

Acadian and Francophone Affairs
French Language Services Act

ANNUAL REPORT

2018-2019



Acadian and Francophone Affairs Secretariat



Annual Report

2018-2019

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Minister's Message

Strategic Highlights

The Acadian and Francophone community are an integral part of Prince Edward Island. Their contributions are many, from economic, social, and cultural; the Acadian and Francophone community has an undeniable role in our vibrant Island identity.

For over thirty years, government has worked steadily to grow its capacity in order to expand French language services and programs to support the vitality of the Acadian and Francophone community. The *French Language Services Act*, proclaimed in December 2013, was significant to fortify this commitment.



Government works closely with the Acadian and Francophone Community Advisory Committee to understand and address the priorities of the community and to maximize our internal capacity to offer quality French language services and programs.

This report highlights the three new designated services added to the *General Regulations* of the Act in September 2018:

- All services offered in person at Access PEI in Wellington
- Coaching support services offered to early childhood educators
- The provision of the Community Cultural Partnership Program

Looking Ahead

In the coming year, the government will continue to develop and enhance French language services, including designating new services under the Act. Prince Edward Island will co-host the 2019 *Congrès Mondial Acadien* with Southeastern New Brunswick, bringing together Acadians from around the world to celebrate the vibrancy and infectious *joie de vivre* of the Acadian community.

By continuing our collaboration, we will ensure a productive and successful future for our Acadian and Francophone community.

Vive l'Acadie!

A handwritten signature in black ink, appearing to read 'D. King'. The signature is fluid and cursive, with a large, stylized 'D' and 'K'.

Dennis King
Premier of Prince Edward Island
Minister Responsible for Acadian and Francophone Affairs

Deputy's Message



Strategic Highlights

Last year, the Acadian and Francophone Affairs Secretariat designated three new services under the *French Language Services Act*. These new services have expanded the scope of the Act, helping to better serve French-speaking Islanders and communities in their language of choice. In addition to these new designated services, the Acadian and Francophone Affairs Secretariat continued to support government with increasing the number of services and programs available to people in French.

Financial Highlights

In 2018-2019, the Acadian and Francophone Affairs Secretariat signed the 2018-2023 Canada-PEI Agreement on French Language Services. This five-year funding agreement allows the Secretariat to provide funding to government agencies to offer French language services to Islanders and build government's French language capacity. The agreement includes a five-year strategic plan, which identifies key sectors and service channels for the delivery of French language services to people.

Operating Highlights

The Acadian and Francophone Community Advisory Committee and French Language Services Coordinators Committee continue to play a key role in implementing the *French Language Services Act*. The Advisory Committee advises government on the priority service needs of the Acadian and Francophone Community. The Coordinators Committee aligns these priorities with the service capacity of government.

The cooperation between the Acadian and Francophone community and government ensures that the *French Language Services Act* will continue to be further implemented to offer more French language services to the people of our province.

A handwritten signature in black ink, appearing to be 'P. Ledwell', written in a cursive style.

Paul Ledwell
Clerk of Executive Council and Secretary to Cabinet
Deputy Minister of Policy and Priorities

The Acadian and Francophone Affairs Secretariat Overview

Mandate, Vision and Mission

Government is proud of Prince Edward Island's role in the creation of Canada, a bilingual country, and is committed to supporting the Acadian and Francophone community and maintaining the French language on Prince Edward Island for future generations. The *French Language Services Act* has been enacted to establish clear obligations respecting the provision of services in French, based on the service priorities of the Acadian and Francophone community and the service capacity of government.

The Minister Responsible for Acadian and Francophone Affairs, along with the Acadian and Francophone Affairs Secretariat, the Acadian and Francophone Community Advisory Committee, and the French Language Services Coordinators Committee, aim to develop and deliver quality French language services that address the priority needs of the people in the Acadian and Francophone community.

French Language Services Act

The *French Language Services Act* came into effect December 2013.

Designated services must be provided in a person's choice of English or French and be of comparable quality in both languages. The designation of services is determined by government, taking into consideration community priorities, and is done via regulations.

With respect to written correspondence and public consultations, the Act states that government must respond in French, in writing, to written correspondence received in French and that the public must be provided with an opportunity to participate in French in public consultations.

