



Management and Services Board Interim Directive

Date: February 2020

Title: Members' Travel and Childcare Entitlements for the Winter 2020 Sitting of the 2nd Session of the 5th Legislative Assembly

Authority: Subsection 40(3)(f.2) of the *Legislative Assembly and Executive Council Act*

Travel and Childcare Entitlements

- This Directive applies to travel undertaken by Members during the winter 2020 sitting of the 2nd Session of the 5th Legislative Assembly (February 18-March 12, 2020).
- A Member is entitled to claim:
 - a) One (1) return trip for the Member between Iqaluit and a community located in the Member's constituency

or

 - b) One (1) return trip for a Member's designated guest and dependant children under the age of six years between Iqaluit and a community located in the Member's constituency

and

 - c) Enhanced hotel accommodation (e.g. adjoining rooms). A Member may also arrange for alternate commercial accommodation (e.g. a Bed and Breakfast establishment), but the costs of such accommodation may not exceed the standard hotel rate normally paid by the Legislative Assembly for Iqaluit accommodation.

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- A Member's "designated guest" is defined as a Member's spouse or partner who resides with the Member and has been designated as such within the meaning of the *Legislative Assembly Retiring Allowances Act*, or any other person, including children above the age of six years, who are identified on the Member's annual disclosure statement filed with the Integrity Commissioner of Nunavut.
- The Legislative Assembly will pay the following reasonable costs associated with authorized travel:
 - a) Return airfare;
 - b) Accommodation en route to and from Iqaluit;
 - c) Accommodation in Iqaluit where both the Member and his or her guests and dependants are accommodated together.
- In the case of a Member who maintains a residence in Iqaluit (including a residence covered under Section 3 of the *Ministerial Procedures Manual*), the Member is not eligible to claim a private accommodation allowance under Appendix A of the Financial Administration Manual's *Duty Travel Directive*.
- In the event that a Member or other person travelling at Legislative Assembly expense under this directive incurs airline and/or hotel cancellation charges, change fees or other related costs as a consequence of a Member's actions taken under circumstances within the Member's control, a Member will be held personally liable and responsible for the payment of such costs, up to and including the full purchase price of a new return airfare/hotel accommodation.
- A Member who is not a resident of Iqaluit who travels to the capital for the purpose of attending the winter 2020 sitting of the 2nd Session of the 5th Legislative Assembly is entitled to claim:
 - a) Childcare expenses upon submission of receipts. Total allowable childcare expenses may not exceed \$45.00 per day per eligible child in respect to children who are accompanying the Member; and
 - b) Any or all of the Member's laundry and drycleaning allowance (as prescribed on page 5-21 of the *Member's Handbook on Administrative and Financial Matters*) in respect to children who are accompanying the Member.
- A Member's immediate relatives (spouse, children, parents, grandparents or siblings) may not receive financial compensation under this section.
- The Clerk of the Legislative Assembly has the authority to make determinations as to eligible expenses and related matters in unusual or undefined circumstances.

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