



Reports of Standing and Special Committees

Standing Committee on Rules, Procedures and Privileges

***Recommendations for Amendments to the
Rules of the Legislative Assembly of Nunavut and Other Matters***

2nd Session of the 3rd Legislative Assembly

**Ron Elliott, MLA
Chair**

**Paul Okalik, MLA
Co-Chair**

**Moses Aupaluktuq, MLA
Hon. Keith Peterson, MLA
Johnny Ningeongan, MLA**

www.assembly.nu.ca

Recommendation #1: Referral of House Bills to the Committee of the Whole Following Second Reading

At present, the *Rules of the Legislative Assembly* provide that all Bills, except for appropriation acts, are referred to a Standing or Special Committee following second reading “unless otherwise ordered” by the House.

House Bills are developed under the authority of the Management and Services Board of the Legislative Assembly. As a matter of practice, Bills that propose to amend or establish statutes that fall under the jurisdiction of the Legislative Assembly itself are ordered directly into the Committee of the Whole following second reading. These are:

- *Legislative Assembly and Executive Council Act*
- *Integrity Act*
- *Nunavut Elections Act*
- *Legislative Assembly Retiring Allowances Act*
- *Supplementary Retiring Allowances Act*
- *The Order of Nunavut Act*
- *Flag of Nunavut Act*
- *Floral Emblem Act*

The Speaker appears before the Committee of the Whole on the occasion of its consideration of House Bills.

However, in the absence of a clearly-defined procedure in the Rules for accomplishing this, sponsors of such Bills have had to seek unanimous consent to have such Bills ordered into Committee of the Whole immediately following second reading. The Standing Committee is recommending an amendment to the Rules that would simplify this process by deeming House Bills to have been ordered into the Committee of the Whole following second reading.

It is important to emphasize that all Members of the Legislative Assembly will continue to have a number of opportunities to give full consideration to House Bills. By convention, all House Bills are reviewed by Full Caucus prior to their introduction in the House. Following their referral to the Committee of the Whole, all Members have the opportunity to consider the Bill at the clause-by-clause stage.

Recommendation #2: Consolidation of Items 11 and 12 in the Orders of the Day

At present, the *Rules* provide for two separate items in the Orders of the Day dealing with reports of Standing and Special Committees: “Reports of Standing and Special Committees” and “Reports of Committees on the Review of Bills.”

From time to time, some procedural confusion has arisen with respect to the appropriate item under which a Committee should report to the House with substantive findings regarding a Bill, as opposed to a routine procedural report indicating that a Bill is ready to proceed to the next stage of the legislative process.

The Standing Committee is recommending that the two items be combined into a single provision: “Reports of Standing and Special Committees on Bills and Other Matters.” This would simplify decision-making with respect to when a Committee should report back to the House on matters under its consideration. The provision is also broadly similar in concept to Item 19, “Consideration in Committee of the Whole of Bills and Other Matters.”

--

Recommendation #3: Responses to Petitions and Returns to Oral and Written Questions

Earlier this year, the government requested an extension with respect to its responses to two petitions. This was the first time that a request of this nature has been made. At present, however, the *Rules of the Legislative Assembly* are silent with respect to the granting of extensions to responses to petitions, necessitating that the extension be granted on an *ad hoc* basis.

The Standing Committee is recommending that the *Rules of the Legislative Assembly* be amended to provide for a clear process by which requests for extensions can be made. The proposed provisions parallel existing provisions concerning extensions to returns to oral and written questions.

A related matter considered by the Standing Committee concerns the appropriate point in the daily order of business at which a response to a petition should be presented to the House. The Orders of the Day currently provide for two distinct opportunities for returns to oral and written questions to be presented by Ministers or the Clerk: “Returns to Oral Questions” and “Returns to Written Questions.”

However, there is currently no specific item in the Orders of the Day concerning responses to petitions. The practice has been for the Clerk to table government responses to petitions at the item “Tabling of Documents.”

In order to provide for a specific point in the Orders of the Day for the presentation of responses to petitions, The Standing Committee is also recommending that the Rules be amended to establish the item “Responses to Petitions.” The proposed provisions will parallel those that are currently in place with respect to the item “Returns to Written Questions.”

