



Joint Interparliamentary Council

Conseil interparlementaire mixte

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## Minutes

**Meeting No. 200**

**December 04, 2023**

The Joint Interparliamentary Council met *in camera* this day at 9:00 a.m., in a hybrid format, the Hon. Raymonde Saint-Germain, Senator, and Chris d'Entremont, M.P., presiding.

Representing the Senate: Hon. Percy E. Downe and Hon. Raymonde Saint-Germain.

Representing the House of Commons: Michael Cooper, Chris d'Entremont, Francis Drouin, Marilène Gill, Lindsay Mathysen, Hon. David McGuinty, Lianne Rood, Ruby Sahota, Marc Serré,

*In attendance:*

From the International and Interparliamentary Affairs Directorate:  
Cynara Corbin, Deputy Principal Clerk, Parliamentary Associations;  
Julie Geoffrion, Deputy Principal Clerk, Parliamentary Associations, Conferences and Logistics;  
Marie-Ève Belzile, Principal Clerk, Parliamentary Exchanges and Protocol;

From the Senate:  
Stéphanie Giroux, Financial Advisor, Finance and Procurement Directorate.

From the House of Commons:  
Samuel Maheu, Financial Management Advisor, Financial Planning.

From the Library of Parliament:  
Frédéric Forge, Acting Senior Director, Economics, Resources and International Affairs Division;  
Laura Barnett, Senior Manager, Human Rights, Immigration and Citizenship;  
Nicole Sweeney, Senior Manager, International Affairs.

### **1. Approval of Minutes**

It was agreed, – That the minutes of the meeting of October 30, 2023, be adopted.

## **2. Annual general meetings 2024**

The Council discussed the ongoing challenges of accessing resources during sitting weeks and the impact on AGMs.

It was agreed, - That associations and interparliamentary groups hold an annual general meeting in a virtual format by April 26, 2024; and that any reference in associations' and groups' constitutions related to the election of an executive committee be interpreted in a manner consistent with the virtual nature of the proceedings.

## **3. Optimization of the global envelope for associations**

The Council discussed strategies to maximize utilisation of the parliamentary associations' budgetary envelope for fiscal years 2023-2024 and 2024-2025.

It was agreed, – That an additional reallocation exercise be completed at the end of January 2024, that associations with budget surpluses be required to provide a concrete utilization plan and in the absence of such a plan, the JIC will require the association to return funds in order to reallocate to associations requesting supplementary funds.

It was agreed, -That when funding requests are received during the fourth quarter of the fiscal year, the Council could consider these requests by electronic vote if a meeting is not scheduled in the following days.

It was agreed, -That parliamentary associations be permitted to forecast over their allocated budget by no more than \$10,000.

## **4. Briefing with Global Affairs**

It was agreed, -That the staff invite the Minister of Global Affairs and departmental officials to a briefing session with parliamentary association chairs to be held in the new year.

At 09:51 a.m., the Council adjourned to the call of the Co-Chairs.

Jeremy LeBlanc

Clerk