The Act establishes various mechanisms to ensure its implementation:

- The Acadian and Francophone Community Advisory Committee advises the Minister Responsible for Acadian and Francophone Affairs on all matters related to the province's Acadian and Francophone community, including its priorities for services in French.
- Each government department or agency subject to the act is required to appoint a French Language Services Coordinator to advise on the implementation of the Act.
- A Complaints Officer, appointed by the Minister Responsible for Acadian and Francophone Affairs, handles complaints filed under the Act.
- The Acadian and Francophone Affairs Secretariat is responsible for the administration of the Act and regulations. It also provides operational support to the Acadian and Francophone Community Advisory Committee and chairs the French Services Coordinators' Committee established by the Act.

The Act includes an accountability framework to ensure that government undertakes planning regarding programs and services in French, reports on complaints received, and tables a report before the Legislative Assembly on an annual basis.

The *General Regulations* identify the 21 government institutions that are subject to the Act, define active offer of designated services, and describe the designated services.

The addition of three new designated services for a total of nine as of September 2018 strengthens the solid foundation of the *French Language Services Act*.

The nine designated services are:

Designated Service	Government department or agency
The Community Cultural Partnership Program*	Department of Education, Early Learning and Culture
Services offered in person at the Abram-Village Public Library, the Dr. J.-Edmond-Arsenault Public Library (Charlottetown), and the J.-Henri-Blanchard Public Library (Summerside)	
Coaching support services for early childhood educators*	
Traveler Information Service - 511	Department of Transportation, Infrastructure, and Energy
Traffic signs (excluding stop signs, variable message signs, those with proper names, the words “Trans Canada Highway”)	
In-person services at Access PEI Wellington*	
Telehealth Information Service - 811	Health PEI
All information, both for permanent and temporary exhibits, at the Acadian Museum	Prince Edward Island Museum and Heritage Foundation
All in-person services at the Acadian Museum	

* newly designated in September 2018

The Acadian and Francophone Community Advisory Committee

The Acadian and Francophone Community Advisory Committee, established in 1977, plays a critical role in the implementation of the Act. The Committee ensures that the government is informed of the service priorities of the Acadian and Francophone community. It also provides government with the direction on the designation of services, the provision of designated services in French, and any other matters related to the province's Acadian and Francophone Community

The Committee is made up of ten members: one member for each of the six Acadian and Francophone regions (West Prince, Évangéline, Summerside-Miscouche, Rustico, Charlottetown, and Eastern Kings) and four members at large, including the Chair. The members for 2018-2019 were as follows:

Jacinthe Lemire, Chair
Yvonne Deagle, West Prince region
Ricky Hitchcock, Évangéline region
Jennifer MacPhee, Summerside-Miscouche region
Stéphane Blanchard, Rustico region
Fatiha Enniri, Charlottetown region
Rolland Dionne, Eastern Kings region
Jesse Francis, member at large
Carol Horne, member at large
Carlo Lavoie, member at large

During the reporting period, the Committee met three times in person and once via conference call. The Committee met with key members of the 2019 *Congrès Mondial Acadien* organizing committee: Claudette Thériault (Chair), Vaughne Madden (Executive Director), and Karen Gallant (Liaison Officer PEI). The Committee invited Kathleen Couture, Executive Director of *L'association des centres de la petite enfance francophone de l'Île-du-Prince-Édouard*, to give a presentation on the challenges facing francophone early childhood education centres and educators on Prince Edward Island.

In accordance with its mandate under the Act, the Committee identified the priorities of the Acadian and Francophone community for 2019-2020 fiscal year. Government institutions use these priorities when preparing their annual plans and annual reports required under the Act.

The French Language Services Coordinators Committee

Each government institution subject to the Act is required to appoint a French Language Services Coordinator. In 2018-2019, all government institutions had a coordinator.

The coordinators ensure that government institutions deliver the annual plans and reports that must be prepared pursuant to the Act. They are responsible for advising and supporting their institution on matters concerning Acadian and Francophone affairs, and they handle any complaints made against their institution under the Act.

The Act provides for the establishment of the Coordinators' Committee, chaired by the Acadian and Francophone Affairs Secretariat. In 2018-2019, the Committee met three times in person and continued its work on implementing the *French Language Services Act*.

