

2025 - 2026



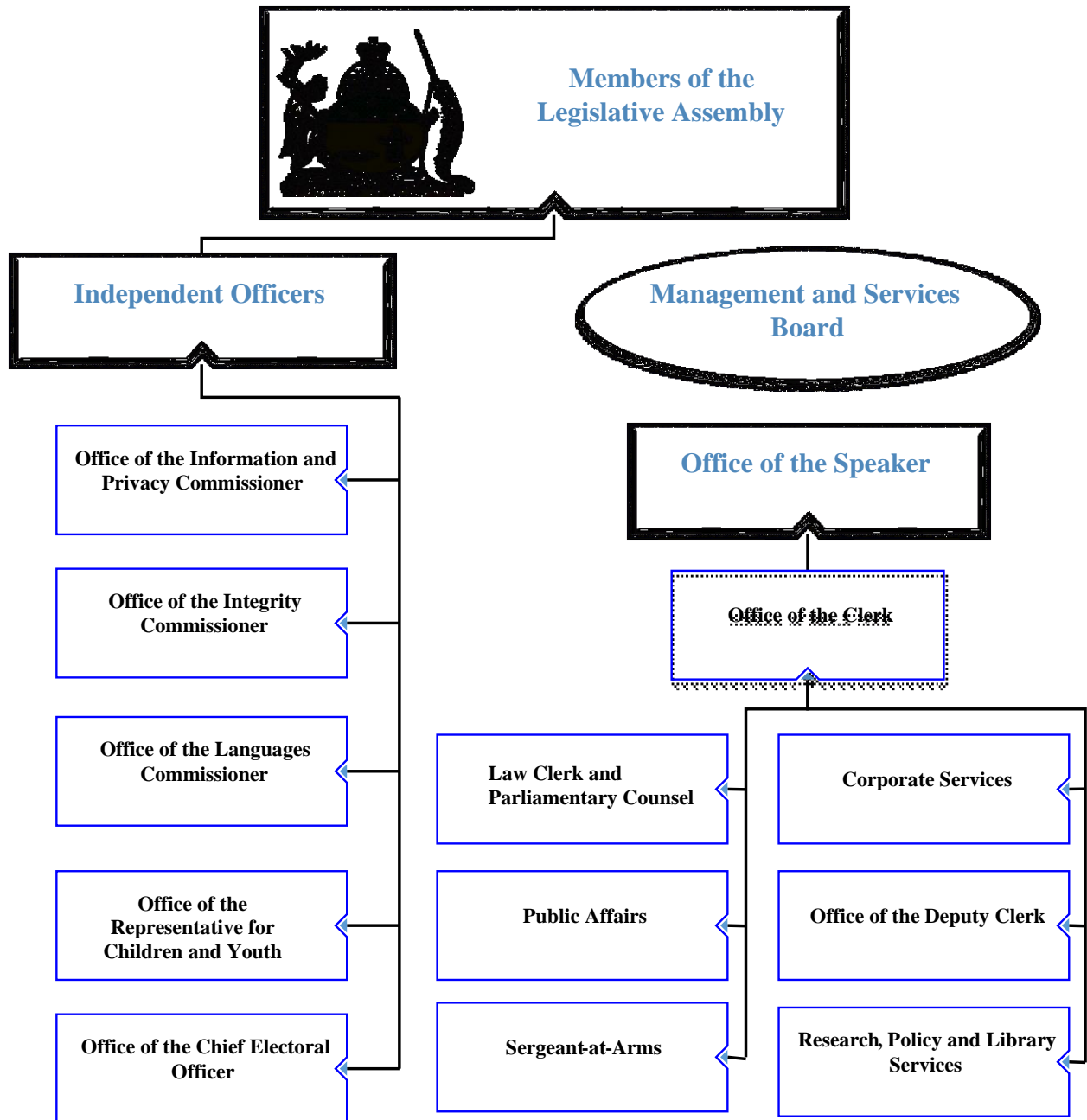
# Office of the Legislative Assembly of Nunavut

## 2025-2026 BUSINESS PLAN

OFFICE OF THE LEGISLATIVE ASSEMBLY OF NUNAVUT  
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Figure 1  
The Organization of the Legislative Assembly of Nunavut



## Core Business

The Office of the Legislative Assembly focuses on the following three lines of core business:

- Assembly Operations
- Expenditures on Behalf of Members
- Support to Independent Officers of the Legislative Assembly

## Assembly Operations

Canada's Westminster system of parliamentary democracy requires a rigorous separation of powers between the legislative, executive and judicial branches of government. Fostering effective and collegial working relationships with the executive branch of government, while ensuring the independence of the Legislative Assembly, is essential. Nunavut's consensus style of governance calls upon us to serve Members in a manner that respects the character of the institution. We acknowledge that, by its very nature, the Legislative Assembly is a political arena in which diverse positions and perspectives are articulated.

