



## **RECA Board of Directors Special Meeting** **9:00 – 10:00 am, Tuesday, December 12, 2023** **Virtual Teams Meeting**

### **MINUTES**

**In Attendance:** Elan MacDonald, Chair  
Bill Briggs  
Jai Parihar  
Carrie Plett  
Elena Russell  
Laura Sharen  
Greg Walter

**Staff Resource:** Russ Morrow  
Janice Harrington  
Stacy Paquin

**Guests:** Susan Kushneryk, *Kushneryk Morgan LLP (Item #5)*  
Grant Stapon, *Bennett Jones (Item #5)*

**Recording Secretary:** Rina Hawkins

#### **1. Call to Order**

The Real Estate Council of Alberta ("RECA") Board Chair ("Chair") called the meeting to order at 9:01 am.

Pursuant to *Real Estate Act* ("REA") legislation, the terms of all RECA Board of Directors ("Board") members expired on November 30, 2023. Reappointed Board members include:

- Mr. Bill Briggs, Residential Real Estate Broker Industry Council appointee to the Board for a second term, effective December 8, 2023, and concluding November 30, 2025.
- Ms. Elan MacDonald, public member, and Board Chair, reappointed by the Minister of Service Alberta and Red Tape Reduction, effective December 1, 2023, and concluding November 30, 2025.
- Mr. Jai Parihar, public member, reappointed by the Minister of Service Alberta and Red Tape Reduction, effective December 1, 2023, and concluding November 30, 2026.

- Ms. Carrie Plett, Residential Property Manager Industry Council appointee to the Board for a second term, effective December 5, 2023, and concluding November 30, 2025.
- Ms. Laura Sharen, Commercial Real Estate Broker & Commercial Property Manager Industry Council appointee to the Board for a second term, effective December 6, 2023, and concluding November 30, 2025.
- Mr. Greg Walter, public member, reappointed by the Minister of Service Alberta and Red Tape Reduction, effective December 1, 2023, and concluding November 30, 2025.

The Board welcomed, Ms. Elena Russell. Ms. Russell is the Mortgage Broker Industry Council appointee to the Board, effective December 7, 2023, and concluding November 30, 2025.

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## 2. Approval of Agenda

The Board reviewed the meeting agenda.

*MOTION: The RECA Board of Directors approves the December 12, 2023, special meeting agenda as amended.*

*Motioned by Elena Russell*

*Seconded by Jai Parihar*

*Carried*

## 3. Conflicts of Interest Declared

The Chair asked if there were any conflicts of interest to declare.

No conflicts of interest were declared.

## 4. Chair's Comments

The Chair highlighted information items included in the meeting materials, the RECA Board Workplan and 2023/2024 Board & Industry Council Calendar.