During the reporting period, Tanya Gallant, Coordinator and Interdepartmental Liaison for the Congrès Mondial Acadien 2019 (CMA), gave two presentations to the Committee on the CMA, including programming, departmental in-kind contributions, and volunteer recruitment. Janet Horne, Bilingual Recruitment Coordinator for the Public Service Commission, gave an update to the Committee on the PSC's strategy for recruitment of bilingual employees. Darlene Arsenault, Complaints Officer for the *French Language Services Act*, gave a presentation to the Committee about her role. At the suggestion of the committee, two documents were developed to create awareness about the *French Language Services Act* and assist government institutions with meeting their responsibilities under the Act.

Funding Agreements

The Acadian and Francophone Affairs Secretariat has two principal funding agreements: The Canada-PEI Agreement on French Language Services and the Quebec-PEI Cooperation and Exchange Agreement. These agreements support the administrative work of the Secretariat, the Acadian and Francophone Community Advisory Committee, and the French Language Services Coordinators Committee, as well as support government institutions in the development and implementation of projects designed to enhance French language services and build French language capacity through the bilingual designation of positions. Forty-two projects were funded under the Canada-PEI Agreement and seven were funded under the Quebec-PEI Agreement, for a total of 49 projects funded in priority sectors and service channels.

Key Indicators

Accountability Framework

Among the accountability measures set out in the Act are the complaints mechanism, annual plans and reports by government institutions, and the annual report of the Minister Responsible for Acadian and Francophone Affairs.

a. Complaints Mechanism

The complaints mechanism enables members of the general public to file a complaint when a government institution does not meet its obligations with respect to designated services, written correspondence, or public consultations, as established by the Act. The complaints mechanism consists of two levels. At the first level, complaints are handled by the French Language Services Coordinator of the institution in question and, at the second level, by the Complaints Officer.

In 2018-2019, a total of four complaints were received under the Act. The following is an overview of the complaints received:

Government Institution	Complaint Subject	Results
Health PEI	Publication in English of a notice of a public consultation	The complaint was dismissed because the FLSA does not apply to announcements of consultations. AFA is exploring the possibility of making the definition of “consultation” more precise in reference to the FLSA.
Department of Justice and Public Safety	English courthouse sign	The complaint was dismissed because the provision of courthouse signage in French is not a designated service. However, the Department has indicated that the next time the sign is replaced, it will be replaced with a bilingual sign.
Department of Transportation, Infrastructure and Energy	Response in English to email correspondence in French	The complaint was resolved. The department recognized the mistake, issued an apology, and government committed to raising awareness around the <i>French Language Services Act</i>
Elections PEI	English-speaking scrutineers at the French Language School Board polling station	The complaint was dismissed because Elections PEI is not a government institution subject to the <i>French Language Services Act</i>

An internal document informing government institutions about their responsibilities under the *French Language Services Act*, particularly with respect to written correspondence and public consultations, was created in order to promote awareness. A public awareness document about the complaints process continues to be available online and as part of the paper version of the complaint form.

b. Annual Plans and Reports

The Act states that government institutions must prepare annual plans and reports. This process enables government institutions to plan, on an annual basis, actions aimed at improving their services in French and then report on the implementation of the plan.

The Act requires that government institutions provide information on the following in their annual plans:

- The service priorities of the Acadian and Francophone community in relation to the services they provide;
- Their capacity to provide services in French;
- The provision in French of their designated services, if applicable.

In their annual reports, institutions must also provide information about complaints they have received concerning their compliance with the Act. For the 2018-2019 period, all government institutions subject to the Act presented an annual plan and an annual report.

c. Minister's Annual Report

This report is the sixth to be tabled before the Legislative Assembly since the Act was proclaimed in December 2013. Except for the first report, which covered the period from December 14, 2013 to March 31, 2014, the Minister's report covers the period from April 1 to March 31.

Provincial Government Website

The Government of Prince Edward Island website continues to be the main platform for increasing access to information in French, a priority sector for the Acadian and Francophone community. The website is used by government to publish information about government programs and services, as well as provide access to online services.

