

*To protect the public interest by ensuring that registrants act within a professional framework that promotes ethical conduct and integrity and strengthens consumer trust and confidence.*



# THE REGISTER

**SPRING 2023**



## Important Dates and Deadlines

**Registration Renewal**  
Begins May 16, 2023  
Deadline: June 30, 2023

### The Commission Office will be closed :

Monday, July 3 - for Canada Day  
Monday, Aug 7 - Civic Holiday  
Monday, Sep 4 - Labour Day  
Monday, Oct 2 - for National Day  
for Truth and Reconciliation  
Monday, Oct 9—Thanksgiving Day  
Monday, Nov 13 - for  
Remembrance Day  
Friday, Dec 22 at noon - Monday,  
Jan 1/24 Holiday Season

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### Regular Office Hours

Monday to Friday  
8:30am - 12:00pm  
1:00pm - 4:30pm

Closed Saturday, Sunday and  
Statutory Holidays

## CERTIFICATE OF REGISTRATION RENEWAL

The Commission's registration year begins July 1 and ends June 30.

**As of May 16, 2023**, provided there are no modifications to be made to your registration and you have successfully completed the 2022-2023 mandatory continuing professional development course, you are eligible to renew your certificate of registration. You are encouraged to process your on-line renewal application at your earliest convenience to ensure you are registered for the next fiscal year: July 1, 2023 to June 30, 2024.

**Please note:** If you are a new registrant who first became registered with a brokerage after March 31, 2023, you do not have to complete the 2022-2023 CPD course in order to renew your registration.

Complete the [application form](#) and log onto the Commission's online registration system to access your personal page:

<https://ols.srec.ca/asp/login.aspx>

Use the paper form as your guide to answer the renewal questions and pay the \$540 renewal fee using either VISA or MasterCard. Once complete, please hand in the paper application form to your broker.

**Brokers:** Please recall that you will have to renew the brokerage before you will be able to renew yourself. There is an On-Line Broker Manual available through the Commission's online system with information about how to complete the annual renewal process.



## REGISTRANT PHOTOS

Registrants are required to provide photos of themselves to the Commission. The photos must be "head and shoulders" photos such as the style used for passport photos. These are the photos that can be viewed by members of the public in the Public Inquiries section of the website.

Registrants may update their photos at any time on their personal page, but the Commission requires an updated photo be provided every five years. As the goal is to ensure that the photo available to the public on the Commission website reflects the registrant's current appearance, the updated photo cannot be the same as the registrant's current photo.

## REGION 2 ELECTION RESULTS

Pursuant to Bylaw 216.2, the six elected Commission members are made up of two from each of the three regions: Region 1 – Saskatoon, Region 2 – Regina, and Region 3 – all areas of the province outside of Saskatoon and Regina. Elected members are elected to serve a three-year term commencing July 1st following that election.

This year, Cliff Iverson and Lori Patrick were re-elected to represent the Regina region and will serve a term from July 1, 2023 – June 30, 2026.



Cliff Iverson



Lori Patrick

## DID YOU KNOW?...

⇒ **The mandatory Schedule “C”: Specified Terms and Conditions for Contract of Purchase and Sale of a Resale Condominium Unit sets out a list of documents that the Seller is to provide to the buyer in addition to the materials required in an Estoppel Certificate issued pursuant to *The Condominium Property Act, 1993* and its Regulations.**

Section 53 of [The Condominium Property Regulations, 2001](#) states that an estoppel certificate required by the legislation must be in Form GG. Form GG is quite extensive and includes a long list of information that must be provided by the seller of a condominium unit, including the condominium corporation’s bylaws and copies of annual general meeting minutes and board minutes from the preceding year.

⇒ **There are Information Bulletins available on the Commission’s website.**  
Items included in previous editions of The Register can be accessed on the site [here](#).

⇒ **Copies of the Commission’s mandatory forms are available through the online system.**  
Registrants can access these forms by visiting the [Commission’s website](#) and logging in to their personal page.

## NOTIFICATION REQUIREMENTS OF BYLAW 723

Bylaw 723 sets out a list of events that must be reported to the Commission. If any of these events should occur, the registrant is required to notify the Commission, in writing, within five days of the event.

The written notification and any accompanying documents should be emailed to [compliance@srec.ca](mailto:compliance@srec.ca).

The following is a list of all the events that must be reported to the Commission pursuant to Bylaw 723:

**(a) The commencement of proceedings pursuant to the *Criminal Code* against the registrant.**

For our purposes, proceedings under the *Criminal Code* commence when the registrant is made aware that he or she has been charged with an offense under the *Criminal Code*.

We request that, along with notice of the proceedings, you provide a copy of the summons, release conditions and any other documents you receive or, at least, advise the Commission of the section of the *Criminal Code* under which you have been charged.

**(b) A conviction pursuant to the *Criminal Code* against the registrant.**

In the event you are convicted of an offence under the *Criminal Code*, you must notify the Commission. The notification should include the relevant section of the *Criminal Code* and copies of any relevant documents you may have.

