



February 17, 2017

File: 1680-04 ELECT REV

**DELIVERED BY EMAIL**

Bill Vanderspek, Executive Director  
BC Chicken Marketing Board  
101 – 32450 Simon Ave  
Abbotsford, BC V2T 4J2

Mike Wallis, General Manager  
BC Hog Marketing Commission  
PO Box 8000 – 280  
Abbotsford, BC V2S 6H1

Michel Benoit, General Manager  
BC Turkey Marketing Board  
106 – 19329 Enterprise Way  
Surrey, BC V3S 6J8

Dear Colleagues:

**ELECTION RULES AND PROCEDURES – REMINDER OF REVIEW SCHEDULE & APPROVAL PROCESS**

Given you will be conducting a full review of your respective Election Rules and Procedures (Election Rules) this year, this is a good opportunity to revisit the related regulatory requirements and BC Farm Industry Review Board (BCFIRB) expectations.

Election Rules are an important component of good governance. Scheduling regular, rigorous reviews helps ensure that Election Rules continue to provide a SAFETI<sup>1</sup>-based approach to elections. The 2017 review schedule, as reflected in your respective Election Rules, is set out below for your convenience.

BC Hog Marketing Commission	every four years, with the next review to occur in 2017
BC Chicken Marketing Board	every three years, with the next review to occur in 2017
BC Turkey Marketing Board	every four years, with the next review scheduled for 2017

<sup>1</sup> Strategic, Accountable, Fair Effective, Transparent, Inclusive

## **Regulatory Requirements and Expectations**

As per your respective Schemes, any amendments to Election Rules are subject to BCFIRB approval. For the purposes of good governance and transparency, BCFIRB requires that you publish the approved Election Rules in the publically-accessible area of your websites.

BCFIRB expects the boards will provide the following information with their submissions to facilitate a timely, effective, and accountable approval process:

- Any wording amendments, including your election schedule, preferably in MS Word format.
- A rationale for any proposed amendments that clearly demonstrates the rules have been reviewed in light of the “Guidelines for Approval of Election Rules and Procedures Submitted by Marketing Boards and Commissions” (see Appendix 1) and the SAFETI principles.
- A description of the stakeholder consultation process and a summary of feedback received.
- A letter or email stating that the board has looked at the Election Rules, including any proposed changes, and is ready to submit to BCFIRB for review.

A copy of the motion made by the board to approve the final version of the Election Rules will be required before BCFIRB approves the Election Rules.

Based on its experience with Election Rules reviews, BCFIRB suggests it may be effective to consider a longer review cycle (e.g. every five years) for Election Rules, as long as the Rules retain the clause allowing registered producers to request a review should an issue arise. In any circumstance, BCFIRB retains the right to direct a full review of the Election Rules at any time.

BCFIRB recommends that boards allow several weeks for the approval process. If there are extenuating circumstances, please provide a sound rationale for urgency and BCFIRB staff and members will do their best to expedite the process.

If you have any questions, please feel free to contact Katia Gauvin, Issues Management Analyst, at 250-356-7819 or [Katia.Gauvin@gov.bc.ca](mailto:Katia.Gauvin@gov.bc.ca).

Best regards,



Wanda Gorsuch  
Manager, Issues and Planning

Attachment: Appendix 1: BCFIRB Guidelines

Cc: BCFIRB website