

*Ontario*

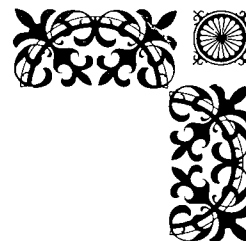
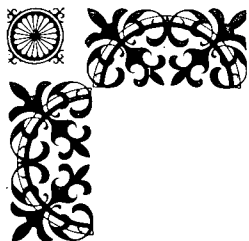


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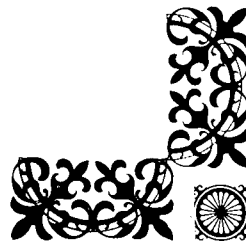
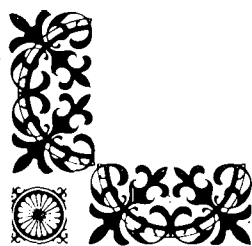
*Branch*

# NEWSLETTER

**CANADIAN INSTITUTE  
of  
PUBLIC HEALTH INSPECTORS**



# SEASONS GREETINGS



November 1975 December

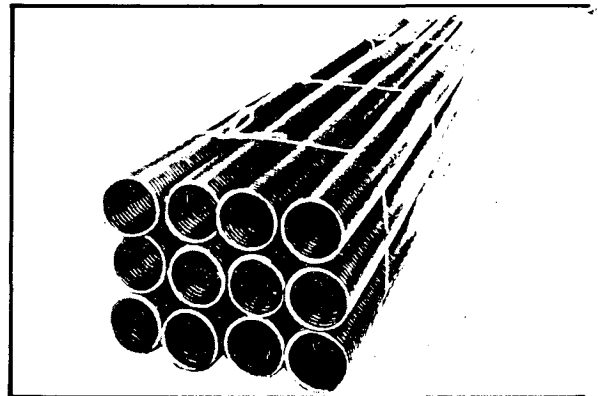


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# PRESIDENT'S

## MESSAGE

This is my first contribution to the Newsletter as President and I hope in future to use the opportunity to keep all of you up to date on what is happening in the Branch Committee.

I am happy to report that the 1976 Branch Conference will be held in London and plans are well under way - many thanks to Bill Wright and his committee.

Brian Hatton is endeavouring to produce a salary survey despite the "postal problem". With Brian doing the work we should have information about 1975 salaries and fringe benefits available early in 1976. - Just in time for negotiations!

Co-Chairmen Ron deBurger and Don Porter (Education Committee) are spending a lot of hours organizing courses for 1976. We hope to change the times for these courses to fit better with quieter periods in health units - you will hear more about this very soon.

Past President Gerry has now taken over the Licence/Registration Committee. Gerry worked on this Committee with me last year and is very familiar with all aspects. In 1976 we hope to arrive at concrete conclusions.

This is the Season for Good Wishes. To all of the membership, Merry Christmas and best of everything for the New Year.

Phil Barton  
President.

### NOTE FROM THE SECRETARY-TREASURER

Compliments of the Season and all the best for 1976.

Jan Machin

P. S. Anyone who has not paid his dues for 1975 - how about forwarding them to me at your earliest possible convenience?

# CONTENTS

This Issue Includes:

President's Message  
Ontario Branch Executive  
Editor's Spot  
Minutes of Annual Conference Meetings

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Changed Your Address Lately?  
Let Us Know



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## ONTARIO BRANCH EXECUTIVE

### PRESIDENT

Philip Barton  
342 Clifton Road  
Ottawa, Ontario

### IMMED. PAST PRES.

Gerald Skipwith  
11 North St.,  
Barrie, Ontario

### SEC.-TREAS.

Janis Machin  
Box 5355, Station F  
Ottawa, Ontario

### COUNCILLORS--1975-1976

Ray Banach  
3 Palmer St.  
North Bay

Ron DeBurger  
1054 Wildwood Drive  
Newmarket

Ron Furlani  
Box 272  
North Bay

Mike Gravel  
Peterborough  
Ontario

Bill Wright  
599½ Regent St.  
London

### COUNCILLORS--1976-1977

Bill Beckett  
63 Kerr Drive  
Sault Ste. Marie

Jim Cave  
Toronto  
Ontario

Brian Hatton  
Sudbury  
Ontario

Don Porter  
Toronto  
Ontario

Rob Nickol  
Newsletter Editor  
107 Colborne St. W.  
Apt. 601  
Lindsay, Ontario



# EDITOR'S "SPOT"

It's been a good full, and very hard year for all Public Health Inspectors in Ontario. The biggest problem to cope with has been to re-adjust to the private sewage disposal program as a matter of local autonomy. However a year has past and we have all survived. My personal thanks to the Ministry of the Environment for being honest, above board and more than willing to help in various matters surrounding the interpretation of Part VII of the Act.

For most of us wages have escalated beyond even the most optimistic expectations within this year. Have we caught up to a monster that will attempt to destroy us in 1976?

