



## MINUTES OF PROCEEDINGS

OTTAWA, Thursday, June 19, 2025

(3)

[English]

The Standing Committee on Internal Economy, Budgets and Administration met this day at 6:00 p.m., in room C128, Senate of Canada Building, for the purpose of organization, pursuant to rule 12-13.

*Members of the committee present:* The Honourable Senators Boehm, Boyer, Carignan, P.C., Francis, Henkel, Moncion, Osler, Quinn, and Tannas (9).

*Other senators present:* The Honourable Senators Mohamed and Youance (2).

*Participating in the meeting:* Shaila Anwar, Clerk of the Senate and Clerk of the Parliaments; Marie-Ève Belzile, Clerk Assistant and Director, Committees; Catherine Beaudoin, Acting Law Clerk and Parliamentary Counsel; and other support staff.

The acting clerk of the committee presided over the election of the chair.

### **CIBA/2025-06-19/024(P) — Election of chair**

The Honourable Senator Boehm moved that the Honourable Senator Moncion do take the chair of this committee.

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

The chair made a statement.

### **CIBA/2025-06-19/025(P) — Election of deputy chair**

Pursuant to the motion adopted by the Senate on June 17, 2025, the Honourable Senator Quinn moved that the Honourable Senator Carignan, P.C., be deputy chair of this committee.

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

### **CIBA/2026-06-19/026(P) — Election of deputy chair**

Pursuant to the motion adopted by the Senate on June 17, 2025, the Honourable Senator Francis moved that the Honourable Senator Henkel be deputy chair of this committee.

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

**CIBA/2026-06-19/027(P) — Election of deputy chair**

Pursuant to the motion adopted by the Senate on June 17, 2025, the Honourable Senator Tannas moved that the Honourable Senator Quinn be deputy chair of this committee.

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

**CIBA/2026-06-19/028(P) — Subcommittee on Agenda and Procedure**

The Honourable Senator Osler moved:

That the Subcommittee on Agenda and Procedure be composed of the chair and the three deputy chairs;

That the subcommittee be empowered to make decisions on behalf of the committee with respect to its agenda, to invite witnesses, and to schedule hearings;

That, if the committee is unable to meet, the subcommittee be authorized to deal with and resolve immediate administrative matters, and that it report its decisions at the first meeting thereafter;

That the subcommittee be authorized to examine and report on issues related to Senate communications; and to provide advice on the Senate's communications strategy and its implementation, including communication approaches used to promote the role and work of the Senate and senators.

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

**CIBA/2026-06-19/029(P) — Motion to publish the committee's proceedings**

The Honourable Senator Carignan, P.C., moved that the committee publish its proceedings.

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

**CIBA/2026-06-19/030(P) — Authority to commit funds and certify accounts**

The Honourable Senator Henkel moved:

That, pursuant to section 6(1), chapter 3:05 of the *Senate Administrative Rules*, authority to commit funds be conferred individually on the chair, the deputy chairs, and the clerk of the committee;

That, pursuant to section 7(1), chapter 3:05 of the *Senate Administrative Rules*, authority for certifying accounts payable by the committee be conferred individually on the chair, the deputy chairs, and the clerk of the committee; and

That, notwithstanding the foregoing, in cases related to consultants and personnel services, the authority to commit funds and certify accounts be conferred jointly on the chair and deputy chairs.

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

#### **CIBA/2026-06-19/031(P) — Witness expenses**

The Honourable Senator Boyer moved that, pursuant to the Senate guidelines for witness expenses, the committee may reimburse reasonable expenses related to the appearance of one witness per organization upon application, but that the chair be authorized to approve expenses of a second witness from the same organization should there be exceptional circumstances.

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

#### **CIBA/2026-06-19/032(P) — Broadcasting**

The Honourable Senator Quinn moved that the Subcommittee on Agenda and Procedure be empowered, at its discretion, to allow coverage by electronic media of the committee's public proceedings with the least possible disruption of its proceedings.

