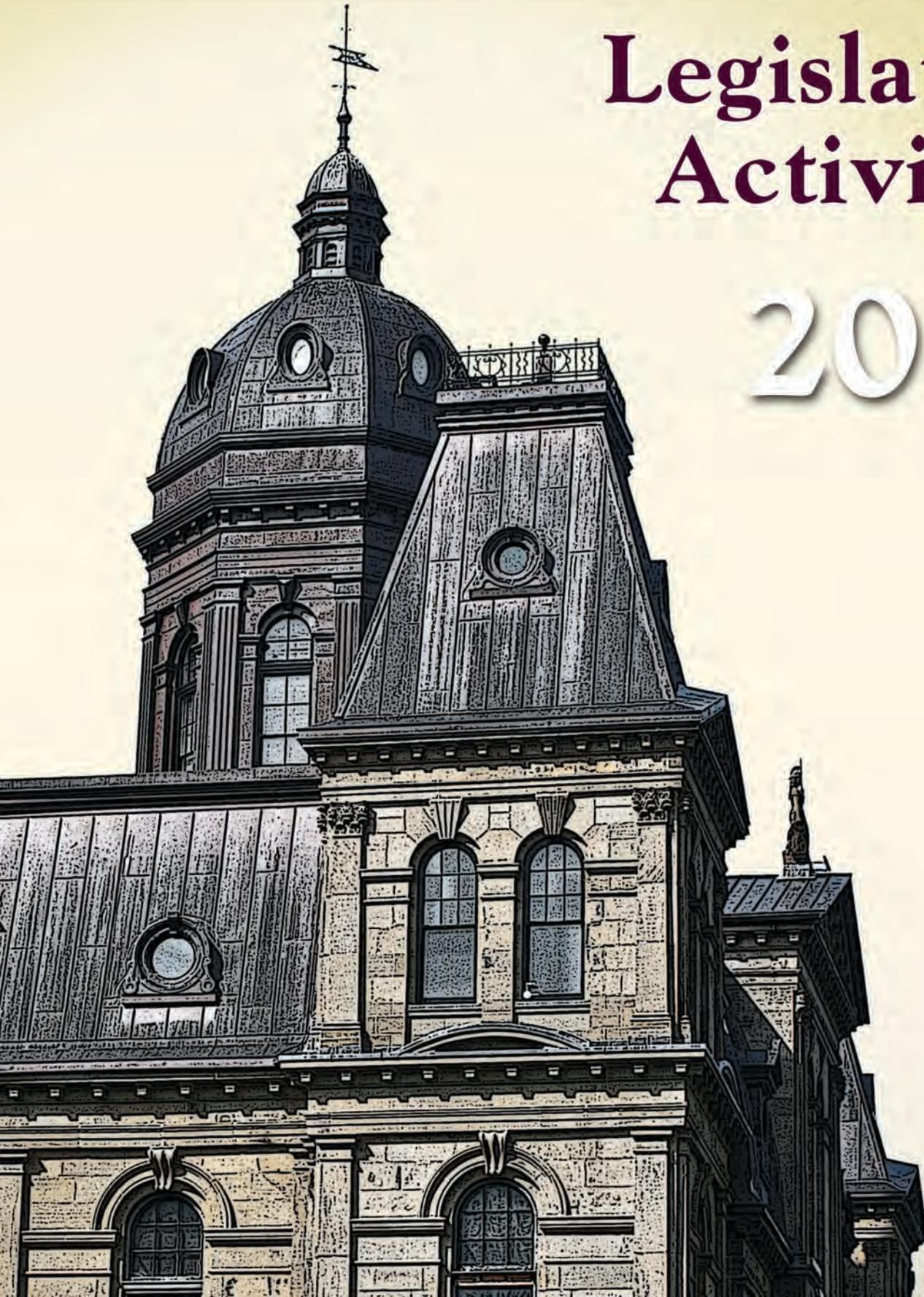


Legislative Assembly of New Brunswick

Legislative Activities

2013



Legislative Activities

2013



New Brunswick

Prepared for The Honourable Dale Graham

Speaker of the Legislative Assembly

New Brunswick



September 30, 2014

The Honourable Dale Graham
Speaker of the Legislative Assembly
Room 31, Legislative Building
Fredericton, New Brunswick
E3B 5H1

Dear Mr. Speaker:

I have the honour of submitting this, the twenty-fifth annual report of *Legislative Activities*, for the year ended December 31, 2013.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Donald J. Forestell", with a stylized flourish at the end.

Donald J. Forestell
Clerk of the Legislative Assembly



TABLE OF CONTENTS

YEAR IN REVIEW	1
HIGHLIGHTS	3
MEMBERS OF THE LEGISLATIVE ASSEMBLY	
Role of Speaker	5
Role of Members	5
House Activity	6
House Statistics	9
Members of the Legislative Assembly, as of December 31, 2013.....	10
Committee Activity	12
CITIZEN ENGAGEMENT	
Visitors and Tours	18
Special Events and Ceremonies.....	20
Student Legislative Seminar	22
Page Program	23
Broadcasting and Webcasting	24
OFFICE OF THE LEGISLATIVE ASSEMBLY	
Mission Statement and Organizational Chart	25
Functional Statements	26
Office of the Clerk	27
Financial and Human Resource Services.....	30
Legislative Library	34
Hansard Office	38
Debates Translation	41
Special Project	44
Program for Members	46



YEAR IN REVIEW

Clerk of the Legislative Assembly — Donald J. Forestell

The 2013 calendar year was a productive one for the offices of the Legislative Assembly. The Third Session of the Fifty-Seventh Legislature concluded and the Fourth Session began. In total, the House sat for 67 days during the calendar year with committees holding a total of 69 meetings. The year saw a number of changes, including the swearing-in of four new legislative officers, the swearing-in of a new Leader of the Official Opposition, and a cabinet shuffle.

The Third Session of the Fifty-Seventh Legislature, which had adjourned on December 20, 2012, after 15 sitting days, resumed sitting on March 26, 2013. Hon. Blaine Higgs, Minister of Finance, delivered the government's third Budget. The Reply to the Budget Speech was delivered on March 28 by the Opposition Finance Critic, Hédard Albert.

During the spring sitting, the House considered 46 bills, including a number of bills that sought to discourage patronage appointments within government by improving the transparency and accountability of the appointment process. In particular, legislation was introduced to implement a new selection process for legislative officers, as well as to harmonize the provisions relating to their appointments, mandates, salaries and responsibilities. The legislation required that a selection committee, composed of the Clerk of the Executive Council, the Clerk of the Legislative Assembly, a member of the judiciary, and a member of the university community, be appointed to identify persons as potential candidates to be appointed to one of the legislative officers positions. Following the implementation of this process, four new legislative officers were appointed in 2013.

Among the resolutions passed by the House was a motion recognizing the spread of lyme disease as a pressing public health issue, and a motion urging the federal government to suspend the changes to the employment insurance program pending the completion of an evidence-based approach.

On March 11, former Premier Shawn Graham resigned his seat as the Member for Kent. Mr. Graham was first elected to the Legislative Assembly in a by-election in 1998, and was subsequently re-elected in 1999, 2003, 2006, and 2010. Mr. Graham became Premier after his party captured a majority of the seats in the 2006 election and served as Premier until October 12, 2010.

On April 30, the Leader of the Liberal Party, Brian Gallant, was sworn in as an MLA. Mr. Gallant was elected Leader of the New Brunswick Liberal Party in October of 2012 and was elected to the Legislative Assembly in an April 15 by-election in the riding of Kent. Mr. Gallant replaced Victor Boudreau as the Leader of the Official Opposition.

The House adjourned on June 21, for a total of 42 sitting days during the spring sitting. The Third Session was subsequently prorogued on the morning of November 5. A total of 72 Bills were introduced during the course of the Third Session, 57 of which received Royal Assent. The House sat for 58 days during the Third Session, for a total of 296 hours. This compares to 55 sitting days during the previous session, or 311 hours. The Committee of the Whole spent 45 hours considering legislation.

During the Third Session, additional time was added for the consideration of estimates and the House referred, for the first time, the estimates of certain government departments to three separate standing committees. A motion was adopted by the House on April 4, extending the hours allocated for the consideration of estimates to a total of 120 hours, 40 hours more than



previous years. The extra time was allocated to the Standing Committee on Health Care and the Standing Committee on Education, which, for the first time, took into consideration and passed budgetary estimates. The remaining 80 hours were evenly divided between the Standing Committee on Estimates and the Committee of Supply, which was also a new practice for the House.

Legislative Committees remained active during 2013. On June 14, Minister of Justice and Attorney General Hon. Marie-Claude Blais, Q.C., tabled the Final Report of the Select Committee on the Revision of the *Official Languages Act*, which contained 42 recommendations. The committee held 23 meetings to review legal decisions, suggestions from the Commissioner of Official Languages, submitted briefs, and proposals and recommendations from the public. In response to the report, Premier David Alward introduced legislation which made a number of amendments to the *Official Languages Act*. Amendments included clarifying municipal signage policies, clarifying language obligations for third parties, adding a purpose clause to the Act, and requiring professional associations created by legislation to provide services in both official languages.

The Electoral Boundaries and Representation Commission released its final amended report on June 6. The Commission held 50 hearings during two rounds of public consultations throughout the province. The Commission was mandated by the Legislature to redraw New Brunswick's electoral boundaries by replacing the current 55 ridings with 49 ridings. The changes will be implemented for the next provincial general election in 2014.

Several changes to Cabinet were announced on September 19. Hon. Paul Robichaud moved from the Department of Economic Development to Natural Resources; Hon. Troy Lifford moved from the Department of Human Resources to Justice; Hon. Bruce Northrup moved from the Department of Natural Resources to Public Safety; Hon. Marie-Claude Blais, Q.C., moved from the Department of Justice and Attorney General to Education and Early Childhood Development; Hon. Jody Carr moved from the Department of Education and Early Childhood Development to Post-Secondary Education, Training and Labour; Hon. Bruce Fitch moved from the Department of Environment and Local Government to Economic Development; Hon. Danny Soucy moved from the Department of Post-Secondary Education, Training and Labour to Environment and Local Government; Hon. Robert Trevors moved from the Department of Public Safety to Human Resources; and Hon. Hugh Flemming, Q.C., was appointed Attorney General in addition to his responsibilities as Minister of Health.

The Fourth Session of the Fifty-Seventh Legislature opened at 2 o'clock p.m. on Tuesday, November 5, 2013. The Lieutenant-Governor delivered the Speech from the Throne outlining the government's legislative agenda. The Leader of the Official Opposition, Brian Gallant, delivered the Reply to the Speech from the Throne on November 7.

During the fall sitting, a total of 29 Bills were introduced, 19 of which received Royal Assent. In particular, legislation was introduced to reform public pensions by implementing a shared-risk pension plan for the public service. The plan will provide the basis for converting the pensions of MLAs to a shared-risk model in 2014.

The House adjourned on December 13, after sitting 24 days. The standings in the House at year end were 41 Progressive Conservatives, 13 Liberals and 1 Independent.



HIGHLIGHTS

Portrait Unveiling

On October 18, the portrait of the former Lieutenant-Governor, Herménégilde Chiasson, was unveiled in the foyer of the Legislative Assembly. The official unveiling was hosted by Speaker Dale Graham.



The artist, Stephen May, shown here on the left, with Hon. Herménégilde Chiasson and his wife, Marcia Babineau.

Joining His Honour in attendance was the current Lieutenant-Governor Graydon Nicholas and Mrs. Beth Nicholas, Premier David Alward, and the portrait's artist Stephen May, in addition to various other guests. Following the unveiling of the portrait, guests were invited to the Legislative Library for a reception.

The Legislative Assembly houses the portraits of former New Brunswick Lieutenant-Governors dating back to the late 1800s. Mr. Chiasson was the 29th Lieutenant-Governor of New Brunswick and served in that role between 2003 and 2009. Additionally, he is a noted Acadian artist and playwright.

Upgrade to the Legislative Grounds

The grounds of the Legislative Assembly were extensively upgraded throughout late summer and early fall. Existing pathways were replaced and landscaping was significantly improved, resulting in an inviting and cohesive outdoor space. Beige permacon pavers now cover the walkways and driveways, including the center plaza, which replicates the shape of the dome, 140 feet above the rotunda. These improvements stemmed from recommendations from the Building Master Plan commissioned in 2005.

These exterior upgrades follow extensive restoration work to the 125-year-old main legislative building, including: new copper roofing; restoration of the building's masonry façade; refurbishment of the legislative dome and existing exterior sculptures; repair of various areas of the interior of the building, including the Chamber; dismantling and reconstruction of the granite steps at the main entrance; and fabrication of copper ornamentation and decorative cast railings. To ensure that the restoration work respected the heritage value of the building, the *Standards and Guidelines for the Conservation of Historic Places in Canada* was adopted as the model conservation philosophy.





Québec-New Brunswick Parliamentary Association

The New Brunswick Legislative Assembly hosted the fourth meeting of the Québec-New Brunswick Parliamentary Association from September 27 to 29. The Association was established in 2004 to strengthen the close ties that exist between the Québec and New Brunswick Legislatures and to provide a regular forum for meetings between the two Assemblies.