In view of the rising cost of production, your council has attempted to keep these costs down in the production of the newsletter. Therefore we have removed all pictures and are using Xerox pages between covers. I expect costs to be half what it would be for a similar issue printed by offset methods.

My printer missed the 's on season's greetings but it still says what I mean, "Season's Greetings and the best for '76."

John H. Cox  
Public Health Inspector  
100 King St. W.  
Toronto, Ont. M5X 1C4

Public Health Inspector  
100 King St. W.  
Toronto, Ont. M5X 1C4

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

Ontario Branch Pre-Conference Committee Meeting

September 23, 1975

The meeting was held at the Talisman Motor Inn, Ottawa and began at 2:30 p.m. in the Board Room.

PRESENT: G. Skipwith, J. Watt, R. Chartrand, P. Barton, R. deBurger, R. Furlani, W. Beckett, W. Wright. By Invitation: G. Anderson.

The Committee was advised that R. MacGrain had died approximately 2 weeks ago. It was suggested that G. Skipwith send a letter of sympathy on behalf of the Institute.

The minutes of the September 6, 1975 meeting were read.

Motion: W. Beckett, W. Wright

That the minutes of the Ontario Branch Committee Meeting of September 6, 1975 be accepted as read. CARRIED.

President's Report and Secretary-Treasurer's Report

The above reports were presented to the Committee.

Motion: J. Watt, P. Barton

That the Secretary-Treasurer's and President's Reports be approved for submission to the Annual Meeting. CARRIED

Committee Reports

These reports were briefly discussed.

Motion: W. Wright, R. deBurger

That committee reports be endorsed for presentation to the Annual Meeting. CARRIED

Scrutineers

The following were appointed as scrutineers: G. Anderson, Cameron Glen, Paul White.

Resolutions Committee

The following were appointed: William Straughan, Jack Park.

Rules of Order Chairman

Ray Gibbon was appointed.

Motion: R. deBurger, W. Wright

That the expenses incurred with this meeting be paid when funds are available. CARRIED

Motion: R. deBurger, R. Furlani

That we do now adjourn. CARRIED

36th Annual Meeting

September 24, 1975

President G. Skipwith welcomed everyone to the Conference.

Role Call: G. Skipwith, J. Watt, R. Chartrand, R. Banach, R. deBurger, R. Furlani, W. Wright, P. Barton, W. Beckett.

Announcements

A minute of silence for Public Health Inspectors who have died since the last annual meeting. R. MacGrain, Emile Lapointe, R. Ford.

The Ballot Box would be made available during each day of the Conference and would be closed as of 10:00 a.m., Friday, September 26, 1975.

Scrutineers: G. Anderson, Chairman; Paul White and Cameron Glen.

Resolutions Committee: J. Park and Wm. Straughan.

Rules of Order Chairman: Ray Gibbon.

MINUTES OF THE 1974 CONFERENCE

Motion: R. deBurger, T. Whiteside  
That the minutes of the last Annual Meeting be adopted as circulated.  
CARRIED

ITEMS ARISING FROM THE MINUTES

- Resolution #1 - Copies of all reports have been made available to all in attendance.
- Resolution #2 - This resolution will be brought forward at this meeting by the Resolutions Committee.
- Resolution #3 - The Hospital Accreditation Board has replied to our letter and will be reviewing the matter at a future time. The file will be brought forward in February 1976 for a follow-up letter to be written if no answer has been received by then.
- Resolution #4 - Peter Wilmott, Consultant for the Ministry of Health advises as follows:  
Dr. Willoughby, Director of Laboratory Services suggests:  
A) That those regions experiencing difficulties should look at bus or courier services for transportation improvements.  
B) That field equipment be considered for the testing of water other than drinking water since the latter will be accepted if submitted by mail. Twenty four hours is considered the limit between sampling and analysis for bathing beach samples. If anyone wishes to investigate the aspect of purchasing equipment, they can discuss this with Dr. Shimens at 248-3166.

The Consultant further advises that the Ministry will be pleased to discuss individual problems. Those experiencing difficulties should contact their Regional Consultant and make him aware of what has been done up to now to try to resolve the problem.

J. Watt spoke from the floor. He stated that the above recommendations are unsatisfactory and that the Committee should follow-up on this matter.

PRESIDENT'S REPORT

It is with pleasure that I present this report to the membership of the Ontario Branch, Canadian Institute of Public Health Inspectors.

It has been a very interesting year, but one that has required deep involvement by your Committee.

An Advisory Committee to the Ministry of Health was established this year and two reports were submitted by the Chairman, Mr. W. Wright.

Mr. P. Barton had been appointed to the Ministry of the Environment Advisory Committee respecting Section VII of the Environmental Protection Act. We are fortunate that Mr. Barton's expenses are being assumed by the Ministry of the Environment as there has been numerous meetings in Toronto.

Efforts to increase our membership have proven fruitful, as our Membership is now in excess of 350 members, the highest in the history of our Branch.

The Committee has answered all enquiries from Area Meetings and individual Inspectors as quickly as possible.

