



## MINUTES OF PROCEEDINGS

OTTAWA, Thursday, August 27, 2020

(12)

[English]

The Standing Committee on Internal Economy, Budgets and Administration met by videoconference this day at 11:07 a.m., the Chair, the Honourable Sabi Marwah presiding.

*Members of the committee present by videoconference:* The Honourable Senators Dean, Downe, Dupuis, Forest, Gagné, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion, Munson, Plett, Saint-Germain, Seidman and Tannas (16).

*Other senators present by videoconference:* The Honourable Senators Dalphond and Forest-Niesing (2).

*In attendance by videoconference:* Pascale Legault, Chief Corporate Services Officer and Clerk of the Standing Committee on Internal Economy, Budgets and Administration; Richard Denis, Interim Clerk of the Senate and Clerk of the Parliaments and Chief Legislative Services Officer; Philippe Hallée, Law Clerk and Parliamentary Counsel; senior Senate officials and other support staff.

*Also present:* The official reporters of the Senate.

*WITNESSES:*

*RCGT Consulting Inc.*

Joseph Carpinone, Partner and Vice President;

Shayna Miller, Director.

*Senate of Canada:*

Pierre Lanctôt, Chief Financial Officer, Finance and Procurement Directorate.

Pursuant to rule 12-7. (1) of the *Rules of the Senate*, the committee continued its consideration of financial and administrative matters concerning the Senate's internal administration.

The Chair made a statement.

The Chair introduced all senators that were present.

**CIBA/2020-08-27/093(P) – Adoption of *Minutes of Proceedings* from July 23, 2020 and August 13, 2020**

The committee agreed to consider the *Minutes of Proceedings* of Thursday, July 23, 2020 and of Thursday, August 13, 2020, public portion together.

The Honourable Senator Dean moved:

That the *Minutes of Proceedings* of Thursday, July 23, 2020 and of Thursday, August 13, 2020, be adopted.

The question being put on the motion, it was adopted on the following vote:

YEAS

The Honourable Senators

Dean, Downe, Dupuis, Forest, Gagné, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion, Munson, Plett, Saint-Germain, Seidman, Tannas – [16]

NAYS

NIL

ABSTENTIONS

NIL

**CIBA/2020-08-27/094(P) – Audit of Senate Expenses – Presentation from Raymond Chabot Grant Thornton**

The Honourable Senator Downe made a statement on the First Report of the Audit Subcommittee.

Joseph Carpinone made a statement and answered questions on the independent external audit of Senate expenses conducted by Raymond Chabot Grant Thornton.

**CIBA/2020-08-27/095(P) – Fifth Report of the Subcommittee on Agenda and Procedure**

The Chair tabled the fifth report of the Subcommittee on Agenda and Procedure as follows:

THURSDAY, August 27, 2020

The Subcommittee on Agenda and Procedure of the Standing Committee on Internal Economy, Budgets and Administration has the honour to table its

## FIFTH REPORT

(Intersessional Authority)

Pursuant to Section 1.6.2 of the Senators' Office Management Policy, your subcommittee now tables a report on the exemption and exception requests to the policy that it has received and the corresponding decisions since February 6, 2020.

### **1. Contract for Legal Services**

Your subcommittee received and denied a request from the Honourable Senator Beyak for an exemption to Section 5.17 regarding the payment of an invoice for legal services.

### **2. Outstanding Invoice for Telecommunication Services**

Your subcommittee received and approved a request from the Honourable Senator Christmas for an exemption to Section 2.2.1 regarding the payment of an outstanding invoice for telecommunication services from fiscal year 2018-2019 using funds from fiscal year 2020-2021.

### **3. Extension of One-Year Departure Period**

Your subcommittee received and approved a request from the former Senator Andreychuk for an exemption to Sections 8.3.1 and 8.4.3 regarding an extension to the one-year departure period including access to moving services and travel points until December 31, 2020.

### **4. Living Expenses During COVID-19**

Your subcommittee received and denied a request from the Honourable Senator Wells for an exemption to Sections 7.10.1 and 7.10.4 regarding living expenses incurred during the COVID-19 pandemic.

Respectfully submitted,

SABI MARWAH

*Chair*

The Chair made a statement.

## **CIBA/2020-08-27/096(P) – Sixth Report of the Subcommittee on Agenda and Procedure**

The Chair presented the sixth report of the Subcommittee on Agenda and Procedure as follows:

THURSDAY, August 27, 2020

The Subcommittee on Agenda and Procedure of the Standing Committee on Internal Economy, Budgets and Administration (CIBA) has the honour to present its

SIXTH REPORT

(Intersessional Authority)

**1. Clarifications to the Senators' Office Management Policy (SOMP)**

Your subcommittee recommends that the following changes to the SOMP be adopted:

That the Senators' Office Expense Index of the SOMP be amended to explicitly state that a limit of \$ 250 per item applies for the purchase of office equipment and furniture that are not listed under the categories specified under the Expense Index;

That the SOMP be updated to clearly state that costs related to a senator's broadcasting and multimedia services for parliamentary and institutional events are eligible expenses and are paid from the senators' office budget; and

That the SOMP be updated to clearly state that membership fees for parliamentary associations and interparliamentary groups are not eligible expenses and may not be paid by Senate resources.