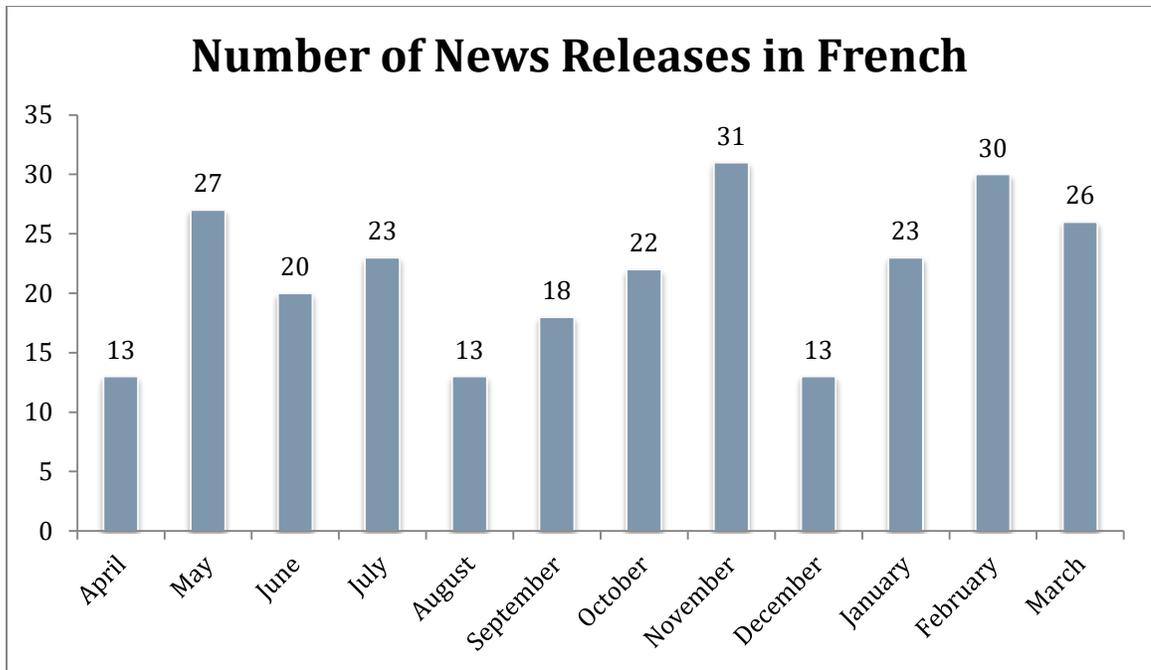
Each page of the website can be translated making it possible to publish new information in French on an ongoing basis. At the end of this reporting period, the site had 2071 pages in French, up from 1623 in 2017-2018.

The website also makes it possible to offer online services in French. At the end of the reporting period, the site offered 85 online services in French, up from 50 in 2017-2019.

Efforts to translate the pages most frequently viewed by users continue.

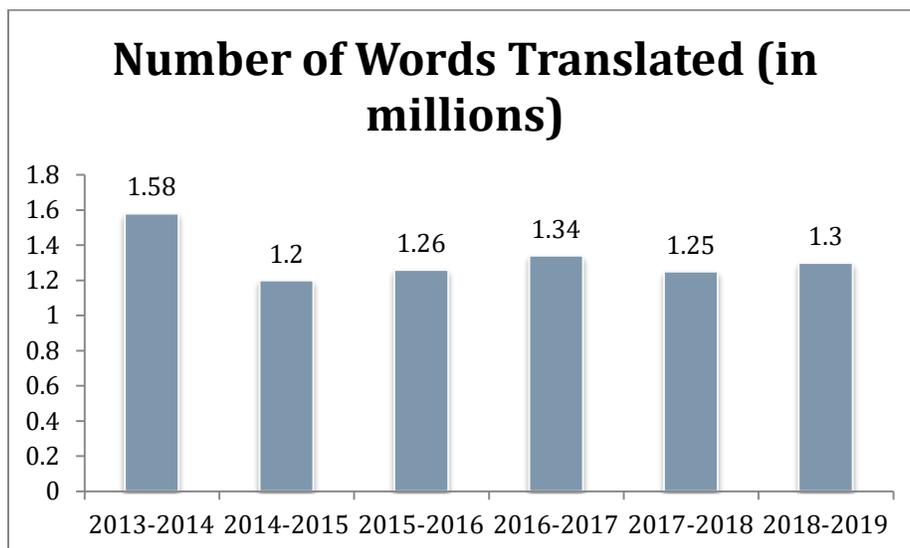
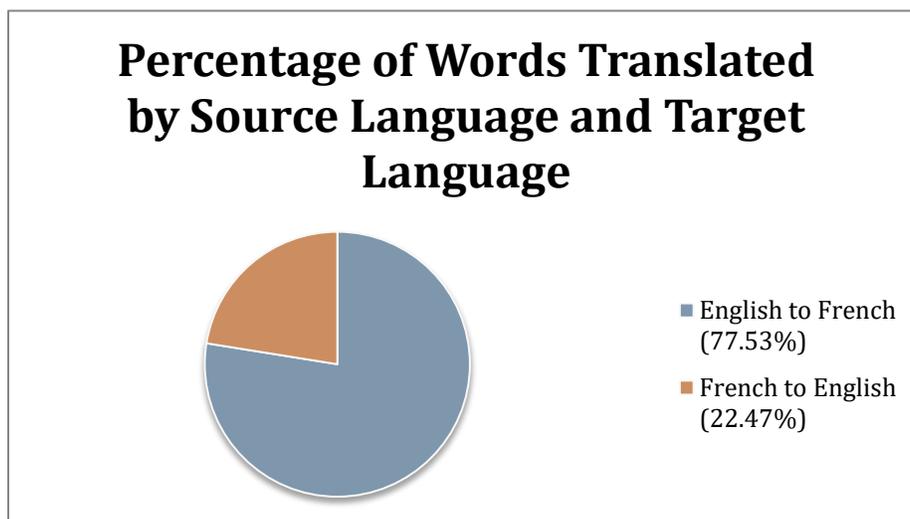
Government News in French

