

# Strata Management Services Advisory Group

## Terms of Reference

### Purpose

The purpose of the Strata Management Services Advisory Group (SMSAG) is to support and enhance the Council's ability to regulate licensees and brokerages providing strata management services. The SMSAG serves in an advisory capacity, making recommendations on matters that impact consumers and industry members relating to strata management services.

The SMSAG brings together industry members, external stakeholders and professionals with relevant knowledge and expertise to:

- Provide feedback on, and ideas for, initiatives and measures to increase industry professionalism and compliance with the legislated requirements for licensees; and
- Advance consumer protection by bringing issues and concerns relating to practices in the strata management services sector to the Council's attention.

### Appointments

The Chair and members of the SMSAG may be appointed by the Council or by the Council Chair and the Vice-Chair for a term of up to two years.

### Chair

The Chair of the SMSAG, or his/her designate, will chair meetings of the SMSAG.

### Conduct of Meetings

Meetings are held at the call of the Chair, and are conducted in accordance with Council policies. Members are provided with a copy of the Council's *Guide for Advisory Group Members*.

### Accountability

Recommendations of the SMSAG are brought forward to the Council for review and approval.

### Authorities, Duties and Responsibilities

1. As requested by Council and outlined in the annual charges to the Advisory Group, the SMSAG will advise the Council on:
  - issues relating to strata management services;
  - issues relating to informing and educating licensees; and
  - other issues as requested by Council.

2. The SMSAG will advise Council of any issues of significant concern to the SMSAG and, if appropriate, will make recommendations on how those concerns may be addressed.

### **Member Conduct**

The Code of Conduct – Ethics and Professional Responsibilities as included in the Guide for Advisory Group Members apply to any members of the SMSAG. Members shall provide written acknowledgement that they have read, understand, and agree to be bound by the Code of Conduct and other applicable policies before assuming their duties as a member.

### **Members**

Tom Styffe	Member, Real Estate Council of BC
Tanya Millage	Managing broker, Ascent Real Estate Management Corp.
Adrienne Murray	Associate Counsel, Hammerberg Lawyers
Cory Pettersen	President, StrataWest Management Ltd.
Matt Wallin	Managing broker, CML Properties

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