



COMMERCIAL REAL ESTATE BROKER & COMMERCIAL PROPERTY MANAGER INDUSTRY COUNCIL

10:00 a.m. – 2:30 p.m. Friday, February 16, 2024

In Person Meeting

MINUTES

In Attendance: Terry Engen, *Chair*
Brittanee Laverdure
Ben Van Dyk
Cheri Long
Laura Sharen

Resources: Russ Morrow
Warren Martinson
Stacy Paquin
Rina Hawkins

Recording Secretary: Christina Harrington

Absent: Janice Harrington

1. Call to Order

The meeting of the Commercial Real Estate Broker & Commercial Property Manager Industry Council (“Industry Council”) was called to order at 10:00 a.m.

2. Chair’s Opening Remarks

The Chair welcomed members to the meeting.

3. Conflict(s) of Interest Declared

No conflicts of interest were declared.

4. Approval of Agenda

The Industry Council reviewed the agenda. Preliminary recommendations of the Rules Review Steering Committee were added to the agenda.

***MOTION:** The Commercial Real Estate Broker and Commercial Property Manager Industry Council approves the February 16, 2024, special meeting agenda, as amended.*

*Moved by Ben Van Dyk,
Seconded by Brittanee Laverdure
Carried*

5. Consent Agenda

The Industry Council reviewed the consent agenda.

***MOTION:** The Commercial Real Estate Broker and Commercial Property Manager Industry Council approves the consent agenda, including the minutes of the special meeting of the Industry Council held December 6, 2023, as presented within the meeting package.*

*Moved by Laura Sharen ,
Seconded by Ben Van Dyk,
Carried*

6. Commercial Examinations and Competencies Review

The Industry Council reviewed the pass rates of the Practice of Commercial Real Estate and the Practice of Rural Real Estate examinations. A feedback loop exists between examinees and course providers, where learners can provide comments which are shared with the course providers through RECA.

7. Industry Council Annual Self-Evaluation Results

Management presented the results of the 2023 Industry Council annual self-assessment in accordance with s. 4.4 of the *Real Estate Act* Bylaws. The Industry Council agreed it has addressed the right issues, is effective in its work, and is satisfied with its performance. The Industry Council identified areas of improvement, which included creating a long-term strategy to address the needs of industry.

The Industry Council Chair will confer with Management to revise some of the questions for the 2024 annual self-assessment.

8. Industry Council Strategic Planning Workplan

The Industry Council considered the creation of a workplan to enhance strategic planning, to create a timeline for completion of tasks, to identify resources required and responsible parties, and to monitor and evaluate risks. The Industry Council committed four preliminary items to the workplan, the details of which will be reviewed at the next meeting.

9. Rules Review Committee Activities to Date

Management reported on the activities of the Rules Review Steering Committee to date, which included the Phase Two, Part One consultation results, and the consumer focus group results. Consultation on Phase Two, Part Two will continue while the Committee completes its review of Phase Two, Part Three questions to industry.

10. Preliminary Recommendations from the Rules Review Steering Committee

Management reported that, at its meeting of February 15, 2024, the Rules Review Steering Committee recommended the following to all Industry Councils for consideration.

1. A single licence with sectoral authorizations with all seven sectors.
2. That existing brokers, associate brokers, and associates' current authorizations are grandfathered.
3. That related licenses need to be at the same brokerage.
4. That the licensing structure contain principal broker and associate broker classes in the mortgage broker sector.
5. To allow brokers to approve individual incentives, rather than brokerage-wide incentives.

The Industry Council discussed the recommendations, which will return before the Industry Councils during the March 2024 cycle of meetings.

11. In-Camera Session with the CEO

The Industry Council moved in-camera with the CEO.

12. In-Camera Session with Industry Council only

The in-camera session with the Industry Council, only, was not observed.

13. Final Adjournment

***MOTION:** The Commercial Real Estate Broker and Commercial Property Manager Industry Council approves the final adjournment of the February 16, 2024 meeting.*

Moved by Ben Van Dyk,

Seconded by Brittane Laverdure

Carried

The meeting adjourned at 3:15 p.m.

14. Next Meeting(s)

- March 12, 2024

Approved at Calgary, Alberta on March 12, 2024

Terry Engen,
Industry Council Chair