

*Ontario*



*Branch*

1976 August

# NEWSLETTER

CANADIAN INSTITUTE  
of  
PUBLIC HEALTH INSPECTORS



**PLAN TO ATTEND**

**THE 37TH ANNUAL**

**BR. CONFERENCE**

**AT LONDON**

**IN SEPT.**



August 1976 September

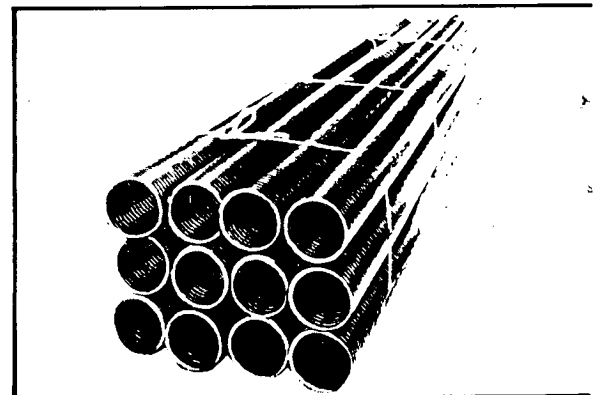
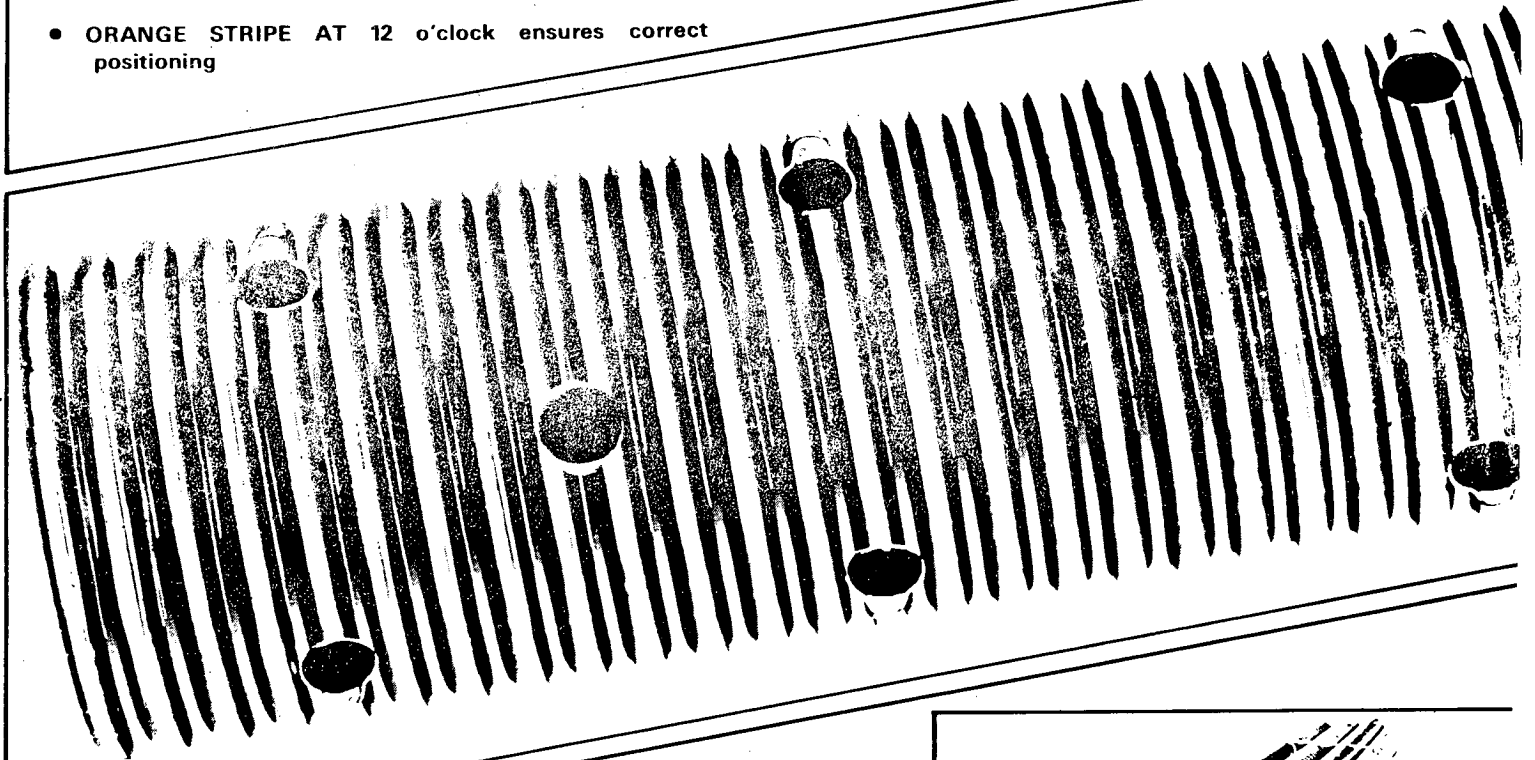