Also, the number of telephone calls I received from Inspectors across the Province increased triple fold this last year. I found this very beneficial for two reasons, firstly I was able to understand the situation much more clearly as well as provide a speedier response, and secondly I found that I was in a better position to know what was going on in the Province.

The Committee held one meeting in Hamilton, which we felt was very worthwhile.

I attended the National Conference in Granby, Quebec in July. The turnout of delegates from Ontario was approximately 25 members. The Committee was disappointed with the efforts of the National Executive and did cause concern to us during the year. I am satisfied that much of the problem was lack of money to carry out what they wanted and not level of initiative on the part of the Executive. The Quebec Branch will be making a proposal to National on how to increase their funds and hopefully this will solve their problem.

Licensing/Registration still remains a priority with the Committee, but unfortunately it is a very slow process with a host of different types of obstacles that must be overcome. We are now working with the Ministry of Health in an effort to reach the most practical method of encompassing our reasons for licensing/registration.

Word has been received from our Lawyer, stating the Ontario Branch will be incorporated within the next couple of weeks.

My term as President is over at this Conference and looking back over the two years, there are two comments that I would like to make to the next Branch Committee.

Firstly, I feel the Branch Committee should look at the possibility of increasing funds to the Branch as work on the Branch will be affected unless some means of maintaining adequate funds for expenses are found.

Secondly, consideration should be given to investigate the employment of a permanent part-time Secretary-Treasurer for the Ontario Branch. The amount of work that is

required in this position has become too demanding to expect an individual to do it properly on a volunteer basis. It may be possible to tie this position in with our Newsletter.

I would like to express my appreciation to the members of this Committee, fellow colleagues and my wife for their effort and assistance they have given me. It was very much appreciated.

All of which is respectfully submitted,

Gerald Skipwith

SECRETARY-TREASURER'S REPORT

The membership of the Ontario Branch, Canadian Institute of Public Health Inspectors stands at 371 active members, 5 retired members, 7 life members, 5 honorary members and 4 student members.

Thirty nine members have not paid their 1975 dues. A dues notice was sent to 96 members in May. The present count shows a good response for this time of the year. Hopefully by the end of the year, all 39 will have paid to maintain the impressive total count of 392. Our membership chairman has set his objective at 400. This could very well be achieved especially if everyone here at the Conference lends a helping hand.

Of the 150 past members who were invited to re-instate at the special rate, a total of 36 have now joined.

FINANCIAL STATEMENT (as attached)

Our newsletter editor, Mr. Rob Nickol has suggested that we increase the advertisement fees to reduce the expense of the Newsletter. I hope the Committee will give him approval to proceed in this matter.

Our Bank Account is overdrawn but this situation should soon be rectified once we receive the following:

- 1) Refund from the Ministry of the Environment for expenses incurred to attend Advisory Committee Meetings.
- 2) The finalized statement of the Education Committee.
- 3) The finalized statement of this Annual Conference.

COMMENTS

My two year term as Secretary-Treasurer has now terminated. I have enjoyed taking part in Institute affairs. I complained a lot about the amount of work involved but if I could see some spare time in the following years I would certainly continue to assist the Committee for a few more years. The experience one receives is valuable for our day to day work and I strongly recommend to each member that you give it a try in the years to come. I hope to have my name on the Ballot again in the not too distant future.

I personally thank Gerry Skipwith for all the assistance he gave me and I also wish to thank each Councillor for their contribution to Institute matters.

Respectfully submitted,

R. G. Chartrand, C.P.H.I.(C)

FINANCIAL STATEMENT

January 1st to September 16th, 1975

January 1, 1975	Balance Forward	-25.44
	Petty Cash Fund, Newsletter	75.00
	Petty Cash Fund, Conference	100.00
	Petty Cash Fund, Education	50.00

REVENUE

Membership Dues	6986.15	
Education (Account not finalized)	240.00	
Newsletter	75.00	
Miscellaneous - Term deposits	3006.04	
- Refund, National Meeting Exp.	99.00	
Interest	61.56	
Conference	1862.19	<u>12329.94</u>
		12529.50

EXPENDITURES

Secretary-Treasurer's Expenses	1080.17	
National Dues	3226.00	
Newsletter Expenses	1120.62	
Committee Meeting Expenses	1732.59	
Education (Account not finalized)	379.31	
Committees: Salary & Calendars	230.34	
Advisory-Ministry of Environment	166.70	
Advisory-Ministry of Health	6.25	
Membership/Area Meetings	39.60	
Licencing/Registration	98.30	
Petty Cash Fund - Education	50.00	
President's Expenses	45.12	
Dues Refund	26.00	
Miscellaneous - Payment of Demand Loan	1522.39	
National Meetings	981.00	
Awards - Ryerson	100.00	
Investment	1500.00	
Bank Charges	78.72	
Petty Cash Fund - Newsletter	75.00	
Historian Expenses	26.74	<u>12484.85</u>
Cash in Bank		-180.35
Petty Cash Fund - Newsletter		75.00
Petty Cash Fund - Conference		100.00
Petty Cash Fund - Education		<u>50.00</u>

BALANCE (Cash on hand and in Bank, September 16, 1975) 44.65

LIABILITIES National Dues - 524.00

INVESTMENTS Canada Savings Bonds 1500.00

Motion - P. Barton, R. Frattini  
That the President's report be accepted as circulated. CARRIED

Motion: W. Wright, Henry Rood  
That the report of the Secretary-Treasurer be accepted as circulated.  
CARRIED

NEW BUSINESS

Wm. Straughan commented on the need for an increase in dues and asked that the new Committee request higher dues to be paid by the membership.