In 2018-2019, the government issued 259 news releases in French out of a total of 339 or 76%. The news releases dealt with various information about government services and programs.



Translation Services

The provincial government’s Translation Services play a key role in the delivery of services in French by government institutions. Translation Services enable government institutions to increase the amount of information available in French. In 2018-2019, Translation Services translated 1,298,932 words, of which 77.53% were translated from English to French and 22.47% from French to English.



* The figure for 2013-2014 includes the translation done for PEI 2014 Inc., the organization responsible for the celebrations marking the 150th anniversary of the Charlottetown Conference in 2014.

Government Capacity

Government institutions offer services in French partly on the basis of their bilingual workforce. The Public Service Commission is responsible for preparing a list of designated bilingual positions and bilingual employees not in designated positions for the public service and Health PEI.

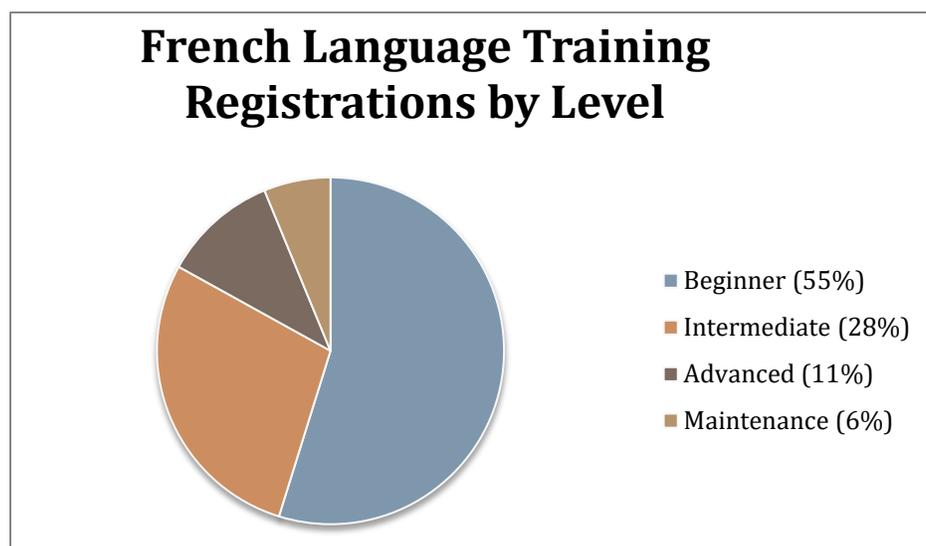
The figures as of March 31 since 2014 are presented in the comparative table below:

Bilingual employees of the Government of PEI	2014	2015	2016	2017	2018	2019
Designated bilingual positions	119	120	116	142	141	146
Bilingual employees ¹ not in designated bilingual positions	102	110	120	124	140	160
Total	221	230	236	266	281	306

¹Bilingual employees are employees whose oral French skills have been assessed by the Public Service Commission and who have achieved at least the “Intermediate Plus” level.

