



Canadian Chamber Policy Committee Terms of Reference

Last updated November 8, 2021

Mandate

Canadian Chamber policy committees serve the following functions:

- Act as a mechanism for staff to consult members on Canadian Chamber policy positions and responses to government consultations or other developments requiring the perspective of our members, including, but not limited to, sponsored initiatives.
- Provide a forum for members to engage with key government contacts to discuss Canadian Chamber priorities and/or provide members with insights on issues affecting their business.
- Review policy resolutions as part of the AGM process.
- Enable members to share insights on mutual advocacy priorities.

See Annex for the list of each committee's portfolio mandate.

Committee Priority Setting

Each summer, Canadian Chamber staff will engage with their committees and Canadian Chamber senior management to agree upon priorities and a notional work plan for the coming 12 months. The priority setting shall be focused on timely issues affecting Canadian Chamber members.

Committee Composition

All members of the Canadian Chamber are entitled to be represented on the committee(s) of their choice. Members will be asked to nominate representatives with appropriate expertise and the ability to speak on their organization's behalf to facilitate active contributions. Member companies are encouraged to take into consideration diversity when nominating representatives across multiple committees and are asked to not place more than two representatives on each committee.

Committee Co-Chairs

Each Committee can have up to two Co-Chairs. Co-Chairs are appointed by the Canadian Chamber to serve for a two-year term that may be renewable. Considerations in Chair appointments include subject matter background, previous levels of committee participation, diversity and whether other Co-Chair positions are occupied by the company.

Co-Chair roles include:

- Working with staff to propose committee forward plans for committee members.
- Providing additional technical expertise to support staff in developing outputs, such as submissions.
- Working with staff to manage committee meetings and build consensus positions on policy issues.

Canadian Chamber Staff Role

Canadian Chamber staff act as a secretariat for committees. This includes communicating with committee members, preparing agendas and any material necessary for meetings, following up on meeting outcomes and providing a quality control on all final policy positions, including coordinating with other committees.

Committee Meetings and Engagement

Each committee will aim to have at least four meetings per year, guided by the forward plan, with email contact in between to drive forward work. Committees will generally seek to operate on consensus-based decision-making. Committee meetings are under Chatham House rules.

Annex – Committee Mandates

Agriculture and Agri-food Committee

The Agriculture and Agri-food Committee represents businesses of all sizes along the value chain, from producers to processors and beyond. The committee focuses on issues such as sustainability, smart regulation and market access. It also aims to promote innovation in the sector, such as digital farming and environmental best practices.

Digital Economy Committee

The Digital Economy Committee advocates a path to ongoing economic growth, technology adoption and digital inclusion as well as an economy that is scalable and adaptable. Further, it encourages market forces to be agile and support digitalization across all sectors.

Economic and Taxation Committee

The Economic and Taxation Committee monitors and advances the tax policy, effective functioning and global competitiveness of Canada's tax system for all sectors and size of business. The Committee aspires towards a simpler, fairer and more user-centric tax system to support economic growth and maintain Canada's global competitiveness, including the optimal mix of different taxes (i.e. income, sales, carbon, etc.). Additionally, the Committee monitors other economic trends, including the fiscal health and capacity of the federal government.

Health Innovation Committee

The Health Innovation Committee supports health innovation, from inception to adoption, from ideation to implementation and from conception to completion, without losing sight of patient data privacy and protection. The Committee focuses on the analysis, advice and insights on innovation, transformation, modernization and forward-looking strategies in order to advocate the development of sound policies that support the adoption of health innovation on the basis of a value-based approach.

Indigenous Affairs Committee

The Indigenous Affairs Committee examines the relationships between Canada's businesses and Indigenous peoples and advocates opportunities both can use to ensure private sector projects can move forward in a way that meets the competitive priorities of business while respecting the rights of Indigenous peoples.

International Affairs Committee

The International Affairs Committee focuses on advancing the international competitiveness of Canadian businesses through bilateral and multilateral trade priorities. The Committee also focuses on trade facilitation measures to facilitate the participation of companies in global supply chains.

National Workforce Strategies Committee

The National Workforce Strategies Committee acts as a strategic advisory and foresight group focused on key trends and strategies in workforce upskilling and reskilling to address both current and anticipated skills shortages and mismatches. The Committee builds on and expands the Canadian Chamber's work in the area of workforce planning through targeted advocacy, industry panels and government relations.

Natural Resources, Environment and Sustainability Committee

The Natural Resources, Environment and Sustainability Committee focuses on supporting sustainable business transitions while advancing Canada's global economic competitiveness. The Committee actively monitors and reviews resource sector and environmental issues and develops accompanying policy studies and statements.

Northern and Rural Affairs Committee

The Northern and Rural Affairs Committee focuses on federal policy levers to increase the economic competitiveness of businesses operating in the territories.

SME Committee

The SME Committee focuses on advancing and promoting an improved operating environment for SMEs in Canada to both the federal government and the general public. The Committee collaborates on issues and government submissions in key areas affecting SMEs and entrepreneurship, including reducing the regulatory and taxation burden for SMEs, improving the competitiveness landscape and advancing innovation, growth and investment opportunities for Canadian SMEs.

Transportation and Infrastructure Committee

The Transportation and Infrastructure Committee focuses on ensuring Canadian businesses are able to move their products to customers and that supply chains remain resilient. It also advocates policies to ensure Canadians remain connected across different modes of transportation and types of infrastructure.