

October 15, 2014

To: Melanie Remillard

RE: WITHDRAWAL APPLICATION – s.54 REAL ESTATE ACT

Please be advised that on October 15, 2014, your application to withdraw from industry membership, pursuant to s.54 of the *Real Estate Act* was approved by the Real Estate Council of Alberta.

At the time of your application, you were the subject of conduct proceedings to determine whether or not you:

- Failed to notify the Executive Director in writing of a change in the directors, officers or shareholders of a corporation;
- Made representations or carried on conduct that is reckless or intentional and that misleads or deceives any person or is likely to do so;
- Failed to be actively engaged in the management of the real estate brokerage with which you were registered as broker;
- Failed to ensure the business of the brokerage was carried out competently and in accordance with the Act, Regulations, Rules and Bylaws;
- Failed to ensure that all monies held in trust and bank records were maintained in accordance with the Act, Regulations, Rules, Bylaws and the law as it relates to trustees;
- Failed to prepare monthly bank reconciliations for all accounts in which money is held in trust;
- Failed to notify the Executive Director in writing of the existence of a trust shortage and what steps were being taken to determine the amount of the shortage;
- Paid the brokerage's personal or general office expenses, commission or other remuneration payable to the brokerage's own authorized officials, brokers or associates out of an account in which money is held in trust;

At the time of the withdrawal application approval, there had been no disciplinary hearing, admissions or findings of fact.

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By virtue of operation of Part Three of the *Real Estate Act*, conduct proceedings have been discontinued. As you are aware, this approval of your application results in your lifetime ban from industry membership.

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

Yours truly,

Bill Buterman
Chair, Special Meeting of the Real Estate Council of Alberta