

BC Farm Industry Review Board

Appointee Remuneration Plan

Overview

The British Columbia Farm Industry Review Board (BCFIRB) is responsible for the general supervision of British Columbia's (B.C.) agricultural commodity boards and commissions; acting as a signatory to formal federal-provincial cooperation agreements in regulated marketing; hearing appeals of regulated marketing board and commission orders, decisions, and determinations; hearing appeals related to animal seizure and cost decisions of the BC Society for the Prevention of Cruelty to Animals (BC SPCA); hearing farm practices complaints from persons disturbed by odour, noise, dust, or other disturbances arising from agriculture or certain aquaculture operations; and, conducting farm practices studies.

As per the *Natural Products Marketing (BC) Act*, BCFIRB is made up of part-time (PT) board members appointed by the Lieutenant Governor in Council after a merit-based process. The BCFIRB consists of one member designated as the Chair; one or more members designated as Vice Chairs after consultation with the Chair; and other members appointed after consultation with the Chair. The Board is accountable to the courts for its decisions (judicial review) and the B.C. Ombudsperson for its practices and procedures.

At full complement, the BCFIRB consists of up to ten PT members. As of July 1, 2023, there are eight members, including the Chair and one Vice-Chair. All members of the BCFIRB are PT appointees remunerated for their service on an 'as and when required' basis. The BCFIRB is supported by ten full-time (FT) staff, all of whom are members of the BC public service.

Board members have skills and expertise in areas such as:

- Agriculture production, marketing, economics, and processing,
- Governance, board management and government processes,
- Law and administrative justice,
- Animal health and animal welfare,
- Facilitation, mediation, and dispute resolution,
- Statutory decision making and/or quasi-judicial environments,
- Land-use planning; and,
- Consumer representation.

BCFIRB's Complement of Appointees (July 2023)			
Category*	Position Name	# of Positions	Role Description
Chair (PT)	Chair	1	The Chair has enumerated accountabilities and is responsible for providing leadership and guidance to members and staff in determining suitable approaches on complex issues without exerting or directing influence on the findings of a panel or individual

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			<p>member with respect to an appeal or complaint. The Chair directs the establishment of panels and may preside over panels that consider issues of special policy, economic or legal significance. The Chair participates in the recruitment, selection, and reference checks of BCFIRB Vice Chairs and members and is consulted by the Minister of Agriculture and Food (the Minister) on appointments and re-appointments to BCFIRB. The Chair assists the Minister in establishing performance objectives for the agricultural commodity board chairs and carries out performance evaluations of those chairs.</p>
Vice Chair (PT)	Vice Chair	1	<p>The Vice Chair assists the Chair in effectively and efficiently managing BCFIRB issues. The Vice Chair may be assigned by the Chair to lead BCFIRB's response to a supervisory, signatory, or other issue as required. The Vice Chair may assist the Chair in the recruitment of BCFIRB members, commodity board chairs and commodity board members, and act as Chair when designated to do so in the absence of the Chair.</p>
Member (PT)	Member	6	<p>Members assist and support the Chair to ensure that BCFIRB develops sound orders and policies consistent with legislation and its supervisory mandate, and effectively represents the provincial interest when dealing with national agencies and supervisory boards in other provinces. Members serve as a chair or member of appeal or complaint panels and are required to give high quality reasoned decisions on a timely basis. They are required to exercise sound judgement and skill in the conduct of proceedings.</p>

* Type of appointee per Treasury Board Directive 1-24.

Appointee Remuneration

Pursuant to [Treasury Board Directive 1-24 – Remuneration Guidelines for Administrative Tribunals and Regulatory Boards \(TBD 1-24\)](#), this remuneration plan applies to BCFIRB appointees.

TBD 1-24 sets remuneration Maximum Rates based on tribunal classification, appointee roles and responsibilities, and whether engagement is on an FT or PT basis. Board members are classified as PT Category D appointees to a Level 4 administrative tribunal. Remuneration is paid on a 'per diem' basis in accordance with the principles stated in TBD 1-24 and this remuneration plan. Board members do not receive benefits.

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In accordance with TBD 1-24, and as approved by the Minister of Agriculture and Food, the approved Minimum per diem rates for Board members are as follows:

- Chair \$875,
- Vice Chair \$730; and,
- Members \$615.

Increases to these per diem rates to the Maximum Rates are at the Minister's discretion (see below).