In its review of these matters, the Standing Committee also considered the existing provisions concerning returns to oral and written questions. Although Rules 39 and 41 provide for extensions to returns to oral and written questions, they do not specify a minimum or maximum length of time allowed for extensions. At present, the rules allow for an indefinite number of extensions for an indefinite period of time, given that the discretion to determine when a return will be provided currently rests with the responding entity.

The Standing Committee is recommending that there be greater consistency between Rules 39, 41 and 43 and that the rules provide clear limits on the number of extensions that can be granted.

--

Recommendation #4: Fixed Sitting Calendar and Sitting Hours

As of June 10, 2010, the Legislative Assembly of Nunavut has held 437 sitting days. Although the Legislative Assembly does not have a fixed sitting calendar, its practice has been to hold three “seasonal” sittings during a calendar year:

- Winter sitting (January-March time period);
- Spring sitting (April-June time period); and
- Fall sitting (October-December time period).

Section 18 of the *Nunavut Act* provides that:

“The Assembly shall sit at least once every twelve months.”

Subsection 6(3) of the *Legislative Assembly and Executive Council Act* provides that:

“Pursuant to section 18 of the *Nunavut Act* (Canada), the Legislative Assembly shall sit at least once every 12 months.”

The Rules or Standing Orders of a number of Canadian legislatures provide for a fixed sitting calendar. In some cases, the exact sitting dates for a given calendar year are prescribed in the Rules or Standing Orders.

For example, Standing Order 28 of the *Standing Orders of the House of Commons* provides in part that:

“When the House meets [on] the Friday preceding the week marking the mid-way point between the Monday following Easter Monday and June 23, [it shall stand adjourned until] the second Monday following that Friday or, if that Monday is the day fixed for the celebration of the birthday of the Sovereign, on the Tuesday following that Monday.”

Rules 3(2) and (3) of the *Rules and Procedures of the Legislative Assembly of Saskatchewan* provides that:

3(2) Each session of a Legislature shall commence the first sitting day of the fall period as follows:

- (a) from the fourth Wednesday of October for 25 sitting days;
- (b) except when the fourth Wednesday of October coincides with the date of a general election as prescribed by *The Local Government Election Act*, then from the fourth Thursday of October for 25 sitting days.

3(3) Each session of a Legislature shall reconvene for a spring period of 40 sitting days, concluding on the Thursday before Victoria Day as follows:

- (a) The Thursday before Victoria Day shall constitute the Completion Day of the spring period of sittings, provided there are no fewer than 28 sitting days between the proposal of the Budget Motion, moved pursuant to Rule 30, and the Thursday before Victoria Day; or
- (b) If the Budget Motion is moved at any time within the interval of 29 sitting days prior to the Thursday before Victoria Day, the Completion Day shall be postponed to the 29th sitting day after the Budget Motion is moved.

A number of legislatures provide for minimum and maximum numbers of sitting days during a given calendar year, without specifying the exact starting dates for a given sitting. For example, Rule 75 of the *Rules of the Yukon Legislative Assembly* provides that:

- 75 (1) There shall be a maximum of 60 sitting days per calendar year.
- (2) When the Government has introduced all legislation, including appropriation bills, to be dealt with during a Sitting, the House Leaders shall meet for the purpose of achieving agreement upon the number of sitting days for that Sitting. The minimum number of sitting

days for any Sitting shall be 20. The maximum number of sitting days for any Sitting shall be 40.

(3) When, pursuant to Standing Order 75(2), an agreement cannot be reached between the Government House Leader and at least one other House Leader representing a majority of the members of the Assembly, each of the Spring and Fall Sittings shall be a maximum of 30 sitting days.

A number of Canadian legislatures require that the Speaker or the Clerk of the Legislative Assembly table a sitting/parliamentary calendar in the House by a specified date. For example, Standing Order 28 of the *Standing Orders of the House of Commons* provides that:

“The Speaker of the House shall, by September 30, after consultation with the House Leaders, table in the House a calendar for the following year setting out the sitting and non-sitting weeks between the last Monday in January and the Monday following Easter Monday.”

Until recently, the start dates for the winter, spring and fall sittings of the House were determined by Full Caucus during the preceding sitting. For example, the start date of the winter 2010 sitting was determined during the fall 2009 sitting. These decisions were formalized by way of motion in the House.