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

#### **CIBA/2026-06-19/033(P) — Transcripts for *in camera* or recorded proceedings**

The Honourable Senator Henkel moved that the committee request the transcription or recording of the *in camera* portion of meetings and that a confidential copy be kept with the clerk of the committee.

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

#### **CIBA/2026-06-19/034(P) — Attendance of Senate Administration Support Staff during *in camera* Proceedings**

The Honourable Senator Osler moved that, unless otherwise decided, the following support staff be authorized to attend *in camera* proceedings of the committee:

The Clerk of the Senate; the Deputy Clerk, Legislative Services; the Chief Corporate Services Officer and Clerk of the Standing Committee on Internal Economy, Budgets and Administration; and the Law Clerk and Parliamentary Counsel;

- The Recording Secretary;
- Two representatives from the CIBA Secretariat;
- A representative from the Speaker's office;
- A representative from the Office of the Clerk of the Senate and Clerk of the Parliaments;
- A representative from the Office of the Law Clerk and Parliamentary Counsel;
- An Issues Management and Media Relations Advisor;
- The interpreters;
- The stenographers;
- Technical support staff; and

- One staff person per committee member present at the meeting.

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

**CIBA/2026-06-19/035(P) — Distribution of committee documents**

The Honourable Senator Quinn moved:

That, the members of the committee; the Clerk, the Deputy Clerk, Legislative Services; the Chief Corporate Services Officer and Clerk of the Standing Committee on Internal Economy, Budgets and Administration; the Law Clerk and Parliamentary Counsel; and the Recording Secretary, be authorized to receive committee documents, including those classified as senator only; and

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

- Two staff members from each of the following offices: Speaker of the Senate; Government Representative in the Senate; Leader of the Opposition; and Leaders of all recognized parties and recognized parliamentary groups;
- One staff member per member of the committee;
- Two representatives from the CIBA Secretariat;
- One staff member per Sector head and the Office of the Law Clerk and Parliamentary Counsel;
- The Chief Financial Officer;
- The Issues Management and Media Relations Advisor;
- The interpreters; and
- The stenographers.

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

**CIBA/2026-06-19/036(P) — Distribution of Committee Documents to Non-Members**

The Honourable Senator Henkel moved:

That committee documents be distributed to non-members when they enter the committee room; and

That the non-members be informed of the confidentiality of committee documents.

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

**CIBA/2026-06-19/037(P) — Confidentiality of Committee Documents**

The Honourable Senator Carignan, P.C., moved:

That the following committee documents related to the public portion of a meeting be classified as follows:

1. Confidential until 1 hour before the start of the meeting:
  - Public Agenda
2. Confidential until the beginning of the presentation:
  - Presentations from external witnesses
3. Confidential until adopted by the committee:
  - Minutes for the public portion of a meeting
4. Confidential until moved, tabled or presented in committee:
  - Motions;
  - Subcommittee and Advisory Working Group reports when the report will not subsequently be tabled or presented in the Senate by the committee;
5. Confidential until tabled or presented in the Senate:
  - Committee reports (includes subcommittee reports adopted by the committee and subsequently tabled or presented in the Senate);

That, any other documents related to the public portions of meetings be classified as confidential unless otherwise determined by the committee;

That, all documents related to in camera portions of meetings be classified as confidential unless otherwise determined by the committee; and

That the level of confidentiality be visible on each document before they are distributed to members.

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

#### **CIBA/2026-06-19/038(P) — General Motions — Applicable to CIBA Subcommittees**

The Honourable Senator Carignan, P.C., moved:

That, pursuant to rule 12-9(2), the committee's authority to send for persons, papers and records, whenever required, and to publish from day to day such papers and evidence as may be ordered by it, be conferred on its subcommittees;

That, pursuant to rule 14-7(2), the committee's authority to permit coverage by electronic media of its public meetings be conferred on its subcommittees;

That, pursuant to rule 12-24 and the Senate guidelines for witness expenses, the committee's authority to reimburse the reasonable travelling and living expenses of witnesses, be conferred on its subcommittees; and

That, pursuant to rule 12-5, the authority of the leaders and facilitators to make membership changes on committees, be conferred on its subcommittees.