Ron Furlani and John Robson supported this recommendation.

Ron deBurger suggested that a special levy may have to be used since a dues increase has to be approved nationally. More discussion followed and it seemed that most attendants agreed to the levy method until such time as an increase has been approved at the National level.

Motion: W. Blackstock, W. Straughan  
That additional money be provided to ensure that Institute matters are dealt with adequately.

Suggested by G. Anderson that the motion be tabled and that the matter be brought forward in the form of a resolution at this meeting. AGREED

COMMITTEE REPORTS

1) Salary, Calendar, Nominations and By-Laws

In the absence of the Chairman of the Committee, M. Lowry, G. Skipwith reported verbally stating that the annual calendar was distributed and that salary revisions as received by the Committee had been provided to the membership for their information.

2) Membership and Area Meetings

The report was presented by Committee Chairman R. Furlani and is attached as appendix 'A'.

Motion: P. Barton, R. Frattini  
That the report of the Committee on Membership and Area Meetings be accepted as circulated as appendix 'A'. CARRIED

Motion: J. McCaul, G. Anderson  
That the recommendations made in the Membership/Area Meetings Report be approved. CARRIED

G. Anderson suggested that the Committee contact the Western Region members to encourage Area Meetings.

3) Registration/Licencing Committee

The report was presented by Committee Chairman P. Barton and is attached as appendix 'B'.

Motion: R. deBurger, E. Whiteside  
That the report of the Licencing/Registration Committee be adopted as circulated as appendix 'B'. CARRIED

Conference Report

Chairman P. Barton provided the following information on Registrations: 65 single, 34 double, 33 single day, for a total registration of 132.

Resolutions Committee

Resolution #1

WHEREAS Local health agencies are required to administer Part VII of the Environmental Protection Act and Regulation 229,

THEREFORE BE IT RESOLVED that the Ontario Branch of the Canadian Institute of Public Health Inspectors request the Ontario Government to transfer the authority contained in the above-mentioned legislation as it pertains to private sewage disposal systems to the Medical Officer of Health by means of appropriate amendments to the Public Health Act.

RECOMMENDATION of the Resolutions Committee

"That this resolution be further tabled until the 1976 Conference."

Motion: J. Watt, R. Chartrand

That the resolution be further tabled until the 1976 Conference.

CARRIED

Resolution #2

WHEREAS a new Secretary-Treasurer has been elected at this 1975 Conference,

THEREFORE BE IT RESOLVED that the location of the Secretary-Treasurer's office be changed from Lindsay, Ontario to Ottawa, Ontario, and that the Ontario Branch bank account be transferred from the Royal Bank, Lindsay, Ontario to the Toronto-Dominion Bank in Ottawa, Ontario, and that forthwith signing authority for Ontario Branch financial business be vested in Mr. Philip Barton of Ottawa and Miss Janis Machin of Ottawa.

Motion: H. Rood, R. Moir

Resolution #3

WHEREAS job descriptions for Public Health Inspectors as used by local health agencies are not consistent and may work to the detriment of the Public Health Inspector in employer-employee relations and,

WHEREAS there presently exists Terms of Reference for job descriptions which have been approved by the Ministry of Health,

THEREFORE BE IT RESOLVED that the Branch executive review these guidelines with the Ministry of Health and recommend their adoption by all local health agencies.

Motion: S. Scarterfield, R. Koski

That the Branch Committee study the Ministry job descriptions and bring forth their recommendations for adoption by the membership. CARRIED

Resolution #4

WHEREAS Mrs. Bernice Lychowyd has contributed greatly to the interests of the Ontario Branch of the Canadian Institute Of Public Health Inspectors in assisting Larry Lychowyd perform the function of Branch Historian,

THEREFORE BE IT RESOLVED that this Annual Conference publicly commends Mrs. Bernice Lychowyd for a job well done over a number of years and, further, that the Branch Committee offer a suitable token of our appreciation to Mrs. Lychowyd.

Motion: R. deBurger, J. Watt

Resolution #5

WHEREAS the Secretary-Treasurer's report for the 1975 Conference clearly indicates an insufficient level of income to adequately carry on Branch business throughout the year,

THEREFORE BE IT RESOLVED that a single special levy of five dollars be assessed each member of the Ontario Branch and that the Secretary-Treasurer be hereby authorized to make such assessment.

