



COMMERCIAL REAL ESTATE BROKER & COMMERCIAL PROPERTY MANAGER INDUSTRY COUNCIL REGULAR MEETING

9:00 am – 12:00 pm, Thursday, June 11, 2026

Virtual Teams Meeting

MINUTES

In Attendance:

Terry Engen, *Chair*
Cynthia P. Moore, *RECA Board of Directors Chair*
Ken Morris
LaVerne Planden

Staff Resources:

Stacy Paquin, *CEO*
Warren Martinson
Rina Hawkins
Shannon Patterson
Bryan Douey
Kristian Tzenov
David Anderson
Esa Saily

Recording Secretary: Christina Harrington

1. Call to Order

The meeting of the Commercial Real Estate Broker & Commercial Property Manager Industry Council ("Industry Council") was called to order at 9:02 am.

2. Approval of Agenda

The Industry Council reviewed and amended the meeting agenda to include *"Items Returning to the RECA Board of Directors ("Board") for Discussion"*, as a standing item.

MOTION: The Commercial Real Estate Broker and Commercial Property Manager Industry Council approves the June 11, 2026, meeting agenda, as amended.

Moved by LaVerne Planden

Seconded by Ken Morris

Carried

3. Conflict(s) of Interest Declared

The Chair called for conflicts of interest to be declared. No conflicts of interest were declared.

4. Chair's Opening Remarks

The Chair welcomed members and guests to the meeting and delivered opening remarks.

5. Consent Agenda

The Industry Council reviewed the consent agenda.

MOTION: The Commercial Real Estate Broker and Commercial Property Manager Industry Council approves the March 12, 2026 meeting minutes, as presented within the meeting package, and receives the Action Register Update and Regulatory Activity Scorecard, and the Credentialing Report and Learner Success Rates, as information, as presented within the meeting package.

Moved by Ken Morris

Seconded by LaVerne Planden

Carried

6. Urban Commercial Real Estate Seat

Management advised that the Urban Commercial Real Estate seat on the Industry Council was vacated on April 24, 2026. *Real Estate Act ("REA")* Ministerial Regulation s. 25.1(b) prescribes 90 days to elect a member when a position becomes vacant. The elected member will resume the unexpired portion of the prior member's term.

To ensure a fair, transparent process, the Board appointed MNP as the official Election Officer under section 3.5 and 3.6 of the *REA* Bylaws ("Bylaws"). The Election Officer validates candidate eligibility, supervises nominations, and certifies election results in accordance with the *REA*, and the *Industry Council's Election Policy* set by the Board.

The Industry Council encouraged interested and experienced licensees to apply, to bring their valued perspectives to industry leadership.

ACTION: The Industry Council will review the eligibility requirements within the *Industry Council's Election Policy* at its September 2026 meeting, and, where applicable, will recommend policy amendments to the Board, for approval.

7. Industry Council Vice-Chair Election

The *REA* Bylaws require all members of an Industry Council to be present for the election of its Chair and Vice-Chair (officers). Full attendance was not achieved at the December 12, 2025, and March 12, 2026 meetings. Accordingly, the Industry Council held an election for Vice-Chair at this meeting, being its next scheduled meeting where all members in office were present. The Industry Council adopted the election process recommended by Management and presented at the meeting.

***MOTION:** The Commercial Real Estate Broker and Commercial Property Manager Industry Council appoints **LaVerne Planden** to the position of Industry Council Vice-Chair, by acclamation, whose term is effective immediately, and expires November 30, 2027.*

*Moved by Ken Morris
Seconded by LaVerne Planden
Carried*

8. Update on Public Appointment

The *REA* provides that each Industry Council is comprised of two public members, appointed by the Minister of Service Alberta and Red Tape Reduction (the “Minister”), who must not be licensees, and three elected licensees from the industry to which the Industry Council relates.

The Minister appointed two new public members, being Michael P. Theroux, to the Board, and Pamela Rath to the Residential Real Estate Broker Industry Council, and reappointed public member, Jacquie Lesperance to the Residential Property Manager Industry Council. Both this Industry Council and the Mortgage Broker Industry Council await the appointment of a second public member.

COMMERCIAL REAL
ESTATE BROKER &
COMMERCIAL
PROPERTY
MANAGER INDUSTRY
COUNCIL

Minutes of Meeting

June 11, 2026

9. RECA Board of Directors Report

The Industry Council received the quarterly Board report, as information.

10. Deloitte Report

In April 2026, [RECA received the Deloitte report](#) (the “Report”) commissioned by the Minister. The Report recognized several areas where RECA is operating effectively, including sustained delivery of core regulatory functions through significant industry and governance changes, a clear focus on consumer protection, and the use of modern regulatory approaches such as risk-based complaint handling and alternative resolution processes. The Report also identified opportunities to further strengthen RECA’s effectiveness. RECA will provide a preliminary response to the Minister by the end of June 2026.

11. REA Rules Review Update

Management reported that, in September 2025, following two-years of extensive consultation, the Industry Councils collectively approved amendments to the *REA* Rules. The amendments were subsequently transmitted to the Minister by the Board, for approval, in accordance with the *REA*. The Minister sought RECA’s confirmation that the proposed *REA* Rules do not require further amendments, following the release of the Report.