The New Brunswick delegation consisted of Speaker Dale Graham, Deputy Speaker Carl Urquhart and Members Martine Coulombe, Denis Landry, Hédard Albert, John Betts and Carl Killen. The Québec delegation consisted of Speaker Jacques Chagnon and six additional delegates, including four Members of the National Assembly. Throughout the three-day conference, delegates examined various topics of mutual interest to both jurisdictions, such as the energy challenges both provinces will face over the next 20 years.

New Legislative Officers

In 2013, the Legislative Assembly saw the appointment and swearing-in of four new legislative officers. Pictured with Speaker Graham, clockwise from left, are Charles Murray, sworn-in on July 3 as the Ombudsman; Katherine d'Entremont, sworn-in on July 22 as the Official Languages Commissioner; Justice Alfred R. Landry (accompanied by Chief Justice J. Ernest Drapeau) sworn-in on September 11 as the Conflict of Interest Commissioner and Norman Bossé, sworn-in on July 30 as the Child and Youth Advocate.





MEMBERS OF THE LEGISLATIVE ASSEMBLY



ROLE OF SPEAKER

The Speaker of the Legislative Assembly is elected by secret ballot by all Members of the Legislative Assembly at the opening of a new Legislature, or when a vacancy occurs. The Speaker assumes the position of highest authority in the House. As the representative of the Legislative Assembly, the Speaker is the guardian of its privileges and its presiding officer.

To facilitate the orderly flow of business, the House observes certain parliamentary rules, both written and traditional. The Speaker must ensure that these rules of procedure are observed and must protect the rights and privileges of the Assembly and its Members. The Speaker maintains order, interprets the Standing Rules and calls on Members to speak, ensuring a fair representation of opinion. The Speaker presides over the debates of the House with impartiality. The Speaker does not participate in debate, and does not vote except in the case of a tie.

The Speaker is the head of the Office of the Legislative Assembly and is responsible for the services, staff and facilities directly related to the Legislative Assembly. The Speaker is president of the New Brunswick Branch of the Commonwealth Parliamentary Association and serves as the representative of the Legislative Assembly on ceremonial and official occasions.

In addition to these responsibilities, the Speaker remains a Member of the Legislative Assembly and is expected to carry out various duties on behalf of his or her constituents.



*Hon. Dale Graham,
Speaker of the Legislative Assembly.*

ROLE OF MEMBERS

The Parliament of New Brunswick, composed of the Crown and the elected Members, is constituted as the Legislative Assembly. The Queen of Canada, Her Majesty Queen Elizabeth II, is the official Head of State and is represented in New Brunswick by the Lieutenant-Governor. The primary function of the Legislature, making laws, is vested jointly in the Lieutenant-Governor and the Legislative Assembly, with the Assembly passing legislation and the Lieutenant-Governor assenting to it. This follows centuries-old British tradition in which the power of the state rests with the Crown, while the exercise of that power rests with elected Members.

New Brunswick's system of government, like the federal system in Ottawa, is based on the British parliamentary system. Each of the 55 Members is individually elected to represent the voters in



one constituency. Although a Member need not be affiliated with an organized political party, this has generally been the tradition in New Brunswick.

The three main functions of the Legislature are law-making, surveillance and representation. The legislative process (law-making) claims a predominant share of the Assembly's sitting time.

Surveillance refers to holding the government accountable. The job of examining and criticizing the actions of government is primarily a task for the opposition. Oral Question period is the most visible means of surveillance.

Representation refers to serving and representing constituents. For many Members, the constituency is a defining characteristic of their job. Serving constituents is viewed by many Members as one of their primary roles and most spend a great deal of time and effort directed toward this end.

HOUSE ACTIVITY

The term *Legislature* generally refers to the institution which exercises the legislative power. More specifically, the term is used by parliamentarians to refer to the period between two general elections. Each general election brings about a new Legislative Assembly.

The annual meeting of the Assembly is called a session. Under the *Constitution Act, 1867*, at least one session of the Legislature must be held each year. There may be any number of sessions during the life of a Legislature. The term *session* refers to the period of time between the opening of the Legislative Assembly, when the Lieutenant-Governor delivers the Throne Speech, and the prorogation of parliamentary work. Any business not completed before prorogation dies on the *Order and Notice Paper*. A session may also be ended by dissolution, in which case a general election would follow.

The daily meeting of the Assembly is called a sitting. A sitting is not necessarily synonymous with a calendar day. Some sittings are very brief and others have extended over more than one calendar day. A sitting is concluded by the adjournment of the House.

The ordinary sitting hours for the House are:

Tuesday	1:00 p.m. - 6:00 p.m.
Wednesday	10:00 a.m. - 12:30 p.m. 2:00 p.m. - 6:00 p.m.
Thursday	1:00 p.m. - 6:00 p.m.
Friday	10:00 a.m. - 12:30 p.m. 1:30 p.m. - 4:30 p.m.

The ordinary sitting hours are prescribed by the Standing Rules and may be varied on occasion to include evening sittings.

Each sitting day is divided into two parts: Routine Business and Orders of the Day.



Routine Business

Routine Business is devoted to both new business and to providing Members with an opportunity to bring a variety of matters to the attention of the House. The same items of business reappear daily and include:

Prayers

The prayers consist of two separate invocations followed by the Lord's Prayer and are read partly in English and partly in French.

Condolences and Messages of Sympathy

Members have an opportunity to present a message of condolence or sympathy.

Introduction of Guests

Members have an opportunity to introduce persons from their constituency or other noteworthy individuals who are present in the House.

Messages of Congratulation and Recognition

Members may extend congratulations or offer recognition to any person, group or association for noteworthy achievements.

Presentations of Petitions

The public has the right to petition the Legislature, or government, to take certain action. Individuals or groups with petitions must enlist the aid of Members to have their petitions presented in the House.

Answers to Petitions and Written Questions

A Minister, on behalf of government, may table with the House a response to any petition or written question previously presented in the House.

Presentations of Committee Reports

Any information to be transmitted to the House from a committee is presented in the form of a committee report. Committees submit reports on a variety of subjects, including: bills, estimates, procedural matters, and subject-matter inquiries.

Tabling of Documents

A Minister may table with the House any return, report or other paper within the administrative competence of the government. Many statutes require that certain reports and documents be laid before the House each session or year. Other documents may be tabled pursuant to a Standing Rule or resolution of the House.

Statements by Ministers

A Minister may make a brief statement on, or explanation of, government policy or administration. Debate is not permitted on such a statement or explanation but a representative of each recognized party in opposition may comment briefly.



Statements by Members

Members who are not Ministers may be recognized to make a brief statement related to any matter of importance to the Member.

Oral Questions

Each sitting day, 30 minutes is set aside for the purpose of asking oral questions. During Oral Questions, Members may ask concise and clear questions on matters of urgency addressed to Ministers. Ministers may respond, or take the matter under advisement.

Introduction of Bills

Ministers and other Members have an opportunity to introduce new bills in the House and give a brief explanation as to their purpose.

Notices of Motions

In order for Members to be fully prepared when matters are called for debate in the House, two days' written notice is required for important House business. Members may give such notice under this item.

Notice of Opposition Members' Business

Opposition Members' Business is taken up as the first order of business on Thursdays. An item of Opposition Members' Business may be considered in an order different from its order of priority or its order of presentation in the House provided that one day's notice has been given under this item.

Government Motions for the Ordering of the Business of the House

Motions moved under this item are those relating to the business of the House and are moved by the government. The government will also announce the scheduling and order in which the daily business of the House will be considered.

Orders of the Day

This item refers to the business that is to come before the House each day, as set out in the *Order and Notice Paper*. An item of business may include consideration of bills at various stages, estimates, or motions for which notice has already been given.



HOUSE STATISTICS

	56 th Legislature		57 th Legislature	
	<i>Fourth Session</i> 2009 - 2010	<i>First Session</i> 2010 - 2011	<i>Second Session</i> 2011 - 2012	<i>Third Session</i> 2012-2013
<i>Daily Sittings</i>				
Number of Sitting Days	68	58	55	58
Evening Sittings	0	11	11	5
<i>Government Bills</i>				
Introduced	44	54	59	56
Received Royal Assent	43	52	57	54
<i>Private Bills</i>				
Introduced	5	1	2	3
Received Royal Assent	5	1	1	3
<i>Private Members' Public Bills</i>				
Introduced	9	0	8	13
Received Royal Assent	1	0	0	0
<i>Government Motions</i>				
Total	3	11	14	19
Number debated	1	3	4	5
Number agreed to	3	11	14	18
Number withdrawn	0	0	0	0
<i>Private Members' Motions</i>				
Total	68	84	57	56
Number debated	19	17	15	13
Number agreed to	11	14	8	8
Number withdrawn	43	59	32	21
<i>Committee of Supply</i>				
In House (Days)	22	25	15	12
In Committee on Estimates	0	0	4	12
<i>Annual Reports Tabled</i>				
	56	90	75	66
<i>Petitions</i>				
	258	127	95	47
<i>Written Questions</i>				
	0	0	38	10

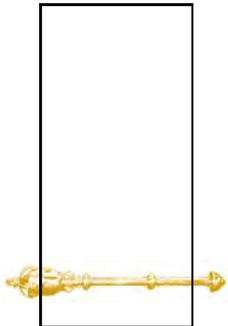


MEMBERS OF THE LEGISLATIVE ASSEMBLY AS OF DECEMBER 31, 2013 Seating Arrangement

 <p>Brian Macdonald Fredericton- Silverwood</p>	 <p>Sherry Wilson Petitcodiac</p>	 <p>Claude Williams Kent South Kent-Sud</p>	 <p>Bruce Fitch Riverview</p>
 <p>Serge Robichaud Miramichi Bay- Neguac / Baie-de- Miramichi—Neguac</p>	 <p>Ross Wetmore Grand Lake- Gagetown</p>	 <p>Craig Leonard Fredericton- Lincoln</p>	 <p>Blaine Higgs Quispamsis</p>
 <p>Glen Tait Saint John East Saint John-Est</p>	 <p>Ryan Riordon Nepisiguit</p>	 <p>Dorothy Shephard Saint John Lancaster</p>	 <p>David Alward Woodstock</p>
 <p>Glen Savoie Saint John- Fundy</p>	 <p>Carl Killen Saint John Harbour</p>	 <p>Marie-Claude Blais Moncton North Moncton-Nord</p>	 <p>Paul Robichaud Lamèque- Shippagan-Miscou</p>
 <p>Yvon Bonenfant Madawaska-les- Lacs</p>	 <p>Martine Coulombe Restigouche-la- Vallée</p>	 <p>Hugh Flemming Rothesay</p>	 <p>Madeleine Dubé Edmundston— Saint-Basile</p>
 <p>Jake Stewart Southwest Miramichi Miramichi-Sud- Ouest</p>	 <p>Kirk MacDonald York North York-Nord</p>	 <p>Danny Soucy Grand Falls— Drummond— Saint-André / Grand- Sault—Drummond— Saint-André</p>	 <p>Jody Carr Oromocto</p>
	 <p>Wes McLean Victoria-Tobique</p>	 <p>Troy Lifford Fredericton- Nashwaaksis</p>	 <p>Trevor Holder Saint John Portland</p>
	 <p>Pam Lynch Fredericton- Fort Nashwaak</p>	 <p>Bruce Northrup Kings East Kings-Est</p>	 <p>Sue Stultz Moncton West Moncton-Ouest</p>
	 <p>Curtis Malloch Charlotte- Campobello</p>	 <p>Wayne Steeves Albert</p>	 <p>Michael Olscamp Tantramar</p>
	 <p>Greg Davis Campbellton- Restigouche Centre/ Campbellton— Restigouche-Centre</p>	 <p>Bev Harrison Hampton-Kings</p>	 <p>Robert Trevors Miramichi Centre Miramichi-Centre</p>



<p>Hon. Dale Graham Speaker Carleton</p>		<p>L'hon. Dale Graham président Carleton</p>
---	---	---



Donald J. Forestell
Clerk
greffier

Shayne Davies
Clerk Assistant
greffier adjoint

Rose Campbell
Clerk Assistant
greffière adjointe

 <p>Donald Arseneault Dalhousie- Restigouche East / Dalhousie— Restigouche-Est</p>	 <p>Rick Doucet Charlotte-The Isles Charlotte-les-Îles</p>	 <p>Bertrand LeBlanc Rogersville- Kouchibouguac</p>
 <p>Roger Melanson Dieppe Centre- Lewisville / Dieppe- Centre—Lewisville</p>	 <p>Bernard LeBlanc Memramcook- Lakeville-Dieppe</p>	 <p>Roland Haché Nigadoo-Chaleur</p>
 <p>Brian Gallant Kent</p>	 <p>Chris Collins Moncton East Moncton-Est</p>	 <p>Denis Landry Centre- Péninsule— Saint-Sauveur</p>
 <p>Bill Fraser Miramichi-Bay du Vin / Miramichi— Baie-du-Vin</p>	 <p>Hédard Albert Caraquet</p>	
 <p>Victor Boudreau Shediac— Cap-Pelé</p>	 <p>Brian Kenny Bathurst</p>	
 <p>John W. Betts Moncton Crescent Moncton-Crescent</p>	 <p>Jack Carr New Maryland- Sunbury West / New Maryland— Sunbury-Ouest</p>	 <p>Jim Parrott Fundy- River Valley</p>
 <p>Claude Landry Tracadie-Sheila</p>	 <p>Carl Urquhart York</p>	



PC



L



Ind.

