



Terms of Reference

Custom Processing Advisory Committee

1. Purpose: to provide advice and recommendations to the BC Turkey Marketing Board concerning the issue of custom kill services – including kill, chill, cut, and package – for turkeys at processing plants in BC.

2. Term: January 15, 2023 to March 31, 2023

3. Membership

The Committee will have up to 6 members from the following:

- Turkey Farmers (up to 2)
- Turkey Processors (up to 2)
- Small Scale Meat Producers Association (1)
- BC Ministry of Agriculture and Food (1)

The Canadian Food Inspection Agency and BC Ministry of Agriculture and Food's Meat Hygiene Inspection Team are willing and able to answer questions for the committee as they arise but will not officially participate as members of the Committee.

A representative from the BC Chicken Marketing Board will be invited to sit on the Committee as an observer.

4. Roles and Responsibilities

Committee members are responsible for:

- Reviewing all documents distributed in advance of meetings
- Actively participating in meetings and engaging in productive discussions that take the whole BC turkey industry and marketplace into consideration
- Providing information on the state of turkey processing capacity in BC from their organization/stakeholder group's perspective
- Reviewing recent changes to BC meat inspection and licensing requirements
- Recommending actions for the BC Turkey Marketing Board to consider in the context of custom kill priority days

5. Decision Making

The Committee is responsible for providing recommendations to the BC Turkey Marketing Board. When possible, those recommendations will be made reach through consensus among all Committee members. If there are differing opinions,

these may be included in the final recommendations to the Board with a note about why full agreement could not be reached.

6. Meetings

All meetings will be chaired by the BC Turkey Marketing Board. Secretariat support will also be provided by the BC Turkey Marketing Board including preparation of agendas, supporting documents, meeting notes, meeting logistics etc.

A meeting quorum will be 50% or more members of the Committee. Meetings will be held every 2-3 weeks through Zoom.