The operations of the Office of the Legislative Assembly are established pursuant to the *Legislative Assembly and Executive Council Act*. This line of business supports the primary purpose of the Assembly - a functional legislative process. Consistent with the governance traditions of Northern Canada and established principles of parliamentary democracy, we work to ensure that the business of the House is conducted in compliance with the *Rules of the Legislative Assembly of Nunavut*, the *Legislative Assembly and Executive Council Act* and certain statutory requirements of the *Nunavut Act*. We provide support to the Office of the Speaker and Members in the Chamber, committees, caucuses and constituencies.

The standing committees of the Legislative Assembly fulfill important functions in the legislative process. The consideration of proposed legislation ensures that Bills are scrutinized before becoming law. Televised standing committee hearings on the annual reports of independent officers and other matters enhances government transparency and accountability.

Committees perform an oversight function with respect to departmental expenditures and initiatives and can undertake detailed examinations of different subject areas. Caucus meetings allow Members to address matters related to the scheduling of House business, in addition to other issues that arise. Members are a direct link in their constituencies between Nunavummiut and their government. Members advocate for the needs of their communities and articulate the concerns and aspirations of their constituents.



### **Objectives**

- To provide quality support to the Management and Services Board, the Speaker and Members of the Legislative Assembly in the conduct of their duties as Nunavut's elected representatives;
- To ensure that the legislative process is conducted in accordance with our statutory and procedural authorities; and
- To provide the public with information regarding House and committee proceedings.

### **Office of the Clerk**

- The provision of advice and support to the Speaker, Members, Caucus and Committee Chairs on matters of Parliamentary procedure and privilege;
- The maintenance of the papers and records of the Legislative Assembly;
- The co-ordination of Committee and Caucus scheduling and meetings of the Legislative Assembly;
- The protection of the dignity and decorum of the House by the Sergeant-at-Arms; and
- The provision of a safe, aesthetically pleasing and culturally appropriate working environment for Members and Assembly employees.

### **Office of the Speaker**

- Support to the Office of the Speaker in the execution of the office-holder's duties as the official representative of the Legislative Assembly and Chair of the Management and Services Board;
- Support to the Office of the Speaker with respect to Nunavut's participation in national and international events of the Commonwealth Parliamentary Association; and
- Support to the Office of the Speaker in the execution of the office-holder's duties as Chairperson of the Order of Nunavut Advisory Council.

### **Sessional Administration**

- The production of *Hansard*;
- The holding of sittings of the House;
- The provision of the services of the Law Clerk and Parliamentary Counsel; and
- The provision of interpretation and translation services for House and caucus proceedings.

### **Standing and Special Committee Administration**

- The provision of interpretation and translation services for Standing and Special Committee proceedings; and
- The holding of committee meetings and televised hearings.



### **Research, Policy and Library Services**

- The provision of research services for individual Members, the Management and Services Board and Standing and Special Committees;
- The preparation of committee correspondence, reports, news releases and other documents;
- The preparation of correspondence, reports and other documents for the Office of the Legislative Assembly; and
- The provision of information and reference services by the Nunavut Legislative Library to Members, officers and employees of the Legislative Assembly, Government of Nunavut departments and other clients.

### **Public Affairs**

- The promotion of the Legislative Assembly through the public tour program and the production of promotional products, information materials and brochures;
- The administration of the Legislative Assembly Page Program;
- Maintenance of the Legislative Assembly's art collection;
- The planning and hosting of special events, ceremonies and unveilings;
- The management of liaison with northern and national media organizations.

### **Corporate Services**

- The administration of the financial management and human resources functions of the Office of the Legislative Assembly;
- The administration of Members' indemnities, allowances, expenses and benefits;
- The administration of retiring allowances for Members;
- The delivery of specialized Members' services in the area of constituency office operations, sessional and committee travel support;
- The management of the Legislative Assembly Precinct and tangible assets;
- The maintenance of the Legislative Assembly information technology infrastructure;
- The administration of the Legislative Assembly's broadcasting system;
- The provision of information technology support to the Office of the Legislative Assembly, Members' constituency offices and Regular Members' capital offices; and
- The provision of training to Members' constituency assistants in Legislative Assembly policies and procedures.



### **Priorities (2024-2025)**

- Produce and distribute commemorative items to mark the 25<sup>th</sup> anniversary of Nunavut's birth and 1<sup>st</sup> Sitting of the 1<sup>st</sup> Legislative Assembly.

*Status: A number of items were produced and events were held to mark the occasion. Two Mace Tours were successfully during calendar year 2024, which coincided with Nunavut's 25<sup>th</sup> anniversary as a territory. By the end of the year, the Mace had visited all 25 communities since the inception of the tour program.*

### **Priorities (2025-2026)**

- Conduct the Orientation and Transition Program for the Members of the 7<sup>th</sup> Legislative Assembly, following the territorial general election of October 27, 2025.
- Refresh the Speaker's Community Mace Tour Program and other outreach activities.
- Support the Order of Nunavut Advisory Council in its consideration of nominations to the Order and the organization of investiture ceremonies.

