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**Critical Election Incident Public Protocol Panel Retreat**  
**Retraite du Groupe d'experts sur le protocole public en cas d'incident électoral**  
**majeur**

March 25, 2024, in Ottawa – 12:30 p.m. to 4:30 p.m.  
 80 Wellington Street,

**ANNOTATED AGENDA**

**Panel invitees:**

- John Hannaford, Clerk of the Privy Council
- Nathalie Drouin, Deputy Clerk of the Privy Council and National Security and Intelligence Advisor to the Prime Minister
- Shalene Curtis-Micallef, Deputy Minister of Justice and Deputy Attorney General
- Shawn Tupper, Deputy Minister of Public Safety
- David Morrison, Deputy Minister of Foreign Affairs

**Other Government of Canada invitees**

- Christiane Fox, Deputy Clerk of the Privy Council and Associate Secretary to the Cabinet, PCO
- Mala Khanna, Deputy Secretary, Governance, PCO
- Allen Sutherland, Assistant Secretary to the Cabinet, Democratic Institutions and Machinery of Government, PCO
- Laurie-Ann Kempton, Assistant Secretary to the Cabinet, Communications and Consultations, PCO
- Bo Basler, Foreign Interference Coordinator, Canadian Security Intelligence Service
- Vanessa Lloyd, Deputy Director of Operations, Canadian Security Intelligence Service
- Chief of Staff for the Clerk of the Privy Council
- Director, Protecting Democracy Unit, Democratic Institutions, PCO (*Notetaker*)

**External invitees (for their specific item)**

- Peter Loewen, Canadian Digital Media Research Network
- Taylor Owen, Canadian Digital Media Research Network
- Aengus Bridgman, Canadian Digital Media Research Network
- Lee Slinger, Canadian Digital Media Research Network

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**Opening remarks led by Clerk (5 minutes)**

*Purpose: welcome participants, state the objectives of the retreat*

*This item should also serve to approve the Record of Decision from the January 24, 2024 meeting.*

*The Record of Decision is attached at Tab B.*

**12:30 p.m.**

Welcome Panel members to the retreat.

- This retreat provides an opportunity to work together, including to deepen our shared understanding of the threat environment, the information ecosystem and the role of the Panel.
- It is about setting the trajectory for our work in the months ahead – leading to the next General Election.
- We will welcome guests from the Canadian Digital Media Research Network. This will be the first time since the creation of the Panel external guests are invited to brief Panel members and engage in a discussion that could help inform our work.

s. 39 - Cabinet Confidence

Seek the Panel's approval of the Records of Decision.

Invite Panel members to enjoy their lunch while hearing from PCO-Communications on re-introducing the Critical Election Incident Public Protocol (CEIPP) and Panel to Canadians.

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**Working lunch: Presentation and discussion on re-introducing the CEIPP to Canadians (40min)**

*Purpose: consider how to best communicate about the CEIPP outside, and during, election periods*

*During the lunch, the Panel will hear from Laurie-Ann Kempton, Assistant Secretary to the Cabinet, Communications and Consultations at PCO. At the retreat, Ms. Kempton is anticipated to share a background document to support the discussion.*

**12:35 p.m.**

Welcome PCO-Communications to launch the conversation.

Potential points of consideration for the discussion:

- What risks does communicating about the Panel create, especially as it relates to disinformation?

s. 39 - Cabinet Confidence

FYI: Increased communications about the Panel and the CEIPP is in alignment with recommendations 1, 4, 5 and 16 by Mr. Rosenberg.

Thank PCO Communications for their presentation.

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**Threat briefing by SITE Task Force (25 minutes)**

*Purpose: receive the SITE Task Force's updated threat assessment and engage the SITE Task Force on the most recent experience monitoring the March 4, 2024 by-elections in Durham. The presenters have also been asked to reflect on how threats to the election may be evolving in the next 18 months.*

**1:15 p.m.**

Invite Bo Basler and Vanessa Lloyd to provide threat assessment on behalf of the SITE Task Force.

*[Following discussion]* Thank SITE Task Force for their presentation and welcome everyone to take a 10 minute health break, after which the Canadian Digital Media Research Network will brief the Panel.