## 5. Strategic Matters

- Legal Matters

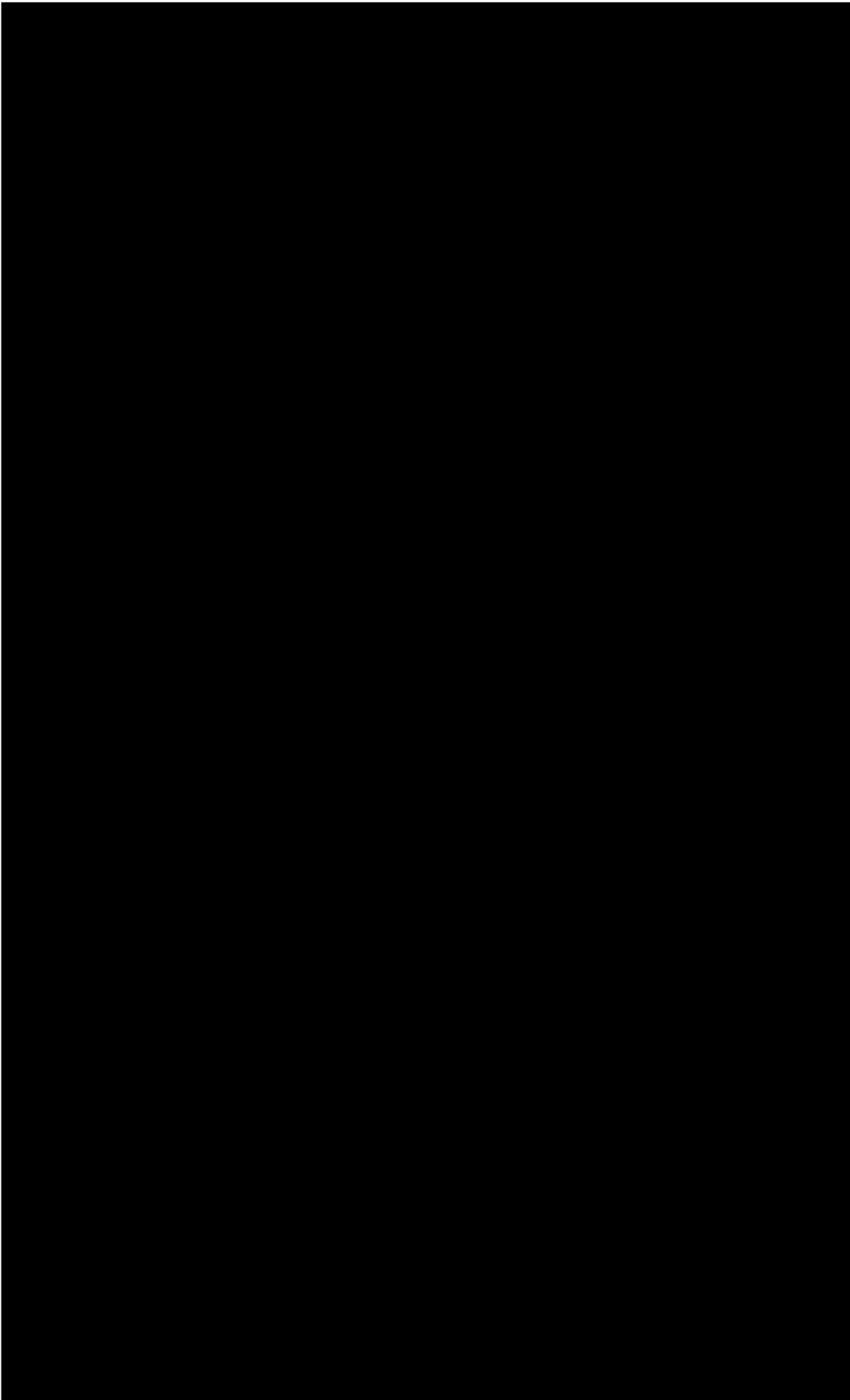
*The following minutes are confidential and protected by litigation privilege.*



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## 6. Committees of the Board

The Board reviewed and discussed appointments/reappointments to the Board's three (3) standing committees, Governance & HR, Finance & Audit, and Hearings.

***MOTION:** The RECA Board of Directors approves the following appointments to the standing committees commencing December 1, 2023, to November 30, 2024:*

1. *To the Finance & Audit Committee*
  - *Jai Parihar, Committee Chair*
  - *Elena Russell*
  - *Laura Sharen*
2. *To the Hearings Committee*
  - *Bill Briggs, Committee Chair*
  - *Carrie Plett, Committee Vice Chair*
  - *Elena Russell*
  - *Laura Sharen*
  - *Joanne Archibald*
3. *To the Governance & Human Resources Committee*
  - *Greg Walter, Committee Chair*
  - *Bill Briggs*
  - *Carrie Plett*