The Industry Council confirmed its support of the *REA* Rules submission made to the Minister in December 2025, and makes no further recommended amendments at this time.

The Industry Council recessed at 10:25 am, and reconvened at 10:45 am

12. Stakeholder Engagement Report

Esa Saily, RECA Exam and Curriculum Specialist, David Anderson, RECA Regulatory Compliance Advisor, and Kristian Tzenov, RECA Advisory Services Manager, joined the meeting at 10:45 am

Broker Forum Update

Management reported the outcomes of the Commercial Broker Forums, including commercial property management, held in Edmonton, Calgary, and online, for province-wide access. The broker forums provide practical feedback to RECA to identify industry concerns, emerging issues, areas requiring further communication, policy work, and Industry Council awareness. Topics discussed at the sessions included: credentialing, learner success rates, labour mobility, competency to practice, broker-oversight and supervisory expectations, and understanding the role of the regulator.

Calendar of Industry Events

Management developed a Calendar of Industry Events, to highlight engagement opportunities with RECA's primary and secondary stakeholders, identified in the [Stakeholder Engagement Policy \(2022\)](#). Engagement will follow the Stakeholder Engagement Policy and Guidelines, the *REA*, and the Bylaws.

Associate Forums

Management reported on the creation of an Associate Forum to gather non-broker industry feedback. Like the broker forums, the associate forums will provide Management, RECA, and the Industry Councils, with perspectives from associate-level licensees on emerging issues and practice trends. RECA will host an Associate Forum in the Fall of 2026 for commercial real estate and commercial property management.

13. Graduated Licensing Pilot Project for Property Management Licensees

The Industry Council continued review of the proposed graduated licensing pilot project for property management licensees (the "pilot project"). The pilot project offers a structured pathway to entry, supports new entrants, relieves pressure to attract new applicants, addresses industry concerns regarding barriers to entry and staff shortages, and maintains a strong commitment to consumer protection.

A list of activities commonly performed by property managers was circulated to industry for feedback. The feedback was collectively reviewed by the Industry Council and the Residential Property Manager Industry Council. Activities were delineated into *Level 1* (entry/supervised scope), or *Level 2* (broader scope with more

responsibility and reduced oversight). Participants would receive on-the-job exposure prior to committing to the full cost of a property management licence. The pilot project is optional for brokers and brokerages.

The Industry Council concurrently considered the creation of a restricted licence for leasing agents, with a limited scope of approved activities, like showing rental units, conducting move-in and move-out inspections, conducting routine inspections specified in the lease, and hosting open houses for multi-unit complexes.

***MOTION:** The Commercial Real Estate Broker and Commercial Property Manager Industry Council endorses the graduated licensing framework for property manager licensees, with a commercial focus, in principle, as presented in the meeting materials and discussed at the meeting.*

*Moved by LaVerne Planden,
Seconded by Ken Morris
Carried*

ACTION: Management will create an implementation plan for the graduated licensing pilot project (for property management licensees), to operationalize next steps. The implementation plan will return to the Industry Council for approval at its September 2026 meeting.

14. Industry Council Strategic Workplan

The Industry Council reviewed its Strategic Workplan and the *Relicensing Education Model Proposal*. The Industry Council favoured a curated model, which would prescribe existing courses to licensees for completion during a set period. The Industry Council's preference is to adopt a two-year relicensing cycle, alternating by licence class. This approach allows a faster implementation time, and reduces development time, as courses are already available within the market. The Industry Council will identify areas of competency improvement and select courses accordingly. Brokerages can then guide licensees toward courses that align with their specific learning needs.

ACTION: The Industry Council supports the curated course model for relicensing education, as presented at the meeting. Management will prepare the Relicensing Education implementation plan, accordingly, to identify timelines and resource requirements. The implementation plan will return to the Industry Council at the September 2026 meeting.

15. Items Returning to the RECA Board of Directors

Appointed Board Member, Ken Morris, will report the activities of the Industry Council to the Board, announcing the election of LaVerne Planden as Vice-Chair, advising of the Industry Council's preference towards the curated model of the relicensing education framework, and

will emphasize that the Industry Council supports the *REA* Rule submissions made to the Minister in December 2025, and makes no further recommended amendments at this time.

16. In-Camera Session with the CEO

The in-camera session with the CEO, only, was dispensed with.

17. In-Camera Session with Industry Council, only

The Industry Council in-camera session was dispensed with.

18. Final Adjournment

***MOTION:** The Commercial Real Estate Broker and Commercial Property Manager Industry Council approves the final adjournment of the June 11, 2026, meeting.*

*Moved by Ken Morris
Seconded by LaVerne Planden
Carried*

The meeting adjourned at 12:10 p.m.

19. Next Meeting(s)

- September 10, 2026
- November 12, 2026

Approved at Calgary, Alberta on September 10, 2026

Terry Engen,
Industry Council Chair

COMMERCIAL REAL
ESTATE BROKER &
COMMERCIAL
PROPERTY
MANAGER INDUSTRY
COUNCIL

Minutes of Meeting

June 11, 2026