

THE REAL ESTATE COUNCIL OF ALBERTA

Case Number: 012077
Name on Licence: Shawn David Stillman
Licence Type & Class: Mortgage Broker
Brokerage Name on Licence: Mortgage Outlet Inc. O/A Sigma Mortgage
Process: Section 39 of the Real Estate Act

Document: LETTER OF REPRIMAND

TO: Shawn David Stillman

The Registrar of the Real Estate Council of Alberta (RECA) has determined there is sufficient evidence you have contravened **section 32(g) of the *Real Estate Act Rules*** and this is conduct deserving of sanction.

Rule 32 – *A brokerage must immediately notify the registrar in writing of:*

(g) a change in the directors, officers or shareholders of a corporation if the company is a corporation.

Particulars of the contravention(s):

1. In or around February 2020, you failed to notify the registrar of changes to the structure of brokerage directors and shareholders, contrary to section 32(g) of the *Real Estate Act Rules*:
 - a) On or around January 2021, there was a change of brokerage directors and shareholders for Mortgage Outlet Inc. You were the broker at the time and were responsible for ensuring the brokerage met its notification obligations.
 - b) The registrar was not notified until August 31, 2021. You failed to immediately notify RECA of this change.

Changes to directors or shareholders of a brokerage require immediate notification to the registrar in writing. Immediately is defined as "without delay," and in the absence of extraordinary circumstances, written notification to the registrar should occur no more than five business days after the event in question.

The Registrar will issue a more severe sanction for further similar instances of this conduct.

Appeal

You have the right to appeal this Letter of Reprimand to a Hearing Panel under **section 40.1(2) of the *Real Estate Act***. Please refer to Guides on RECA's website for more information on the appeal process.

In an appeal you will be given a full opportunity consistent with procedural fairness and natural justice to present evidence before the Hearing Panel in relation to the contraventions alleged.

Your written notice of appeal must be received by the Registrar **within 30 days** of you receiving this Letter of Reprimand. If you have any questions regarding particulars or the appeal process, please contact:

Name: [C.S], Professional Conduct Review Officer
Email: [EMAIL]
Phone: 403.228.2954; Toll Free: 1.888.425.2754
Fax: 403.228.3065
Address: Real Estate Council of Alberta
Suite 202, 1506 11 Avenue SW
Calgary, Alberta, T3C 0M9

Issued at Calgary, Alberta, on November 15, 2021.

"Signature"

Charles Stevenson, Registrar
Real Estate Council of Alberta