



## MINUTES OF PROCEEDINGS

OTTAWA, Thursday, May 27, 2021

(12)

[English]

The Pursuant to the order of the Senate of March 30, 2021, the Standing Committee on Internal Economy, Budgets and Administration met this day by videoconference, at 11:30 a.m., the Chair, the Honourable Sabi Marwah, presiding. This meeting is considered to have taken place in the parliamentary precinct.

*Members of the committee present by videoconference:* The Honourable Senators Campbell, Carignan, P.C., Dawson, Dean, Forest, Forest-Niesing, Gagné, Jaffer, Marshall, Marwah, Moncion, Munson, Plett, Saint-Germain, Seidman and Tannas (16).

*Other senators present by videoconference:* The Honourable Senators Deacon, Massicotte and Omidvar (3).

*Participating in the meeting:* Pascale Legault, Chief Corporate Services Officer and Clerk of the Standing Committee on Internal Economy, Budgets and Administration; Gérald Lafrenière, 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 (by videoconference):*

The Honourable Senator Colin Deacon.

*Senate of Canada:*

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

David Groves, Legal Counsel, Office of the Law Clerk and Parliamentary Counsel.

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/2021-05-27/147(P) — Adoption of *Minutes of Proceedings* from April 1, 2021 (public)**

The committee considered the Minutes of Proceedings from April 1, 2021 (public).

The Honourable Senator Munson moved that the *Minutes of Proceedings* of Thursday, April 1, 2021 (public), be adopted.

The question being put on the motion, it was adopted.

**CIBA/2021-05-27/148(P) — Creation of an Environmental Working Group**

The Honourable Senator Deacon made a statement and, together with Gérald Lafrenière, answered questions on the creation of an Advisory Working Group on Environment and Sustainability.

After debate, it was moved by the Honourable Senator Moncion:

That the Advisory Working Group on Environment and Sustainability be established and authorized to:

Examine and report on the Environmental Policy of the Senate; and

Identify short, medium and long-term actions that could be taken in the operations of the Senate to contribute to its commitment to sustainability;

That the advisory working group be composed of 4 senators working collectively;

That the following senators be named as members of the advisory working group:

- The Honourable Senator Anderson;
- The Honourable Senator Carignan, P.C.;
- The Honourable Senator Griffin; and
- The Honourable Senator Deacon (*Nova Scotia*);

That the advisory working group be empowered to elect a chair; and

That the advisory working group report its findings to the Standing Committee on Internal Economy, Budgets and Administration no later than December 31, 2021.

The question being put on the motion, it was adopted.

**CIBA/2021-05-27/149(P) — Corporate Travel Credit Card Procurement Process**

Pierre Lanctôt made a statement on the corporate travel credit card procurement process.

After debate, it was moved by the Honourable Senator Marshall:

That the Administration initiate a competitive procurement process, to enter into a formal agreement with a commercial firm to provide travel credit cards for a five-year period and three one-year options,

That the Administration present the results of the process to CIBA; and

That a mandatory requirement for this competitive procurement process be the corporate cash back.

The question being put on the motion, it was adopted.

**CIBA/2021-05-27/150(P) — *Senators' Office Management Policy* Clarification — Parliamentary Functions Carried Out through Third Parties**

Pierre Lanctôt made a statement and answered questions on the proposed update to *the Senators' Office Management Policy* (SOMP) regarding the parliamentary functions carried out through third parties.

After debate, it was moved by the Honourable Senator Munson that the proposed update to the *Senators' Office Management Policy* be approved and that the Administration be authorized to amend the SOMP as of July 1, 2021.

The question being put on the motion, it was adopted.

At 12:10 p.m., the committee suspended.

At 12:11 p.m., the committee resumed in camera, pursuant to rule 12-16. (1).

At 12:45 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*

Keli Hogan  
*Recording Secretary*