Earlier this year, Full Caucus decided on the starting dates for the spring 2010 sitting and the fall 2010 sitting at the same time. Informal consultations with the central agencies of the Government of Nunavut indicate that this has significantly facilitated planning with respect to the preparation of main estimates, capital estimates and proposed legislation, as well as allowing senior government personnel to plan duty travel and personal vacation in such a way as to ensure that there is no conflict with sittings of the House during which they may be required to appear as witnesses or be present to support their Ministers.

Although it would be possible to amend the *Rules of the Legislative Assembly* to provide for exact start dates and/or minimum and maximum lengths for its winter, spring and fall sittings, the Standing Committee recognizes that this would reduce the Assembly's flexibility to accommodate the scheduling impact of unforeseen events, in addition to constraining the Assembly's ability to sit for shorter or longer periods of time to accommodate the actual volume of business before the House.

In order to reach a balance between achieving more planning certainty with respect to the House calendar, while preserving reasonable flexibility to accommodate actual business, the Standing Committee is recommending that Rules 3-5 of the *Rules of the Legislative Assembly* of Nunavut be amended.

In its consideration of this issue, the Standing Committee also considered the related matters of sitting hours and days. The Standing Committee is also recommending that:

- Nunavut Day (July 9) be designated in the *Rules of the Legislative Assembly* as a day on which the Legislative Assembly shall not sit.
- *The Rules of the Legislative Assembly* be amended to clearly reflect the distinction between sittings and sessions. It is important to note that a “sitting” and a “Session” are not synonymous. Subsection 6(1) of the *Legislative Assembly and Executive Council Act* defines a Session as follows:

“A Session begins on the first day of the first sitting following prorogation of the Legislative Assembly and ends on the day on which the Session is next prorogued.”

The life of a Legislative Assembly is divided into a number of Sessions. Some Sessions may last for only one sitting day, others may last for a number of months. A Session is ended by prorogation (the Commissioner of Nunavut prorogues the Session). An Assembly is ended by dissolution (the Commissioner of Nunavut dissolves the Assembly). A period of time between sittings within the same Session is referred to as a period of “extended adjournment.”

- Friday’s sitting hours be changed. At present, Friday sittings of the House begin at 10:00am and conclude at 2:00pm. However, the practice of recessing for lunch prior to the House resolving into the Committee of the Whole effectively reduces the length of the sitting day by 1.0-1.5 hours. It is recommended that the rules be amended to provide that Friday sittings begin at 09:00am and conclude at 12:00pm. This change would obviate the need for an extended lunch recess and would not reduce the actual amount of time spent on House business. In addition, more time would be provided to Members to engage in hotel check-out procedures on designated travel days, as well as providing more time for meetings of Standing Committees and other bodies. It should also be noted that on those Fridays when Pages from outside of Iqaluit are travelling to their home communities, Paging services have not been available after 1:00pm.

Recommendation #5: Use of Portable Hand-Held Electronic Devices, Laptop Computers and Other Technologies in the Legislative Assembly Chamber and Committee Rooms

In recent years, the use of portable hand-held electronic devices (e.g. BlackBerry Devices), laptop computers and other technologies has increased significantly in the Canadian workplace. This increase has also been reflected in the procedures and operations of a number of Canadian legislatures.

However, the use of such technologies in the Chamber and committee rooms of the Legislative Assembly of Nunavut remains limited. By convention, the use of the following technologies by Members is not permitted at any time during sittings of the House or meetings of committees and caucuses:

- Portable Hand-Held Electronic Devices;
- Laptop Computers; and
- Cellular Telephones.

A number of Members have expressed support for considering the increased use of such technologies during sittings of the House and meetings of committees and caucuses. Members have stated that such technologies constitute important tools for increasing their personal productivity and remaining in contact with their offices and staff. Members have also indicated that increased use of such technologies to access documents has the potential to reduce the volume of printing and photocopying that is undertaken by the Legislative Assembly.

It is generally recognized, however, that the use of such technologies cannot be unrestricted. For example, no Canadian legislature permits Members to engage in conversations over their cellular telephones during proceedings of the House or committees. As a general principle, the use of technology is not permitted to distract Members or disrupt House or Committee proceedings.

