



## MINUTES OF PROCEEDINGS

OTTAWA, Thursday, February 29, 2024

(32)

[English]

The Standing Committee on Internal Economy, Budgets and Administration met in camera and then proceeded in public, this day at 9:01 a.m., in room C128, Senate of Canada Building, the chair, the Honourable Lucie Moncion, presiding.

*Members of the committee present:* The Honourable Senators Boehm, Boyer, Carignan, P.C., Dalphond, Forest, Francis, Loffreda, MacDonald, Moncion, Moodie, Plett, Saint-Germain, Seidman, Smith and Tannas (15).

*Other senators present:* The Honourable Senators McBean and Oudar (2).

*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.

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.

At 10:55 a.m., the committee suspended.

At 10:56 a.m., the committee resumed in public.

The chair made a statement.

The senators introduced themselves.

### **CIBA/2024-02-29/366(P) — Adoption of Minutes of Proceedings from February 8, 2024 (In Public)**

The committee considered the Minutes of Proceedings from February 8, 2024 (public).

The Honourable Senator Dalphond moved that the Minutes of Proceedings of Thursday, February 8, 2024 (public), be adopted.

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

It was agreed that item 12 be deferred to the next CIBA meeting.

**CIBA/2024-02-29/367(P) — Guidelines for the Reimbursement of Committee Witness Expenses**

The chair made a statement.

After debate, the Honourable Senator Forest moved:

That the CIBA approve an increase to the maximum hotel room charge for witnesses appearing before Senate committees from a maximum of \$250 per night to an average cost per night of \$300 (plus applicable taxes);

That CIBA authorize committee clerks to approve reasonable exceptions to the existing guidelines for minimum nights of stay (up to one additional night), fare classes and accommodation for accessibility or health-related reasons, provided witnesses include a written justification for their request; and

That CIBA authorize the Senate Administration to explore options to manage witness travel expenses to find opportunities for cost savings and bring efficiencies.

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

**CIBA/2024-02-29/368(P) — Request for an Extension of Mandate — Working Group on Environment and Sustainability (Public Disclosure)**

The chair made a statement and reported that the committee had approved that, notwithstanding the decision of CIBA adopted on Thursday, December 1, 2022, the date for the final report of the Advisory Working Group on Environment and Sustainability be extended from March 31, 2024 to June 30, 2024.

At 11:02 a.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*