## **Expenditures on Behalf of Members**

Nunavut's *Legislative Assembly and Executive Council Act* provides for a transparent system of remuneration for Members. It also provides for the necessary resources to be made available for the engagement of Members' constituency assistants and the operation of their constituency offices. The *Legislative Assembly Retiring Allowances Act* and *Supplementary Retiring Allowances Act* are under the jurisdiction of the Legislative Assembly.

### **Objectives**

- To administer the indemnities, allowances and benefits that are provided for by our legislative authorities; and
- To ensure that the necessary resources are made available for Members' constituency operations.

### **Indemnity, Allowance and Constituency Administration**

- Administer the payment of all indemnities, allowances, expenses and benefits due to Members;
- Administer the payment of all Members' constituency work expense claims and constituency assistant-related expenditures;
- Administer leasing and payment for all constituency offices;
- Administer the system of retiring allowances provided to Members; and
- Prepare, in co-operation with the Department of Justice, all regulations made by the Speaker on the approval of the Management and Services Board pursuant to the *Legislative Assembly and Executive Council Act* with respect to indemnities, allowances and benefits for Members.



**Priorities (2024-2025)**

- Meet all statutory tabling requirements for annual reports required under the *Legislative Assembly and Executive Council Act* and other statutes under the jurisdiction of the Legislative Assembly.  
*Status: Requirements being met on an ongoing basis.*

**Priorities (2025-2026)**

- Meet all statutory tabling requirements for annual reports required under the *Legislative Assembly and Executive Council Act* and other statutes under the jurisdiction of the Legislative Assembly.
- Support the establishment of an Independent Commission to Review Members' Indemnities, Allowances, Expenses and Benefits, as statutorily required under section 37 of the *Legislative Assembly and Executive Council Act*.

## **Support to Independent Officers of the Legislative Assembly**

The Legislative Assembly recommends to the Commissioner of Nunavut the appointment of five independent officers:

- The Chief Electoral Officer, pursuant to the *Nunavut Elections Act*;
- The Information and Privacy Commissioner, pursuant to the *Access to Information and Protection of Privacy Act*;
- The Integrity Commissioner, pursuant to the *Integrity Act*;
- The Languages Commissioner, pursuant to the *Official Languages Act*; and
- The Representative for Children and Youth, pursuant to the *Representative for Children and Youth Act*.

The budgets for the operation of these independent offices are provided through the annual appropriations of the Legislative Assembly. Independent officers are statutorily required to submit annual reports to the Legislative Assembly concerning their activities and expenditures. Their annual budget proposals and business plans are reviewed by the Management and Services Board.

The Office of the Legislative Assembly works to support these offices, in varying degrees, to ensure the functional operation of their day-to-day activities, while ensuring that their substantive independence is respected. In addition, the Auditor General of Canada reports to the Legislative Assembly of Nunavut on the financial statements of the Government of Nunavut and other matters, pursuant to the federal *Nunavut Act*.



### **Objectives**

- To provide support to the independent officers of the Legislative Assembly;
- To ensure that their annual reports are tabled in the Legislative Assembly; and
- To organize the appearances of independent officers before committees of the Legislative Assembly.

### **Support to the Information and Privacy Commissioner**

- Support the office in the development and administration of its annual budget;
- Facilitate the translation and production of annual reports and other documents;
- Collaborate in the development of websites and other initiatives; and
- Collaborate in the development of legislative initiatives that fall under the jurisdiction of the Legislative Assembly.

### **Support to the Languages Commissioner**

- Support the office in the development and administration of its annual budget; and
- Provide certain centralized services to the office in the areas of financial processing, human resources management and contracting.

### **Support to the Integrity Commissioner**

- Support the office in the development and administration of its annual budget;
- Facilitate the translation and production of annual reports and other documents;
- Collaborate in the development of websites and other initiatives; and
- Collaborate in the development of legislative initiatives that fall under the jurisdiction of the Legislative Assembly.

### **Support to the Chief Electoral Officer**

- Support the office in the development and administration of its annual budget;
- Collaborate in the development of websites and other initiatives; and
- Collaborate in the development of legislative initiatives that fall under the jurisdiction of the Legislative Assembly.

### **Support to the Representative for Children and Youth**

- Support the office in the development and administration of its annual budget; and
- Provide certain centralized services to the office in the areas of financial processing, human resources management and contracting.





**Priorities (2024-2025)**

- Initiate preparatory work in anticipation of the expiry of the appointment of the current Representative for Children and Youth (July 22, 2024) and current Languages Commissioner (February 18, 2025).

*Status: a motion to re-appoint the Representative was approved by the Legislative Assembly during the spring 2024 sitting. The Management and Services Board has initiated a recruitment process for the position of Languages Commissioner.*

**Priorities (2025-2026)**

- Initiate preparatory work in anticipation of the expiry of the appointment of the current Information and Privacy Commissioner (January 11, 2026).