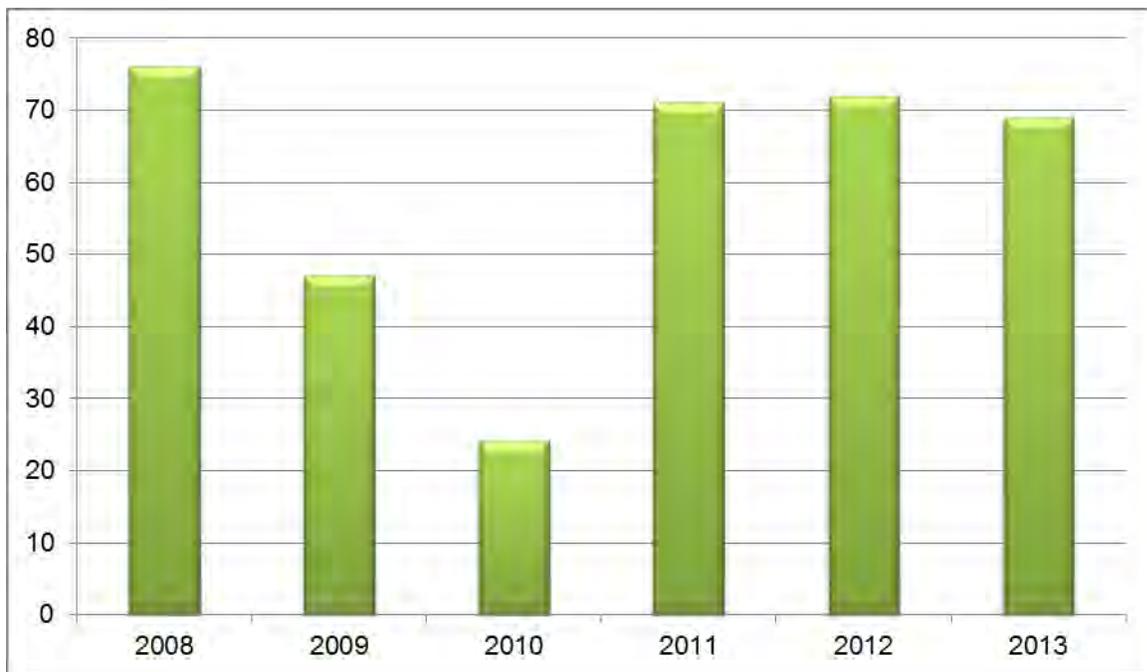


COMMITTEE ACTIVITY



A significant amount of work is carried out by legislative committees. These committees are an extension of the House and undertake responsibilities that the Assembly as a whole would find difficult, if not impossible, to carry out. Committees exist to expedite the work of the House and to allow for more thorough study of complex or technical questions. Committees are also able to consult with the public on important matters, and travel when necessary, allowing Members to hear from people in all areas of the province.

In 2013, there were 11 standing committees and 3 select committees, which held a total of 69 meetings. Standing committees are appointed by the House and exist for the life of a Legislature. Select committees are appointed to examine specific issues and exist until the presentation of their final reports or until the dissolution of the House, whichever occurs first.



Yearly Number of Committee Meetings



The following is a list of committees, their membership, mandate and activities, as of December 31, 2013.

STANDING COMMITTEES

Legislative Administration Committee

Members	Hon. Mr. D. Graham (C)	Mr. B. Macdonald
	Mr. Urquhart (VC)	Mr. Betts
	Mr. C. Landry	Mr. Fraser
	Hon. Mr. P. Robichaud	Mr. Bertrand LeBlanc
	Hon. Ms. Blais, Q.C.	Mr. Boudreau

Mandate

The Committee is responsible for the administration and operation of the legislative buildings and grounds, and generally for all matters relating to the Legislative Assembly and its Members, including budgets, financial policies, allowances and expenses of Members, and terms and conditions of employment of officers and employees.

Activities

The Committee held seven meetings, on January 30, February 27, March 12, May 1, June 19, October 23, and December 4 to discuss various issues related to the operation and administration of the Legislature.

Standing Committee on Crown Corporations

Members	Mr. Jack Carr (C)	Mr. S. Robichaud
	Mr. Wetmore (VC)	Ms. Lynch
	Mr. Steeves	Mr. Melanson
	Mr. Killen	Mr. Doucet
	Mr. Malloch	Mr. Albert

Mandate

The Committee reviews the annual reports of provincial agencies, boards and commissions.

Activities

The Committee held 16 meetings, on January 15, February 5, 6, 7 and 8, March 12, 13, 14, 15, 19 and 20, October 1, 2, 3 and 4, and December 5. The Committee reviewed the 2012 Report of the Auditor General, Vol. I and II, and the 2013 Report of the Auditor General, Vol. I and II. The Committee also reviewed the annual reports of Ambulance New Brunswick, Atlantic Lottery Corporation, Collège Communautaire du Nouveau-Brunswick, Economic and Social Inclusion Corporation, Efficiency NB, FacilicorpNB, Forest Protection Limited, Horizon Health Network, Invest New Brunswick, Kings Landing Corporation, New Brunswick Community College, New Brunswick Credit Union Deposit Insurance Corporation, New Brunswick Energy and Utilities Board, New Brunswick Farm Products Commission, New Brunswick Forest Products Commission, New Brunswick Health Council, New Brunswick Highway Corporation, New Brunswick Insurance Board, New Brunswick Investment Management Corporation, New Brunswick Legal Aid Services Commission, New Brunswick Liquor Corporation, New Brunswick Municipal Finance Corporation, New Brunswick Museum, New Brunswick Power Corporation, New Brunswick Securities Commission, Regional Development Corporation, Research and Productivity Council, Vitalité Health Network, and Worksafe NB.



Standing Committee on Education

Members	Mr. Killen (C)	Mr. C. Landry
	Ms. Coulombe (VC)	Mr. Davis
	Mr. Stewart	Mr. Collins
	Mr. Harrison	Mr. Haché

Mandate

The Committee may be directed by the Legislature to review certain issues related to the education system in New Brunswick.

Activities

The Committee held five meetings, on April 18, 23 and 25, May 2 and 8, to consider the estimates of the Department of Education and Early Childhood Development. The Committee presented its report to the House on May 9.

Standing Committee on Estimates

Members	Mr. Tait (C)	Mr. Malloch
	Mr. Wetmore (VC)	Mr. Boudreau
	Mr. Savoie	Mr. Kenny
	Mr. Davis	Mr. Bernard LeBlanc
	Ms. Wilson	

Mandate

The Committee may be directed by the Legislature to review the main estimates of certain departments.

Activities

The Committee held 12 meetings, on April 16, 19 and 30, May 8, 9, 14, 15, 16, 17, 28, 29 and 31 to consider certain estimates. The Committee presented its first report to the House on May 21, and its second report on June 4.

Standing Committee on Health Care

Members	Mr. Bonenfant (C)	Mr. S. Robichaud
	Ms. Wilson (VC)	Mr. Davis
	Mr. K. MacDonald	Mr. Doucet
	Ms. Lynch	Mr. Arseneault

Mandate

The Committee may be directed by the Legislature to review certain issues related to the health care system in New Brunswick.

Activities

The Committee held seven meetings, on April 17 and 24, May 1, 3, 7, 10 and 15, to consider the estimates of the Department of Health. The Committee also met on June 12 to consider Bill 54, *Artificial Tanning Act*. The Committee presented its first report to the House on May 21, and its second report on June 13.



Standing Committee on Law Amendments

Members	Hon. Ms. Blais, Q.C. (C)	Mr. B. Macdonald
	Mr. Bonenfant	Mr. Kenny
	Ms. Lynch	Mr. Bertrand LeBlanc
	Mr. Malloch	

Mandate

The Committee may be directed by the Legislature to review certain bills prior to second reading. This referral is often made to allow for public consultation.

Activities

The Committee met on February 14 to consider Bill 64, *An Act Respecting the Selection of Senator Nominees*, and the written briefs submitted by the public.

Standing Committee on Legislative Officers

Members	Mr. Davis	Mr. S. Robichaud
	Mr. Riordon	Ms. Lynch
	Mr. Tait	Mr. Albert
	Mr. Wetmore	Mr. Arseneault

Mandate

The Committee reviews reports to the House from the Legislative Officers, which includes the Access to Information and Privacy Commissioner; Auditor General; Chief Electoral Officer; Child and Youth Advocate; Commissioner of Official Languages; Conflict of Interest Commissioner; Consumer Advocate for Insurance; and Ombudsman.

Activities

The Committee did not meet in 2013.

Standing Committee on Private Bills

Members	Mr. Killen (C)	Mr. Savoie
	Ms. Wilson (VC)	Mr. Bertrand LeBlanc
	Ms. Coulombe	Mr. D. Landry
	Mr. Stewart	

Mandate

The Committee reviews all private bills prior to second reading. Any person affected by a private bill may appear before the Committee.

Activities

The Committee held two meetings, on June 13 and December 12, to consider certain private legislation. The Committee presented reports to the House on both dates.



Standing Committee on Privileges

Members	Mr. Harrison (C)	Mr. Riordon
	Mr. Steeves (VC)	Mr. Albert
	Mr. S. Robichaud	Mr. Bernard LeBlanc

Mandate

The Committee may be directed by the Legislature to consider a matter or question of privilege concerning the House, a Committee or Member.

Activities

The Committee did not meet in 2013.

Standing Committee on Procedure

Members	Mr. Urquhart (C)	Mr. Stewart
	Mr. C. Landry (VC)	Mr. Fraser
	Mr. Steeves	Mr. Melanson
	Mr. Harrison	

Mandate

All Standing Rules and practices of the House, together with any matter referred by the Speaker, stand permanently referred to the Committee.

Activities

The Committee did not meet in 2013.

Standing Committee on Public Accounts

Members	Mr. Boudreau (C)	Mr. Riordon
	Mr. Bonenfant (VC)	Mr. Savoie
	Mr. Tait	Mr. Stewart
	Ms. Coulombe	Mr. Collins
	Mr. Betts	Mr. Arseneault

Mandate

The Committee reviews Auditor General reports, Public Accounts, and annual reports of government departments.

Activities

The Committee held 12 meetings, on January 15, 16, 17 and 18, February 20, 21 and 22, October 8, 9, 10 and 29, and December 5. The Committee reviewed the 2012 Report of the Auditor General, Vol. I and II, and the 2013 Report of the Auditor General, Vol. I and II. The Committee also reviewed the annual reports of the following departments and offices: Aboriginal Affairs Secretariat; Agriculture, Aquaculture and Fisheries; Attorney General; Business New Brunswick; Energy; Environment and Local Government; Finance; Health; Human Resources; Intergovernmental Affairs; Justice and Consumer Affairs; Natural Resources; Post-Secondary Education, Training and Labour; Public Safety; Social Development; Supply and Services; Tourism and Parks; and Transportation and Infrastructure.



SELECT COMMITTEES

Select Committee on the Revision of the *Official Languages Act*

Members	Hon. Ms. Blais, Q.C. (C)	Mr. Davis
	Mr. Albert (VC)	Mr. C. Landry
	Mr. Riordon	Mr. Killen
	Ms. Lynch	Mr. Collins
	Mr. Bonenfant	Mr. Haché

Mandate

The Committee was appointed to oversee the examination of and consultation on the *Official Languages Act*, to review legal decisions, and to consider recommendations of the Office of the Commissioner of Official Languages as well as suggestions from New Brunswickers as to the revision of the Act.

Activities

The Committee held four meetings, on January 24 and 29, April 11, and June 13. On April 25 the Committee released a draft report, for the purpose of obtaining public input prior to the report being finalized and tabled in the House. The Committee presented its final report on June 14.

Select Committee on Legislative Reform

Members	Mr. Harrison (VC)	Mr. Riordon
	Mr. C. Landry	Mr. Boudreau
	Mr. Killen	Mr. Melanson
	Mr. Jack Carr	

Mandate

The Committee was appointed to review a report entitled *Proposals for Legislative Reform in New Brunswick* and to consider reforms of the current practices of the Legislative Assembly, to encourage greater participation and representation for New Brunswickers.

Activities

The Committee held two meetings, on January 31 and February 19.

Select Committee on Point Lepreau

Members	Mr. K. MacDonald (C)	Hon. Ms. Shephard
	Mr. Tait (VC)	Mr. Killen
	Hon. Mr. Lifford	Mr. Doucet
	Mr. Savoie	Mr. Bernard LeBlanc

Mandate

The Committee was appointed to examine the refurbishment of the Point Lepreau Generating Station and the issues related to cost overruns to ensure New Brunswickers are aware of the current state of the project.

Activities

The Committee did not meet in 2013.