**1:40 – 1:50pm Health break (10 minutes)**

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**Briefing by the Canadian Digital Media Research Network (70min)**

*Purpose: the Canadian Digital Media Research Network (CDMRN) will brief on the state of the Canadian information ecosystem, their tool for analysing the online information environment, and their new landmark incident alert system.*

*The discussion will provide an opportunity to explore how the CDMRN can appropriately support and complement the Panel's work, both outside and during the election period.*

*Background materials are attached at **Tab C**.*

**1:50 p.m.**

Welcome Taylor Owen, Peter Loewen, Aengus Bridgman and Lee Slinger from the Canadian Digital Media Research Network to the meeting and invite them to proceed with their presentation.

Potential questions for discussion:

- How will you determine that a disruption in the information ecosystem originates from a foreign or domestic entity? Will your alert system provide attribution of an incident?
- How will you determine whether or not to make information available to the public, and when? What would this look like, particularly during the election period?
- How do you see the CDMRN and the Panel interacting during the election period, particularly given the CDMRN's independence?

Thank the CDMRN for their presentation and invite participants to take a short health break.

FYI: this is aligned with the Recommendation 7 by Mr. Rosenberg, namely that Briefings of the Panel should begin much earlier in the mandate and include non-government actors with expertise on interference and disinformation.

**3:00 to 3:10pm Health break (10 minutes)**



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**Panel discussion on CDMRN briefing (15 minutes)**

*Purpose: engage in an in-camera discussion on the CDMRN briefing and the support it can provide to the Panel. The CDMRN representatives will have exited the meeting room.*

**3:10 p.m.**

You may wish to share your personal reflections on the CDMRN's presentation before opening the floor for a free flowing discussion. For example, you may wish to address the following considerations:

- How can the Panel further leverage the work and capacity of civil society and ensure alignment between the Panel's needs and the activities of organizations, such as the CDMRN?
- Building civil society capacity is a goal of Minister LeBlanc's protecting democracy strategy.
- The CDMRN Alert system is a new and interesting development in the Canadian ecosystem.
- Recent CDMRN findings on the health of Canada's information ecosystem show that:
  - A small number of Canadian creators captured at least half of all views on Canadian YouTube and TikTok.
  - Canadians are inattentive to politics (40% reported avoiding political news) and in 2023 they showed reduced political knowledge compared to 2018.
  - There is a significant decline in media trust over the last five years and an increase in use of social media for news.
- How can we ensure that this evolving context is reflected in the information the Panel receives, and informs our preparation and deliberations?

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**Scenario exercises by Panel (45 min)**

*Purpose: engage in a discussion of fictional scenarios, led by Allen Sutherland, Assistant Secretary to the Cabinet, Machinery of Government and Democratic Institutions.*

*Scenario exercises allow the Panel to work towards a common understanding and approach to applying the Cabinet Directive, while also surfacing potential gaps or challenges in how the Panel is supported, what information is available to Panel members, and how the Cabinet Directive could be improved.*

*Exercise scenarios are attached at **Tab D**.*

**3:25 p.m.**

Remind Panel members that the scenarios are meant for the Panel to debate and consider different options for response to incidents, including measures or tools other than a public announcement by the Panel during the election period.

Invite Allen Sutherland to set the stage for scenarios and invite Panel members to consult their materials.

FYI: Rosenberg noted in his report that Panel members were generally supportive of the briefings they received during the pre-election and the election periods which included the scenario exercises.

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**Panel forward planning (20 min)**

*Purpose: prioritize the Panel's over the coming month.*

*You previously indicated that Panel meetings should occur at six-week intervals outside of election periods.*

*You may wish to prompt Panel members to discuss the forward agenda for future meetings. A non-exhaustive list of potential agenda items is attached at **Tab E**.*

**4:10 p.m.**

Set the stage by re-stating intention to have Panel meetings every six weeks outside of election periods. A next meeting could therefore be scheduled in the second half of May or early June.

At the next meeting, we will have the opportunity to have a presentation on misinformation and disinformation by Rodney Ghali, Assistant Secretary to the Cabinet, Impact and Innovation Unit.

Invite Panel members to share their views on what items should be prioritized for upcoming Panel meetings.

End retreat.