



**College of Massage Therapists of Ontario  
By-Law No. 12**

**Professional Corporations**

**Interpretation**

**1. Singular and Plural / Masculine and Feminine**

In these and all by-laws of the College, the singular shall include the plural, the plural shall include the singular, the masculine shall include the feminine and the feminine shall include the masculine.

**2. Consistency with the *Regulated Health Professions Act, 1991 (RHPA, 1991)* and the *Massage Therapy Act, 1991***

All provisions of these and all by-laws of the College shall be interpreted in a manner consistent with the *RHPA, 1991* and the *Massage Therapy Act, 1991* and where any inconsistency is found to exist, the inconsistent provision shall, where practical, be severed from the by-law.

**3. Calculating Time**

A reference to the number of days between two events means calendar days and excludes the day on which the first event happens and includes the day on which the second event happens.

**4. Statutory Holidays**

A time limit that would otherwise expire on a statutory holiday or a weekend is extended to include the next day that is not a statutory holiday or a weekend.

## Definitions

1. In this By-Law, unless otherwise defined or required by the context,

- (A) "**Act**" means the *Massage Therapy Act, 1991*, and includes the regulations made under it;
- (B) "**Appointed Council Member**" means a person appointed to Council by the Lieutenant Governor in Council;
- (C) "**By-laws**" means all by-laws of the College;
- (D) "**Code**" means the *Health Professions Procedural Code*, which is Schedule 2 of the *Regulated Health Professions Act, 1991*;
- (E) "**College**" means the College of Massage Therapists of Ontario (CMTO);
- (F) "**Council**" means the Council established under section 5 of the *Massage Therapy Act, 1991*;
- (G) "**Council Member**" means an Elected Council Member and/or Appointed Council Member;
- (H) "**Elected Council Member**" means a registrant of the College elected to Council in accordance with these by-laws, and includes an Academic Council Member;
- (I) "**Professional Corporation**" means a corporation that holds a certificate of authorization issued by the College;
- (J) "**Registrant**" means a person or health profession corporation registered with the College;
- (K) "**Registrar**" means the Registrar and Chief Executive Officer of the College, or in the case of the absence or inability of the Registrar, the Deputy Registrar of the College and/or includes a person appointed as Interim Registrar by the Council;
- (L) "**RHPA**" means the *Regulated Health Professions Act, 1991*, including its associated regulations and the *Code*;
- (M) "**Professional Corporation**" means the incorporated business of an individual or group of Massage Therapists providing Massage Therapy services.

Any term not defined in this By-Law shall have the meaning provided to it in the *RHPA, 1991* or the *Massage Therapy Act, 1991*.

## **Professional Corporation Obligations to Provide Information**

2. Every registrant shall, for every professional corporation of which the registrant is a shareholder, provide in writing the following information on the application and annual renewal forms for a certificate of authorization, within 30 days of a written request of the Registrar, and within 30 days of any change in the information occurring:
  - (A) The name of the professional corporation as registered with the Ministry of Government and Consumer Services;
  - (B) Any business names used by the professional corporation;
  - (C) The name, as set out in the register, and registration number of each shareholder of the professional corporation;
  - (D) The name, as set out in the register, of each officer and director of the professional corporation, and the title or office held by each officer and director;
  - (E) The principal practice address, telephone number, facsimile number and email address of the professional corporation;
  - (F) The address and telephone number of all other locations, other than residences of clients, at which the professional services offered by the professional corporation are provided; and
  - (G) A brief description of the professional activities carried out by the professional corporation.

## **Fees**

3. The following fees will be the amounts specified in By-Law No. 7:
  - (A) Application for certificate of authorization, including a reinstatement of a certificate of authorization, for a professional corporation;
  - (B) Annual renewal of a certificate of authorization;
  - (C) An administrative fee for each notice sent by the Registrar, due within 30 days of the notice being sent to a professional corporation or a member listed in the College's records as a shareholder in a professional corporation, for failure of the corporation or the member to renew the certificate of authorization on time; and
  - (D) Issuing a document or certificate respecting a professional corporation, other than the first certificate of authorization or the annual renewal of a certificate of authorization.

## **Administration**

4. This By-Law is to be administered by the Registrar.
5. This By-Law comes into force on the date enacted.

Enacted June 24, 2002  
Amended May 2015