With respect to Members' use of such technologies during certain items of House business, practices and perspectives vary considerably across the country, especially in relation to oral question period. In July of 2009, a roundtable discussion on the use of technology in legislatures was held at the 47th Commonwealth Parliamentary Association Regional Conference, held in Toronto.

During the roundtable, the Speaker of the Legislative Assembly of Manitoba noted that:

“We also do not allow laptops and BlackBerrys during Question Period because Ministers should be able to think on their feet without answers coming in from the caucuses. Someone said, “Well, they’re going to be bringing notes in.” By the time the notes come from the caucus to the

Page and the Page gets them to the Minister, it's kind of too late. So this way, the Ministers have to think on their feet."

The Speaker of the Legislative Assembly of British Columbia also noted that:

"In British Columbia, it also has to do with politeness and respect, but also the fact that Members should not be getting questions fed into their BlackBerrys and Ministers should not get the answers shipped in from their offices."

Practices also vary across the country with respect to whether or not Members are permitted to use such technologies while they have the floor and are delivering remarks.

It should also be noted that permitting the use of computers and other technologies in the Chamber would require Members to take responsibility for what images and/or content is displayed on their computer screens, given that other Members and the public seated in the Visitors' Gallery may, at times, be able to view the displayed content.

In reviewing these matters, the Standing Committee also considered the technical issues associated with expanded use of electronic devices.

The Standing Committee is recommending that the Speaker issue interim guidelines on the use of portable hand-held electronic devices, laptop computers and other technologies in the Legislative Assembly Chamber and committee rooms. Subject to approval by Full Caucus, the Standing Committee is recommending that these guidelines be distributed to all Members when the 2nd Session of the 3rd Legislative Assembly reconvenes on October 19, 2010.

The Standing Committee will conduct an evaluation of the application of these guidelines and report back to the House at the spring 2011 sitting of the Legislative Assembly with its final recommendations on the use of hand-held electronic devices, laptop computers and other technologies in the Legislative Assembly Chamber and Committee Rooms.

Recommendation #6: Translation of House Documents and Definition of *Hansard* in the *Rules of the Legislative Assembly of Nunavut*

On June 11, 2010, Speaker Arreak wrote correspondence to the Chair of the Standing Committee concerning the translation of documents that come before the House. The Speaker has requested that the Standing Committee consider a number of recommendations for amendments to the *Rules of the Legislative Assembly of Nunavut*. These flow from the Management and Services Board's ongoing development of the Official Languages Legislation Implementation Plan for the Office of the Legislative Assembly (OLLIPOLA).

The Standing Committee is recommending that a number of provisions in the *Rules of the Legislative Assembly of Nunavut* be amended in order to increase the number of documents that are provided in some or all of the official languages of Nunavut. In developing its recommendations, the Standing Committee was cognizant of the need to establish a balance between achieving the goal of increasing the volume of translations and the respecting the importance of ensuring that House business is not delayed as a result of capacity challenges in the area of translation.

At present, Rule 2(c) of the *Rules of the Legislative Assembly* defines *Hansard* to mean "the edited official record of the Assembly proceedings."

Section 1 of the *Hansard Guidelines* appendix to the *Rules of the Legislative Assembly* provides that:

"A printed transcript, known as *Hansard*, of the deliberations and proceedings of the Legislative Assembly, is produced, edited, printed and distributed, in Inuktitut and English, under the authority of the Speaker."

It is noteworthy that the House of Commons *Compendium of Procedure* states that:

"The *House of Commons Debates*, commonly known as *Hansard*, are the official edited verbatim report of the proceedings that take place in the House, while the official record of the proceedings of the House is the *Journals*."

For greater clarity and consistency, it is recommended that Rule 2(c) be amended.

Proposed New and/or Amended Provisions of the *Rules of the Legislative Assembly of Nunavut*

New/and or amended wording in red

Recommendation #1: Referral of House Bills to the Committee of the Whole Following Second Reading

67 (1) The debate on a motion for second reading must be limited to the object, expediency, principles and merits of the bill. The details of the bill are not debatable.

(2) Unless otherwise ordered by the Assembly, when a bill is read for the second time it stands ordered to a Standing or Special Committee.

