



RESIDENTIAL PROPERTY MANAGER INDUSTRY COUNCIL MEETING

9:00 a.m. – 12:00 p.m., Tuesday, June 4, 2024

RECA Office, Calgary, Alberta / Virtual Teams Meeting

MINUTES

In Attendance:

Don Newell, *Chair*
Don Brown
Keith McMullen
Carrie Plett
Jacquie Lesperance

Resources:

Russ Morrow, *CEO*
Janice Harrington
Stacy Paquin
Rina Hawkins
Ese Saeily
Wes Irwin

Absent:

Warren Martinson
Christina Harrington

Recording Secretary:

1. Call to Order

The meeting of the Residential Property Manager Industry Council ("Industry Council") was called to order at 9:00 a.m.

2. Approval of Agenda

The Industry Council reviewed the agenda.

***MOTION:** The Residential Property Manager Industry Council approves the June 4, 2024, meeting agenda, as presented.*

*Moved by Don Brown,
Seconded by Carrie Plett
Carried*

3. Conflict(s) of Interest Declared

No conflicts of interest were declared.

4. Chair's Opening Remarks

The Chair welcomed participants to the meeting.

5. Consent Agenda

The Industry Council reviewed the consent agenda.

***MOTION:** The Residential Property Manager Industry Council approves the consent agenda, including the March 5, 2024 minutes, the April 24, 2024 special meeting minutes, and the May 23, 2024 special meeting minutes, and receives, as information, the Action Register Update and Regulatory Activity Scorecard, and the Written Resolution – Approval of Recommendations of Rules Review Steering Committee in principle as presented.*

Moved by Carrie Plett,

Seconded by Keith McMullen

Carried

ACTION: Management will provide an estimate of the number of incoming residential property manager and condominium manager licensees entering the industry, within the Regulatory Activity Scorecard.

ACTION: Management will report on the number of matters before the Hearings Panel/Appeal Panels within the Regulatory Activity Scorecard.

6. RECA Board of Directors Report

The RECA Board of Directors (“Board”) member presented a report on the activities of the Board which was received as information. The final report of The Regulator’s Practice Review will be presented to the Board and Industry Councils in early October 2024.

7. Ministerial Direction – *Real Estate Act Section 54*

The Industry Council received correspondence addressed to the Board Chair and all Industry Council Chairs, from the Honourable Dale Nally, Minister of Service Alberta and Red Tape Reduction (“Minister”), regarding voluntary lifetime withdrawals under section 54 of the *Real Estate Act* (“*REA*”).

The Minister directed, pursuant to s. 76.5(1) of the *REA*, and in accordance with legislation and its intended outcome to recognize the serious nature of allegations of fraud and criminal activity, RECA will:

- immediately cease approving licensee applications for voluntarily lifetime withdrawal under section 54 of the *REA* where allegations of fraud or criminal activity, which warrant an investigation, have been made against a licensee, unless or until such time as the allegations are proven to be unfounded; and
- refer the matter to law enforcement agencies where allegations of fraud or criminal activity appear to have merit.

8. RECA Board of Director/Industry Council Calendar

In accordance with the *REA* Bylaws, which provide that the Board Chair will issue a schedule of regular meetings for the succeeding year, the Industry Council reviewed the proposed 2024 – 2025 schedule. The Industry Council shall hold regular meetings at least four times per year on a quarterly basis.

9. Feedback on The Regulator's Practice Governance Training

In May 2024 all Board and Industry Council members attended governance training, hosted by The Regulator's Practice. The Industry Council thanked The Regulator's Practice for an effective training session.

10. RECA Stakeholder Engagement Policy and Stakeholder Engagement Guidelines

Management presented the proposed amendments to the Stakeholder Engagement Policy. The updates change the Policy from a prescriptive model to principles-based policy. If endorsed by the Industry Councils, and approved by the Board, amendments to the Stakeholder Engagement Guidelines will be made, accordingly.

***MOTION:** The Residential Property Manager Industry Council recommends the Real Estate Council of Alberta Board of Directors approve the Stakeholder Engagement Policy, in the meeting package, subject to the Residential Property Manager Industry Council suggestions and amendments.*

Moved by Don Brown

Seconded by Keith McMullen

Carried

11. Credentialing Report and Learner Success Rates

Management reported on the credentialing report and learner success rates, which were received as information.

12. Condominium Property Management Education Competencies Ad-Hoc Committee Report – Next Steps

Management reported on the integration of competencies as proposed by the Condominium Property Management Education Competencies Ad-Hoc Committee into the current condominium examinations.

***ACTION:** Management will return to the Industry Council the final amended condominium management curriculum (competencies), as compiled by Sarah Ferguson, education expert.*

***ACTION:** Management will match the colours of the competencies to the examination weighting sections.*

ACTION: Management will poll the availability of the Industry Council to attend a special meeting in June to finalize the weighting of the condominium competencies.

The Industry Council recessed at 10:42 a.m.
The Industry Council reconvened at 10:49 a.m.

13. Industry Council Workplan Strategic Planning

The Industry Council discussed its workplan and strategic direction. The Industry Council decided on the following strategic initiatives:

1. *REA* Rules Review (currently in progress)
2. Competency Review - Residential Property Management
3. Condominium Competencies Review (currently in progress)
4. Relicensing education
5. Condominium management pilot project effectiveness review/potential graduated model for residential property managers

The Industry Council will set workplan timelines at its next meeting.

14. Estoppels and Service Agreements

The Alberta Real Estate Association (“AREA”) has amended its purchase agreement form. The purchase agreement now requires an estoppel certificate to be delivered on the date of closing. However, the *Condominium Property Act* (“CPA”) provides that on the written request of an owner, purchaser or mortgagee (or their solicitor or authorized person), the condominium corporation may deliver the estoppel certificate within 10 days after receiving the request. Due to the amendments, excessive pressure is placed on condominium management brokers and lawyers to complete and deliver estoppel certificates on an expedited basis.

Industry Council member Brown will contact AREA to discuss challenges with the amendments to its purchase agreement.

15. Rules Review Steering Committee

Management reported that the Rules Review Steering Committee Phase Three of consultations will begin in the summer of 2024. Phase Three gathers input on unforeseen impacts to the industry due to proposed *REA* Rule amendments.

The Rules Review Steering Committee began interim Phase Three outreach relating to *REA* Rules involving incentives. In March 2023 the Industry Council endorsed the Rules Review Steering Committee’s recommendation, in principle, to allow brokers to approve individual incentives, rather than brokerage-wide incentives. However, because of

the Phase Three feedback, the Rules Review Steering Committee has changed its position on REA incentive Rule amendments. Final results of consultations will be presented to the Industry Councils for review.

16. In-Camera Session with the CEO

The Industry Council moved in-camera with the CEO.

17. In-Camera Session with Industry Council, only

The Industry Council moved in-camera.

18. Final Adjournment

***MOTION:** The Residential Property Manager Industry Council approves the final adjournment of the June 4, 2024 meeting.*

Moved by Keith McMullen

Seconded by Carrie Plett

Carried

The meeting adjourned at 11:55 a.m.

19. Next Meeting(s)

- September 17, 2024

Approved at Calgary, Alberta on September 17, 2024

Don Newell,
Industry Council Chair