*Motioned by Carrie Plett*

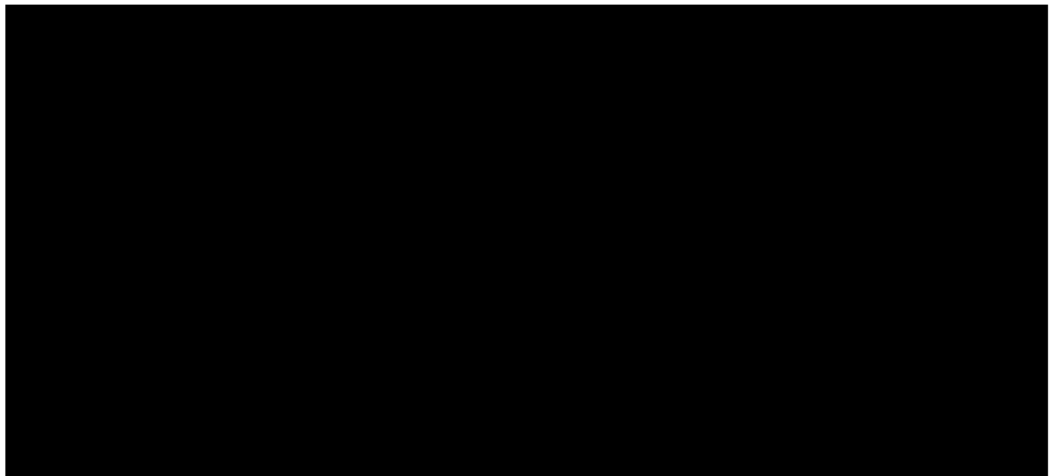
*Seconded by Laura Sharen*

*Carried*

*10:00 am – Board member, Laura Sharen, left the meeting*

## 7. Signing Authorities

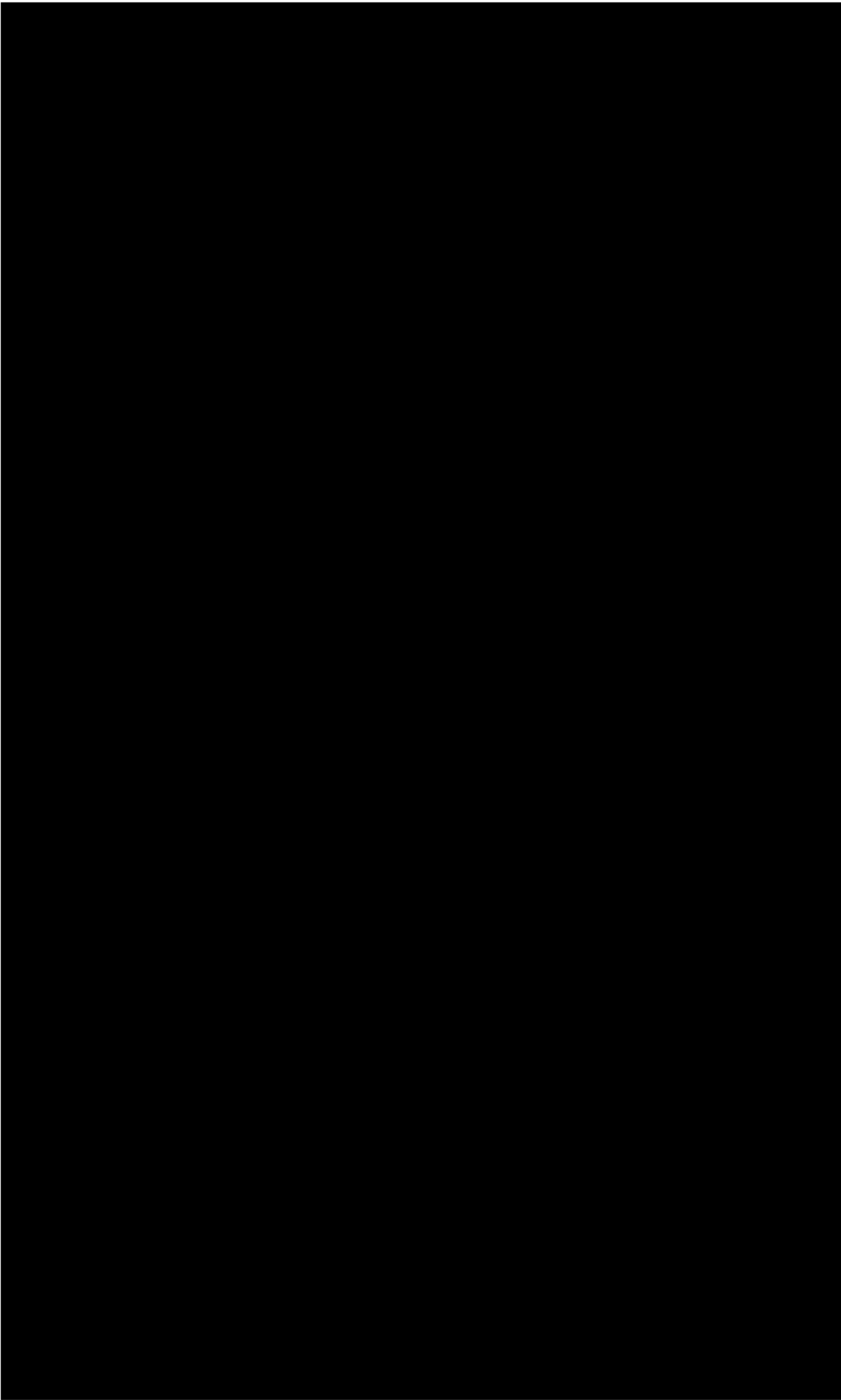
With the recent change in governance leadership, RECA is required to update its banking signing authorities.