(3) Notwithstanding Rule 67(2), when a bill for the appropriation of any part of the public revenue of Nunavut is read for the second time, it stands ordered to Committee of the Whole for consideration.

(4) Notwithstanding Rule 67(2), when a House Bill that has been introduced under the authority of the Management and Services Board of the Legislative Assembly is read for the second time, it stands ordered to the Committee of the Whole for consideration.

Recommendation #2: Consolidation of Items 11 and 12 in the Orders of the Day and Responses to Petitions

Rule 27 – Business of the Assembly

(2) The daily order of business in the Assembly shall be:

1. Prayer
2. Ministers' Statements
3. Members' Statements
4. Returns to Oral Questions
5. Recognition of Visitors in the Gallery
6. Oral Questions
7. Written Questions
8. Returns to Written Questions
9. Replies to Opening Address
10. Petitions
11. Responses to Petitions
12. Reports of Standing and Special Committees on Bills and Other Matters
13. Tabling of Documents
14. Notices of Motion
15. Notices of Motion for First Reading of Bills
16. Motions
17. First Reading of Bills
18. Second Reading of Bills
19. Consideration in Committee of the Whole of Bills and Other Matters
20. Report of the Committee of the Whole
21. Third Reading of Bills
22. Orders of the Day

Recommendation #3: Responses to Petitions and Returns to Oral and Written Questions

Rule 39 – Oral Questions

- (1) Under the item “Oral Questions”, questions relating to public affairs may be put to Ministers.
- (2) An oral question shall be concisely and clearly put and shall refer only to a matter which may reasonably be assumed to be within the present knowledge of the Minister to whom it is directed.
- (3) The Minister may:
 - (a) answer the question;
 - (b) state that he or she takes the question as notice and answer it orally on a subsequent day under the item “Returns to Oral Questions”; or
 - (c) decline to answer the question.
- (4) When a Minister answers an oral question, only three supplementary questions per Member directly related to the same subject may be asked.
- (5) A Minister may, under the item “Returns to Oral Questions”, rise to supplement his or her initial response to an oral question posed within the previous ten sitting days.
- (6) The time allotted for oral questions shall not exceed sixty minutes.
- (7) A Member may, without notice, at the conclusion of oral question period, move that the time allotted for oral questions be extended. If the motion is approved, the time shall be extended for thirty (30) minutes.
- (8) Only one motion under subsection 7 may be entertained by the House on a sitting day.
- (9) A Minister shall provide a Return to an Oral Question within 7 calendar days, unless the Minister files a provisional return with the Clerk indicating:
 - (a) that more time is required;
 - (b) the reason for the delay; and
 - (c) the date upon which the **return** will be provided.

- (10) The date specified in Rule 39(9)(c) must be within 7 calendar days of the date of the filing of the provisional return.
- (11) No more than two provisional returns may be filed in response to the same oral question.
- (12) Under the item “Returns to Oral Questions”, the Clerk shall inform the Assembly of the returns or provisional returns received, deliver copies to all Members and have the returns printed in *Hansard*.
- (13) Under the item “Returns to Oral Questions”, a Minister may read a return which has been filed in accordance with Rule 39(9).
- (14) A Return to an Oral Question may be filed with the Clerk of the House when the House stands adjourned or prorogued. A Return shall be deemed for all purposes to have been presented to or laid before the House. A Return shall be tabled at the appropriate point in the daily order of business at the first opportunity when the House sits.

Rule 41 – Returns to Written Questions

- (1) A Minister to whom a written question is directed shall, without unnecessary delay, file a reply with the Clerk, who shall endorse the date of filing.
- (2) Under the item “Returns to Written Questions”, the Clerk shall inform the Assembly of the returns or provisional returns received, deliver copies to all Members and have the returns printed in *Hansard*.
- (3) Under the item “Returns to Written Questions”, a Minister may read a return which has been filed in accordance with Rule 41(1).
- (4) A Minister shall provide a Return to a Written Question within 21 calendar days, unless the Minister files a provisional return with the Clerk indicating:
 - a) that more time is required;
 - b) the reason for the delay; and
 - c) the date upon which the return will be provided.
- (5) The date specified in Rule 41(4)(c) must be within 21 calendar days of the date of the filing of the provisional return.

(6) No more than two provisional returns may be filed in response to the same written question.

