



MINUTES OF PROCEEDINGS

OTTAWA, Thursday, May 14, 2020

(08)

[English]

The Standing Committee on Internal Economy, Budgets and Administration met by videoconference this day at 11:02 a.m., the Chair, the Honourable Sabi Marwah presiding.

Members of the committee present by videoconference: The Honourable Senators Carignan, P.C., Dean, Downe, Dupuis, Forest, Gold, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion, Munson, Saint-Germain, Seidman and Verner, P.C. (16).

Other senators presents by videoconference: The Honourable Senators Forest-Niesing and Tannas (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:

Public Services and Procurement Canada:

Rob Wright, Assistant Deputy Minister, Science and Parliamentary Infrastructure Branch;

Jennifer Garrett, Director General, Centre Block Rehabilitation Program, Science and Parliamentary Infrastructure Branch.

Library of Parliament:

Benoit Morin, Senior Director, Public Education Program.

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/2020-05-14/060(P) – Adoption of Minutes of Proceedings from March 12, 2020 and April 14, 2020 (public portion)

The committee considered the *Minutes of Proceedings* of Thursday, March 12, 2020 and of Tuesday, April 14, 2020, public portion and agreed to proceed with a single roll call vote.

The Honourable Senator Forest moved:

That the *Minutes of Proceedings* of Thursday, March 12, 2020, and Tuesday, April 14, 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, Gold, Marshall, Martin, Marwah, McPhedran, Moncion, Munson, Saint-Germain, Seidman, Verner – [14]

NAYS

NIL

ABSTENTIONS

NIL

CIBA/2020-05-14/061(P) – Creation of CIBA Subcommittees

The Chair made a statement on the creation of CIBA subcommittees.

The Honourable Senator Verner, P.C. moved:

1. Creation of the Subcommittee on Human Resources

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:

1. 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;
2. the prevention and resolution of harassment in the workplace;
3. the bargaining mandates related to the negotiation of collective agreements with unions representing Senate employees;
4. the options to address work-life balance; and
5. the review of senate policies referred to it by the committee;

That the composition of the subcommittee be as follow: two Honorable Senators from the Independent Senators Group (ISG); one Honorable Senator from the Canadian Senators Group; and one Honorable Senator from the Conservative Caucus; and

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

2. Creation of the Audit Subcommittee

That the Audit Subcommittee be established and authorized to:

1. oversee and direct the internal audit function;
2. recommend for approval by the committee the internal audit plan, reports and recommendations regarding the internal audit function, including audit reports that have been submitted and other matters, as appropriate;
3. review management action plans and ensure that they adequately address the recommendations and findings arising from internal audits, and that the action plans have been effectively implemented;
4. review and present the Quarterly Financial Reports (Q1 to Q3) and the audited Financial Statements (Q4, end of year); and
5. review of senate policies referred to it by the committee;

That the composition of the subcommittee be as follow: two Honorable Senators from the Independent Senators Group (ISG); one Honorable Senator from the Canadian Senators Group; and one Honorable Senator from the Conservative Caucus; and

That the subcommittee be required to report to the committee from time to time, including preparing an annual report with its observations and recommendations.

3. Creation of the Subcommittee on the Long-Term Vision and Plan (LTVP)

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

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

That the composition of the subcommittee be as follow: two Honorable Senators from the Independent Senators Group (ISG), one Honorable Senator from the Canadian Senators Group, one Honorable Senator from the Conservative Caucus, and one non-affiliated Honorable Senator; and

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

4. Creation of the Subcommittee on Senate Estimates

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

1. 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; and
2. senate policies referred to it by the committee;

That the composition of the subcommittee be as follow: two Honorable Senators from the Independent Senators Group (ISG); one Honorable Senator from the Canadian Senators Group; and one Honorable Senator from the Conservative Caucus; and

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

5. Creation of the Subcommittee on Committee Budgets

That the Subcommittee on Committee Budgets be established and authorized to review committee budgets and to make recommendations on the allocation and release of funds;

That the composition of the subcommittee be as follow: two Honorable Senators from the Independent Senators Group (ISG); one Honorable Senator from the Canadian Senators Group; and one Honorable Senator from the Conservative Caucus; and

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

6. General Motions – Applicable to CIBA Subcommittees

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 12-25 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.

