

RESIDENTIAL PROPERTY MANAGER INDUSTRY COUNCIL

3:00 pm, Wednesday, September 8, 2021
Virtual Teams Meeting

MINUTES

In Attendance: Don Brown
Keith McMullen
Don Newell, *Chair*
Carrie Plett
Cyril Pratt

Resources Joseph Fernandez, *Director, Education Programs*
Russ Morrow *CEO*
Stacy Paquin, *General Counsel & Corporate Secretary*
Charles Stevenson, *Registrar*

Recording Secretary: Rina Hawkins

1. Call to Order

The meeting began at 3:02 pm.

Industry Council member, Ms. Carrie Plett, declared a conflict of interest on the Implementation Alternative Plan agenda item. Ms. Plett will participate in the discussion but will abstain from any voting.

2. Introduction of RECA's new CEO

RECA's newly appointed CEO, Mr. Russ Morrow, joined the meeting and introductions were made.

3. Bylaws/Policies/Protocol

Bylaws

Management discussed the new proposed *Real Estate Act* ("REA") Bylaws.

***MOTION:** The Residential Property Manager Industry Council confirms that it has been consulted on the Real Estate Act (REA)*

bylaws and recommends that the RECA Board of Directors adopt and approve the proposed REA bylaws as presented in "TAB 5.1B Bylaws Amended Draft – September 2, 2021" of the meeting material.

Cyril Pratt / Carried

Election Policy & Process

Management discussed the proposed Industry Councils' Elections Policy and Process.

MOTION: The Residential Property Manager Industry Council recommends that the RECA Board of Directors approve the Industry Councils' Elections Policy and Election Process in the form presented at this meeting.

Keith McMullen / Carried

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Communication Protocol

Management reviewed the proposed Communication Protocol for Board & Industry Council Members with the Industry Council. The Industry Council provided feedback on the protocol.

4. Education Programs Update

Competencies Profile

The Industry Council discussed the Property Management Associate Competency Profile. Members of the Commercial Real Estate Broker and Commercial Property Management Industry Council, and the Residential Property Management Industry Council met in August to discuss and provide feedback on a draft of the Property Management Associate Competency Profile.

Proposed Validation Survey

Management discussed the proposed process to validate the Property Management Associate Competency Profile.

The Property Management Associate Competency Profile is an extensive document. While steps will be taken to not overwhelm validation survey participants, the length of the documents may discourage property management estate licensees from participating. For this reason, two parallel validation survey processes are recommended.

1. BOMA Edmonton, BOMA Calgary, IREM, REALPAC, and REIC will be given the opportunity to set-up member committees to review and provide feedback.

2. All property management licensees will be given an opportunity to fill out the Property Management Associate Competency Profile validation survey.

The proposed consultation period will be 30 days.

***MOTION:** The Residential Property Manager Industry Council directs RECA Management to undertake a validation survey of the Property Management Associate Competency Profile using the process presented at this meeting.*

Don Brown / Carried

Education Policy Changes

Management discussed the proposed education policy changes which are required because of the education transition process.

***MOTION:** The Residential Property Manager Industry Council recommends that the RECA Board of Directors adopt and approve the proposed education policies as presented in "TAB 6.3B – Education Policy Changes – Appendix A" of the meeting material.*

Cyril Pratt / Carried

Course & Course Provider Application Process

Management discussed the draft Course and Course Provider Recognition Process which was developed from the feedback of the Education Framework Discussion Group. The Process is currently out for consultation with course providers and trade associations and is expected to be completed on September 10, 2021. Management briefed the Industry Council on early feedback received on the consultation to date.

Once the consultation process is complete, the Industry Council may hold an electronic vote to recommend the Course and Course Provider Recognition Process to RECA's Board of Directors.

Education Transition Plan

Management discussed the proposed Education Transition Plan with the Industry Council. The Board asked that the draft Education Transition Plan be circulated to the Industry Councils for feedback in anticipation of their September 24, 2021 meeting.

***MOTION:** The Residential Property Manager Industry Council recommends that the RECA Board of Directors adopt and approve the proposed Education Transition Plan as presented in "TAB 6.5B Education Transition Plan - Appendix A" of the meeting material.*

Carrie Plett / Carried

The Industry Council thanked Management for their hard work on the education program transition process.

5. Condominium Manager Licensing Implementation

Rules Amendments/Re-Submission

Service Alberta has asked RECA to resubmit the proposed Condominium Manager rules with some housekeeping amendments. Management reviewed the amendments with the Industry Council.

***MOTION:** The Residential Property Manager Industry Council amends the proposed condominium manager rules (i.e., proposed rule 80.9(2); rule 110.27(1); rule 118.3(1); and rule 118.3(2)) as recommended and instructs Management to forward the amended rules and any additional requirements to the RECA Board of Directors to transmit to the Minister of Service Alberta for approval.*

Don Brown / Carried

Implementation Alternative Plan

Management discussed that it appears highly unlikely the condominium manager education programs will be available prior to December 1, 2021, creating a void for potential condominium manager associates, condominium manager brokers, and condominium manager brokerages with less than two years' experience.

Management is recommending the Industry Council contemplate and adopt an alternative implementation plan that reduces the experience requirement for existing condominium managers.

***MOTION:** The Residential Property Manager Industry Council amends the proposed required experience eligibility criteria for a condominium manager associate conditional licence and a condominium manager broker conditional licence, effective December 1, 2021, to seventy-five (75) days.*

Don Brown / Carried

Carrie Plett abstained from voting on the above motion.

6. In-Camera Sessions

The Industry Council went in-camera at 4:45 pm.

7. Adjournment

*MOTION: The Residential Real Estate Broker Industry Council approves the final adjournment of this meeting.
Cyril Pratt / Carried*

The meeting adjourned at 4:57 pm.

8. Next Meeting(s)

- Thursday, September 30, 2021

Approved at Calgary, Alberta on December 14, 2021

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Don Newell
Industry Council Chair

Don Brown
Industry Council Vice-Chair