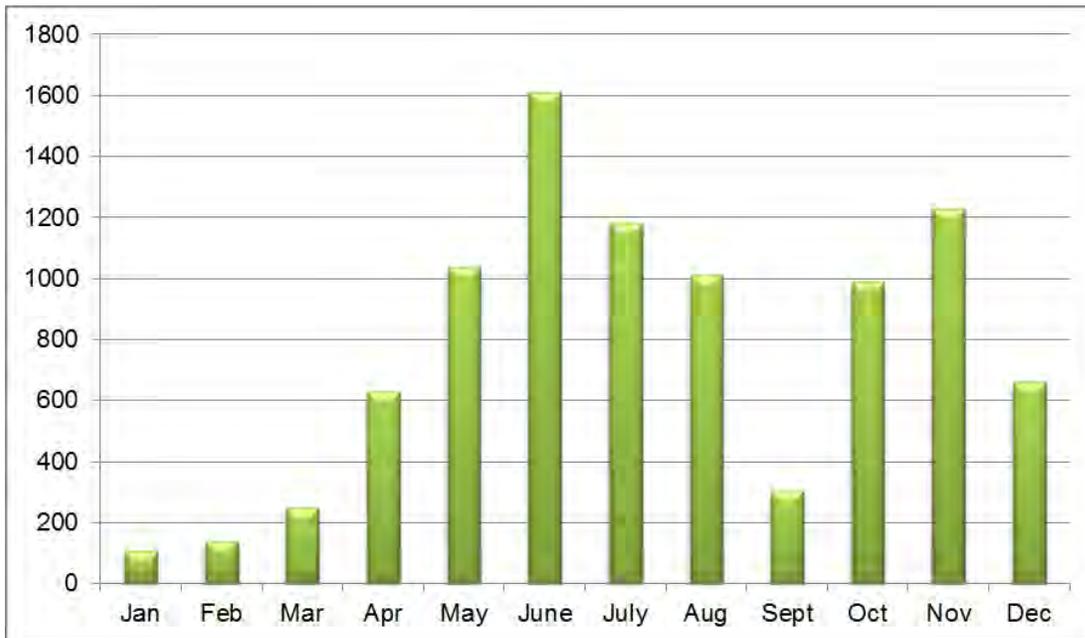


CITIZEN ENGAGEMENT



VISITORS AND TOURS

The number of visitors to the Legislative Assembly increased by 24% in 2013, with the summer months showing the highest increase. In total, 9,143 people visited the Legislature in 2013, compared to 7,387 in 2012. During the summer months, three tour guides were hired, which allowed for guided tours seven days per week. There was an average of 11.2 tours per day during the summer months, with the highest volume of 26 tours given on August 3.



Monthly Visitor Numbers in 2013



New temporary outdoor signage was utilized in the summer, indicating the hours open for guided tours. The signage was necessary due to the construction and landscaping projects taking place on the grounds. The impact on visitor numbers as a result of the signage was significant. July 2013 visitor numbers increased by 55% compared to July 2012, and August 2013 increased by 47% compared to the same month in 2012.

A new permanent sign was commissioned in 2013. Herb Page, a blacksmith from Kings Landing Historical Settlement, custom made a wrought iron sign holder, which was installed at the edge of the property on the corner of Queen and St. John streets. Removable inserts will be produced for the 2014 tourist season, one with general information and a second to indicate tour hours.

School visits remained constant in 2013, as the Department of Education and Early Childhood Development continued its travel subsidy program to help schools defray the travel costs of visiting the Legislative Assembly. In addition, in recognition of Take Our Kids to Work Day, the Departments of Finance and Justice organized a visit to the Legislative Assembly by grade 9 students on November 6.

A delegation of Maine State legislators were welcomed to the Legislative Assembly on December 3. As the province's fourth largest trading partner, the State leaders came to tour the Woodstock-Houlton border crossing and examine the joint Canada-U.S. efforts to improve security and facilitate trade, as well as to participate in various roundtable discussions concerning the State and Province's current and future partnerships.

Other dignitaries to be welcomed to the Legislative Assembly in 2013 included Mr. Tatsuo Arai, the Consul General of Japan on February 28; Mr. Joel Lion, the Consul General of Israel on April 22; a delegation of Caribbean Permanent Secretaries on June 4; His Excellency Jansai Zhang, the Ambassador of the People's Republic of China on September 16; His Excellency Cho Hee-yong, the Ambassador of South Korea on September 18; His Excellency Werner Wnendt, the Ambassador of Germany on November 20; Mr. Mourad Meleika, the Consul General of Egypt on November 27; and Her Excellency Dienne Hardianti Moehario, the Ambassador of Indonesia on December 4.



Visitors are greeted in the lobby of the Legislature and walked through the corridors, past the hallway of Lieutenant-Governors and up the spiral staircase.



SPECIAL EVENTS AND CEREMONIES

On January 7, an 1812 commemoration ceremony was held in the Council Chamber. Several MLAs and members of the military were present. In conjunction with this ceremony, the Archaeological Services Unit, Heritage Branch, Department of Tourism, Heritage and Culture, unveiled an 1812 Half Penny token, which was discovered on a beach in northeastern New Brunswick. These tokens were issued during the war of 1812-1814.



*The Half Penny token,
issued during the war of 1812.*

The Legislative Assembly also hosted an exhibition of paintings commemorating the march undertaken by the 104th Regiment of Foot (New Brunswick) during the War of 1812. Yvon Bonenfant, Member for Madawaska-les-Lacs, welcomed the artists to the Legislative Assembly in April, when the two-week exhibition commenced. Several celebrations were organized across the province to mark the 200th anniversary of the War of 1812 and the involvement of the people of New Brunswick.

On January 31, Senator Percy Mockler awarded Queen's Jubilee medals to three recipients in a small ceremony in the Speaker's Office. Recipients included Speaker Dale Graham, Daniel Allain and Yvon Long.

On June 7, Alberta Premier Alison Redford addressed the Members of the Assembly prior to the commencement of the sitting that day. Premier Redford promoted the west-east pipeline, and the opportunities to build a stronger economy and create jobs in New Brunswick, Alberta and throughout Canada.

On October 8, a retirement reception was held in the Council Chamber for the Honorable Patrick A.A. Ryan, Conflict of Interest Commissioner. Prior to his role as Commissioner, he served as a Judge on the Court of Appeal of New Brunswick, until his retirement in 2005. He was appointed Commissioner on April 12, 2005.



**Commissioner Ryan, on the left, with Speaker Graham and Premier Alward
at his retirement reception.**



The annual Queen's Counsel Ceremony took place in the Legislative Assembly Chamber on October 28. The distinction of Queen's Counsel is bestowed upon experienced lawyers in recognition of their commitment to the principles of the legal profession and contributions to their communities. Recipients this year were: René J. Basque, Moncton; Michel Bastarache, Moncton; Michael E. Bowlin, Fredericton; Nancy E. Forbes, Fredericton; James E. Fowler, Moncton; Margaret Gallagher, Saint John; Cameron H. Gunn, Fredericton; Catherine Lahey, Saint John; John B. Malone, Sussex; Shirley C. MacLean, Fredericton; and Nicole Poirier, Moncton.

The Legislative Assembly participated in the Purple Lights Campaign during the month of November. An initiative of Pancreatic Cancer Canada, a pan-Canadian charitable organization, this campaign saw the Legislature illuminated with a purple lighting scheme to create and sustain awareness of the disease.



The entrance of the Legislature, illuminated for the Purple Lights Campaign.

Various award ceremonies took place at the Legislative Assembly during 2013, including the Canadian Forces Liaison Council Awards Ceremony on March 19, the Duke of Edinburgh's Silver Ceremony on September 28, the Canada Cord Ceremony on October 26 and the New Brunswick Council of Scouts Canada annual Awards Ceremony on November 2.

The annual Provincial Christmas Tree Lighting Ceremony took place on November 29 in front of the Legislative Assembly building. Special guests included the Minister of Justice and Member for Fredericton–Nashwaaksis, Honourable Troy Lifford; the Leader of the Official Opposition, Brian Gallant; the Speaker of the Legislative Assembly, Honourable Dale Graham; the Clerk of the Legislative Assembly, Donald Forestell; and the Chaplain of the Legislative Assembly, the Reverend Daniel Walton. Hot apple cider and hot chocolate were served to the public by Epsilon Y's Men and Epsilon Y's

Menettes. The evening's entertainment was provided by l'École des Bâtisseurs' school choir and by the Elm City Echoes. Following the tree lighting, a procession led by Santa Claus and the Fredericton Concert and Marching Band proceeded along Queen Street to continue the festivities at Fredericton City Hall for the city's tree lighting ceremony.



Mikaylie Bates and Ava Peckham. With the push of a button, the tree was lit.



STUDENT LEGISLATIVE SEMINAR

The 24th Annual Student Legislative Seminar was held May 3 to 5. A total of 55 students from both Francophone and Anglophone high schools participated, representing all areas of the province. The seminar is a non-partisan program open to grade 11 and 12 students. The objectives of the seminar are: to provide a comprehensive understanding of the functions and operations of government; to encourage the use of the model Parliament forum in high schools; to promote positive relations between Anglophone and Francophone students in New Brunswick; and to develop informed and responsible Canadian citizens. Selection of participants is based upon leadership qualities, scholastic record, responsibility, interest in community and current affairs, and willingness to share experiences with others. Students are recommended by school principals, guidance councilors and teachers.

The students were welcomed to the Legislative Assembly by Deputy Speaker Carl Urquhart. Throughout the weekend, the students attended various lectures which focused on the three branches of government: legislative, executive and judicial. Premier David Alward spoke on the role of the Premier and the challenges and responsibilities of that office. The Leader of the Official Opposition, Brian Gallant, spoke on the role of the Opposition, and the Member for Fredericton-Silverwood, Brian Macdonald, spoke on the role of an MLA. Hon. Julian A.G. Dickson, Judge of the Provincial Court of New Brunswick, spoke on the role of the judicial branch.

The students attended various workshops led by the Clerks-at-the-Table, in preparation for the highlight of the weekend: a model Parliament held within the Legislative Assembly's historic Chamber. Students sat in the seats normally occupied by their MLAs and had use of the Legislative Assembly's simultaneous interpretation system. The Deputy Speaker of the Legislative Assembly presided over the model Parliament as students used the information gained through the workshops to proceed through periods of oral questions and Members' statements. The participants also debated and voted on numerous motions and legislation, all of which they had written themselves around topics of concern.



Participants of the 2013 Student Legislative Seminar



PAGE PROGRAM

A Page has a valued and integral role in the functioning of the Legislative Assembly. A prevalent belief is that Canada's use of Pages, which dates back to the mid-1800s, was based on the practice in the United States, where the word "runner" was in use as early as 1827. The designation of "House Page" first appeared in Canada in 1841. By the time of Confederation in 1867, the position of Page in Canadian legislative institutions was well established.



*Legislative Assembly of New Brunswick in 1898.
Two young pages stand in front of the Members.*

Today, Pages are young people selected to serve as messengers of the House and to perform various duties to assist Members and staff of the Legislative Assembly. Pages are chosen from university-aged students of high academic standing. They must be in full-time attendance at a post-secondary institution and be available for at least 12 hours each week while the House is in session, usually from November to June.

The presence of Pages in the New Brunswick Legislative Assembly is required for all regular sitting days, and for various meetings of select and standing committees. Prior to the commencement of proceedings, Pages distribute the daily *Order and Notice Paper* to Members and legislative staff. While the House is sitting, Pages deliver documents on behalf of Members and staff to the Speaker, the Clerks, and to other Members, as requested.

To serve as a Page offers an opportunity to learn about the political and legislative processes. Persons interested in working as a Page may download an application form from the Legislative Assembly Web site at <http://www.gnb.ca/legis/education/page/page-e.asp>.

The Pages who served for the spring 2013 sitting included Keenan Cook (Head Page), Brian Cook, Kyle Davenport, Christopher Davis, Julie Frigault, Thomas (Ben) Graham, Connor Jay, Danielle Lapointe, Andrew MacDougall, Jack Simpson, Samuel Titus and Brigid Wheaton.

The Pages who served for the fall 2013 sitting included Jack Simpson (Head Page), Brian Cook, Alisha Cooke, Julie Frigault, Thomas (Ben) Graham, Lindsay Hodd, Connor Jay, Danielle Lapointe, Andrew MacDougall, Phoebe Marmura-Brown, Alex Robichaud, and Samuel Titus.



BROADCASTING AND WEBCASTING

The Legislative Assembly of New Brunswick has been televising its legislative proceedings since 1988. New Brunswick was among the first Canadian provinces to bring video cameras into its Legislature. In 1988, the Legislature televised the previously recorded Routine Proceedings of each sitting day on the community-access cable television channel 10. Coverage of the proceedings of the Legislature went live in 1989.

In the 1990s, the live coverage on channel 10, or channel 9 in some communities, was expanded to include almost an entire sitting day. In 2005, a committee of the Legislative Assembly resolved to launch the Legislative Assembly of New Brunswick Television Service on a channel dedicated solely to the broadcast of legislative proceedings. The channel would provide gavel-to-gavel television coverage of all sitting days while the Legislature was in session. On March 28, 2006, the first broadcast took place on the dedicated channel.