Remuneration Ranges – Per Diem		
	Minimum Rates	Maximum Rates
Chair (PT)	\$875/day	\$935/day
Vice Chair (PT)	\$730/day	\$820/day
Member (PT)	\$615/day	\$675/day

Part Time Remuneration – Maximum Daily Rate

A Board appointee may not receive more than the minimum daily rate unless there are extraordinary circumstances that the Chair brings to the Minister for consideration, in which case the Chair will advise the Minister of the details of the extraordinary circumstances and the associated budget implications, to assist in the Minister's decision.

The anticipated maximum commitment for Board members is:

- Chair: 8-10 days per month, for an annual maximum of 120 days,
- Vice Chair: 6-8 days per month for an annual maximum of 96 days; and,
- Members: 4-6 days per month for an annual maximum of 72 days.

At the Chair's discretion, members who chair a formal oral hearing (preliminary or on the merits) may be compensated at the minimum Vice Chair rate when that hearing is conducted (but not for other, non-hearing work related to that proceeding).

Members are remunerated in accordance with all applicable provisions contained in section 6, Remuneration Framework for PT Appointees, of TBD 1-24.

Members are only entitled to be paid or to claim the maximum of one full per diem in any 24-hour day while working for the Board. For billing purposes, members are authorized to accumulate and bill work in full day or half day (four hours) increments.

Participation at Hearings and Meetings

Members may claim the full per diem for attending hearings or other meetings involving the Board that last more than four hours, including travel time to and from the hearing or meeting.

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Members may claim one-half of the per diem for attending hearings or other meetings involving the Board that last four hours or less, including travel time to and from the hearing or meeting.

Writing or Reviewing Reasons, Policies, Proposals, Reports and Other Additional Duties

Members assigned to write reasons may claim up to a maximum of five additional per diems for the production of those reasons for decision. When panels consist of more than one member, each additional member may claim up to two additional per diems for review of the draft reasons for decision.

Any remuneration above these amounts (e.g., writing reasons for disposition in unusually complex matters, production of policy documents, or other specific duties as assigned) may only be claimed with prior recorded approval of the Chair.

Preparation for Hearings or Meetings

Members will be paid the applicable per diem for preparation for a proceeding – including distinct, substantive preliminary matters – or preparation for other meetings involving the Board, to a maximum of two additional per diems. This will also apply to preparation for a proceeding or meeting cancelled or which collapses at short notice (less than 48 hours before commencement). Members will not otherwise be compensated for cancelled proceedings or meetings unless compensation has prior recorded approval of the Chair.

Travel to Hearings or Meetings

Travel by members to meetings involving the Board that are located more than 32 kilometers from their residence will be compensated as part of the member's maximum of one per diem per 24 hours.

Professional Dues and Membership Fees

Members are not entitled to be reimbursed for any professional dues, membership fees, insurance, or other costs.

Social Events

Members are not entitled to claim remuneration for time spent attending social events, including meals and receptions for the Board or as part of conferences or speaking engagements. However, required educational programs, conference fees and associated travel expenses may be paid or claimed with prior recorded approval of the Chair.

Indemnification

Members are to be indemnified by the Minister of Finance in accordance with the procedures for indemnification set out in the [Guarantees and Indemnities Regulation 258/87](#) of the [Financial Administration Act](#).

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Expense Reimbursement

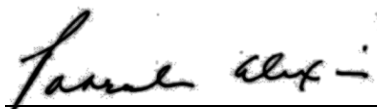
Board appointees are entitled to the terms and conditions specified under Category D in part ten of the Terms and Conditions of Employment for Excluded Employees and Appointees, and are reimbursed for transportation, accommodation, meals, and miscellaneous expenses incurred in the course of their duties and in accordance with Group 2 rates, policies, and procedures.

More information regarding Excluded Terms and Conditions for Appointees can be found at: <https://www2.gov.bc.ca/gov/content/careers-myhr/managers-supervisors/employee-labour-relations/conditions-agreements/excluded-employees-appointees>

Payroll Deductions

The work of Board appointees is not insurable and not pensionable; therefore, remuneration is not subject to Employment Insurance or Canada Pension Plan deductions. Appointee remuneration is taxable income and income tax may be payable in accordance with the federal *Income Tax Act* unless the total remuneration for the tax year for the appointee (from all sources) is less than the basic personal amount. Board appointees are “office holders” under the *Excise Tax Act*, therefore remuneration is not subject to GST (either charged or payable).

Effective Date: April 1, 2023



Minister Pamela Alexis
Agriculture and Food

April 30, 2024

Date