In 2018-2019, 43 oral proficiency assessments were done, compared to 70 in 2017-2018. The position of the French Language Services Manager, who is responsible for carrying out the French language skills assessments, was vacant from September to December 2018. During this time, assessments were done by a contractual person only when needed for a hiring process. The new French Language Services Manager, hired in January 2019, took the Oral Assessment training at the end of February 2019.

There were 177 registrations for French Language Training in 2018-2019, compared to 170 in 2017-2018. Four levels of training were offered: beginner, intermediate, advanced, and maintenance. Beginner sessions focus on learning the basics of the language, including: the alphabet, numbers, the present and past tenses of regular and irregular verbs, and basic vocabulary to describe everyday actions and objects. Intermediate sessions involve strengthening conversational skills, learning additional verb tenses, grammatical structure, and vocabulary. Advanced classes use the foundation established in the beginner and intermediate levels to expand on knowledge and use of grammar and vocabulary with an emphasis on using these tools in a conversational context and working to establish correct pronunciation and intonation. Maintenance classes, designed for those who have achieved an advanced level of oral expression, gives students the opportunity to practice their conversation and presentation skills, while also providing a review of certain points of grammar.



Strategic plan and future direction



The 2013-2018 Strategic Plan identifies four strategic objectives:

1. Strengthen the policy and planning frameworks in support of government departments and agencies

This strategic plan is intended to strengthen the Province's policy and planning frameworks in the process of implementing the *French Language Services Act* and its regulations. This initiative makes it possible to provide better guidance for provincial government activities and explain their relevance. The ongoing dialogue between the Acadian and Francophone Affairs Secretariat and government institutions concerning French language services makes it possible to align decisions and the actions taken.

2. Maintain formal communication and consultation with the community

The ongoing dialogue with the community is an important aspect of the *French Language Services Act*. The relationship of collaboration and information sharing between the government and the Acadian and Francophone community of Prince Edward Island makes it possible to improve delivery of and access to French language services.

3. Support the development, planning, and delivery of quality services and programs in French

It is expected that strengthening the policy and planning frameworks will have a positive impact on the development, planning, and delivery of quality services and programs in French. The offer of French language services and programs will take into account the community's priorities and the government's capacity to deliver services. The Acadian and Francophone community has identified the following sectors as priorities: health and wellness, public safety, social services, tourism, culture, and access to information in French.

4. Support the school and community centres

The school and community centres provide a truly French language space for the Acadian and Francophone community and they will continue to play a major role in improving the vitality of PEI's Acadian and Francophone communities. During the period covered by this strategic plan, school and community centre funding was transferred from the Canada-PEI Agreement on French Language Services to the Cooperation Agreement to Support the Development and Enhance the Vitality of the Acadian and Francophone Community of Prince Edward Island. The transition occurred during the 2013-2014 and 2014-2015 fiscal years.

In 2018-2019, negotiations concluded for the 2018-2023 Canada-PEI Agreement on French Language Services and the accompanying strategic plan. The new agreement was signed in March 2019. The general objective of the new strategic plan is to offer more information and government services in French to the general public and, in turn, improve the vitality of the Francophone community and contribute to its development. This new strategic plan will guide the development, planning, and delivery of French Language services across a variety of sectors.

In August 2019, Prince Edward Island will co-host the sixth Congrès Mondial Acadien with southeast New Brunswick.

In the autumn of 2019, the following services are scheduled to become designated services:

- Engage PEI
- Summerset Manor services
 - Reception
 - Orientation
 - Dental care
 - Financial assessment

Highlights and Accomplishments

Over the past 30 years, the government of Prince Edward Island has worked diligently to develop a strategic framework on French language services and develop an internal bilingual culture. In 1987, government adopted its first French Language Services Policy. That policy was revised in 1996 and guidelines were added at that time. The first *French Language Services Act* was then passed in 1999 and partially proclaimed in 2000. One of the most important milestones in this history was the adoption and proclamation of the *French Language Services Act* in 2013. This Act has provided a solid foundation for the designation of French language services and establishes clear obligations for the delivery of designated services, active offer, and the provision of written correspondence and public consultations. The Act, underpinned by the Canada-PEI Agreement on French Language Services and the Quebec-PEI Agreement on French Language Services, has been instrumental in creating a bilingual culture within government, one that actively recognizes the importance of providing quality French language services to the Acadian and Francophone community of PEI. The 2018-2023 Canada-PEI Agreement was negotiated and signed in 2018-2019 and will serve to support this continued work and collaboration within government to address the priority needs of the Acadian and Francophone community.