Motion: J. McCaul , J. Carruthers

Motion: R. Moir, S. Scarterfield

That the resolution be amended to state that the Branch Committee be allowed to assess the amount of levy required to pay legal and other fees. CARRIED

Bids for 1976 Conference

No bids were made from the floor. President G. Skipwith asked the attendants to give this some thought on their return home and to notify him immediately if a positive decision is made.

Motion: J. Robson, J. McCaul

That a letter of appreciation be sent to the Conference Committee, to speakers and lecturers and to all advertisers. CARRIED

It was suggested by Ivan Boyko that public health students be hired by Health Units before the hiring of other persons with less public health training and that this matter be studied by the Committee.

Scrutineer's Report

President - P. Barton  
Past President - G. Skipwith  
Secretary-Treasurer - J. Machin  
Councillors (75/77) - W. Beckett, J. Cave, B. Hatton, D. Porter  
Total Number of Ballots - 163

Motion: G. Anderson, R. deBurger

That the ballots be destroyed, CARRIED

G. Skipwith turned over the gavel to P. Barton. In his closing remarks, he thanked the membership for giving him the opportunity to serve them.

Motion: J. Park, S. Scarterfield

That the 36th Annual Conference/Meeting be adjourned. CARRIED

APPENDIX 'B'

REPORT OF THE COMMITTEE TO INVESTIGATE LICENCING/REGISTRATION

In August of 1974, copies of a Draft Act dealing with Licencing/Registration were presented to the Minister of Health, the Honourable Frank Miller, for review and comment. At approximately the same time discussions relating to licencing/registration took place with officials of the Ontario Ministry of the Environment.

In September 1974, at the Annual Meeting in Barrie, a Report was submitted including a copy of the Draft Act. After considerable discussion it was agreed that copies of the Draft Act would be distributed to the membership for comment after discussions with the Ministry of Health were completed and their comment obtained. These discussions continue.

In the Fall of 1974, your Committee met with Mr. Gordon Walker, M.P.P., Parliamentary Secretary to the Honourable Frank Miller and G. K. Martin, M.D., Executive Director, Community Services, Health Division. At this meeting the Committee's objectives were put forward and considerable discussions took place regarding the Draft Act. Mr. Walker closed the meeting by requesting that Dr. Martin continue discussions with us. Discussions did continue until on March 6, 1975, a letter was received from Dr. Martin enclosing a Memorandum from David Bernstein, Q.C., Ontario Ministry of Health, to Dr. Martin. Pertinent comment in this Memorandum is reproduced as follows:

## APPENDIX 'A'

### MEMBERSHIP AND AREA MEETINGS REPORT

Membership in the Ontario Branch as of August 31, 1975 stands at 368 active, 5 retired, 7 life, 5 honorary and 4 student members.

The Ontario Branch Committee decided that for this year only we would offer membership to past members on the basis of the 1975 dues of \$20.00 plus the National share only of the dues in arrears in an effort to increase the membership. Accordingly, letters of invitation to re-instate past members and the public health inspectors working in the Province who had never before been members were sent out. The results of this endeavour were approximately 38 re-instatements and 40 new members.

Although membership has increased by approximately 50 from the date of the Conference in Barrie in 1974, there is potentially in excess of 500 inspectors working within the Province and presumably with the help of all active members, the membership for 1976 will go well beyond the 400 mark.

Area meetings were held in Central, Ottawa, Kingston and the North Bay regions and minutes forwarded to the Chairman of Area Meetings. However, as of this date, no minutes have been received for the London, Hamilton, and Thunder Bay regions. All regions did not hold meetings and the names of the Chairman and Secretary were not available to this Committee.

In his letter of March 6, 1975, Dr. Martin did request that we meet with him again to review Mr. Bernstein's Memorandum. President Skipwith met with Dr. Martin on August 7, 1975, and it was agreed that Institute objectives might be fulfilled by amendments to Ontario Regulation 717 (now O.R. 126). Doctor Martin appointed Dr. Robert Walker to explore this possibility with us.

Your Committee and President Skipwith met with Dr. Walker on September 16, 1975, and our objectives were reviewed.

COMMITTEE RECOMMENDATIONS

~~That discussions now take place~~ between your Committee and the Institute's legal representative to determine if Institute objectives can be met by revisions to Ontario Regulation 126. Dependent upon these discussions, a draft revised regulation be prepared.

All of which is respectfully submitted,

P. D. Barton, Chairman  
Licencing/Registration Committee

Public Health Inspectors conducted a seminar entitled "Housing - Health & Safety" at the Ryerson Polytechnical Institute in Toronto. The theme of this seminar or in-service training course was chosen by the Institute for two main reasons:

- i) the Ministry of Health had released its long sought after "Guideline for Residential Housing"
- ii) the Ministry of Housing was becoming very active in the residential housing renewal field, and, the success of its Ministry's program would have a significant dependence on involvement by the Public Health Inspector.

