

November 9, 2017

To: Ms. Ruth Chan Ng  
By: Email

Dear Ms. Ng,

RE: WITHDRAWAL APPLICATION APPROVED– s.54 REAL ESTATE ACT

On October 18, 2017, the Real Estate Council of Alberta approved your application to withdraw as an industry member under *Real Estate Act (Act)* s.54.

As a result of information received, an investigation under the *Act* was commenced. You were notified of the review. The issues being investigated were Ms. Ng's conduct as real estate associate broker while registered to Classic Property Management & Realty Ltd (Classic) given information obtained by RECA during a review of Classic property management records. The issues being investigated were:

- failure to be actively engaged in the management of the brokerage
- failure to ensure the business of the brokerage is carried out competently and in accordance with the legislation
- failure to ensure there is adequate level of supervision for associate brokers or associates and employees who perform duties on behalf of the brokerage
- failure to ensure that for all monies held in trust, the bank records are maintained in accordance with the legislation, and the law as it relates to trustees
- when receiving money in trust in respect of a trade in real estate, failure to ensure that the terms of the trust governing the use of the money are in writing and agreed to by the industry member and all other parties.

You applied to withdraw from the industry after the investigation was commenced for personal reasons. You denied any conduct of concern. The investigation was focused on the conduct of another person in the office as the one responsible.

A section 54 application being granted does not depend on any finding of conduct deserving of sanction and in no way suggests the applicant is involved in any wrong doing. No finding of conduct deserving of sanction has been made.

Under the Act, the approved withdrawal application results in conduct proceedings discontinuance and your lifetime prohibition as an industry member.

If you have questions, please contact Charles Stevenson, Director of Professional Standards.

Yours truly,

*Robyn Moser, Chair,*  
Special Meeting of the Real Estate Council of Alberta