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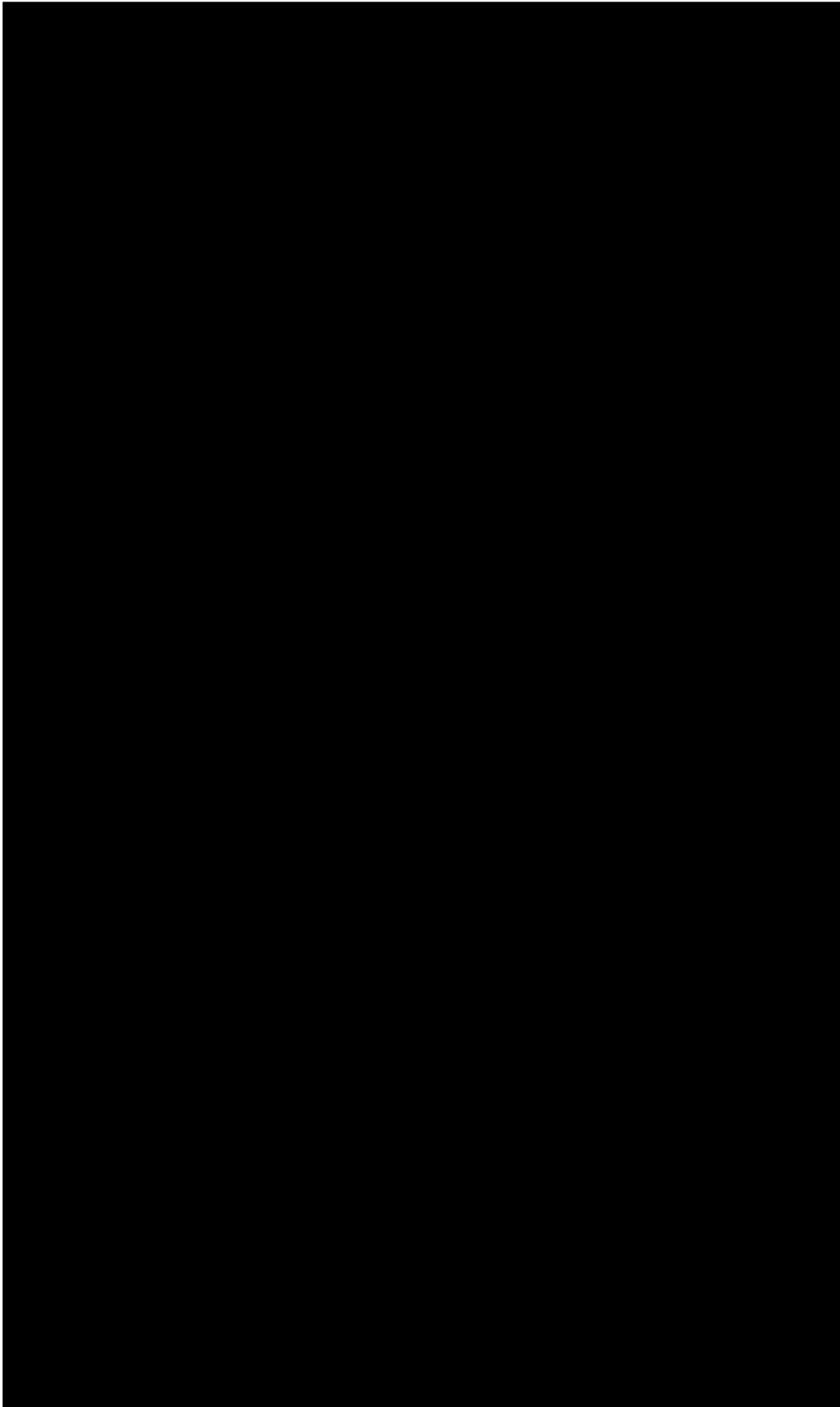
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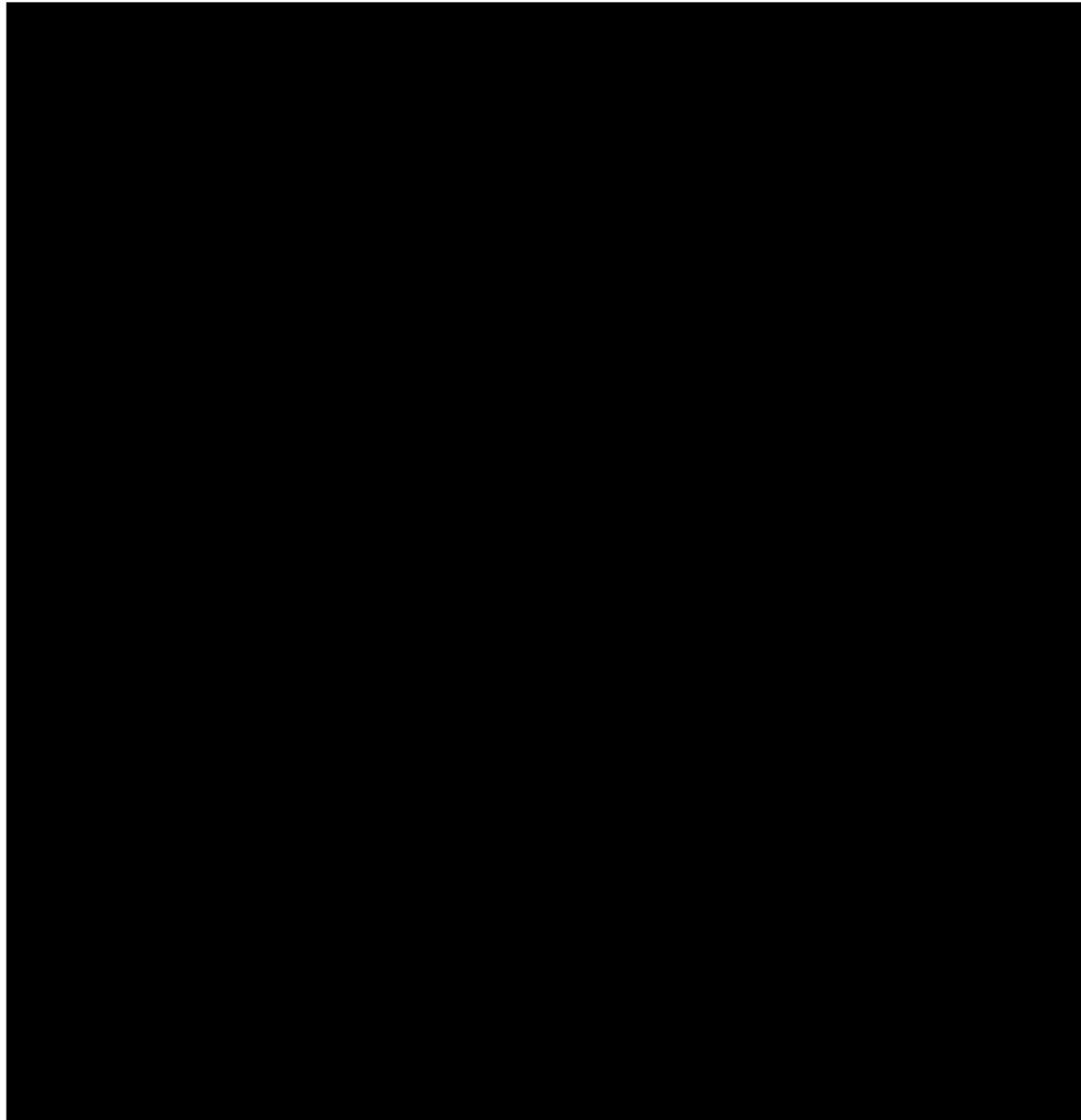
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10:02 am – RECA Staff, Harrington, Hawkins and Paquin, left the meeting

**8. In-Camera Session**

The Board moved in-camera at 10:02 am.

**9. Next Meeting**

- Wednesday, January 24, 2024 (Calgary)

**10. Final Adjournment**

The meeting adjourned at 10:04 am.

*MOTION: The RECA Board of Directors approves the final adjournment of the December 12, 2023, special meeting.  
Moted by Greg Walter*

*Seconded by Bill Briggs  
Carried*

Approved at Calgary, Alberta on January 24, 2024

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Elan MacDonald, Board Chair

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