



**LEGISLATIVE ASSEMBLY MANAGEMENT COMMISSION**  
**Minutes of a Meeting Held at**  
**11:00 a.m., Monday, May 14, 2018**  
**Room 254 Legislative Building**

**DECISIONS**

**1. Caucus Office Staffing and Operating Budget following a by-election**

The Commission discussed and approved the following changes to the Caucus Office Staffing and Operating Budgets following a by-election.

- Adjustments would be made to caucus office staffing and operating budgets immediately following a by-election to reflect the results of the by-election rather than waiting until the start of the next fiscal year. There would be no changes to the Legislative Assembly's printed estimates as the adjustments would be a reallocation of funds already included in the budget.
- Immediate adjustments would be made to the Legislative Assembly budget following a by-election should a second Opposition caucus be established as a result of a by-election.
- Funding for new caucus staffing and operating budgets would be found from within the current Legislative Assembly budget. If this is not possible, a request to the Minister of Finance would be made for additional funding.

## **2. Update: Human Resources Policy to reflect changes in the Employment Standards Code re: Parental Leave**

The Commission discussed and approved the following measures for employees of the Legislative Assembly. These are the same measures that are in place for Manitoba Civil Servants.

- While the legislation is being considered employees of the Legislative Assembly may request an additional 26 weeks of leave through a leave of absence without pay. The total leave available would then be 63 weeks (37 weeks parental leave, 26 weeks leave of absence without pay).
- Requests would be considered by management and approved subject to operational requirements.
- Employees who would like to make a request would be required to complete a Leave of Absence without Pay form.
- Employees who are considering the additional unpaid leave should contact Human Resource Services, Pay & Benefits to understand how an unpaid leave may affect certain benefits.
- Once Bill 20 passes, Human Resource Services will update all Employment Policies for Employees of the Legislative Assembly to reflect the changes to parental leave, mirroring the wording and application as per Manitoba government collective agreements and Conditions of Employment Regulation.

## **3. Legislative Assembly Respectful Workplace Policy**

The policies were discussed.