reported a surplus of \$6,597 (2021 - surplus of \$7,858). 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, 2022

Note 8 2021-2022 Total voted/authorized (a)
(in thousands)

Expenses	
2021-2022 voted budget ^(a)	\$ 65,915
2021-2022 actual expenses (excluding valuation adjustment)	(59,312)
2021-2022 unexpended (excluding valuation adjustments)	<u>\$ 6,603</u>

^(a) 2021-2022 Offices of the Legislative Assembly Estimates presented February 25, 2021.

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.

	2022	2021
Leased properties	\$ 2,544	\$ 2,535
Office equipment rentals	220	220
	<u>\$ 2,764</u>	<u>\$ 2,755</u>

The above amount of \$2,764 is the estimated aggregate amount payable in the following fiscal year.

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, 2022

Schedule 1

	2022		2021	
	Voted Budget	Actual	Actual	
Expenses:	(in thousands)			
Salaries, wages and employer contributions	\$ 35,887	\$ 31,899	\$ 31,666	
Supplies and services	14,312	12,782	12,734	
Grants	3	2	1	
Payments to MLAs and Executive Council	15,713	14,629	14,629	
Total voted expenses	<u>\$ 65,915</u>	<u>\$ 59,312</u>	<u>\$ 59,030</u>	

LEGISLATIVE ASSEMBLY OFFICE
SALARY AND BENEFITS DISCLOSURE
Year ended March 31, 2022

Schedule 2

	2021-2022			
	Base Salary ⁽¹⁾	Cash Benefits ⁽²⁾	Non-cash Benefits ⁽³⁾	Total
Clerk of the Legislative Assembly	\$ 275,356	\$ 6,000	\$ 64,923	\$ 346,279
Executive Director of Corporate Services	201,180	105,173	14,086	320,439
Law Clerk	169,280	-	40,087	209,367
Sergeant-At-Arms	164,688	-	34,737	199,425
Clerk Assistant and Director of House Services	151,828	2,966	31,451	186,245
	\$ 962,332	\$ 114,139	\$ 185,284	\$ 1,261,755

⁽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.

	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
	\$ 1,081,355	\$ 92,177	\$ 208,816	\$ 1,382,348

⁽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

MEMBERS OF THE 30TH LEGISLATURE

From April 1, 2021, to March 31, 2022



LEELA SHARON AHEER
Chestermere-Strathmore
UC
Minister of Culture, Multiculturalism
and Status of Women (to 07/07/2021)



TRACY L. ALLARD
Grande Prairie
UC



MICKEY K. AMERY
Calgary-Cross
UC



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



DREW BARNES
Cypress-Medicine Hat
Ind (from 05/13/2021)
UC (to 05/13/2021)



DERON BILOUS
Edmonton-Beverly-Clareview
NDP



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 Health (from 09/21/2021);
Minister of Labour and Immigration
(to 09/20/2021)



LORNE DACH
Edmonton-McClung
NDP
Official Opposition Deputy Whip
(to 02/21/2022)



THOMAS DANG
Edmonton-South
Ind (from 12/22/2021)
NDP (to 12/21/2021)
Official Opposition Deputy House
Leader (to 12/21/2021)



JASVIR DEOL
Edmonton-Meadows
NDP



DEVIN DREESHEN
Innisfail-Sylvan Lake
UC
Minister of Agriculture and Forestry
(to 11/05/2021)



DAVID EGGEN
Edmonton-North West
NDP
Official Opposition Whip



HON. MIKE ELLIS
Calgary-West
UC
Associate Minister of Mental Health
and Addictions (from 07/08/2021)
Government Whip (to 07/07/2021)



RICHARD FEEHAN
Edmonton-Rutherford
NDP



HON. TANYA FIR
Calgary-Peigan
UC
Associate Minister of Red Tape
Reduction (from 07/08/2021)



**MICHAELA L. FREY
(FORMERLY GLASGO)**
Brooks-Medicine Hat
UC



KATHLEEN T. GANLEY
Calgary-Mountain View
NDP



SHANE C. GETSON
Lac Ste. Anne-Parkland
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 (to 08/15/2021)
Parliamentary Secretary Responsible
for Alberta's Francophonie



