

The Regulator August 2011

RENEW EARLY

The RECA Online licensing system is ready for brokers and real estate appraisers/candidates to begin processing renewals for the coming licensing year. All industry professionals must be renewed no later than September 30, 2011, and brokers are responsible for renewing the registrations of all industry members registered with their brokerage. Appraiser/candidates are responsible for processing their own licence renewals using the RECA Online licensing system.

As was communicated in the July Regulator newsletter, renewal fees for the 2011-2012 licensing year have risen \$25 for individuals (including real estate appraisers/candidates) and \$100 for brokerages.

There have also been changes to the renewal forms themselves.

Suitability Questions

The suitability questions have long been part of the licensing/renewal process through the Real Estate Council of Alberta. This year, though, industry members may notice a couple of changes.

1) An applicant must declare any incident since the date of their last application where the applicant or any business the applicant owned or participated in as a director or officer has been refused a registration, denied authorization in any capacity, withdrawn from an industry and received a lifetime ban, or had any registration, licence, or authorization suspended or revoked by any association, professional or occupational body, any securities commission or any regulatory body of any kind in any jurisdiction other than RECA.

2) An applicant must declare any incident since the date of their last application where the applicant has been disciplined by any real estate board, real estate association, mortgage broker association, or appraiser association, or any professional or occupational body, or any regulatory body of any kind in any jurisdiction other than RECA.

Previously, RECA discipline had to be disclosed as part of the renewal process, but that is no longer the case.

3) An applicant must declare any incident since the date of their last application where the applicant has been found guilty or convicted of any criminal offence or any other offence under any law of any country, province or state, excluding provincial or municipal highway traffic offences resulting in monetary fines only. Even those offences for which a pardon has been

granted must be declared.

Previously, offences for which a pardon had been granted did not have to be declared; however, pardoned offences since the date of the industry member's last application must now be disclosed.

Brokerage amendments

Brokerage amendments must now be reported to RECA separate from the renewal process. To read more about the process for notifying RECA of brokerage amendments see the article below.

Other points

Several administrative amendments have been made to all licensing forms in an effort to simplify the application completion process and capture any rule changes that have occurred over the past several months (some of which are outlined in this article). Brokers are advised to download, print and refer to the accompanying "Guide to Completion," which is available for all licensing forms.

For more information about the renewal process and to get started, please click the appropriate link below.

[Real Estate Industry Members](#)

[Mortgage Brokerage Industry Members](#)

[Property Management Industry Members](#)

[Real Estate Appraisers and Candidates](#)

BROKERAGE AMENDMENTS - SEND THEM TO RECA BEFORE SEPT.6, 2011

Brokers need to notify RECA of any brokerage amendments prior to September 6, 2011 to ensure their brokerage can be renewed on or before the September 30, 2011 renewal deadline.

The Brokerage Licence Renewal Application used to be a "dual-use" form, with the option to declare amendments within the form. Since January 2011, brokerage amendments are required to be reported through a Notice of Brokerage Amendment(s) Form – completely separate from the Brokerage Licence Renewal Application.

Brokerage amendments must be reported to RECA and completed prior to commencement of the brokerage licence renewal process. Because of significantly higher work volumes during the month of September, brokers are advised to submit amendments no later than September 6, 2011, or there is a risk that the amendments will not be processed prior to the end of September and there could be a lapse in licensing for the brokerage.

Brokerages that have a change in ownership or officials of the brokerage are required to forward a completed Brokerage Licence Application for Partnership/Corporate Structure Amendment to RECA along with the Notice of Brokerage Amendment(s) Form, and any other required documentation.

NEWS BYTES

New policy permits URL brokerage names

Recent changes to Real Estate Council of Alberta policies now permit brokerages to use website addresses as their brokerage legal and/or trade name. Any brokerage that wishes to use a website address as their licensed name must provide to RECA proof of registration of trade name (from Alberta corporate registries), proof of control of domain name at time of application and acknowledgement of the requirement to notify the Executive Director, in writing, immediately in the event of loss of control (lapse in registration) of the chosen domain name. Should an Alberta mortgage brokerage wish to change its trade name to one that contains a URL, the first step is to complete a Notice of Brokerage Amendment form available through the [RECA website](#), and provide the completed form to RECA along with the required documentation.

