

**CANON 48**  
**THE REGISTRAR**

**1. Office**

There shall be a Registrar of the Diocese who shall be appointed by the Bishop and who shall hold office during the Bishop's pleasure.

**2. Qualifications**

The Registrar shall be a member of the Bar of the Province of Ontario of at least 10 years standing and shall be a member in full Communion of the Church of the Diocese.

**3. Duties**

It shall be the duty of the Registrar to see that the following records are kept at the Offices of the Synod.

- (a) Such official acts of the Bishop or of the Synod as require record or registration.
- (b) A list of the Clergy of the Diocese from time to time, with their academic standing and the respective duties of their admission as deacons and priests, and of their licences on admission to the Diocese, and a record of the different parishes, missions, or stations in which they have served or of any Diocesan position which they have filled.
- (c) The election or appointment of clergy or laity to any office of the Diocese.
- (d) All letters of orders, licences, institution, induction and other official instruments issued by the Bishop from time to time.
- (e) A record of consecration of churches, and burial grounds and of the revocation of the Sentence of Consecration.
- (f) A record of all churches, church buildings and memorials dedicated by the Bishop.
- (g) The Registrar shall record the election, confirmation, consecration and installation of the Bishops of the Diocese and shall provide that such records be counter-signed by the responsible witnesses, who have themselves been present at such ceremonies.

**4. Death or Retirement of the Bishop**

On the death or retirement of the Bishop of the Diocese, the Registrar shall tender a resignation of office to the Bishop's successor in the See.

**5. Deemed Resignation of Office**

Upon the:

- a. Resignation, personally or by their attorney, in writing, to the Bishop, or
  - b. Declaration that the Registrar be mentally incapable to manage their property or personal care by an Ontario Superior Court,
- the Registrar shall be deemed to have resigned the office of Registrar.