The Legislative Assembly of New Brunswick Television Service broadcasts the daily proceedings each sitting day in both official languages. In 2013, the proceedings were broadcast on Rogers digital cable television channel 70 in select New Brunswick communities served by the cable television company. On channel 70 in Fredericton, Moncton, Saint John, Miramichi, and surrounding communities, English, whether spoken on the floor of the House or translated from French, was the primary audio feed. On channel 70 in Bathurst, Edmundston and surrounding communities, French was the primary audio feed. The Legislative Assembly of New Brunswick Television Service was also provided on digital cable television channel 199 (in English) and on channel 656 (in French), with the availability of each channel varying from place to place.

In 2013, Rogers continued to televise, at a designated time each sitting day, daily Question Period on various community channels. In addition, the Legislative Assembly of New Brunswick Television Service continued to televise repeats of the daily proceedings of the Legislature, usually commencing within 30 minutes after the adjournment of the House each sitting day.

The proceedings of the Standing Committees on Education; Estimates; and Health Care were also broadcast on channel 70 in 2013, as they took place in the Chamber of the Legislative Assembly. The committees were mandated to review the estimates of various government departments.

In 2013, the video and audio of the proceedings of the Legislative Assembly continued to be streamed live on the Internet for webcasting purposes in both official languages. In addition, the audio of meetings of the Standing Committee on Public Accounts and the Standing Committee on Crown Corporations was streamed live on the Internet.

When the Legislature was not in session, a graphics computer generated a rotating sequence of textual messages pertaining to the following: next scheduled sitting of the House; regular Tuesday-to-Friday sitting schedule; particulars of the channel's distribution; tour information; upcoming Legislature events, including committee meetings; and several specially produced sequences on the Legislature's function, history, traditions, and other subjects of interest to the public within the mandate of the channel. Photographs of all 55 Members continued to be shown with accompanying information on party affiliation, ministerial portfolio (where applicable), riding, and contact information.

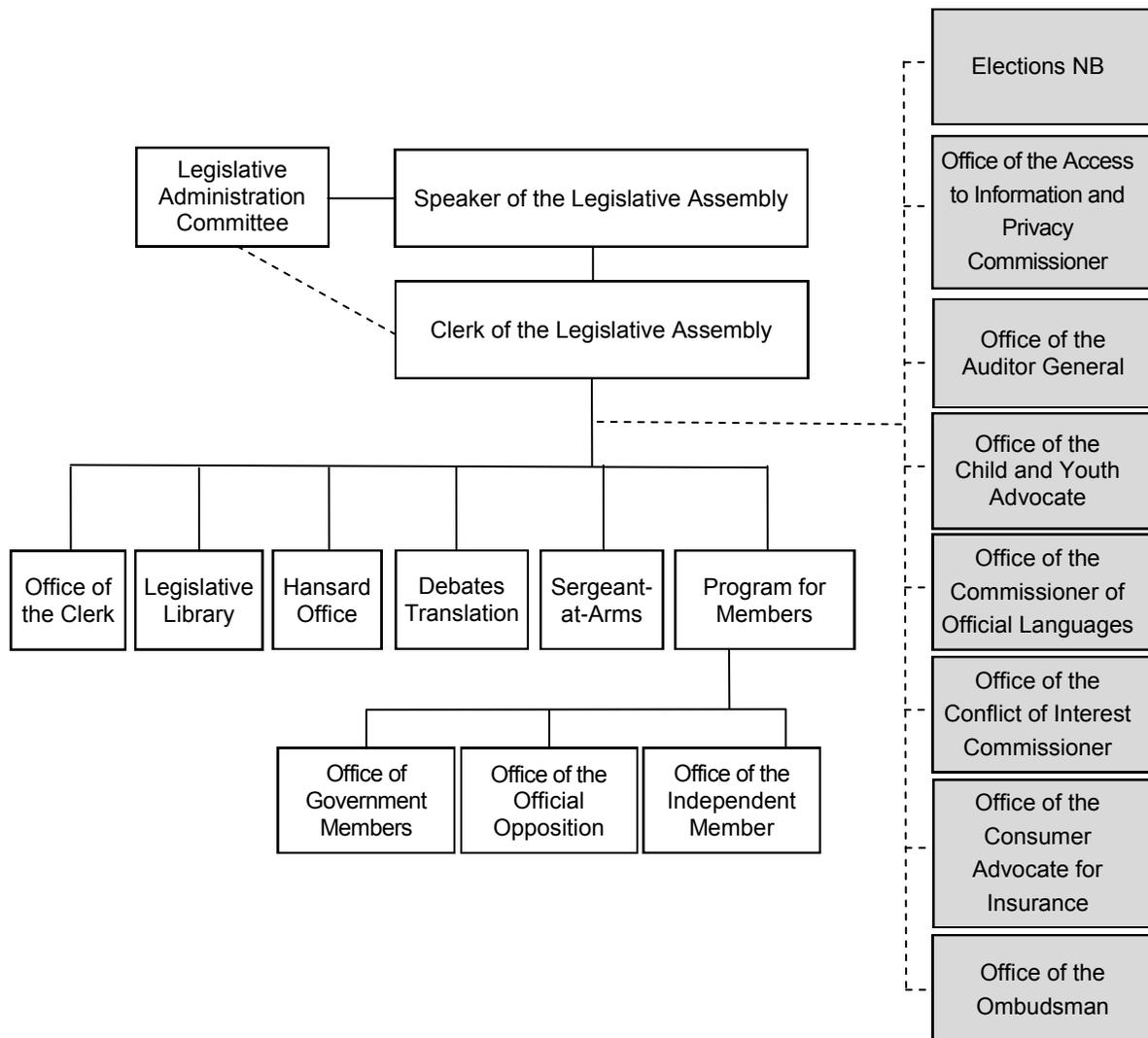


OFFICE OF THE LEGISLATIVE ASSEMBLY

MISSION STATEMENT

- To assist the Legislative Assembly in fostering respect for the institution and privileges of parliamentary democracy.
- To provide assistance and support to all Members of the Legislative Assembly, their staff and the public.
- To provide impartial and confidential service to all Members of the Legislative Assembly.
- To record the proceedings and maintain the records of the Legislative Assembly.
- To provide public education and information services on behalf of the Legislative Assembly.
- To provide administrative, financial, and human resource services to certain statutory offices reporting to the Legislative Assembly.

ORGANIZATIONAL CHART





FUNCTIONAL STATEMENTS

Clerk of the Legislative Assembly

The Clerk is the chief procedural advisor to the Speaker and to the Members and acts as Secretary to the Legislative Administration Committee. Appointed by resolution of the House, the Clerk is responsible for a wide range of administrative and procedural duties relating to the work of the House and its Committees. The Clerk of the Legislature is the Speaker's chief administrative deputy and has authority and responsibility similar to that of a Deputy Minister of a government department.

Office of the Clerk

- Produces the Journal, Orders of the Day and maintains the official permanent records of the Assembly.
- Provides advice to the Speaker and Members on questions of parliamentary law, procedure, and interpretation of the rules and practices of the House.
- Provides procedural advice and support services to the chairs and members of committees of the Legislative Assembly.
- Provides public education and information services to Members, to government, and to the private sector.
- Provides administrative support to the Legislative Assembly.
- Provides financial and human resource management services to the Legislative Assembly.
- Provides administrative, financial and human resources support to Elections New Brunswick, Office of the Access to Information and Privacy Commissioner, Office of the Auditor General, Office of the Child and Youth Advocate, Office of the Commissioner of Official Languages, Office of the Conflict of Interest Commissioner, Office of the Consumer Advocate for Insurance, and Office of the Ombudsman.

Legislative Library

Provides information and reference services to Members of the Legislative Assembly.

Hansard Office

Records and transcribes House proceedings (Hansard) for the Members of the Legislative Assembly and for publication; records and transcribes legislative committee proceedings for Members of the Legislative Assembly.

Debates Translation

Translates House proceedings (Hansard) and the Journal for Members of the Legislative Assembly and for publication; translates speeches and statements for Members of the Legislative Assembly, reports for legislative committees, and procedural and administrative material for the Office of the Legislative Assembly.

Sergeant-at-Arms

- Provides security services to the Legislative Assembly.
- Provides Page and messenger services to the Assembly.
- Provides visitor information services to the public.
- Provides building maintenance and custodial services.

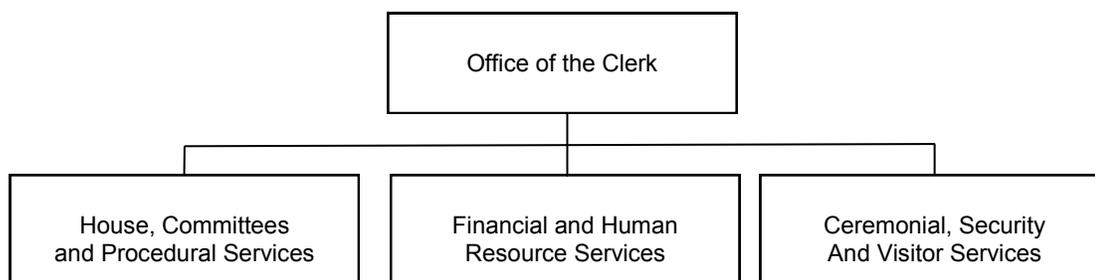
Program for Members

Provides financial and administrative support to the private Members of the Legislative Assembly.



OFFICE OF THE CLERK

Clerk Assistant and Clerk of Committees — Shayne Davies



In the 2013 calendar year, the staff of the Office of the Clerk, as well as the staff in every branch of the Legislative Assembly Office, met or exceeded the office's primary goal: to assist elected Members in carrying out their parliamentary functions as legislators. The dedicated work of all staff contributed significantly to maintaining a high level of service to Members.

Procedural Services

Members are supported in their parliamentary functions by services administered by the Clerk of the Legislative Assembly. The Clerk is the senior permanent officer of the Legislative Assembly, with the rank and status of a Deputy Minister. As the chief procedural adviser, the Clerk's responsibilities include advising the Speaker and Members on questions of parliamentary law, procedure, and interpretation of the rules and practices of the House. The Clerk is also responsible for the overall administration of the Legislative Assembly and is Secretary of the Legislative Administration Committee. The Clerk serves all Members equally, regardless of party affiliation, and must act with impartiality and discretion. The Clerk's Office supports the activities of the Clerk of the Legislative Assembly.

The Clerks Assistant serve as senior officers in the Assembly, providing advice to Members and presiding officers on parliamentary procedure and House operations. The Clerk and Clerks Assistant are lawyers and members of the Law Society of New Brunswick. In addition to their duties as Table Officers, they serve as Law Clerks in the House. The Clerks Assistant assist the Clerk in the interpretation and application of the *Legislative Assembly Act* and other legislation, and in the drafting and review of floor amendments, private Member's public bills and private legislation.

During the course of the year, the Clerk and Clerks Assistant met regularly with the Speaker and other presiding officers, providing an overview of the Standing Rules, precedents and procedures of the House. Procedural staff provided advice as required, drafted rulings and prepared procedural documentation. In addition, the Clerks met with committee Chairs to advise on committee procedure, arrange meetings and public hearings, and prepare documentation and reports to the House.

Journals and Publications

During 2013, the Researcher and Journals Clerk compiled 67 unrevised Journals making up the spring sitting of the Third Session and the opening and fall sitting of the Fourth Session. The Journals of the House are the official record of matters considered and decisions taken by the



House. Unrevised Journals are posted online as soon as they are available in both official languages. At the conclusion of a session, unrevised editions of the Journal are finalized, indexed and published. The 2011-2012 bound version of the *Journals of the Legislative Assembly* was published in 2013.

First reading bills continued to be published online in PDF format. Since 2004, the online PDF version of a first reading bill has been the official version. During the 2013 calendar year, 75 bills were introduced. The online status of legislation, which tracks the progress of bills as they proceed through various stages in the House, was produced and regularly updated.

The Assembly continued to archive online proceedings. The 2013-2014 Budget Speech and reply thereto, the Premier's closure of the budget debate, the November 5 Throne Speech and reply thereto, and the Premier's closure of the Throne Speech debate were all archived to the Web site. With the assistance of Government Services, Oral Questions continued to be archived online, allowing viewers to view the daily Question Period online, either live or as video-on-demand webcasts.

Biographical information and photographs of Members of the Legislature were updated throughout the year. Changes to the Executive Council, the shadow cabinet and seating plans were reflected in published and online updates. The Legislature's calendar was updated to reflect daily sittings or special events. Committee membership was updated when necessary, reports were posted, and certain committees mandated to hold public hearings provided a Web site with relevant public information and a web address which could receive electronic submissions.

In 2013, a new legislative committee Web site was launched, to better inform the public on committee activity and membership. In addition, a new Speakers' Bios Web site was created, providing biographical information on each Speaker of the Legislative Assembly, dating back to 1786.

Legislature Renovations

The ongoing historic restoration of the Legislative Assembly building and grounds continued in 2013. As recommended in the comprehensive Building Master Plan commissioned in 2005, restoration work during the first five years focussed on the building envelope, including historic masonry restoration, new copper roofing and the restoration of the dome of the Legislative building. The final phase of the restoration is primarily related to issues of life, safety and security for Members, staff and the visiting public. In 2013, an extensive landscaping project for the grounds was undertaken and the sprinkler system was upgraded.