RICHARD GOTFRIED
Calgary-Fish Creek
UC



CHRISTINA GRAY
Edmonton-Mill Woods
NDP
Official Opposition House Leader



PETER F. GUTHRIE
Airdrie-Cochrane
UC



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



SARAH HOFFMAN
Edmonton-Glenora
NDP



HON. NATE S. HORNER
Drumheller-Stettler
UC
Minister of Agriculture, Forestry and
Rural Economic Development (from
11/05/2021); Associate Minister of Rural
Economic Development (to 11/04/2021)



GRANT R. HUNTER
Taber-Warner
UC
Associate Minister of Red Tape
Reduction (to 07/07/2021)



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



HON. WHITNEY ISSIK
Calgary-Glenmore
UC
Associate Minister of Status of Women
(from 07/08/2021)
Government Whip (from 07/08/2021)



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
Ind (from 05/13/2021)
UC (to 05/13/2021)



MARTIN M. LONG
West Yellowhead
UC
Parliamentary Secretary for Small
Business and Tourism



JACQUELINE LOVELY
Camrose
UC
Parliamentary Secretary to the
Associate Minister of Status of Women
(from 11/23/2021)



ROD LOYOLA
Edmonton-Ellerslie
NDP

MEMBERS OF THE 30TH LEGISLATURE

From April 1, 2021, to March 31, 2022



HON. JASON LUAN
Calgary-Foothills
UC

Minister of Community and Social Services (from 07/08/2021); Associate Minister of Mental Health and Addictions (to 07/07/2021)



HON. KAYCEE MADU, QC
Edmonton-South West
UC

Minister of Labour and Immigration (from 02/25/2022); Minister of Justice and Solicitor General (to 02/24/2022); Deputy Government House Leader (to 07/07/2021)



HON. RIC MCIVER
Calgary-Hays
UC

Minister of Municipal Affairs; Minister of Transportation (to 07/07/2021)
Deputy Government House Leader (to 07/07/2021)



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 (to 07/07/2021)



NATHAN T. NEUDORF
Lethbridge-East
UC

Parliamentary Secretary to the Minister of Environment and Parks for Water Stewardship (from 11/23/2021)



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 for Civil Society (from 11/23/2021)



RACHEL NOTLEY
Edmonton-Strathcona
NDP

Leader of the Official Opposition



HON. RONALD ORR
Lacombe-Ponoka
UC

Minister of Culture (from 07/08/2021)



RAKHI PANCHOLI
Edmonton-Whitemud
NDP



HON. PRASAD PANDA
Calgary-Edgemont
UC

Minister of Infrastructure



SHANNON PHILLIPS
Lethbridge-West
NDP



ANGELA D. PITT
Airdrie-East
UC

Deputy Speaker and Chair of Committees



HON. JOSEPHINE PON
Calgary-Beddington
UC

Minister of Seniors and Housing



PAT REHN
Lesser Slave Lake
UC

UC (from 07/14/2021)
Ind (to 07/13/2021)



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
Deputy Government Whip
(from 07/08/2021)



IRFAN SABIR
Calgary-Bhullar-McCall
(from 12/02/2021);
Calgary-McCall (to 12/01/2021)
NDP
Official Opposition Deputy House Leader



HON. SONYA SAVAGE
Calgary-North West
UC
Minister of Energy; Deputy
Government House Leader
(to 07/07/2021)



HON. RAJAN SAWHNEY
Calgary-North East
UC
Minister of Transportation
(from 07/08/2021); Minister of
Community and Social Services
(to 07/07/2021)



MARLIN SCHMIDT
Edmonton-Gold Bar
NDP



JOSEPH R. SCHOW
Cardston-Siksika
UC
Deputy Government Whip
(to 07/07/2021)
Deputy Government House Leader
(from 07/08/2021)



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



**HON. DOUG SCHWEITZER,
QC**
Calgary-Elbow
UC
Minister of Jobs, Economy and Innovation
Deputy Government House Leader
(to 10/24/2021)



HON. TYLER SHANDRO, QC
Calgary-Acadia
UC
Minister of Justice and Solicitor General
(from 02/25/2022); Minister of Labour and
Immigration (from 09/21/2021 to 02/24/2022)
Minister of Health (to 09/20/2021)



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



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, 2021, to March 31, 2022



SEARLE TURTON
Spruce Grove-Stony Plain
UC
Parliamentary Secretary to the
Minister of Energy (from 11/23/2021)



GLENN VAN DIJKEN
Athabasca-Barrhead-Westlock
UC



JORDAN WALKER
Sherwood Park
UC



DAN D.A. WILLIAMS
Peace River
UC
Parliamentary Secretary to the
Minister of Culture and for la
Francophonie (from 11/23/2021)



