



National Government Affairs Committee

PURPOSE - serves as BOMA Ottawa's primary forum for engaging with federal government departments, agencies, and elected officials on policy, legislation, and programs that impact the commercial real estate industry in the National Capital Region. The Committee works to ensure that the interests of BOMA members are effectively represented at the national level and that BOMA Ottawa is a trusted industry voice in federal policy discussions.

COMMITTEE COMPOSITION - The ideal structure of the committee, would be between 7 and 10 individuals and include:

- **Chair:** Who should be a member of the Board, and responsible for leadership, agendas, and reporting outcomes.
- **Vice Chair (optional):** Supports the Chair and may assume duties in their absence.
- **Members:** Selected BOMA members or employees of BOMA member companies that specialize in the subject matter of the Committee.
- **Content Expert Members:** The committee may also recruit individuals from the industry at large who have specific content expertise that assists the committee in meeting its mandate.
- **Staff Liaison:** BOMA Ottawa staff member providing administrative and strategic support.

OBJECTIVES

1. Monitor Federal Policy and Legislation - track and review federal laws, regulations, and policy initiatives affecting commercial real estate, including taxation, infrastructure investment, environmental policy, procurement, and building standards.
2. Advocate for Member Interests - develop and implement advocacy strategies to advance BOMA Ottawa's positions on key national issues. Coordinate with BOMA Canada and other regional BOMAs to ensure alignment and maximize influence.
3. Engage with Decision-Makers - build and maintain relationships with Members of Parliament, Senators, senior public servants, and relevant federal agencies. Organize meetings, briefings, and events to communicate industry perspectives.
4. Provide Expert Feedback on Federal Programs - offer industry input on programs such as federal leasing policies, sustainability initiatives (e.g., Greening Government Strategy), and infrastructure funding related to commercial real estate.
5. Coordinate Member Communications - keep members informed of significant national policy developments and their potential impacts through committee updates, advocacy alerts, and educational sessions.
6. Support Research and Policy Development - identify data, case studies, and member perspectives that support BOMA Ottawa's national advocacy positions and submissions.

MEETINGS - The committee will meet quarterly throughout the year, with additional meetings scheduled as necessary to respond to urgent national developments or consultation deadlines. Meetings may be held in person or virtually.

TERM OF APPOINTMENT - Committee members are appointed for a one-year renewable term. Members are expected to actively participate in meetings and committee activities.

EVALUATION - The committee's performance and relevance will be reviewed annually by the Executive Director and Board Liaison. Adjustments may be made based on strategic priorities or participation levels.

AUTHORITY & LIMITATIONS - The committee may prepare recommendations, position letters, and briefing materials on national issues. However, it does not have the authority to speak on behalf of BOMA Ottawa or commit the organization to policy positions or expenditures without Board approval.

REPORTING & ACCOUNTABILITY - The Committee will report to the BOMA Ottawa Board regularly and submit a summary report at years end outlining key activities, issues addressed, and recommendations.

Formal advocacy positions will be reviewed and approved by the Executive Committee or Board prior to publication or submission.

Recommended Committee Profile – National Government Affairs Committee

To ensure balanced expertise and effective representation of member interests at the federal level, the Committee should be composed of 7–10 individuals with the following profile:

- **Property Management Professionals (2-3)** - Mid-to-senior level representatives from property management firms with direct responsibility for building operations, tenant relations, and sustainability initiatives.
- **Technical Experts (1-2)** - Professionals from service provider firms such as operational suppliers, or sustainability advisors who bring specialized knowledge of technology trends, retrofit feasibility, and the operational impacts of federal policy changes with experience in government procurement strategies and policies on commercial real estate.
- **Leasing/Brokerage Professional (1)** - A commercial leasing specialist or broker with experience in federal tenancy requirements, lease negotiations, and market trends. Brings insight into the implications of federal leasing policies and procurement strategies on commercial real estate.
- **Public Policy / Advocacy Representative (1)** - An individual with a background in government relations, public policy, or regulatory affairs. Supports the Committee in interpreting new regulations, participating in federal consultations, and shaping BOMA Ottawa's policy positions.
- **Emerging Leader or Young Professional (1)** - A rising professional in sustainability, energy management, or real estate operations who contributes fresh perspectives and helps cultivate the next generation of industry leaders.

Summary:

The National Government Affairs Committee is BOMA Ottawa's voice on federal issues affecting commercial real estate in the National Capital Region. The Committee monitors legislation, regulations, and programs, engages directly with Members of Parliament, Senators, and federal agencies, and works in alignment with BOMA Canada to advocate for policies that support a strong, sustainable, and competitive industry. Members provide insight, expertise, and feedback on topics such as federal leasing policies, taxation, infrastructure investment, and environmental initiatives, ensuring BOMA Ottawa remains a trusted and influential voice in national policy discussions.

The Committee will seek to liaise, on an ongoing and regular basis, with PSPC, NCC, Crown Corporations, Treasury Board, DND.