Interparliamentary Relations

In addition to regular duties, staff of the Clerk's Office prepared itineraries and coordinated business session topics for Members attending the Annual Presiding Officers Conference, the Canadian Regional Council of the Commonwealth Parliamentary Association (CPA), the CPA Canadian Regional Conference, the CPA Canadian Regional Seminar, the Council of State Governments Eastern Regional Conference, conferences of the Assemblée parlementaire de la Francophonie, the Commonwealth Parliamentary Association Conference and the Canadian Council of Public Accounts Committee Conference.

In 2013, New Brunswick hosted the fourth meeting of the Québec-New Brunswick Parliamentary Association. The Clerk's Office organized the event and developed the program and business sessions for those Members in attendance.

Clerk's Office staff also continued their participation in the House of Commons Page Recruitment Program. Interviews for the Page program took place in the federal, provincial and territorial



capitals between mid-February and the end of March. Legislative Assembly staff conducted interviews in Fredericton with New Brunswick students who applied to work as a Page at the House of Commons during the upcoming academic year. Staff then made recommendations to Commons officials.

Association of Clerks-at-the-Table in Canada

The Association of Clerks-at-the-Table in Canada is an organization composed of the Table Officers from every provincial and territorial legislature in Canada, as well as the House of Commons and the Senate. The objective of the Association is to advance the professional development of its members by enabling them to heighten their knowledge of the foundations and principles of the parliamentary system and parliamentary procedure in Canada. This is achieved through the sharing of professional experiences and the discussion of subjects of common interest.

The Association of Clerks-at-the-Table list server (CATS) was launched in 1998, to allow an open exchange of ideas and information. CATS is used by members of the Association to contribute information, pose questions, conduct surveys and seek advice on a wide variety of procedural and administrative issues. To capture these contributions for future reference, a CATS message archive is maintained.

In 2013, the Clerks responded to numerous inquiries posted to the CATS system. Topics canvassed during the year included such diverse matters as: contempt of parliament; questions of privilege; external audits; e-petitions; constituency office assets; broadcast services; press gallery guidelines; and remuneration of Members.

Canadian Parliamentary Review

The Clerk's Office staff prepared quarterly submissions to the *Canadian Parliamentary Review*. The publication was founded in 1978 to inform Canadian legislators about activities of the federal, provincial and territorial branches of the Canadian Region of the Commonwealth Parliamentary Association and to promote the study of and interest in Canadian parliamentary institutions. In 2013, the Office of the Clerk ensured that a summary of legislative activities in New Brunswick was included in each edition under the "Legislative Reports" section.

Tributes

Two former Members passed away in 2013:

Wendell Meldrum (Liberal) on February 13. Mr. Meldrum was elected on September 27, 1965, to represent the County of Westmorland. He was re-elected in 1967 and 1970. During his time at the Legislature he served as Attorney General and Minister of Education.

Paul James Kenny (Liberal) on December 1. Mr. Kenny was elected on October 23, 1978, to represent the riding of Bathurst. He was re-elected in 1982 and 1987. During his time at the Legislature he served on several standing and select committees.



FINANCIAL AND HUMAN RESOURCE SERVICES

Director, Finance and Human Resources — Peter Wolters, C.A.

The Director of Finance and Human Resources is accountable for the proper and effective management of the financial and human resource services of the Legislative Assembly. In addition, financial and human resources administration support is provided to the following statutory offices: Elections New Brunswick, Office of the Access to Information and Privacy Commissioner, Office of the Auditor General, Office of the Child and Youth Advocate, Office of the Commissioner of Official Languages, Office of the Conflict of Interest Commissioner, Office of the Consumer Advocate for Insurance, and the Office of the Ombudsman.

Financial Services Overview

Financial Services include the following responsibilities:

- Payroll and Benefits (Ministers, Members, public service and casual employees)
Ensure timely and accurate payment of salaries and benefits.
- Members' and Committee Expenses
Ensure timely and accurate payment of expenses.
- Purchasing of and Payment for Goods and Services
Ensure compliance with Acts and Regulations. Ensure transactions are properly recorded for financial statement presentation and safeguarding of assets. Ensure proper record keeping and storage for future reference purposes.
- Financial Analysis and Projections
Review financial position of the Office of the Legislative Assembly and its various offices. Advise individual managers of changes in expenditure status using customized or specialized reports.
- Budget Process
Coordinate budget process, prepare budget submissions and liaise with related departments or agencies.

Financial Services Highlights

The House sat a total of 52 days during the 2012-2013 fiscal year, compared to 54 days in 2011-2012 and 32 days in 2010-2011. Since the annual budget of the Legislative Assembly only provides for expenses and allowances associated with approximately 40 sitting days in a fiscal year, additional funding was required for 2012-2013. In total, supplementary estimates in the amount of \$353,000 were approved to fund expenditures associated with the additional sitting days, the Select Committee on the Revision of the *Official Languages Act* and the Office of the Conflict of Interest Commissioner.

For the fiscal year ending March 31, 2013, an in year expenditure budget reduction of approximately \$200,000 created challenges for the Legislative Assembly, but was achieved in large part due to reduced expenditures for the standing committees of the Legislative Assembly, resulting in expenditure savings of \$127,900 for the fiscal year. The accompanying Financial Summary shows total actual expenditures of \$13,737,700 based on a revised total budget of \$14,109,000 for the 2012-2013 fiscal year (excluding statutory offices). This compares with total actual expenditures of \$13,942,800 based on a budget of \$13,975,500 for the 2011-2012 fiscal year.



Financial Summary—Legislative Assembly
For the Year Ended March 31, 2013
(in \$ 000s)

	Budget	Actual
<i>Members' Allowances, Committees and Operations</i>		
Allowances to Members	8 773.0	8 732.2
Legislative Committees	285.0	157.1
Subtotal	<u>9 058.0</u>	<u>8 889.3</u>
<i>Office of the Legislative Assembly</i>		
Legislative Library	428.0	412.1
Office of the Clerk (includes Speaker's Office)	1 516.0	1 472.3
Office of the Conflict of Interest Commissioner	190.0	162.1
Hansard Office	583.0	568.8
Debates Translation	712.0	690.2
Subtotal	<u>3 429.0</u>	<u>3 305.5</u>
<i>Offices of the Members of Registered Political Parties</i>		
Office of Government Members	658.2	603.2
Office of the Official Opposition	950.0	937.6
Office of the Independent Member	13.8	2.1
Subtotal	<u>1 622.0</u>	<u>1 542.9</u>
<i>Total : Legislative Assembly</i>	14 109.0	13 737.7

A capital budget of \$400,000 was approved for the Legislative Assembly for the 2012-2013 fiscal year, a decrease from the previous fiscal year when \$1,000,000 was approved to cover costs associated with the repair and restoration of the Legislative Assembly building. As a result, the total expenditures for capital repair and restoration of the Legislative Assembly building were \$416,400 in 2012-2013.

The budgetary process for the Legislative Assembly's 2013-2014 fiscal year provided a challenge by requiring a \$112,000 reduction in the operating budget of the Office of the Legislative Assembly. This budget reduction must be met while maintaining a reasonable level of services to the Members, legislative staff, and the public, as well as providing support services to the statutory officers reporting to the Assembly, despite an increase in the expenditures for translation and interpretation services, televising and recording of House proceedings, and legislative committees. A total operating budget of \$13,644,000 was approved for the Legislative Assembly for the 2013-2014 fiscal year. In addition, the capital budget was increased slightly to \$725,000 to continue the repair and renovation of the building and complete the landscaping of the grounds.

Pursuant to the *Auditor General Act*, a qualified auditor is appointed annually by the Speaker of the Legislative Assembly to audit the accounts of the Office of the Auditor General. Finance and Human Resources staff facilitated this process for the financial statements of the 2012-2013 fiscal year, including inviting and reviewing a proposal from the audit firm, coordinating the audit process with the auditor and officials from the Office of the Auditor General, and ensuring receipt of the auditor's report by the Speaker.



Human Resource Services Overview

Human Resource Services include the following responsibilities:

- **Personnel Administration**
Participate in recruitment process and ensure proper classification, compensation and benefits through maintenance of payroll and personnel records. Update and communicate changes to policies and benefits to elected Members and employees.
- **Human Resource Development**
Facilitate staff training to enable employees to develop professionally and use their capabilities to further both organizational and individual goals.
- **Personnel Policies**
Develop, maintain and document personnel policies in accordance with the Administration Manual of the Province, Legislative Administration Committee decisions and the unique environment of the Legislative Assembly. Ensure proper communication of personnel policies to all employees.

Human Resource Services Highlights

In 2013, the commencements of four Statutory Officers (Ombudsman, Child and Youth Advocate, Commissioner of Official Languages, and Conflict of Interest Commissioner) were processed, following their appointments under their applicable legislation. Staff also coordinated and participated in the recruitment process for two casual Transcriber/Console Operator employees for the Hansard office. In total, staff administered the commencement of 20 employees and the termination arrangements and details for 18 employees who retired, resigned or otherwise ceased to be employees of the Legislative Assembly.

Economic and cost of living increases for salaries of employees, and the indemnities and salaries of Members and Ministers were not available for the period from January 1 to December 31, 2013. However, merit increases were processed in 2013, as of May 2, for certain employees, depending on their anniversary date, performance and current salary level.

Employees hired by the Legislative Assembly subsequent to April 1, 2011, have not been eligible for a retirement allowance benefit, in accordance with the discontinuation of this benefit for Management and Non-Union employees of the Province of New Brunswick. Effective April 1, 2013, all current Management and Non-Union employees ceased to accumulate retirement allowance credits and were provided with the option of receiving an immediate payout of these benefits. As such, staff identified eligible employees, calculated the benefits owing, and processed those payouts requested, which was a significant responsibility, as the process was extensive and time sensitive.

A payroll service continued to be provided for the constituency office staff of Private Members, whereby constituency office employees of Members were paid bi-weekly using the Province's human resources information system. Staff were responsible for commencements, bi-weekly payments, terminations and related documentation, along with the subsequent financial charge-backs to the constituency office allowances of individual Members. During 2013, an average of 64 constituency office staff were paid using this payroll service program for Members. In addition, there was a significant turnover of employees, with 15 new commencements and 14 terminations during the year.

A total of 40 students and other individuals were employed under various casual or term employment programs administered by the Finance and Human Resources section, including 15 Pages for the 2012-2013 session and 13 Pages for the 2013-2014 session. Responsibilities included coordination of the employment programs and the commencement (payroll setup and notices of hiring), payment (weekly time sheet input) and subsequent termination (removal from



payroll and issuance of ROE) of each of the related employees. There was a significant turnover during the year, with 27 new commencements and 22 terminations processed.

Staff continued to provide support for information in GNB Infosource, the online government directory, for most areas of the Legislative Assembly. The information, listings and database of Members and employees of the Legislative Assembly must be updated in an accurate and timely fashion, to reflect any changes to title or contact information, or resulting from an election. Much of the data is similar to that utilized for human resources and payroll purposes and must be disseminated in accordance with the *Right to Information and Protection of Privacy Act*. The posted data must be regularly monitored for information quality and is drawn upon to populate other areas of the government website.

Human Resource Summary—Legislative Assembly

	<i>Permanent</i>	<i>Elected</i>	<i>Sessional</i>	<i>Wages</i>	<i>Payroll Services Program</i>
<i>Office of the Clerk</i>					
House and Committee Support	5	0	0	0	0
General Administration	3	0	0	3	0
Finance and Human Resources	5	0	0	0	0
Technology	2	0	0	0	0
Sergeant-at-Arms	3	0	7	10	0
Speaker's Office	2	0	0	0	0
<i>Office of the Conflict of Interest</i>					
Commissioner	2	0	0	0	0
Legislative Library	7	0	0	1	0
Hansard Office	10	0	0	1	0
Debates Translation	11	0	0	0	0
Office of Government Members	8	0	0	0	0
Office of the Official Opposition	14	0	0	0	0
Pages and Tour Guides (students)	0	0	19	0	0
Members	0	55	0	0	64
<i>Total</i>	72	55	26	15	64

Professional Development

The provision of a high standard of support services to Members, the various offices of the Legislative Assembly and the statutory offices is a priority. As such, staff attended various professional development, information and training sessions in 2013, which included human resources information system training sessions on payroll and benefits; oracle and financial information system training sessions on purchase card and vendor payment administration; second language training programs administered by Athene to facilitate financial and human resources services in both official languages; professional development seminars entitled “Managing More with Less”, “Financial Planning: Helping you prepare for Tomorrow!”, “The Role of Parliament as it relates to the Approval and Oversight of Government Expenditures”, and “Time to Secure our Future - Uniting the Accounting Profession”, which covered financial accounting, human resources, purchasing, and financial planning and management in government.



LEGISLATIVE LIBRARY

Legislative Librarian — Kenda Clark-Gorey

According to the *Legislative Library Act*, the Legislative Library shall operate primarily for the use of the Members of the Legislative Assembly and the staff of departments of government in order that they may better serve the people of New Brunswick. The Legislative Library may acquire by gift, bequest, loan or purchase any book, periodical, newspaper, film or any publication that may serve the Members of the Legislative Assembly or the departments in the performance of their duties.

The Legislative Library is designated as the official library for the deposit of New Brunswick government publications. The Queen's Printer and each government department are required to deposit with the Legislative Library four copies of every government publication issued under its authority within 30 days of its printing date.