Given the busy September renewal period, RECA requests that brokerages wishing to change their trade name to one that includes a URL wait until October in order to provide the completed form and related documentation to RECA. And remember, you are not to commence any real estate trading or mortgage dealing activities until receiving confirmation from RECA that your brokerage name has been changed.

RECA publishes new 2011-2016 Strategic Plan

RECA's new Strategic Plan is the culmination of extensive consultation with industry professionals and associations, dozens of brokerage visits and Q&A sessions, a survey that was sent to all industry professionals and Council's own extensive internal discussions. Council is extremely grateful for all of the support and input it received from industry professionals across Alberta throughout its strategic planning process, and is confident that industry professionals will continue to support RECA and its vision for the future.

The 2011-2016 Strategic Plan is not a new direction for RECA, but rather an enhancement of the work RECA has been doing so well for the past 15 years. This strategic direction is an exciting, ambitious one that is going to elevate the professionalism of industry members and our industry as a whole.

To review the 2011-2016 Strategic Plan, click [here](#).

Email address changes

Have you been receiving regular RECA communications via email? Have you recently changed the email address you use? If you're not receiving RECA communications, it might be because RECA has an incorrect address on file for you. All industry members are required to provide RECA with a current, working email address. Brokers are responsible for ensuring the RECA Online licensing system has correct email addresses on file for each of the industry members registered with their brokerage.

Associate brokers and associates who wish to change the email address RECA has on file for them must contact their broker. Brokers are responsible for making email address changes using the RECA Online licensing system.

RECA to hold Edmonton Tweet-Up, September 20

Come join us for a casual breakfast Industry Member Tweet-Up on September 20, 2011, from 8-9:30 a.m. at the botaniCa Restaurant at the Mayfield Inn in Edmonton. RECA staff will be in town for the REALTORS® Association of Edmonton trade show taking place at the Mayfield beginning at 10 a.m. and this is a perfect opportunity to have another tweet-up for our Edmonton industry professionals. To RSVP, click [here](#), and make sure you're following the RECA Twitter account at <http://twitter.com/RECA>.

REMINDER: Province to begin licensing home inspectors as of September 1, 2011

On September 1, 2011, the [Home Inspection Business Regulation](#) comes into effect in Alberta. Any business engaged in providing home inspection services to consumers in Alberta must be licensed through Service Alberta as of September 1, 2011. Individual home inspectors will also require a licence but there is no fee.

Though the Real Estate Council of Alberta will have no role to play in the licensing, education and/or regulation of home inspectors, it wants to remind industry professionals who may be referring clients or customers to home inspectors to ensure that any person to whom they are referring people is licensed once September 1 rolls around.

Service Alberta's website has a tool to search for licensed businesses in Alberta. Once the new home inspector licensing regulations take effect, the [Service Alberta website](#) tool will include home inspectors. Licensing information, forms and tipsheets for home inspection businesses and consumers can also be found on the Service Alberta website.

Council Members 2010-2011

BILL BUTERMAN

Appointed from non-AREA industry members

KEVIN CLARK

Appointed from residential real estate industry members

CINDY DUBRAY

Appointed from the property management sector

GORDON GRAYDON

Appointed from the public

CONNIE LECLAIR

Appointed from the public

WAYNE MCALISTER, CHAIR-ELECT

Appointed from the Calgary Real Estate Board

KEN MCCOY

Appointed from the Edmonton Real Estate Board

WENDY ROBSON

Appointed from boards outside of Calgary and Edmonton

RALPH SALOMONS, PAST CHAIR

Appointed from commercial real estate sector

CHERYL SCHINDEL

Appointed from boards outside of Calgary and Edmonton

GARY SIEGLE

Appointed from the mortgage brokerage sector

ROBERT TELFORD, CHAIR

Appointed from the real estate appraisal sector

Contact RECA

Case Summaries is published by the Real Estate Council of Alberta. Please forward your comments and suggestions to communications@reca.ca.

Executive Director - Bob Myroniuk

Director of Audit and Investigations - Joseph Fernandez

Director of Corporate Services – Dale Cawsey

Director of Education – Kirk Bacon

Director of Industry Standards – Charles Stevenson

Director of Legal Services - Jean Flanagan