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

YEAS

The Honourable Senators

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

NAYS

NIL

ABSTENTIONS

NIL

CIBA/2020-05-14/062(P) – Additional Organizational Motions for Consideration

a) Additional General Motions to be Approved

The Chair and Gérald Lafrenière each made a statement on additional general committee organization motions.

The Honourable Senator Saint-Germain moved:

1. Authority to commit funds and certify accounts

That, pursuant to section 7, 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 8, 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.

2. Communications

That the Subcommittee on Agenda and Procedure request 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 on the following vote:

YEAS

The Honourable Senators

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

NAYS

NIL

ABSTENTIONS

NIL

b) Motion on Confidentiality of Committee Documents

Gérald Lafrenière made a statement on a briefing note relating to the confidentiality of committee documents.

The Honourable Senator Marshall moved:

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

1. Confidential until the beginning of the presentation:

- Presentations from external witnesses

2. Confidential until adopted by the committee:

- Minutes for the public portion of a meeting

3. Confidential until moved, tabled or presented in committee:

- Motions;
- Subcommittee reports when the report will not subsequently be tabled or presented in the Senate by the committee

4. 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 Clerk of the Committee be instructed to ensure that all committee documents have their classification visible on each page before they are distributed to members.

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

YEAS

The Honourable Senators

Carignan, Dean, Downe, Dupuis, Forest, Gold, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion,
Munson, Saint-Germain, Seidman, Verner – [16]

NAYS

NIL

ABSTENTIONS

NIL

c) Motion on Distribution of Committee Documents to Non-Members

Gérald Lafrenière made a statement on a briefing note relating to the distribution of committee documents to non-members.

The Honourable Senator Marshall moved:

That committee documents for virtual meetings be distributed by email to non-members when they are admitted into the virtual meeting (which opens up to one hour before the start of the meeting); and

That the email to the non-members include information relating to the confidentiality of committee documents.

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

YEAS

The Honourable Senators

Carignan, Dean, Downe, Dupuis, Forest, Gold, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion, Munson, Saint-Germain, Seidman, Verner – [16]

NAYS

NIL

ABSTENTIONS

NIL

CIBA/2020-05-14/063(P) – Twentieth Report from the Former Subcommittee on Agenda and Procedure

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

CIBA/2020-05-14/064(P) – Change to the Delegated Authority of the Executive Committee

The Chair made a statement on a change to the delegated authority of the Executive Committee.

The Honourable Senator Marshall moved:

That the increase to the Executive Committee's financial delegated authority for sole-source contracts in case of emergency cease to have effect.

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

YEAS

The Honourable Senators

Carignan, Dean, Downe, Dupuis, Forest, Gold, Jaffer, Marshall, Martin, Marwah, McPhedran, Moncion,
Munson, Saint-Germain, Seidman, Verner – [16]

NAYS

NIL

ABSTENTIONS

NIL

CIBA/2020-05-14/065(P) – Status Update – Centre Block Rehabilitation Program

Rob Wright and Jennifer Garrett each made a statement and, together with Benoit Morin, answered questions on the Centre Block rehabilitation program.

It was agreed that the committee continue its meeting until 1:00 p.m.

It was agreed that senators send all remaining questions to the clerk, that the questions be sent to the witnesses in order for them to provide responses and that these responses be shared with senators.

CIBA/2020-05-14/066(P) – First Report from the Current Subcommittee on Agenda and Procedure

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

THURSDAY, May 14, 2020

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

FIRST REPORT

Your subcommittee, constituted on April 14, 2020 and composed of the honourable Senators Marshall, Marwah and Verner, P.C., wishes to report on the following decisions taken on April 24 and on May 5, 2020.

1. Membership Change to the Joint Interparliamentary Council

That the Honourable Senator Downe replace the Honourable Senator Dawson as a Senate representative on the Joint Interparliamentary Council (JIC).

2. Contract Amendment – Canada Post

That the increase of \$29,208 (or 2.2%) from an original approval of \$1,345,000 for the 5-year Memorandum of Understanding with Canada Post for offsite screening and sorting of mail and packages and the screening of Senate trailers be approved.

Respectfully submitted,

SABI MARWAH

Chair

CIBA/2020-05-14/067(P) – Use of Senate Resources

The Honourable Senator Dupuis made a statement on a news article relating to a letter of complaint on the use of Senate resources by a senator.

The Chair informed the committee that the Subcommittee on Agenda and Procedure would take the matter under advisement.

At 1:00 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