In order to keep the context of the seminar related as close as possible to the "Guidelines", lecturers who had considerable experience in fields related to housing were canvassed, and, asked to make a presentation to our Branch members. A slate of lecturers was finally arrived at, and they included the following:

Miss I. Petrie, R.H.N.  
Public Health Nurse  
Scarborough Board of Health

Tonic - EFFECTS OF HIGH RISE LIVING  
ON HEALTH & SOCIAL WELL BEING

Mr. Hassan Shamsey, P. Eng.  
Ministry of the Environment  
Toronto, Ontario

Tonic - ENVIRONMENTAL ASPECTS OF  
HOUSING - FACTS & FALLACIES

Mr. Stan Wilder, Community Planner  
Community Renewal Branch  
Ministry of Housing - Toronto

Tonic - ONTARIO HOUSING RENEWAL PROGRAMS

Dr. Daniel Cappon  
Faculty of Environmental Studies  
York University, Toronto

Tonic - MAN - HIS HOUSE & HOME

Mr. J. Stevens  
Technical Services Branch  
Office of the Fire Marshall  
Ministry of the Solicitor General  
Toronto, Ontario

Tonic - HOUSING SAFETY - ROLE OF THE  
FIRE MARSHALL'S OFFICE

Mr. George Cook, Deputy  
Commissioner of Development  
City of Toronto

Tonic - AN APPROACH TO THE SOLUTION  
OF URBAN HOUSING PROBLEMS

Mr. J. D. Mooreman  
Chief, Property Standards Office  
Department of Physical Environment  
City of Ottawa

Tonic - PROPERTY MAINTENANCE &  
OCCUPANCY STANDARDS

Mr. G. Davidson  
Supervising Electrical Inspection Engineer  
Ontario Hydro - Toronto

Topic - HOUSING & ELECTRICITY -  
SAFETY STANDARDS

The three day gathering of close to fifty Public Health Inspectors proved to be educational, and along with the informal periods, the Inspectors gained a better insight into some of our housing problems.

Like everything else in life, however, there was some criticism generated which was gratefully accepted by this Chairman. The main comments were:

- i) the seminar should have been held in the later winter, rather than the early spring.
- ii) additional notice time of the seminar should have been available

For those persons who were unable to attend due to preceding reasons, I apologize and would like to assure these and any other Inspectors that the next training program will take their comments into serious consideration.

A booklet containing the lecture material presented is being produced and if everything goes according to schedule the booklet will be available to all Institute members by late November or December of this year.

#### FINANCIAL STATEMENT

REVENUE - A total of 42 Public Health Inspectors paid registration at Ryerson for a total paid registration of \$1,680.00.

#### DISBURSEMENTS

i) 8 Olympic Lottery tickets @ \$10.00	80.00
ii) Lecture fee of Dr. Cannon	100.00
iii) Coffee (Ryerson Polytechnical Institute)	25.30
iv) Receipt book	1.16
v) Welcome Stickers	1.54
vi) Secretarial assistance	15.00
vii) Expenses of Mr. Mooreman (lecturer)	86.10
viii) Stamps	40.00
ix) Chairman's accommodation (R. Banach) in Toronto	83.46
x) Chairman's meals	43.84
xi) Chairman's travel expenses (North Bay to Toronto & return and vicinity)	55.00
xii) Long distance telephone charges	<u>53.84</u>
	\$585.24

BALANCE - Bank Account (Bank of Nova Scotia)  
Account #8140-32 North Bay

\$1094.76

APPENDIX 'E'

ADVISORY COMMITTEE TO MINISTRY OF HEALTH

This, as you no doubt realize, is the first Annual Report of the Advisory Committee to the Ministry of Health. The Committee was formed at the request of the Ministry following the 1974 Annual Meeting with myself as Chairperson and including also our President, G. Skipwith, and Councillor R. de Burger.

Two pieces of correspondence were received from the Ministry during the 74 - 75 term:

On October 2, 1974, Mr. Peter Block, Sr. Engineer, Swimming Pools, Inspection Branch, requested comments on Ontario Regulation 129/74 - Public Swimming Pools. This request was answered on November 28, 1974. Mr. Block also stated that it is the Ministry's intention to invite comments in September of each year to facilitate a review of the Regulation on a regular basis. In this regard, the Committee welcomes written submissions from the Membership concerning any part of the Swimming Pool Regulation.

On November 1, 1974, Mr. Robert Carson, Senior Consultant, Public Health Inspection, requested comments on the contents of a draft Inspection Check list for swimming pools. This request was answered on February 6, 1975. A copy of all correspondence is available for anyone in attendance to read, if they wish.

Respectfully submitted,

W. W. Wright, Chairman

APPENDIX 'F'

PROJECTS COMMITTEE REPORT

During the year, I was asked to carry out several internal projects pertinent to the Branch executive business.

One major project was undertaken at the written request of a fellow member. This entailed the gathering of considerable data and material concerning the cost of charter tours to various locations. It was assumed that an organization such as ours with a large membership would have considerable interest and could travel at a greatly reduced rate.