**2. Hybrid Sittings – Procurement Vehicle**

Your subcommittee wishes to report on the following decision taken on August 18, 2020:

It was agreed, on division, that the Senate leverage the House of Commons' contracts resulting from its request for proposal to procure the equipment required for virtual hybrid sittings of the Senate.

Respectfully submitted,

SABI MARWAH

*Chair*

The Chair made a statement.

After debate, the Honourable Senator Tannas moved:

That the sixth report of the Subcommittee on Agenda and Procedure be adopted.

The question being put on the motion, it was adopted on the following vote:

YEAS

The Honourable Senators

Dean, Downe, Dupuis, Forest, Gagné, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion, Munson,  
Saint-Germain, Seidman, Tannas – [15]

NAYS

NIL

ABSTENTIONS

The Honourable Senator

Plett – [1]

**CIBA/2020-08-27/097(P) – Additional Member to the Subcommittee on Agenda and Procedure**

The Chair made a statement on a draft motion to add a fourth member to the Subcommittee on Agenda and Procedure.

The Honourable Senator McPhedran moved:

That, further to the motion adopted by the committee on April 14, 2020, the membership of the Subcommittee on Agenda and Procedure be increased by one member; and

That the Honourable Senator Munson be the fourth member of the subcommittee.

The question being put on the motion, it was adopted on the following vote:

YEAS

The Honourable Senators

Dean, Downe, Dupuis, Forest, Gagné, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion, Munson,  
Plett, Saint-Germain, Seidman, Tannas – [16]

NAYS

NIL

ABSTENTIONS

NIL

**CIBA/2020-08-27/098(P) – Motion for the Subcommittee on Senate Estimates – Caucus, Groups and House Officers’ Budgets**

The Chair made a statement on a draft motion to authorize the Subcommittee on Senate Estimates to review the formulae for determining the allocations of caucus/groups and House Officers Budgets.

The Honourable Senator Tannas moved:

That, pursuant to the decision of the committee on Thursday, February 27, 2020, in relation to the allocations of caucus/groups and House Officers Budgets for 2020-21, the Subcommittee on Senate Estimates be authorized to review the formulae for determining the allocations of caucus/groups and House Officers Budgets, with a view to establishing a fair and consistent approach to budget determination; and

That the subcommittee submit its recommendations to the committee no later than October 30, 2020.

The question being put on the motion, it was adopted on the following vote:

YEAS

The Honourable Senators

Dean, Downe, Dupuis, Forest, Gagné, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion, Munson, Plett, Saint-Germain, Seidman, Tannas – [16]

NAYS

NIL

ABSTENTIONS

NIL

**CIBA/2020-08-27/099(P) – Distribution of CIBA Documents**

The Chair made a statement on a draft motion for the distribution of CIBA documents to senators’ staff.

The Honourable Senator Marshall moved:

That the following individuals be authorized to receive committee documents:

- Speaker of the Senate;
- Leader of the Government;

- Leader of the Opposition; and
- Leaders of all recognized parties and recognized parliamentary groups;

That, with the exception of documents classified as senator only, the following be authorized to receive committee documents:

- Two staff members of each of the offices listed above; and
- One staff member per member of the committee.

The question being put on the motion, it was adopted on the following vote:

YEAS

The Honourable Senators

Dean, Downe, Dupuis, Forest, Gagné, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion, Munson, Plett, Saint-Germain, Seidman, Tannas – [16]

NAYS

NIL

ABSTENTIONS

NIL

#### **CIBA/2020-08-27/100(P) – Discussions on Procurements Items during In Camera Proceedings**

The Honourable Senator Plett raised the issue of discussing and approving procurement items during the in camera portion of meetings.

After debate, it was agreed that items 13 and 14 would be discussed in camera and that the discussion on item 15 be deferred to a subsequent meeting.

It was further agreed that the Senate Administration, in collaboration with the Subcommittee on Agenda and Procedure, recommend a process for discussing procurement items and contracts in the public portion meetings without compromising the integrity of the bidding process.

#### **CIBA/2020-08-27/101(P) – Voluntary Recusal from Discussions on the Former Employees of the Former Senator Meredith**

The Honourable Senator McPhedran made a statement on her voluntarily recusal from discussions with respect to compensation for those who experienced harassment while working in the office of former Senator Don Meredith.

At 11:59 a.m., the committee suspended.

At 12:00 p.m., the committee resumed in camera, pursuant to rule 12-16. (1).

At 1:22 p.m., the committee adjourned to the call of the chair.

*ATTEST:*

Pascale Legault

*Chief Corporate Services Officer and Clerk of the Standing Committee on  
Internal Economy, Budgets and Administration*

Gérald Lafrenière

*Recording Secretary*