(7) A Return to a Written Question may be filed with the Clerk of the House when the House stands adjourned or prorogued. A Return shall be deemed for all purposes to have been presented to or laid before the House. A Return shall be tabled at the appropriate point in the daily order of business at the first opportunity when the House sits.

Rule 43 - Petitions

(1) Petitions to the Assembly may be presented by a Member at any time during a sitting of the Assembly by filing it with the Clerk, or in the manner set out in Rule 43(3).

(2) Every petition filed under Rule 43(1) shall be reported to the House by the Clerk under the item "Petitions".

(3) Member may present a petition from his or her place in the House under the item "Petitions". The Member shall endorse his or her name on the petition and shall confine the presentation to a statement of the petition, the number of signatures and the material allegations. A Member shall not exceed five minutes in presenting a petition.

(4) No debate shall be allowed on the presentation of a petition.

(5) A Member presenting a petition shall be answerable for any impertinent or improper matter that it contains.

(6) Petitions may be either written or printed. When there are three or more petitioners, the signature of at least three petitioners shall be set on the sheet containing the body of the petition.

(7) A petition that complains of some present personal grievance requiring an immediate remedy may be debated immediately.

(8) A Member may, after notice, move that a petition be referred to a Standing or Special Committee which shall report its recommendations to the Assembly.

(9) The Clerk shall deliver copies of all petitions presented to either the Speaker or the Minister responsible.

(10) The Speaker or Minister responsible shall provide a response to a petition within 60 calendar days of its presentation unless the Minister or Speaker files a provisional response with the Clerk indicating:

- a) that more time is required;
 - b) the reason for the delay; and
 - c) the date upon which the response will be provided.
- (11) The date specified in Rule 43(10)(c) must be within 60 calendar days of the date of the filing of the provisional response.
 - (12) No more than two provisional returns may be filed in response to the same petition.
 - (13) The response shall be tabled at the appropriate point in the daily order of business at the first opportunity when the House sits.
 - (14) Under the item "Responses to Petitions," the Clerk shall inform the Assembly of the responses or provisional responses received, deliver copies to all Members and have the responses printed in *Hansard*.
 - (15) Under the item "Responses to Petitions," a Minister may read a response that has been filed in accordance with Rule 43(10).

Recommendation #5: Fixed Sitting Calendar and Sitting Hours

- 3 (1) Unless otherwise ordered, the Assembly shall meet each year
- (a) for a Winter Sitting, commencing no earlier than the third Tuesday in February and concluding no later than March 31;
 - (b) for a Spring Sitting, commencing no earlier than the first Tuesday in May and concluding no later than the second Thursday in June; and
 - (c) for a Fall Sitting, commencing no earlier than the third Tuesday in October and concluding no later than the last Thursday in November.
- (2) The Speaker shall, by December 1 each year, following consultation with the body defined in section 1 of the *Legislative Assembly and Executive Council Act* as Caucus, table in the House a *Sitting Calendar* for the following year setting out the Assembly's sitting and non-sitting days.
- (3) Notwithstanding Rule 3(1), whenever the House stands adjourned or prorogued, if the Speaker is satisfied, after consultation with the Executive Council and the Members of the Legislative Assembly, that the public interest requires that the House should meet on a certain date, the Speaker shall give notice that being so satisfied the House shall meet, and thereupon the House shall meet at the time stated in such notice and shall transact its business as if it had been duly adjourned to that time.
- (4) The first sitting of a new Legislative Assembly following a general election may be held on a date other than a date prescribed in the *Sitting Calendar*.
- 4 The Assembly shall meet on Mondays, Tuesdays, Wednesdays and Thursdays from 1:30p.m. to 6:00p.m. and on Fridays from 09:00a.m. to 12:00p.m., unless otherwise ordered.
- 5 The Assembly shall not meet on New Year's Day, Good Friday, Easter Monday, Victoria Day, Canada Day, **Nunavut Day**, the first Monday in August, Labour Day, Thanksgiving

Day, Remembrance Day, Christmas Day or Boxing Day,
unless otherwise ordered.