We also suggest that you notify the Commission in the event the Crown stays the charge, the charge is dismissed or you are found not guilty of the charge.

**(c) The commencement of civil proceedings against the registrant with respect to:**

**(i) a trade in real estate;**

**(ii) fraud;**

**(iii) misrepresentation;**

**(iv) undue influence; or**

**(v) breach of trust;**

**and any settlement entered into by the registrant or judgment issued against the registrant as a result of those civil proceedings.**

For our purposes, civil proceedings commence when you are served with a copy of the plaintiff's Statement of Claim. The Statement of Claim should specify the plaintiff's grounds for his or her belief that you are liable for damages suffered by the plaintiff. If the plaintiff is basing the claim on any one of the five grounds listed above, you must notify the Commission, in writing, within five days of being served with the Statement of Claim. If you are not sure whether or not the claim against you involves one of the enumerated grounds, please contact legal counsel or the Compliance Department for guidance.

We request that you provide us with a copy of the Statement of Claim for our review.

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## NOTIFICATION REQUIREMENTS OF BYLAW 723 (*continued*)

We would like to remind you that the Bylaw also requires written notification of the disposition of a civil claim. If you enter into a settlement agreement or a judge determines liability and issues an order, you must notify the Commission in writing. We also suggest that you notify us in the event the Plaintiff decides to withdraw his or her claim against you.

If the civil proceedings involve a trade in real estate, do not forget to contact your errors and omissions insurance provider and notify them of the situation.

### **(d) A change in the registrant's name.**

Commission Bylaw 717 prohibits a registrant from trading in real estate under any name other than the name on his or her certificate of registration. If you change your name, you must notify the Commission and provide us with your new name so that your certificate of registration can be updated accordingly.

As this issue involves the Compliance and Registration departments of the Commission, written notification should be sent to [compliance@srec.ca](mailto:compliance@srec.ca) and to [registration@srec.ca](mailto:registration@srec.ca).

### **(e) The registrant, other than a broker or brokerage:**

- (i) becomes insolvent within the meaning of the *Bankruptcy and Insolvency Act (Canada)*;**
- (ii) makes an assignment or proposed assignment;**
- (iii) is the subject of a receiving order; or**
- (iv) makes a proposal pursuant to the *Bankruptcy and Insolvency Act (Canada)*.**

As the Commission's primary goal is public protection, any evidence of possible mismanagement of funds or increased risks to the security of trust funds must be reported to the Commission. This section applies where the registrant himself or herself is the subject of bankruptcy or insolvency proceedings.

We request that you provide a copy of any order, assignment or proposal you have made or received with respect to your insolvency.

The requirements for brokers and brokerages dealing with insolvency, assignments or receivership are set out in Bylaw 724.

### **(f) The registrant is subject to any proceedings pursuant to the *Winding-up Act (Canada)*.**

This event also relates to insolvency and liquidation, but it applies to corporations and governs the dissolution or restructuring of corporations that can no longer pay their debts. The legislation also places obligations on directors, officers and employees of companies. This section applies to all registrants, including brokers and brokerages.

We request that you provide us with copies of any orders you have received in connection with the winding-up process.

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**NOTIFICATION REQUIREMENTS OF BYLAW 723 (continued)****(g) The registrant is subject to any proceedings pursuant to the *Companies' Creditors Arrangement Act (Canada)*.**

This event also relates to financial insecurity, but it applies to a debtor company if the total of claims of the company's creditors is more than \$5,000,000 or any other prescribed amount. The legislation also places obligations on shareholders and directors of companies. This section applies to all registrants, including brokers and brokerages.

We request that you provide us with copies of any orders, arrangements, compromises or applications for the same you have made or received pursuant to the *Companies' Creditors Arrangement Act (Canada)*.

**(h) The registrant or any business the registrant owned or participated in as a director or officer is found in violation of any Act, regulations or bylaws which required a license.**

If you are licensed under any legislation, or are required to be licensed under any legislation but have not obtained a license, and are found in violation of any provision of that legislation, you must notify the Commission.

For example, if you carry on business in a municipality without obtaining a business license and are found in violation of the municipality's bylaws, you must notify the Commission.

**(i) The registrant or any business the registrant owned or participated in as a director or officer has been convicted of an offence (except minor traffic violations) under any law of any country, province or state.**

This section requires that notice be provided on conviction only, but we would appreciate being notified in the event you are charged with an offence under any law of any country, province or state.

This section states that you are not required to notify the Commission if you are convicted of a minor traffic violation. A "minor traffic violation" includes a parking ticket or speeding ticket. If you do not know if your conviction constitutes a "minor traffic violation", please contact the Compliance Department.

