



MINUTES OF PROCEEDINGS

OTTAWA, Thursday, December 5, 2024

(42)

[English]

The Standing Committee on Internal Economy, Budgets and Administration met 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 Audette, Boehm, Boyer, Carignan, P.C., Dalphond, Forest, LaBoucane-Benson, Loffreda, MacAdam, Moncion, Moodie, Plett, Saint-Germain, Seidman, and Smith (15).

Participating in the meeting: Pascale Legault, Chief Corporate Services Officer and Clerk of the Standing Committee on Internal Economy, Budgets and Administration; Gérald Lafrenière, Deputy Clerk, Legislative Services; 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.

WITNESSES:

The Honourable Senator Éric Forest, Chair, Subcommittee on Senate Estimates and Committee Budgets;

Nathalie Charpentier, Comptroller and Deputy Chief Financial Officer, Finance and Procurement Directorate;

Louise Cowley, Director, LTVP & Accommodation, Property and Services Directorate;

Josée Labelle, Director General, Property and Services Directorate;

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

Marie-Jules Morris Bourguin, Senior Advisor, ISD Business Planning, Information Services;

David Vatcher, Chief Information Officer, Information Services Directorate.

The chair made a statement.

The senators introduced themselves.

CIBA/2024-12-05/437(P) — Consent Agenda

The chair made a statement regarding the consent agenda.

After debate, the Honourable Senator Saint-Germain moved that the consent agenda, which is comprised of the following items, be adopted:

- Minutes of Proceedings from October 31, 2024 (in Public and In Camera);
- Minutes of Proceedings from November 21, 2024 (In camera);
- Sole Source Contract — High-Security Locks.

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

CIBA/2024-12-05/438(P) — Report from the Subcommittee on Senate Estimates — Main Estimates 2025-2026

The Honourable Senator Forest, Chair of the Subcommittee on Senate Estimates and Committee Budgets, presented the subcommittee's Thirty-Seventh Report relating to the Main Estimates for 2025-2026.

The Honourable Senator Forest made a statement and answered questions.

After debate, the Honourable Senator Forest moved that the Thirty-Seventh Report be adopted and that the chair present the report to the Senate.

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

CIBA/2024-12-05/439(P) — Report from the Subcommittee on Senate Estimates — Committee Budget Request from the Standing Senate Committee on National Security, Defence and Veterans Affairs

The Honourable Senator Forest, Chair of the Subcommittee on Senate Estimates and Committee Budgets, presented the subcommittee's Thirty-Eighth Report which contained a special study budget application.

It was agreed that the following special study budget application (Issues relating to national security and defence generally), for the fiscal year ending March 31, 2025, be approved and that the Standing Senate Committee on National Security, Defence and Veterans Affairs be advised of CIBA's decision.

Activity 1: Mirabel, Quebec	\$6,730
TOTAL	\$6,730

(includes funds for a fact-finding mission and for 12 senators to travel)

It was agreed that item 3 be discussed during the in camera portion of the meeting.

CIBA/2024-12-05/440(P) — Office Allocation — Result of Consultation with Whips and Leaders

Josée Labelle made a statement and, together with Pascale Legault, answered questions regarding proposed changes to the guiding principles for office allocations.

After debate, the Honourable Senator Carignan, C.P., moved that:

1. The Guiding Principles on Allocation of Office Space for Senators be amended to include the following:
 - a. Newly appointed senators are assigned a **Generic Office Suite** on arrival (generic office that is not meant to be personalized) for up to a maximum of six (6) months;
 - b. Within the first six (6) months, the senators choose an assigned POU with the understanding that only one (1) office move will be permitted within the first two (2) years;
 - c. Any senators who are within two (2) years of their retirement date remain in their current office until retirement; and
 - d. The restrictions listed above are not applicable to senators who have a new accommodation requirement due to health and safety, changes in affiliation or who are appointed or cease to occupy a leadership position.
2. The final Guiding Principles on Allocation of Office Space for Senators be posted on the Office Portal on IntraSen.

After debate, it was agreed that proposed amendments to the guiding principles be further amended to remove the words 'changes in affiliation'.

After debate, the question being put on the motion, it was adopted.

CIBA/2024-12-05/441(P) — 2025-2029 Roadmap for Information Services Directorate

David Vatcher made a statement and answered questions regarding the IM/IT Roadmap for 2025-2029.

CIBA/2024-12-05/442(P) — For Information Items sent via Email

The chair made a statement regarding items sent via email to members for information purposes.

CIBA/2024-12-05/443(P) — Request for International Travel

The chair made a statement regarding a request from the Honourable Senator Duncan for an exception to the *Senators' Office Management Policy* to authorize international travel.

Pascale Legault answered questions.

The Honourable Senator Smith moved that the Honourable Senator Duncan's request for an exception to Section 7.6.1 of the Senators' Office Management Policy, to authorize international travel, be approved.

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

YEAS

The Honourable Senators

Moncion, Audette, Boehm, Boyer, Forest, LaBoucane-Benson, Loffreda, MacAdam, Moodie,

Smith — [10]

NAYS

The Honourable Senators

Carignan, Plett, Seidman — [3]

ABSTENTIONS

The Honourable Senator

Dalphond — [1]

CIBA/2024-12-05/444(P) — Other Matters

The chair paid tribute to Philippe Hallée, Law Clerk and Parliamentary, who will be retiring from the Senate in April 2025.

The Honourable Senators Forest, Loffreda and Seidman made comments regarding the need for guiding principles in relation to senators' international travel.

At 10:48 a.m., the committee suspended.

At 10:49 a.m., the committee resumed in camera, pursuant to rule 12-16. (1).

At 10:59 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