



RESIDENTIAL REAL ESTATE BROKER INDUSTRY COUNCIL

9:00 a.m. – 3:00 p.m. Tuesday, November 15, 2023
Virtual Microsoft Teams Meeting

MINUTES

In Attendance: Bill Briggs
Brad Hamdon
Brad Kopp
Erika Ringseis
Sano Stante, *Chair*

Resources: Russ Morrow, *CEO*
Janice Harrington
Warren Martinson
Stacy Paquin
Rina Hawkins

Recording Secretary: Christina Harrington

1. Call to Order

The meeting of the Residential Real Estate Broker Industry Council (“Industry Council”) was called to order at 9:04 a.m.

2. In-Camera Session with the Industry Council Only

The Industry Council moved in camera, and reconvened.

3. Approval of Agenda

The Chair presented the agenda of November 15, 2023

***MOTION:** The Residential Real Estate Broker Industry Council approves the November 15, 2023, meeting agenda as presented.*

Moved by Bill Briggs,

Seconded by Brad Kopp

Carried

4. Conflict(s) of Interest Declared

No conflicts of interest were declared.

5. Chair’s Opening Remarks

The Chair welcomed members to the meeting.

6. Consent Agenda

The Industry Council reviewed the Consent Agenda, which included an overview of last year's regulatory enforcement activities.

***MOTION:** The Residential Real Estate Broker Industry Council approves the consent agenda, including the September 12, 2023, Industry Council Minutes, and receives the Action Register Update and Regulatory Activity Scorecard, as presented within the meeting package.*

Moved by Brad Hamdon,

Seconded by Brad Kopp

Carried

7. RECA Board of Directors Update

The RECA Board of Directors ("Board") member updated the Industry Council on the activities of the Board. The update was received as information.

8. Industry Council Elections

Management reported that the Board and Industry Council members' terms collectively expire on November 30, 2023. Public members are appointed by the Minister of Service Alberta and Red Tape Reduction. Industry members are elected by licensees within their industry sector. The Board has appointed MNP LLP as the Election Officer, being a qualified firm that is independent of the Board, Industry Councils, and RECA staff, to supervise, validate, and certify results of the Industry Council nominations, voting and elections process.

The election for industry members will open on November 22, 2023, and close at 4:00 p.m. November 27, 2023. Election results will be verified and announced by MNP on or before November 29, 2023. All licensee members will begin their terms on December 1, 2023, for a two-year period.

9. Election of Industry Council Vice-Chair and Appointment of RECA Board Member

On November 25, 2021, the Minister of Service Alberta and Red Tape Reduction amended the Real Estate Act ("REA") Bylaws to provide for a two-year term for the Vice-Chair position. The two-year term will expire on November 30, 2023.

Accordingly, the Industry Council will elect a Vice-Chair at its December 2023 meeting. The Industry Council will also appoint a member to the Board pursuant to Section 7.1(2)(b) of the REA.

The current Chair's term expires December 1, 2024. If the Chair is not re-elected through the Industry Council election, an election of for the Chair position will be held pursuant to the Bylaws. The elected Chair will then fill the unexpired portion of the former Chair's term, from December 2023 to November 30, 2024.

10. Approval of November 2023 Minutes by Written Resolution

Management recommended that the Industry Council approve the November minutes by written resolution to ensure that newly elected and appointed members are not responsible for verifying the accuracy of minutes that pre-date their term of office. The Industry Council accepted Management's recommendation.

11. Industry Council Annual Evaluation Process

In accordance with *REA* Bylaw 4.4, the Industry Council will undertake an annual evaluation process involving a self-assessment of personal and collective performance, as well as a review of the performance of any of the Industry Council's committees. The submissions are collected anonymously and shared with the Industry Council after November 30, 2023.

The Industry Council recommends that the subject of annual evaluation for Industry Councils be placed on the Industry Council Chairs Roundtable agenda for further consideration including exploring different avenues of review, for example a 360-degree review or a third-party review of the Industry Council's effectiveness.

12. Credentialing Report and Learner Success Rates

Management presented the credentialing report and learner success rates. The report was received as information.

The Industry Council recessed at 9:55 a.m.
The Industry Council reconvened at 10:05 a.m.

13. Relicensing Education

Management revisited relicensing education options with the Industry Council. Prescriptive relicensing education requires licensees to complete a specific course, deemed relevant to the public interest by the Industry Council. Courses would be provided by a third-party course provider pursuant to RECA's divestiture of education. Conversely, a reflective model would allow licensees to create a professional development plan tailored to their personal learning objectives (self-reporting). The third model is a hybrid of both.

At its June 2022 meeting the Industry Council directed that future relicensing education models would be prescriptive, with the flexibility to transition to a reflective model, or hybrid model, as industry trends develop.