The 21 government institutions identified under the *General Regulations* of the Act have been key partners with Acadian and Francophone Affairs in building capacity to develop, offer, and promote French Language services. Eleven of these institutions accessed funding under the Canada-PEI Agreement on French Language services in 2018-2019.

Human Resources Capacity

To build French language capacity within the public service, the Public Service Commission partnered with the *Collège de l'Île* and the *Réseau Santé en français Î.-P.-É.* to offer the Café de Paris, a one-on-one training program that gives participants job-specific oral training at seven different locations across the province, including hospitals and long-term care facilities. This targeted training allowed participants to learn and practice key phrases and vocabulary directly related to their positions in a practical and accessible setting. To recruit candidates for hard-to-fill bilingual positions, a Bilingual Recruitment Coordinator was hired. Acadian and Francophone Affairs, in collaboration with the Public Service Commission, launched a process to assess and revamp the active offer component of French language services. This ongoing initiative will lead to a bilingual human resources strategy to support the active offer of French language services.

The health sector remains a priority for the Acadian and Francophone Community. Health PEI designated eleven new bilingual positions and offers fifteen of its online services in both languages. In particular, the importance of bilingual long-term care for Francophone seniors was emphasized with the establishment of a bilingual neighbourhood at Beachgrove Home and the preparation for the designation of bilingual services at Summerset Manor.

Government recognizes the importance of the accessibility to early childhood education in French for the Acadian and Francophone Community. One of the biggest challenges that Francophone early childhood centres face is in building and maintaining a human resource capacity of qualified early childhood educators. To this end, Acadian and Francophone Affairs partnered with the Department of Workforce and Advanced Learning to participate in Destination Canada 2018, an international recruitment forum that helps to match skilled French-speaking candidates with labour gaps on PEI. Since 2017, 22 early childhood educators have been recruited. This initiative not only addresses the labour demand for early childhood educators, but also supports ongoing Francophone immigration initiatives. In September 2018, coaching support services for early childhood educators were designated under the *French Language Services Act*.

Community Projects and Initiatives

The implementation of the Student Well-being Teams project, supported by Acadian and Francophone Affairs, Health PEI, the Department of Education, Early Learning and Culture, and the Department of Justice and Public Safety, is an ongoing initiative to support the physical and mental health of Francophone and French Immersion students. Each year at the Provincial Heritage Fair, the PEI Human Rights Commission presents an award to a project in French that relates to human rights themes or issues.



Key aspects of the Acadian and Francophone Community are the longstanding culture and traditions that have been passed down for centuries. To foster initiatives that promote Acadian and Francophone culture, the Department of Education, Early Learning and Culture designated the provision of the Community Cultural Partnership Program under the *General Regulations* of the *French Language Services Act*. Additional web forms for programs and services offered by the department are now available in French on the provincial website. The PEI Museum and Heritage Foundation’s website is now 80% bilingual, new social media guidelines regarding French content were implemented, and bilingual services were offered at each of the foundation’s seven sites during the summer season. The Department of Rural and Regional Development was actively involved in the preparations for the 2019 *Congrès Mondial Acadien*, particularly with supporting community planning and programming for the event. The Department of Economic Growth, Tourism and Culture also worked toward preparing for the *Congrès Mondial Acadien*, providing marketing assistance as well as developing a concept for

the PEI pavilion at the *Extrême frontière* in Moncton. Government continued to support Francophone and Acadian youth on PEI, with the Department of Health and Wellness providing support for the *Academie Jeunesse* and the *Jeux de l'Acadie*.

The Department of Economic Growth, Tourism and Culture also worked toward preparing for the *Congrès Mondial Acadien*, providing marketing assistance as well as developing a concept for the PEI pavilion at the *Extrême frontière* in Moncton. Government continued to support Francophone and Acadian youth on PEI, with the Department of Health and Wellness providing support for the *Academie Jeunesse* and the *Jeux de l'Acadie*.