Unfortunately this is not true. Additional government regulations are making it increasingly difficult for individual groups to get charters. In order to obtain a charter, there must be a "cause" or "occasion" requiring you to be present at the proposed destination. A holiday excursion is not considered a "cause".

Data was gathered on costs of trips from Toronto to Las Vegas, Tampa, Florida and Mexico. Costs for the aircraft alone, not including meals, ground transportation or hotel accommodation varied from \$14,000 for a DC 9 to \$31,000 for a "727" aircraft. A portion of the cost was due to the aircraft coming back empty, as well as flying down to the destination empty in preparation for the return flight.

In addition, further considerations include deposits up to 90 days prior to departure, additional charges for weekend or winter excursions, complete lists of persons travelling, guarantee of costs, etc.

OUTSTANDING EXPENDITURES

Cost of printing for seminar lectures for distribution to Branch members has been estimated at \$900.00, but not over \$1,000.00. Final printing costs have not been decided on as there is a possibility that a discount by an out of town printer may reduce our costs by approximately 10%. In any event, there will be no financial loss in the running of this seminar.

All of the above disbursements are accounted for by proper receipts which are to be turned over to the Secretary-Treasurer.

Respectfully submitted,

R. A. Barach, C.P.H.I.(C)

APPENDIX 'D'

ASSOCIATE MEMBERSHIP COMMITTEE REPORT

This committee arose from a recommendation contained in the Institute Objectives Committee Report delivered to the 35th Annual Meeting in Barrie, 1974.

The Committee investigated the degree of interest in the issue of associate membership of groups to the Branch. It also considered the various organizations with associate membership provisions.

Associate membership to organizations is usually available because of a very direct work relationship or as a condition of licencing and/or registration. While a few groups such as The Royal Society of Health (UK) or, The International Association of Milk, Food and Environmental Sanitarians provide umbrella coverage to various levels of personnel engaged in similar work most primary professional groups restrict membership to only those holding like qualifications.

On the basis of the research conducted on this issue it is the conclusion of this Committee that this matter does not require further investigation at this time.

Respectfully submitted,

R. de Burger, Chairman

In summation it is far easier; more guaranteed and convenient to book a chartered tour through a reliable travel agent. In addition, the cost is no greater.

Special thanks to fellow Institute member, Mr. Larry Lychowyd, for assisting in providing considerable information toward this project.

Respectfully submitted;

Wm. Beckett, C.P.H.I.(C)

APPENDIX 'G'

ANNUAL REPORT NEWSLETTER

In February 1975, I volunteered to take over the duties of Newsletter Editor. Apparently no Newsletters were printed in 1974 so I could understand the concern of the Branch Executive, and made every effort to quickly have an economical yet interesting issue to every member by the end of February 1975.

We have published three issues this year with another two planned, for a total of five. Without sounding too sorry for myself, I have two major complaints. One is a lack of input by members. The other is the restricted budget with which I must produce these Newsletters.

First the problem of input. I have made it obvious in two of the three Newsletters that I need help in the way of input by members. I refer to the article "Help" (Jan.-Feb.), "Editor's Spot" and "Health Unit News" (May-June). I get so little input I feel like this is my Newsletter, not our Newsletter. I will try to write personally to some member in every health agency for news, etcetera.

Our second problem is that of budget. We seem to have forgotten that printing costs have suffered inflationary blows that far outstrip most other fields. The biggest increase has been in the paper industry.

In 1973, our Newsletter cost approximately 80¢ per issue/member to produce. Thus far this year it has cost approximately \$1.10 per issue/member. This represents an increased cost of 37.5%.

Our obligations to advertisers will be fulfilled in December 1975. The only exception is Aquarobic, which has been given written confirmation that they may have six issues at \$20.00 per issue.

The rates of advertising must be changed to be in keeping with inflationary costs. Printing per page at present is about \$30.00. I believe advertising rates should be increased by 100%. I have included a recommendation to this effect.

With increased advertising rates and five publications per year, I estimate approximately \$1,200.00/year at present costs.

I have worked hard and tried to make the Newsletter look representative of our field of which I am proud to be a part. I find the Newsletter Editor's job a time-consuming job with very little reward, other than the personal satisfaction of having created something for the good of all, and having given more to the Institute than a yearly fee and criticism, which I seem to so readily hear from those who haven't given a minute of their time.

I request approval to continue as I have this last issue with only editing, laying out, typing, stamping and addressing, without having to do gestetner work and subsequent collation and stapling. If approved, I would try to produce another seven issues i.e. remain as editor until December 1976. Since even this requires 25 hours per issue of my personal time, I cannot continue after this December unless the Institute approves this request.

