



# COMMERCIAL REAL ESTATE BROKER & COMMERCIAL PROPERTY MANAGER INDUSTRY COUNCIL

**1:00 pm, Thursday, February 18, 2021**  
**Virtual Teams Meeting**

## MINUTES

**In Attendance:** Terry Engen  
Brittaneé Laverdure  
Cheri Long  
Laura Sharen  
Ben Van Dyk

**Resources** Duane Monea, *Principal Advisor to the Board (joined at 1:32 pm)*  
Warren Martinson, *Acting Executive Director*  
Charles Stevenson, *Registrar*  
Joseph Fernandez, *Director, Education Programs*  
Stacy Paquin, *General Counsel & Corporate Secretary*

**Recording Secretary:** Rina Hawkins

### 1. Call to Order

The meeting began at 1:01 pm.

The Industry Council welcomed Ms. Cheri Long as a new member.

### 2. Approval of Meeting Minutes

The Industry Council reviewed the minutes from the January 18, 2021 meeting.

***MOTION:** The Commercial Real Estate Broker and Commercial Property Manager Industry Council approves the January 18, 2021 meeting minutes as presented.*

***Laura Sharen / Carried***

There were no new updates to provide on the RECA Board of Director report.

### 3. Board Request for Industry Council Input

The Industry Council completed a questionnaire to provide input to the Board on the strategic priorities of the organization, the current priorities of the Industry Council, the key risks facing the organization, and the top attributes of a new Executive Director.

**ACTION:** Management will provide the Industry Council's input to the Board at its March 5, 2021 meeting.

### 4. Open Dialogue on Industry Council Strategic Priorities

The Industry Council discussed its strategic priorities including the licensing of condominium managers.

**ACTION:** The Industry Council will have a more fulsome discussion on the distinction between condominium manager licensing and commercial licensing at the March 11, 2021 meeting.

**ACTION:** The Registrar will reach out to [REDACTED] to gather more information about the licence exemptions for members of the Law Society of Alberta and the imbalance in FINTRAC reporting requirements, and bring those examples back to the Industry Council for discussion at the March 11, 2021 meeting.

### 5. Licensing Structure

Management reviewed the challenges of aligning the new legislation with RECA's current licensing structure.

**ACTION:** The Industry Council agreed that Management will propose interim amendments to the Rules to align with RECA's licensing structure as it existed prior to December 1, 2020. Management will communicate this to the Industry Chair Roundtable and the Board.

### 6. Stakeholder Engagement

Management provided the Industry Council with a proposed stakeholder engagement and outreach process for consideration. The Industry Council accepted the measures outlined.

**ACTION:** Management will advise the Board of the Industry Council's acceptance of the measures outlined on stakeholder engagement and outreach.

The Industry Council agreed to limit casual stakeholder engagement activities until the Stakeholder Engagement Policy and Communications Plan are approved by the Board.

## 7. Divestiture of Education

The Industry Council discussed the divestiture of education and collaborative decision-making models.

The Industry Council agreed that a committee may be established with participation from all Industry Councils that focuses on the divestiture of education. [REDACTED]

## 8. Other Business

The Industry Council discussed the process of evaluating the effectiveness of meetings. The Chair, with the assistance of Management will develop a short evaluation survey for the Industry Council's approval by March 2021.

## 9. Adjournment

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

*Ben Van Dyk / Carried*

The meeting ended at 3:41 pm.

## 10. Next Meeting(s)

- Thursday, March 11, 2021

Approved at Calgary, Alberta on March 11, 2021

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**Terry Engen**  
Industry Council Chair

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**Brittanee Laverdure**  
Industry Council Vice-Chair