

BY-LAW 3: EXECUTION OF DOCUMENTS

Approved by Council: February 24, 2001

Amended: September 24, 2009, September 17, 2015, June 19, 2019 (came into effect September 13, 2019), November 23, 2023 (came into effect February 23, 2024)

- 3.1 Unless otherwise provided by law or the by-laws, a document that has financial implications for CCO shall be signed by: the registrar or the deputy registrar and one of the president, vice-president or treasurer; and a document that does not have financial implications for CCO may be signed by the registrar or the deputy registrar, or someone authorized by either of them.
- 3.2 Notwithstanding any provision to the contrary contained in the by-laws of CCO, Council may, at any time, by resolution, direct the manner in which, and the person or persons by whom, any instrument in writing or class of instruments in writing made on behalf of CCO may or shall be executed.
- 3.3 A person who may sign a document may impress the seal of CCO upon the document if the seal is required and if the document has been signed as required by the by-laws.
- 3.4 Minutes of Council meetings shall be signed by any two of the president, vice-president, treasurer or registrar.
- 3.5 Proposed regulations shall be signed by the registrar and one of the president, vice-president or treasurer.
- 3.6 Decisions made by the panel of the Discipline Committee and/or the Fitness to Practise Committee of CCO shall be signed by all members participating in the decision.
- 3.7 Documents of a committee, such as a notice of a summons, shall be signed by a representative of the committee.