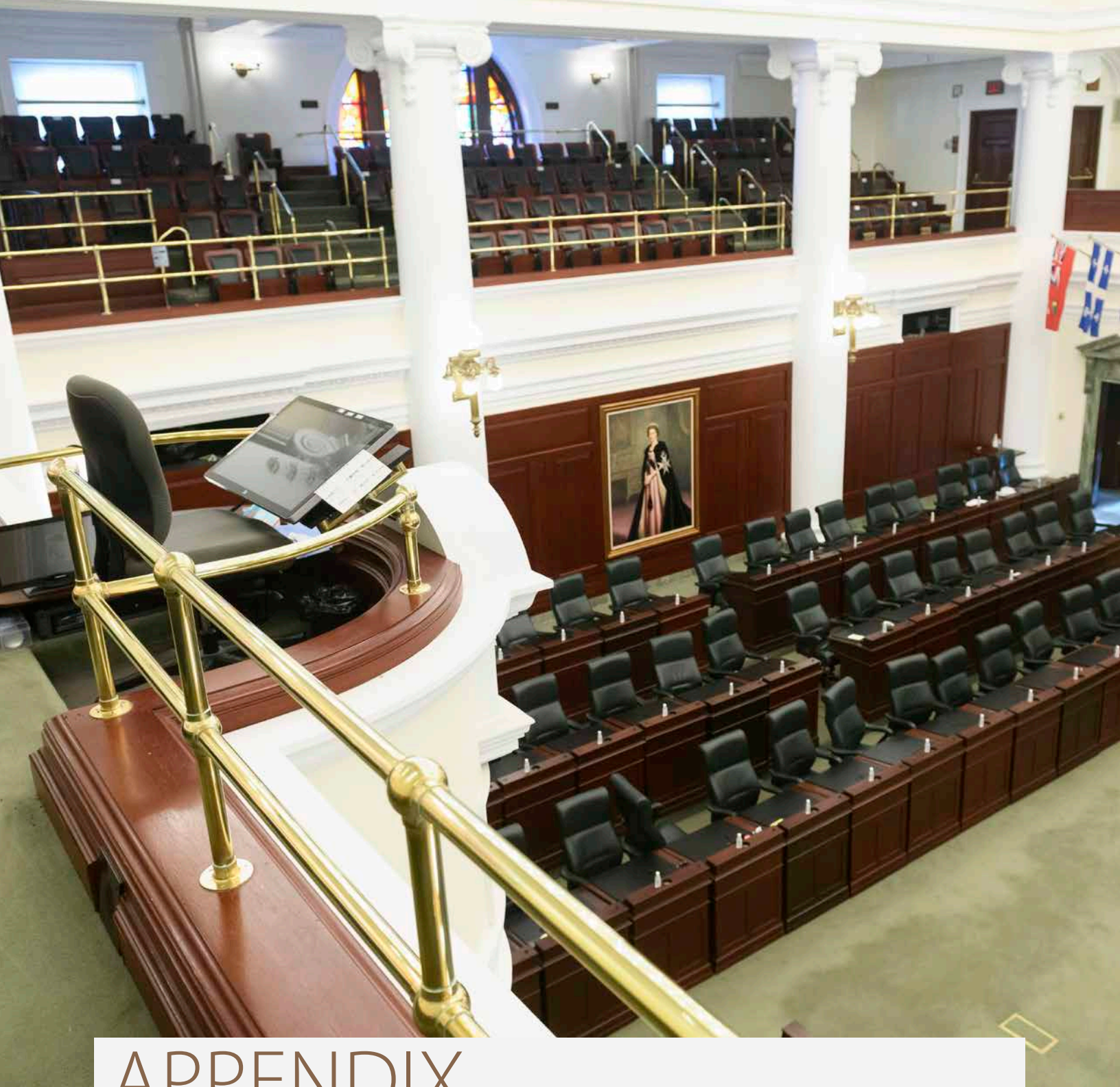
HON. RICK D. WILSON
Maskwacis-Wetaskiwin
UC
Minister of Indigenous Relations



TANY YAO
Fort McMurray-Wood Buffalo
UC



HON. MUHAMMAD YASEEN
Calgary-North
UC
Associate Minister of Immigration and
Multiculturalism (from 07/08/2021)
Parliamentary Secretary of
Immigration (to 07/07/2021)



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 2021-22.

