

COMMERCIAL REAL ESTATE BROKER & COMMERCIAL PROPERTY MANAGER INDUSTRY COUNCIL

9:30 am, Thursday, June 10, 2021

Virtual Teams Meeting

MINUTES

In Attendance: Terry Engen, *Chair*
Brittaneé Laverdure, *Vice Chair*
Cheri Long (*joined at 9:44 am*)
Laura Sharen (*joined at 10:17 am*)
Ben Van Dyk

Resources Bryan Douey (*Communications & Connections Manager*) (Item 4)
Duane Monea, *Principal Advisor to the Board*
Charles Stevenson, *Registrar*
Joseph Fernandez, *Director, Education Programs*
Warren Martinson, *Acting Executive Director*
Stacy Paquin, *General Counsel & Corporate Secretary*

Recording Secretary: Rina Hawkins

1. Call to Order

The meeting began at 9:32 am.

No conflicts of interest were declared.

2. Consent Agenda

The Commercial Real Estate Broker and Commercial Property Manager Industry Council ("Industry Council") reviewed the consent agenda including the minutes from the May 13, 2021 Industry Council meeting.

MOTION: *The Commercial Real Estate Broker and Commercial Property Manager Industry Council approves the consent agenda, including the minutes from the May 13, 2021 Industry Council meeting as presented.*

Ben Van Dyk / Carried

3. Education Framework & Divestment Update

Education Framework

Management provided an update on the education framework and divestment activities.

The Education Framework Discussion Group is scheduled to meet on June 17, 2021 to review stakeholder feedback on the education framework and make its final recommendations to the Board and Industry Councils.

Management is recommending the Industry Council agree to hold an electronic vote shortly after June 17, 2021, with the purpose of recommending to the Board the Pre-Licensing Education Philosophy, the Course and Course Provider Requirements and the Examination Blueprint for the Board's special meeting on June 22, 2021. The Industry Council agreed with this approach.

Competencies and Learner Outcomes

Management discussed that the Industry Council will need to prescribe competency profiles and learner outcomes for commercial and rural real estate associates and will need to work with other Industry Councils to prescribe the competency profile and learner outcomes for real estate brokers and property manager associates.

Management recommends a six-person discussion group be formed with two Industry Council members from each of the Residential Real Estate Broker, Commercial Real Estate Broker and Commercial Property Manager, and Residential Property Manager Industry Councils to complete a joint review of the Real Estate Broker and Property Manager Competencies and Learner Outcomes prior to the September 9, 2021 meeting of the Industry Council. Ms. Brittanee Laverdure and Mr. Ben Van Dyk volunteered to be part of this discussion group.

Management recommends a four-person discussion group be formed with two Industry Council Members from each of the Commercial Real Estate Broker and Commercial Property Manager, and Residential Property Manager Industry Councils to do a joint review of the Property Management Competencies and Learner Outcomes. Ms. Cheri Long and Ms. Laura Sharen volunteered to be part of this discussion group.

4. Stakeholder Engagement

Management provided the Industry Council with an update on stakeholder engagement activities.

The Commercial Industry Council Online Engagement Session held on June 2, 2021 had 172 people registered and 101 attend.

The Industry Council expressed concern that many of the large brokerages did not attend the engagement session.

The Industry Council reviewed the proposed responses to emails received to the Industry Council email address. The Industry Council agreed to the responses.

Management discussed upcoming engagement activities, including the August issue of the Regulator, and scheduling of Broker and 20/20 Forums in September 2021.

5. **Calendar 2021/2022 Meetings**

The Industry Council reviewed the calendar for 2021/2022. The Industry Council agreed to the following regular meeting dates. Additional meetings could be scheduled as required:

- December 9, 2021
- March 10, 2022
- June 16, 2022
- September 22, 2022

6. **NAIOP & BOMA Request Update**

The Industry Council discussed communication with NAIOP and BOMA regarding the recent proposed amendments to the *Real Estate Act* and potential rule changes. NAIOP and BOMA have agreed to provide the Industry Council with further input and feedback in June/July 2021.

7. **Election Criteria & Process**

The Industry Council discussed the feedback received from the Industry Council members on the election criteria and process.

ACTION: Management will send a revised draft of the Urban Commercial Practitioner election criteria to the Industry Council members.

8. **Publication Guidelines**

Management advised it will canvass each Industry Council member for feedback on the Publication Guidelines.

9. Complaint Trends and Outcome

For this information item, Management provided a presentation outlining Professional Conduct complaints and outcomes.

10. Adjournment

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

Brittane Laverdure / Carried

The meeting ended at 12:13 pm.

11. Next Meeting(s)

- Thursday, September 9, 2021

Approved at Calgary, Alberta on September 9, 2021

COMMERCIAL REAL
ESTATE BROKER &
COMMERCIAL
PROPERTY
MANAGER INDUSTRY
COUNCIL

Minutes of Meeting

June 10, 2021

Terry Engen
Industry Council Chair

Brittane Laverdure
Industry Council Vice-Chair