The Legislative Library has broadened its mandate to automatically receive all "online" or "born digital" New Brunswick government publications. An e-repository for New Brunswick electronic government publications has been established whereby selected publications will be downloaded for long-term preservation and better access. It should be noted that the Library also still maintains a print collection of all government documents. A significant challenge over the past few years has been adapting to the rapid expansion of electronic information resources. As the official library for the deposit of New Brunswick government publications, the Legislative Library continues to stress the importance of producing print copies, as well as electronic versions of government publications. The Library advocates that print copies should continue to be made available for future generations and for today's public that might not own a computer.

The Library strives to serve Members, staff, civil servants and the public in an efficient and accommodating manner. All requests for information are handled in confidence and in a non-partisan fashion. Twenty-four hour access is available through e-mail and fax. The Library is open from 8:15 a.m. to 5:00 p.m., five days a week. When the House is in session, the Library remains open in the evening until the House rises.

Events in the Library

Several times throughout the year the Library was the venue for the Child and Youth Advocate's book club meetings.

On October 18, a reception celebrating the unveiling of the portrait of the former Lieutenant-Governor, the Honourable Herménégilde Chiasson, was held in the Library.

On April 11, Global TV launched an evening news program from New Brunswick. The first broadcast was live from the Legislative Library. Segments about the Library were filmed the day before and aired during the broadcast.

Collection Development

The Legislative Library's New Brunswick Collection is an important part of New Brunswick's heritage and is an incredible resource for the province. In 2013, many publishers, associations, groups and individuals donated materials to the Library.

The Legislative Library is grateful to the following who donated books during the past year:



Publishers / Associations / Groups

Association des juristes d'expression française du Nouveau-Brunswick, Bouton d'Or Acadie, Comptroller's Office, Goose Lane, La Grande Marée, Office of the Child and Youth Advocate, and the Protocol Office.

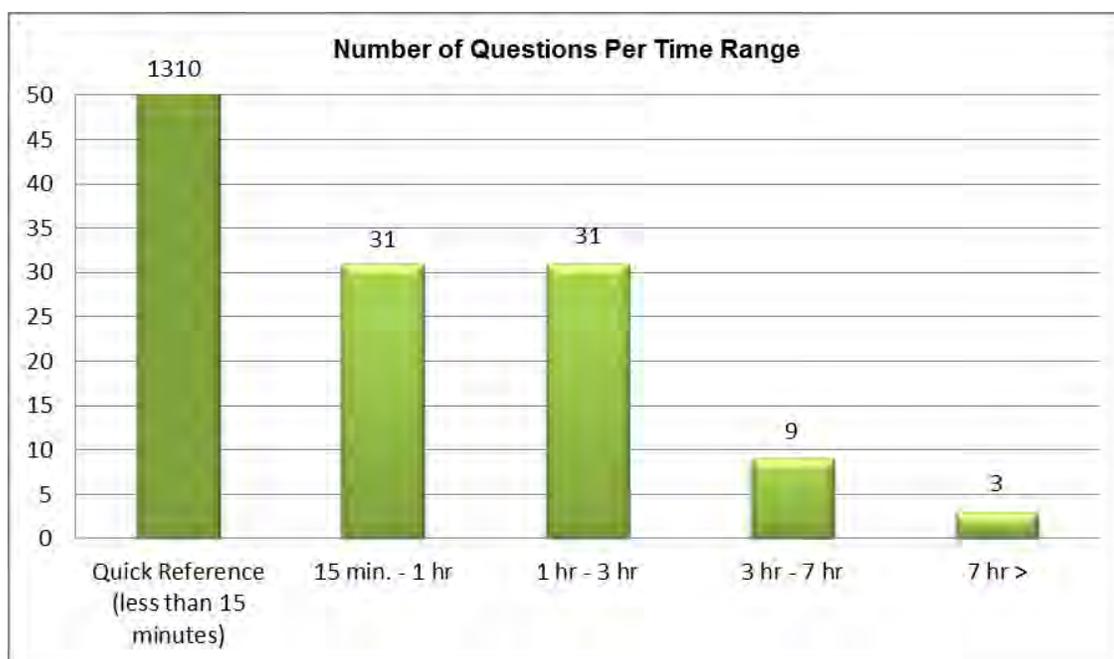
Individuals

Dr. David C. Bardley, E. Gail Carleton, Shawn DeLong, Alice Finnamore, Trudy A. Kelly Forsythe, David Frank, Carolyn Gammon, Frances and Donald Gammon, Walter Long, D. James M. Marriner, Sheila McPhee, Gaetan Migneault, Margie Pacey, Glenda Thornton, Mark Walma, and Stacey Wilson-Forsberg.

Reference / Library Services / Outreach

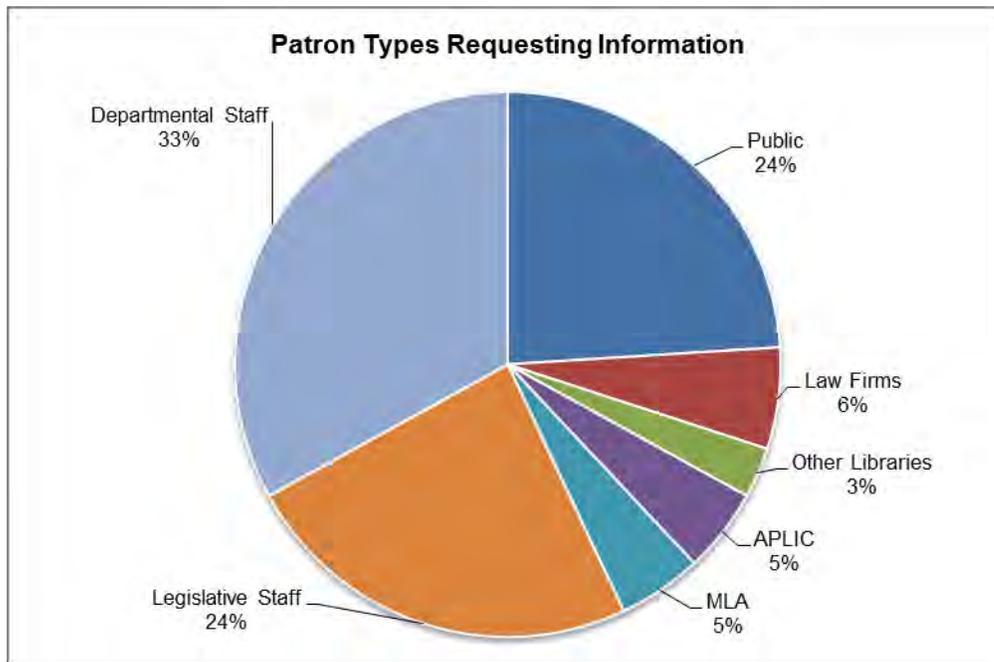
The Library reference staff was busy this past year. According to Library statistics there were 1,384 requests in 2013. Several of these were large research questions, which took numerous hours to answer. The Library's statistics reporting system allows staff to record the amount of time spent to answer each question.

The following graph shows the number of questions corresponding to the time ranges.





The Library serves many users. The following is a breakdown of the types of patrons requesting information from the Library in person or otherwise in 2013.



Several displays on various topics were prepared by Library staff for the display case located in the rotunda. The topics included: Heritage Week, sports in New Brunswick, as well as former Lieutenant-Governor, the Honorable Herménégilde Chiasson.

The inter-library loan service the Library offers was well used in 2013. A total of 39 requests were sent out to other libraries requesting material on behalf of our patrons. The Library received four loan requests from other libraries requesting to borrow our material.

Government Documents

The New Brunswick Government Publications collection is housed separately in a small office building located across the street from the Main Library. Documents staff manage a physical collection of catalogued print items numbering 8,000, as well as a large collection of uncatalogued print materials including duplicate copies. In addition, staff also manage an electronic repository of New Brunswick documents.

During 2013, a total of 226 electronic government documents were added to the electronic repository. To date, over 1,500 documents are now available.

In March, 195 boxes of New Brunswick documents were delivered to the government documents building from Library and Archives Canada (LAC). LAC's mandate has changed and they are no longer collecting government publications from provincial and territorial jurisdictions. While LAC kept a conservation copy of every publication that had been received since the late 1800s, they returned all the duplicate materials. The Legislative Library accepted everything pre-1983 as it is believed that the Library's collection after that date is complete. The post 1983 materials were accepted by the University of New Brunswick (UNB).



Weeding of the Library's huge, defunct collection of Canadian Federal Government Documents continued in 2013. The libraries of the UNB library system continue to be the main beneficiaries of the weeding.

Initiatives

This past fall the Library launched an updated version of its Web site with many improvements, including an additional electronic document section exclusively for departmental and government agency annual reports. Over 600 annual reports from 70 departments, agencies, boards and commissions, and legislative officers are now available on-line.

The Library's private act digitization project continued throughout the year, with a large number of additional acts having been scanned and processed. With 64% of all acts digitized (from 1893 to present), it is hoped that by the end of 2014 the majority of remaining acts will be completed.

The Library has begun evaluating the next version update of its catalogue, the freely available Koha integrated library system. This new version brings better support for mobile devices and is intended to be deployed by spring 2014.

The Library has redesigned the printed *Periodical Contents* update to an electronic bulletin. These bulletins are sent to Members periodically throughout the year.



HANSARD OFFICE

Official Reporter — Linda Fahey

Thomas Hansard, who was a printer and publisher of the Debates of the British Parliament in the early 1800s, initially based the content of the debates on press reports and then on the reports of his staff. In time, he added his surname to the title page of the debates and this led to his name eventually being adopted by most jurisdictions in the British Commonwealth to refer to their official reports. The New Brunswick Hansard Office records and publishes print and electronic versions of the proceedings of the Legislative Assembly in both official languages and records and distributes transcripts of the standing and select committees.

Recording and Console Operation

Hansard staff operate the sound and recording consoles throughout sittings of the House and committees and for special events. Details of each event are registered by staff in primary and backup digital recording systems located in the Hansard Office. The resulting audio recordings, in the form of five-minute takes, are accessed for transcription through software that resides on staff computers.

During console operation, staff dub speakers' names and other useful narrative and assemble electronic logs of the proceedings, which they post to the Legislative Assembly network. With the assistance of Pages, staff procure documents that have been referenced during the sitting as well as the names of guests who have been introduced. Staff who are transcribing the audio and editing transcripts rely on the dubbing, logs, and documentation to achieve a quick turnaround time of accurate transcripts.

In 2013, Hansard staff attended, recorded, and logged 521 hours of House and committee proceedings: 347 hours during 67 sittings of the House and 174 hours during 60 committee meetings. Departmental estimates were considered and voted during Committee of Supply and also during 12 meetings of the Standing Committee on Estimates, 7 meetings of the Standing Committee on Health Care, and 5 meetings of the Standing Committee on Education. By motion carried, the transcripts of those particular 24 committee meetings are included in the 2012-13 *Journal of Debates (Hansard)*.

Transcript Production

Hansard staff transcribe five-minute audio takes into "blues", which are those transcripts that have had a first edit, and then combine all five-minute blues into one transcript. Staff then proofread and edit the complete transcript, create tables of contents, and append opening pages to produce a "finalized" transcript. After the finalized transcripts have been translated by Debates Translation staff, the original transcripts and the translated versions are merged and formatted into two-column bound volumes.

Throughout 2013, Hansard staff focused on producing transcripts of the 2012-13 and 2013-14 daily sittings and committee meetings. By year's end, staff had transcribed and edited over 3.5 million words, 2.5 million words of House proceedings and 1 million words of committee proceedings.



2013 TRANSCRIPTION COMPLETED			
TRANSCRIPTS	ENGLISH	FRENCH	TOTAL
House Word Counts	1 743 263 (71%)	726 024 (29%)	2 469 287
Committee Word Counts	886 378 (84%)	170 589 (16%)	1 056 967

Staff produced 54 finalized daily sitting transcripts: 13 from the remaining backlog year, 2003-04; 9 from 2011-12, including four transcripts of the meetings of the Standing Committee on Estimates, completing that session; 31 from 2012-13; and 1 from 2013-14. As well, staff completed 41 full transcripts, in blues format, of various committee meetings held in 2013. Further progress was also accomplished on the compilation of the bound volumes. Four volumes containing 19 daily sittings were published, and work continued on preparing material for volumes to be published in future fiscal years. Throughout the year, staff compiled written questions and answers documents, which will be appended to the last bound volume of the session.

During sittings of the House, the completion of full daily sittings transcripts is suspended while staff produce transcripts of question period, condolences and messages of sympathy, introduction of guests, messages of congratulation and recognition and requests for transcripts. Sixty issues of question period were transcribed, edited, posted to the Legislative Assembly network and e-mailed to a distribution list of recipients within approximately three hours of question period ending, and every message transcript was transcribed, edited and posted to the intranet on the day of delivery or immediately thereafter.

Throughout the year, the staff responded to 408 requests for transcripts, 313 requests for House transcripts and 95 requests for committee transcripts, and provided 38% of these transcripts on the day requested. The Legislative Library assisted with the provision of requested transcripts and contacted the Hansard Office on behalf of clients for only those transcripts not yet posted on the network. Hansard staff use a database to track transcript requests, which are provided to recipients through e-mail.