To encourage Acadian and Francophone entrepreneurs, Innovation PEI supported the *Réseau de développement économique et d'employabilité* with their entrepreneur competition: the *Concours ignition francophone*. This annual competition supports Francophone and bilingual entrepreneurs start a small business and/or launch a new product or service.



Services for the Public

The designation of all in-person services at Access PEI Wellington, as well as bilingual staff at Access PEI locations in Charlottetown, Summerside, and Alberton, allow Acadian and Francophone Islanders to receive essential services, such as motor vehicle registrations, license registrations and renewals, and property tax services in both English and French. Bilingual services at Visitor Information Services continued to be offered, with a new bilingual position at the Borden Carleton Visitor Information Centre designated last year, serving both Islanders and visitors in French and English.

The safety of all Islanders, including Acadian and Francophone Islanders, is an ongoing concern and efforts continue to be made to disseminate public information regarding emergency preparedness, fire safety, and public safety in both languages. Additionally, materials used to assist victims of crime, along with information from the Fire Marshal's Office have been translated. The Human Rights Commission published three bilingual fact sheets on human rights issues and assisted in the development of a bilingual online learning tool.

In the past year, 30 new online services have been made available on the provincial government website in French, bringing the total number of bilingual online services to 85. The Department of Workforce and Advanced Learning increased access to information in French online for Islanders, including the information and programs on the SkillsPEI website. Many other government institutions continued to develop and enhance bilingual online content and services. Public consultations on a variety of topics were held across the province, including the Department of Finance's pre-budget consultations in Summerside, where interpretation services were offered and the Department of Family and Human Services' consultations on the development of the Poverty Reduction Action Plan.

News releases, program information and applications, grant applications, and public information materials from a variety of institutions, including the Department of Agriculture and Fisheries, the Department of Communities, Land and Environment, the Department of Family and Human Services, Innovation PEI, the Island Regulatory and Appeals Commission, Island Waste Management Corporation, and the PEI Liquor Control Commission, were published in French, allowing Acadian and Francophone Islanders access to a wide range of information on relevant issues and topics. Communications and Public Engagement continued to promote these news releases and increase information in French on social media.

Organizational Structure

The *French Language Services Act* is administered collaboratively by: the Minister Responsible for Acadian and Francophone Affairs, the Acadian and Francophone Affairs Secretariat, the Acadian and Francophone Community Advisory Committee, and the French Language Services Coordinators' Committee.

The Minister Responsible for Acadian and Francophone Affairs

The Minister is responsible for the administration of the Act and its regulations. This includes developing and coordinating the implementation of government policies and programs related to both designated and non-designated French language services.

The Acadian and Francophone Affairs Secretariat

The Secretariat is engaged by the Minister to assist with the administration of the Act, as well as provide operational and administrative support to the Acadian and Francophone Community Advisory Committee and the French Language Services Coordinators Committee.

The Acadian and Francophone Affairs Secretariat has nine employees working out of two locations: Charlottetown and Wellington. Five employees: the Director, two Policy and Planning Analysts and two Translators, work out of the Charlottetown office. Four employees: the Acadian and Francophone Affairs Administrative Assistant, the Translation Services Supervisor, one Translator, and the Translation Services Administrative Assistant work out of Wellington.

The Acadian and Francophone Community Advisory Committee

The Advisory Committee is comprised of ten members, appointed by the Minister, who provide advice to the Minister regarding the service priorities of the Acadian and Francophone community, the designation of services, the provision of designated services, and any other matters of concern to the Acadian and Francophone community of Prince Edward Island. Six of the members represent specific regions/areas of the province: West Prince, Evangeline, Summerside and Miscouche, Rustico, Charlottetown, and Eastern Kings. The four other members, including the Chair, are members at large. Members are appointed to the advisory committee for a term of three years and may be reappointed once.

The French Language Services Coordinators' Committee

The Coordinators' Committee is made up of twenty-one French Language Services Coordinators, representing each of the 21 government departments and agencies under the *General Regulations* of the Act. The French Language Services Coordinators are responsible for preparing their respective annual plan and annual report on French language services.

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