Respectfully submitted  
Robert D. Nickol  
Newsletter Editor

RECOMMENDATION

BY

ROB NICKOL, NEWSLETTER EDITOR

In view of rising costs in the field of printing, I hereby make a motion to have the Newsletter established rates of advertising increased as listed below:-

	<u>Old Rate</u>	<u>New Rate</u>
Outside Back Cover	\$ 35.00	\$ 70.00
Inside Front Cover	30.00	60.00
Inside Back Cover	30.00	60.00
Full Page	20.00	40.00
Half Page	12.00	24.00
One Quarter Page	8.00	16.00
New Products	No Charge	
Employment Opportunities	No Charge	

Note: Discontinue 20% discount for full year pre-payment.

Signed  
Robert D. Nickol

4) Education

Committee Chairman R. Banach presented his report which is attached as appendix 'C'.

Motion: R. deBurger, R. Furlani

That the report of the Education Committee be adopted as circulated and entered as appendix 'C'. CARRIED

5) Associate Membershin

Committee Chairman R. deBurger presented his report which is attached as appendix 'D'.

Motion: R. deBurger, H. Waters

That the report of the Associate Membership Committee be accepted as circulated and entered as appendix 'D'. CARRIED

(B) A plaque was awarded to Peter Hargreaves for Top Graduating Student in the Public Health Inspection Course (Ontario).

2) Pest Control of Ontario

Dave Smith, Operations Manager, presented awards to the top three students in the P.C.O. Essay Competition entitled: "The Nature of Public Health Concern in the Control of Non-Vector Arthropods."

Role Call: G. Skipwith, J. Watt, R. Chartrand, R. Banach, R. deBurger, R. Furlani  
W. Wright, P. Barton, W. Beckett.

Newsletter Editor's Report

In the absence of the Editor, Mr. R. Nickol, G. Skipwith read the report which is attached as appendix 'G'.

Motion: E. Whiteside, S. Scarterfield

That the Newsletter editor's report be accepted as read. CARRIED

Stan Scarterfield suggested that a fee of \$1.00 be charged to the membership for each issue.

Motion: L. Flewelling, H. Waters

That the motion made for the increase in advertisement fees be accepted.

VOTE: In favour - 22, Opposed - 19. CARRIED

Page 6

Motion: H. Rood, F. Gibson

That the recommendations made in the Licencing/Registration Committee Report be accepted. CARRIED

The Chairman was asked to inform the assembly of the Objectives of the Committee on Licencing/Registration. These are as follows:

Page 7

6) Advisory Committee to the Ministry of Health

Committee Chairman W. Wright presented his report which is attached as appendix 'E'.

Motion: W. Wright, W. Beckett

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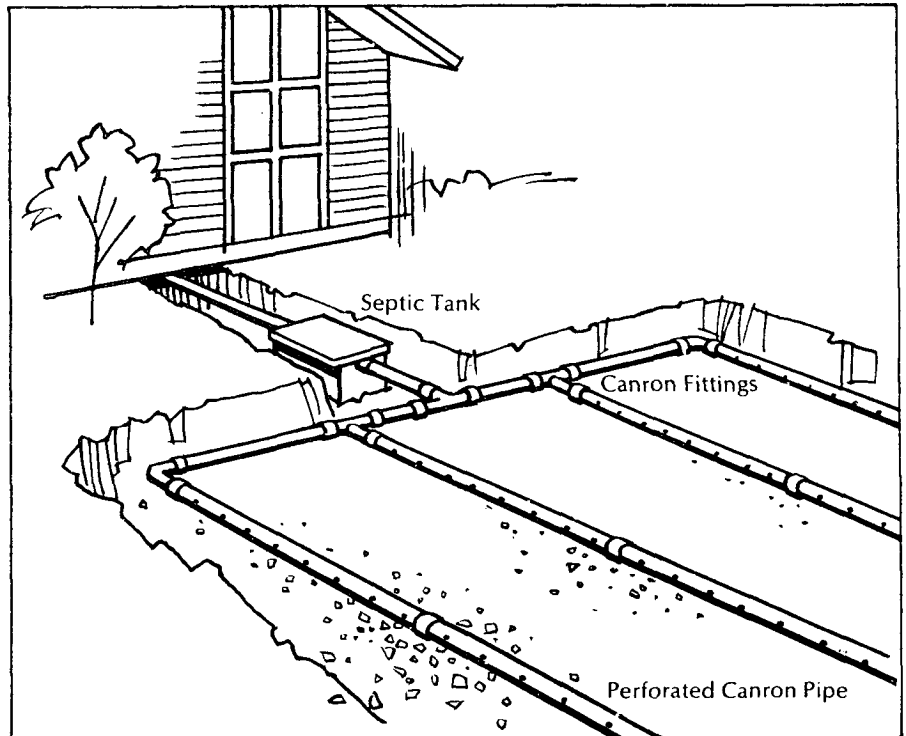
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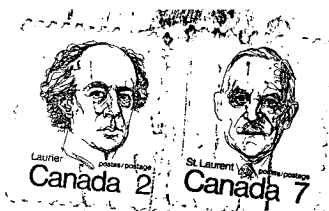
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