Research

To ensure the integrity of the transcripts, staff undertake research and seek information required from other sources. The office continually sought and received an increased number of electronic documents from which data could be copied into transcripts, eliminating retyping. Hard copies of documents received were scanned by staff into electronic format for access by those transcribing.

Electronic and paper research documents are kept on file for further reference during the processing of transcripts. Once the transcripts of a session have been finalized, the reference material is forwarded to the Debates Translation Office so that the translators can also use the documents collected and the research obtained by Hansard staff.

Professional Activities: Hansard Association of Canada

The role of the Hansard Association of Canada is to enhance the expertise of those who produce Hansard, to serve as a channel of communication among reporting services across Canada and the Commonwealth, to provide assistance regarding Hansard production, and to inform and educate others about Hansard.

The New Brunswick Hansard Office remained active in the association by contributing to the annual



newsletter, responding to queries through the Hansard Listserv, and participating in the annual conference. New Brunswick's Official Reporter fulfilled a two-year term as President of the Hansard Association of Canada with the conclusion of the association's annual general meeting in late August 2013.

Human Resources

Hansard staff were involved in the recruitment and training of several new employees throughout the year. Extensive training was planned and undertaken with respect to transcription, editing, research, console operation, and office procedures.

Staff also maintained the in-house reference materials and records of House business, which are used extensively by staff during transcript production. Staff met regularly to plan for upcoming sittings and events and to implement, review, and refine work systems. Colleagues were kept informed of the progress being made on all segments of Hansard production.

Hansard staff also took part in ceremonies, conferences, and special events hosted by the Legislative Assembly, including the Student Legislative Seminar, the Queen's Counsel ceremony, the Canada Cord ceremony, the New Brunswick—Québec Parliamentary Association, and the Partners for Youth hearings. Staff made a presentation during the annual orientation session held for Pages and also hosted a job shadower.

Staff look forward to making further advancements toward eliminating the backlog, developed in the early nineties, by finishing the remaining partial session while keeping abreast of the work to be completed on current sessions. Up-to-date computer hardware and software, obtained in 2013, will ease the way toward accomplishing this objective.



DEBATES TRANSLATION

Chief Translator — Aurella Losier-Vienneau

Under section 8 of the *Official Languages Act* of New Brunswick, “The records, journals and reports of the Legislative Assembly and its committees shall be printed and published in English and French”. This requirement is enshrined in subsection 18(2) of the *Constitution Act, 1982*: “The statutes, records and journals of the legislature of New Brunswick shall be printed and published in English and French and both language versions are equally authoritative.”

More specifically, Debates Translation translates statements and speeches delivered by Members in the House, the daily Journal, the proceedings of the House (Hansard), committee reports, and other material for the Office of the Legislative Assembly.

Introduction

There were 67 daily sittings in 2013, including 43 daily sittings in the third session of the 57th legislature and 24 daily sittings in the fourth session, compared to 53 daily sittings in 2012.

House

Objective: to translate the records and Journals of Legislative Assembly proceedings (Hansard and Journal), as well as motions introduced in the House, the *Order and Notice Paper*, written questions, Speaker’s rulings, and other documents.

Translation of Hansard accounted for almost 60% of the workload in 2013, representing an 11% increase in comparison with 2012. Hansard translation into English accounts for 28% of this figure.

Table 1 provides comparative statistics on the number of words for the past five sessions.

Table 1: Comparative Statistics for Sessions					
	2008-09	2009-10	2010-11	2011-12	2012-13
Days	65	68	58	55	58
Words	2 372 004*	1 797 859*	2 031 901*	2 204 380*	2 049 010*

* Estimates

In 2013, the translation of the daily Journal represented 5% of the workload, a 22% increase from 2012; translation is usually completed shortly after the session ends. The increase is due to a larger number of daily sittings. The Order Paper, notices of motion, and written questions accounted for almost 15.5% of the workload; they are translated the same day.

Members of the Legislative Assembly

Objective: to translate, as resources allow, statements and speeches delivered in the House by members, including Cabinet ministers and opposition members. The material translated includes messages of condolence, congratulations, and the introduction of guests, statements by ministers and members, the introduction of bills and speeches on second reading, speeches related to debatable motions, speeches on the tabling of special documents, and, of course, the speech from the throne, speeches related to the debate on the speech from the throne, and the closure of the debate, as well as the budget speech, speeches related to the budget debate, and the closure



of the debate. Speeches on budget estimates for the various departments are also translated.

Translation for Members of the Legislative Assembly accounted for almost 13.5% of the total workload. The number of words translated increased by 23% from the previous year.

During the 67 daily sittings in 2013, 442 requests for translation of speeches and statements were processed, for a total of 997 pages. This represents a 19% increase in the number of requests compared to 2012. Documents translated included the budget speech for the third session of the 57th legislature and the speech from the throne for the fourth session, as well as 389 statements and 51 speeches given in the House by ministers or private members. The average speech length was 8.75 pages. Translation for Cabinet ministers accounted for 78% of the workload. Approximately 98% of the translation was into French.

During the intersession, written translation services provided for both government and opposition members include correspondence and press releases. The number of words indicated in Table 2 represents the translation of press releases related to the budget speech and throne speech, as well as requests from the members' offices and other branches of the Legislative Assembly.

HOUSE Notice of Motions, Order Paper and Written Questions	259 000
Journal	84 000
Hansard ¹	1 007 000
MEMBERS Speeches and Statements	222 000
Correspondence and press releases	4 000
COMMITTEES	22 000
OFFICE OF THE LEGISLATIVE ASSEMBLY	81 000
TOTAL²	1 679 000

¹ Includes a carryover of approximately 1 million words (17% of 2002-03 Hansard, 26% of 2003-04 Hansard, as well as Sitting 18 of 2012-13 and Sitting 3 of 2013-14) from the previous year.

² Excludes a carryover of approximately 23 million words (74% of 2003-04 Hansard, 100% of 2004-05 Hansard, 100% of 2005-06 Hansard, 100% of 2007 Hansard, 100% of 2007-08 Hansard, 100% of 2008-09 Hansard, 100% of 2009-10 Hansard, 100% of 2010-11 Hansard, 100% of 2011-12 Hansard, 100% of 2012-13 Hansard, and Sitings 1 to 24 of 2013-14) into the next year.

Translation for Members of the Legislative Assembly is generally done on the same day or the day after, as resources allow.



Committees

Objective: to translate reports, agendas, and notices of meetings for standing and select committees of the Legislative Assembly.

Translation for committees represented 1.33% of the total workload, which is a significant decrease from 2012, due to the fact that no large committee reports were submitted.

Office of the Legislative Assembly

Objective: to translate material of a procedural and administrative nature for the Speaker's Office, the Clerk's Office, the Hansard Office, the Legislative Library, Finance and Human Resource Services, and the Sergeant-at-Arms, as well as correspondence, disclosure statements, and reports for the Office of the Conflict of Interest Commissioner.

Translation for the Office of the Legislative Assembly represented almost 4.5% of the total workload. The number of words translated decreased by 37% from 2012, due to reduced demand from the Office of the Conflict of Interest Commissioner. Reports translated during the year included the Legislative Assembly's annual report, as well as the annual report and reports on investigations and inquiries by the Conflict of Interest Commissioner.

Human Resources

At the end of January, Rose-Marie Pinet retired after more than 25 years of service.

A position was offered to Valérie Roy, whose name featured on the still-valid eligibility list from the competition held in January 2012. She took up her duties on June 3, 2013. Sonia Wilson was responsible for her training.

Over the year, staff members took part in various workshops dealing with Word 2007 Basic, conflict resolution, performance management, and supervision, among other topics.

In the fall, staff worked on a project to update the biographies of Speakers of the Legislative Assembly. Prior to translation, all information was checked, in particular the names of people mentioned, dates, place names, and facts presented.

Again this year, staff showed considerable devotion during the session by working nights, often until the early hours of the morning, and weekends, after a full work week, to ensure that members received timely, true, and accurate translations of their statements and speeches.

Conclusion

During 2013, production reached almost 1.7 million words, which represents a 4% increase from the preceding year, despite reduced staff numbers for almost half the year. In addition, 1,014 translation requests were processed, which represents an 8% increase from 2012. Requests for prompt translation made by telephone or e-mail are not accounted for but are becoming more frequent every year.



SPECIAL PROJECT

Special Project Officer — Valmond LeBlanc

When Debates Translation was established in 1977, its mandate was to translate House proceedings (Hansard) before the next session. This differs from other legislatures in Canada, where proceedings are usually made available within 24 to 48 hours. A translation backlog of Hansard developed in the early nineties, and the Legislative Administration Committee approved in September 1997 a strategy to address the issue. This strategy had three components.

The first component was to seek outside funding to assist catch-up efforts. During the year in review, no outside funding for translation outsourcing was available.

The second component was internal funding for translation outsourcing. During the year in review, no internal funding for outsourcing was available.

The third component was designation of a senior staff member as Special Project Officer, reporting to the Clerk of the Legislative Assembly, to focus full-time on reducing the translation backlog. Duties also included updating the *Directory of New Brunswick and National Organizations* and leadership in setting standards and quality control.

The special project has three objectives.

Objective 1: Maintain the Hansard translation workflow.

Results

- Hansard translation demand was 2.48 million words, compared to 2.11 million words in the previous year, an increase of 18%.
- Hansard translation output totaled 1.01 million words, compared to 0.91 million words in the previous year, an increase of 11%.
- During the year in review, demand exceeded output by 1.47 million words, compared to 1.20 million words in the previous year. Over the past five years, demand has exceeded output by an average 1.10 million words per year.

Objective 2: Provide translation of daily sittings at an earlier date.

Results

- Online translation of Hansard dailies was made available on the Legislative Assembly network 16.83 years earlier than the published volumes.
- At year's end, translation of dailies up to December 16, 2003, was posted on the internal network of the Legislative Assembly.
- A total of 572 Hansard dailies in dual-column PDF format are available for the 1993 to 2003-04 sessions, including 20 replies to the throne speech and budget speech up to November 2013. These finalized, translated dailies can be viewed, printed, and are fully searchable electronically.



Objective 3: Reduce the Hansard translation backlog to 12 months.

Results

- The Hansard translation backlog rose by 1.47 million words, compared to 1.20 million words during the previous year, an increase of 23%.
- During the year in review, 67 new daily sittings occurred, while translation of 26 sitting days was completed, for a net backlog increase of 41 sitting days, compared to 31 sitting days in the previous year.
- Hansard translation was trailing by 120 months (or 609 dailies), compared to 117 months (or 568 dailies) at the end of the previous year.

Quality Control

The *Directory of New Brunswick and National Organizations* was updated monthly during the year. It serves as a repository of over 49 000 research findings that pertain mostly to national and provincial organizations and programs. All entries are fully referenced, and some provide hyperlinks. The *Parliamentary Stylebook* was also updated.

Both the stylebook and directory are available for consultation and download at <http://www.gnb.ca/legis/publications/publications-e.asp>.

Conclusion

Translation of House proceedings is conducted in concert with the nine other parliamentary translators and the executive secretary at Debates Translation, in close cooperation with staff at the Hansard Office. Efforts will continue to offer a product that not only meets high-quality standards but that is also provided on a more timely basis for members and staff of the Legislative Assembly, government departments, and New Brunswickers.



PROGRAM FOR MEMBERS

Program for Members

The other components or branches of the Legislative Assembly Office are the Government Members' Office and the Office of the Official Opposition.

Each party grouping or caucus of elected Members is a branch of the Legislative Assembly Office. The Speaker has authority over the administration of each caucus office; however, for obvious reasons, these branches operate with considerable autonomy.

Both branches received financial, administrative and personnel services, as well as other support services from other branches of the Legislative Assembly Office under the direction of the Clerk.

Funding

Under the Program for Members, the Private Members of the Legislative Assembly are provided with furnished offices in the Legislative Complex in Fredericton.

Under the authority of subsection 29(5) of the *Legislative Assembly Act*, the Legislative Administration Committee approves annual funding for Private Members for secretarial, research and other assistance incidental to the performance of their duties. Members of each political party combine this funding to obtain and share research, secretarial and receptionist personnel.

Under subsections 29(1) and (3) of the Act, funding is approved annually for the leaders of registered political parties represented in the House (Leader of the Opposition and third party leaders) to be used for salaries of staff, salary and expenses of the leaders, and other expenses related to the operation of the respective Offices.

Research and Administrative Support

The staff of each office provides primary and secondary research support with respect to topics and issues of interest to the Members. The Office helps handle correspondence relating to Members' legislative and public duties and provides many other support functions.

Office of Government Members

The eight permanent staff of this office report to a Chief of Staff who is responsible for all communications, research, secretarial and receptionist duties required to support the elected Members of the Government Caucus. Members and staff of this Office occupy the second and third floors of the Departmental Building (West Block).

Office of the Official Opposition

The staff of this office is comprised of 14 permanent positions and includes a Chief of Staff who is responsible for all communications, research, policy development, secretarial and receptionist duties in support of the elected Members of the Official Opposition Caucus. The offices of the Members and staff of the Official Opposition are located in the Old Education Building.

Office of the Independent Member

This office provides budgetary resources for communications, research, policy development and secretarial duties in support of the Independent Member. The Office of the Independent Member is located in Jewett House.