

ONCA | CORPORATE REGISTERS

The *Ontario Not-for-Profit Corporations Act, 2010* (ONCA) came into force on October 19, 2021 with supporting Regulations. The ONCA and its Regulations set out corporate registers required to be kept by each Ontario not-for-profit Corporation. Use this guide to support your organization in reviewing and updating your corporate registers.

DIRECTORS

- ✓ Name of every current Director & date on which they became a Director
- ✓ Name of every former Director who ceased to be a Director within the preceding 6 years, and the dates on which they became and ceased to be a Director
- ✓ Residential address or address for service for every current Director (including municipality, street/number, postal code)
- ✓ Email address for every current Director who has consented to accepting information/documents by electronic means

OFFICERS

- ✓ Name of every current Officer & date on which they became an Officer
- ✓ Name of every former Officer who ceased to be an Officer within the preceding 6 years, and the dates on which they became and ceased to be an Officer
- ✓ Residential address or address for service for every current Officer (including municipality, street/number, postal code)
- ✓ Email address for every current Officer who has consented to accepting information/documents by electronic means

MEMBERS

- ✓ Name of every current Member & date on which they became a Member
- ✓ Name of every former Member who ceased to be a Member within the preceding 6 years, and the dates on which they became and ceased to be a Member
- ✓ Residential address, business address or address for service for every current Member (including municipality, street/number, postal code)
- ✓ Email address for every current Member who has consented to accepting information/documents by electronic means
- ✓ If there is more than one class or group of Members, the class or group of membership for each Member

OWNERSHIP IN LAND

- ✓ Identify each property
- ✓ Show the date the Corporation acquired the property, and date of disposition (if applicable)
- ✓ Include copy of any deeds, transfers or similar documents with respect to each property, containing:
 - ✓ Municipal address (if any)
 - ✓ Registry or land titles division and property identifier number (PIN)
 - ✓ Legal description
 - ✓ Assessment roll number (if any)



For assistance with ONCA transition please contact:

Karima Kanani | Partner

416.595.7908 | kkanani@millerthomson.com