Recommendation #6: Translation of House Documents and Definition of Hansard in the Rules of the Legislative Assembly of Nunavut

- 34 (2) A copy of each Minister's Statement shall be filed with the Clerk one hour prior to the sitting of the Assembly during which the statement will be given. **A Minister's Statement must be provided in the Official Languages of Nunavut, as defined by the Official Languages Act. Translations of Ministers' Statements may be filed with the Clerk subsequent to their having been delivered in the House.**
- 35(2) Upon receiving notice of a Budget Address, the Speaker shall place the item "Budget Address" on the Orders of the Day for the day of presentation immediately after "Prayer." **A Budget Address must be provided in the Official Languages of Nunavut, as defined by the Official Languages Act. Translations of Budget Addresses may be filed with the Clerk subsequent to their having been delivered in the House.**
- 48 All motions shall be **provided in the Official Languages of Nunavut, as defined by the Official Languages Act** and shall be read by the mover and seconded before being debated or put from the Chair. **Translations of motions may be filed with the Clerk subsequent to their having been delivered in the House.**
- 69(2) **Any amendment proposed to a bill under consideration by the Committee of the Whole shall be provided in the same Official Languages as those in which the bill under consideration has been presented. An amendment must be made available to the Assembly in writing at the time that it is proposed."**

Guidelines for the Tabling of Documents

All documents that are tabled in the House by the Speaker or a member of the Executive Council, in his or her capacity as a Minister, pursuant to a statutory requirement, must be tabled in English and Inuktitut.

Main Estimates, Capital Estimates, Supplementary Appropriations and departmental/Crown agency business plans that accompany

the introduction of appropriation acts must be presented in English and Inuktitut.

The Orders of the Day must be available in the Official Languages of Nunavut, as defined by the *Official Languages Act*.

Written Questions, Returns to Written Questions, Returns to Oral Questions, Responses to Petitions, Reports of Standing and Special Committees and Government Responses to Reports of Standing and Special Committees must be available in English and Inuktitut.

In cases where a document listed in the preceding sections is initially available in only one official language, it will be permitted to be immediately tabled, with the appropriate translation to be tabled at the earliest opportunity.

From time to time, Ministers may wish to table, or be requested to table, documents that are not described in the preceding sections (e.g. technical studies, discussion papers and other items of interest). These documents may be tabled in one or more of the official languages.

Documents tabled by MLAs in their capacity as individual Members (e.g. correspondence from constituents, news clippings and other items of interest) may be tabled in the language in which the document exists. If a Member wishes to obtain a translation of the item, the request must be approved by the Office of the Clerk.

--

- 2(c) "*Hansard*" means the edited transcript of the proceedings of the Legislative Assembly.

**Speaker's Guidelines for the Use of Portable Hand-Held Electronic Devices,
Laptop Computers and Other Technologies in the
Legislative Assembly Chamber and Committee Rooms**

- a. All electronic devices must be on silent or vibrating mode at all times. Members who use their devices to send text messages must ensure that they do so in a discrete and non-disruptive manner.

This provision is to ensure that such devices do not disrupt House or Committee proceedings or distract other Members.

- b. The use of cellular telephones in the Chamber or committee rooms for the purpose of conducting oral conversations is not permitted at any time.

This provision is to ensure that such devices do not disrupt House or Committee proceedings or distract other Members.

- c. The use of hand-held electronic devices and laptop computers is permitted only during the proceedings of the Committee of the Whole. However, a Member or witness who has the floor and is speaking must have his or her laptop computer closed and his or her hand-held electronic device(s) turned off.

This provision establishes a balance between ensuring that all Members are engaged during the daily order of House business, while recognizing that the proceedings of the Committee of the Whole constitute an appropriate opportunity for Members to engage in other work.

- d. The use of hand-held electronic devices and laptop computers is permitted during meetings of Standing and Special Committees. However, a Member or witness who has the floor and is speaking must have his or her laptop computer closed and his or her hand-held electronic device(s) turned off.

Given the less formal nature of Committee deliberations, it is appropriate for Members and witnesses to be able to utilize their electronic devices when they are not directly participating in the proceedings of the meeting.

- e. The use of hand-held electronic devices and laptop computers is not permitted during meetings of Full Caucus (FC) and Regular Members' Caucus (RMC).

This provision reflects the uniquely collegial nature of Caucus meetings and the need for all Members to be fully engaged in their proceedings at all times.