That, pursuant to the order of the Senate of June 4, 2025, the members of the subcommittees be named, including senators who are not members of CIBA, following the usual consultations, by notice filed with the Clerk of the Senate.

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

**CIBA/2026-06-19/039(P) — Creation of the Subcommittee on Senate Estimates and Committee Budgets**

The Honourable Senator Quinn moved:

That the Subcommittee on Senate Estimates and Committee Budget be established and authorized to examine and report on financial matters, including:

any proposed estimates, keeping in mind the necessity for the Senate and its Administration to demonstrate responsible management of the public funds that are allocated to the institution;

Senate policies referred to it by the committee; and

committee budgets and any recommendations on the allocation and release of funds;

That the members of the subcommittee be named, following the usual consultations, by notice filed with the Clerk of the Senate following the process pursuant to rule 12-5 of the *Rules of the Senate*; and

That the subcommittee be required to report to the committee from time to time.

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

**CIBA/2026-06-19/040(P) — Creation of the Subcommittee on Long-Term Vision and Plan**

The Honourable Senator Osler moved:

That the Subcommittee on the Long-Term Vision and Plan be established and authorized to:

supervise all steps, processes and decisions (excluding those areas that are under the authority of the Speaker of the Senate) relating to the program of work for the Long-Term Vision and Plan for the parliamentary precinct, in coordination with the Senate Administration; and

examine the best ways to ensure the rehabilitation of Centre Block, East Block and all other buildings that will be occupied by the Senate in the end state respect the heritage and the best interests of the Senate, without compromising the integrity of security;

That for greater certainty, all matters under the authority of the Speaker of the Senate be referred to them;

That the members of the subcommittee be named, following the usual consultations, by notice filed with the Clerk of the Senate following the process pursuant to rule 12-5 of the *Rules of the Senate*; and

That the subcommittee be required to report to the committee from time to time.

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

**CIBA/2026-06-19/041(P) — Creation of the Subcommittee on Human Resources**

The Honourable Senator Tannas moved:

That the Subcommittee on Human Resources be established and authorized to examine and report on issues related to human resources in the Senate, including on issues related to:

the harmonization of working conditions and benefits of Senate employees, whether they work for the Administration, for a senator, or for an officer of the Senate;

the prevention and resolution of harassment in the workplace;

the bargaining mandates related to the negotiation of collective agreements with unions representing Senate employees;

the options to address work-life balance;

the review of Senate policies referred to it by the committee; and

diversity in the Senate workforce.

That the members of the subcommittee be named, following the usual consultations, by notice filed with the Clerk of the Senate following the process pursuant to rule 12-5 of the *Rules of the Senate*; and

That the subcommittee be required to report to the committee from time to time.

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

**CIBA/2026-06-19/042(P) — Creation of the Artwork and Heritage Advisory Working Group**

The Honourable Senator Francis moved:

That the Artwork and Heritage Advisory Working Group be established and authorized to act on behalf of the committee on matters related to the Senate Policy on Heritage Assets and Works of Art;

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

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

That the advisory working group be required to submit an annual plan for purchase, disposal, repair and restorations of heritage assets and works of art and a related annual financial forecast to the committee for approval; and

That the advisory working group be required to report its decisions and recommendations to the committee on an annual basis.

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

At 6:21 p.m., the committee adjourned to the call of the chair.

*ATTEST:*

Shaila Anwar

*Acting Clerk of the Standing Committee on Internal Economy, Budgets and Administration*

Keli Hogan

*Recording Secretary*