As the Industry Council has divested of pre-licensing education and is in the process of reviewing pre-licensing competencies, the Industry Council will begin its review of competencies for relicensing education and set relicensing education objectives.

14. Residential Real Estate Education Advisory Committee

The Chair reported on the activities of the Residential Real Estate Education Advisory Committee (the "Committee"). The purpose of the Committee is to address a shared desire of industry, students and educators to ensure that real estate prelicensing education equips individuals with the knowledge, skills, and professionalism needed to serve the needs of the public and their industry.

The Committee has appointed an external educational expert to assist in completing the Committee's review of competencies.

The Committee has met twice and are measuring RECA's competencies against national competencies developed by the Real Estate Regulators of Canada ("RERC") to ensure harmonization.

To achieve its work, the Committee has recommended that the Committee Term and Deliverables be extended to March 31, 2024.

***MOTION:** The Residential Real Estate Broker Industry Council accepts the recommendation of the Residential Real Estate Education Advisory Committee (the "Committee") to extend the Committee's term to March 31, 2024, and recommends the RECA Board of Directors approves the amended Committee Terms of Reference, as presented within the meeting package.*

Moved by Brad Hamdon,

Seconded by Bill Briggs

Carried

15. Rules Review Steering Committee Update

Management presented that, under RECA's 2022-2025 Strategic Plan, RECA has committed to a comprehensive review of the REA Rules to reduce red tape and enhance public protection. The review is broken into three phases, undertaken by the Rules Review Steering Committee ("RRSC").

The RRSC are consulting on proposed amendments to Rules 2 – 40. The RRSC Town Hall, held, November 2, 2023, primarily addressed the proposed licensing framework, classes of licences, licence eligibility requirements, and notification periods. The RRSC also discussed amendments to Rules surrounding incentives. Consultations are underway and the deadline for licensees to respond to this phase of proposals is November 30, 2023.

The Industry Council highlighted that the Terms of Reference of the RRSC require the RRSC to bring forward clear and precise recommendations, and where more than one feasible option exist, the RRSC will provide all options to the relevant Industry Councils for consideration. The final decision on all proposed Rule amendments will be made by the relevant Industry Councils and the Minister of Service Alberta and Red Tape Reduction, as required by the *REA*.

16. Mentorship/Staged Licensing

The Industry Council considered implementing mentorship and staged licensing in the Alberta residential real estate industry sector. In the Province of British Columbia (“B.C.”) “articling/mentorship” is a required component for real estate licensees. B.C. has reported that those wishing to obtain a trading services licence must first complete the British Columbia Financial Services Authority (“BCFSA”) Applied Practice Course (“APC”) in the commercial or residential real estate.

In B.C., managing brokers are responsible for ensuring new real estate professionals complete the self-paced, practical field assignments in accordance with B.C. legislation. It is understood by the Industry Council that some B.C. brokers also delegate oversight to experienced real estate licensee mentors (as permitted by the BCFSA).

The Industry Council discussed staged mentorship and considered appointing a special committee to review the viability of staged/mentorship in Alberta residential real estate. Staged licensing could be facilitated through the *REA* Rules using licence conditions to stipulate permitted and prohibited activities under the supervision of a broker.

ACTION: The Education sub-committee will provide the Industry Council, for consideration, a list of suggested activities a new residential real estate licensee could complete under the supervision of a broker for a potential staged/mentorship program in residential real estate.

17. Utility of Plain Language RECA forms

At the September 12, 2023, Industry Council Meeting, the Industry Council directed that Management provide a draft timeline for the review of RECA's Relationship and Disclosure forms for plain language.

The review of RECA's Relationship and Disclosure forms will be completed on or before the end of July 2024.

18. RECA Guidelines and Information Bulletins

Management advised that section 12 of the REA permits each Industry Council to make Rules prescribing or adopting standards of conduct and business standards for licensees. RECA Management distributes Information Bulletins clarifying common law practices and legislative requirements. Council discussed having the purview to interpret the rules and oversight on the practice advisories. Management will review.

19. Residential Measurement Standards ("RMS") Update

Management reported that the amendments to the Residential Measurement Standards and the introduction of Below Grade Measurements were widely accepted.

20. In-Camera Session with CEO

The Industry Council moved in-camera at 12:34 p.m.

21. In-Camera Session with Industry Council Only

The Industry Council moved in-camera.

22. Final Adjournment

MOTION: The Residential Real Estate Broker Industry Council approves the final adjournment of the November 15, 2023 meeting.

Moved by Bill Briggs,

Seconded by Erika Ringseis

Carried

The meeting adjourned at 12:52 p.m.

23. Next Meeting(s)

- March 14, 2024

Approved at Calgary, Alberta on December 8, 2023

George Bamber, Industry Council Chair