The Commission is aware that, while many of the events listed above are a matter of public record, they are often very sensitive matters for the registrants involved. Please be aware that the Commission does not make the information received pursuant to Bylaw 723 available to the public. Section 85 of *The Real Estate Act* prohibits an employee of the Commission from disclosing information received pursuant to the Act other than to an employee of a government or regulatory authority, a law enforcement agency or a real estate commission or its employees in another jurisdiction. Section 85 only permits the disclosure of information for the purpose of administering or enforcing an Act or law of Saskatchewan, Canada or another jurisdiction outside Canada unless, in the opinion of the superintendent of real estate or the Commission, it is in the public interest to authorize the publication of such information.

If something has happened and you are unsure whether or not it needs to be reported to the Commission, consult your broker and, if you are still unsure, contact the Compliance Department of the Commission.

## INVESTIGATION SUMMARIES

**FOR REGISTRANTS:** In order to maintain the professionalism of the industry, it's important for you to keep up-to-date on practice issues and disciplinary histories so you can continue to competently serve clients and customers.

**FOR STAKEHOLDERS AND CONSUMERS:** Everyone has the right to be aware of who has been disciplined in the real estate industry. It is important information to know, especially if you are looking to hire the services of a registrant (agent).

Full decisions can be found through our [website](#) (posted for three years) or on [CanLII](#) (posted indefinitely).

**[2022-18 Kevin Peter](#):** On April 3, 2023, Kevin Peter was issued an order of reprimand and a \$4,000 fine for breaching Commission Bylaw 706 by publicly discrediting a competitor.

**[2022-45 Heather Kehoe](#):** On April 24, 2023, Heather Kehoe was issued an order of reprimand and a \$1,500 fine for breaching Commission Bylaw 727 by advertising a property “for sale” or “sold” without authorization from the owner.

**[2021-66 Robert Lang](#):** On April 24, 2023, Robert Lang was issued an order of reprimand and a \$4,000 fine for breaching s. 8(4) of The Real Estate Regulations by failing to respond to requests made by a review officer by the date set out in the request.

**[2022-49 Josh Walchuk](#):** On May 8, 2023, Josh Walchuk was issued an order of reprimand and a \$3,000 fine for breaching Commission Bylaw 702.1 by engaging in conduct that was unprofessional in the course of his practice.

**QUESTIONS - Contact the Commission's Legal & Compliance Department:**

**[compliance@srec.ca](mailto:compliance@srec.ca)  
306.374.5233**

## REIX

**Regulation 18.1(2) states:**

*Every registrant shall maintain errors and omissions insurance in the minimum amount of \$1,000,000, with respect to a claim, by participating as a subscriber in the Real Estate Insurance Exchange in accordance with the terms and conditions of the Real Estate Exchange Agreement.*

The Real Estate Insurance Exchange (REIX) is a non-profit organization that provides mandatory, cost-effective errors and omissions insurance to real estate industry professionals in Alberta and Saskatchewan. Errors & Omissions Insurance premiums are paid by all Saskatchewan brokerages and registrants as part of your annual registration fees.

Check out the **[PUBLICATIONS](#)** tab on the Commission's website. In a joint effort to provide regular communication to all registrants, REIX is providing their newsletters and informational Blogs to the Commission to post.

**REIX Phone: 1.877.462.7349**



## EDUCATION

The Commission's mandatory education provider, the University of British Columbia's Sauder School of Business, Real Estate Division ([UBC Sauder](#)), provides all pre-registration courses as well as continuing professional development (CPD) courses. For education related questions, concerns or technical support contact UBC Sauder directly:

saskinfo@realestate.sauder.ubc.ca

1.888.776.7733



CPD was made available in January 2023. If you plan to renew your registration for the next fiscal year (July 1, 2023 – June 30, 2024), it is mandatory to complete one of the course options by May 31, 2023.

If you do not complete the course by the deadline and plan to renew your Certificate of Registration, you may request a 30-day extension from the Registrar of the Commission. All requests must be in writing and include a detailed explanation for why you were unable to complete the course in the allotted time.

**IF** an extension is granted, you will have until June 30 to successfully complete the CPD course and pay the \$300 extension fee. All requests are to be sent to [registration@srec.ca](mailto:registration@srec.ca) with *CPD Extension* as the subject line.

## QUESTIONS OR CONCERNS

### Contact Us

**Phone:** 1.306.374.5233

**Toll Free:** 1.877.700.5233

**Fax:** 1.306.373.2295

**E-Mail:** [info@srec.ca](mailto:info@srec.ca)

[www.srec.ca](http://www.srec.ca)

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## Commission Staff

**Lynnell Reid** - Administrative Assistant  
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**Bernie Weinbender** - Practice Advisor  
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## Commission Members

Cam Bristow, Saskatoon, elected  
Carla Browne, Saskatoon, appointed  
Tim Hammond, Biggar, elected  
Michael Hurman, Saskatoon, appointed  
Cliff Iverson, Chair, Regina, elected  
Alberta Mak, Battleford, elected  
Kayla McQueen, Saskatoon, elected  
Anne Parker, Regina, appointed  
Lori Patrick, Regina, elected  
Dean Staff, Saskatoon, appointed  
Bob Volk, Regina, appointed  
Vacant, Public Member