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# CONTENTS

This Issue Includes:

Editor's Spot  
Employment Opportunity  
Minutes of Branch Meetings  
Second Annual Softball Tournament  
Environmental Geology Techniques Course

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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"

I have been doing this job for eighteen months. In that time I have tried to improve the appearance of our Newsletter, yet keep cost at the bare minimum. To this end I hope I have been reasonably successful. However, I intended to produce five or maybe six issues a year. At that rate I should have produced 8 or 9 issues by this time. This is only my sixth issue.

I don't believe I can give as much time to this job as is required. As a member of our Institute for more than 12 years, I feel we all deserve more than I am able to give to our Newsletter. Therefore, I have notified the Executive of my intention to make this my last Newsletter. I look forward to helping the next Editor every way I can.

\*\*\*\*\*

## EMPLOYMENT OPPORTUNITY

PUBLIC HEALTH INSPECTOR  
\$12,200 - \$14,360  
(currently under review)

Required by the Ministry of Health, Northern Ontario Public Health Service, to be responsible for public health inspectional duties and public health program development in the unorganized territories north of Thunder Bay. Duties include: carrying out a variety of public health activities exercising the powers of a medical officer of health and local board of health in isolated settlements and sparsely populated regions; enforcing environmental control measures in various industrial operations and areas of rapid population growth (i.e. mine townsites). Location: Thunder Bay, with considerable travel by automobile, rail, small aircraft.

Please forward application: Mr. Peter Serkowney,  
Sr. Inspector,  
Northern Ontario Public Health Service,  
10th Floor, Hepburn Block,  
Queen's Park,  
Toronto, Ontario



HI!

REMEMBER ME  
IN THE LAST ISSUE  
OF THE NEWSLETTER?

GOOD!

THEN YOU WON'T FORGET  
OUR DATE AT THE :-

RAMADA<sup>®</sup> INN

LONDON - ONTARIO

IF ANYONE ASKS -  
TELL THEM YOU'RE  
ATTENDING THE

INSTITUTE

CONFERENCE

(SEPT. 28, 29, 30, OCT. 1.)



ADVANCE-REGISTRATION  
FORMS

AVAILABLE SOON

- WATCH FOR THEM!

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS, ONTARIO BRANCH

A Meeting of the Branch Committee was held at the Constellation Hotel, 900 Dixon Road, Toronto, January 10, 1976. The Meeting commenced at 9:30 a. m..

Present: P. Barton, G. Skipwith, J. Machin, J. Cave, B. Beckett,  
D. Porter, B. Hatton, B. Wright, M. Gravel, R. Banach,  
R. Furlani, R. deBurger

- (1) Minutes of the October 25, 1975 Branch Meeting were read.

Motion: G. Skipwith / M. Gravel

That the Minutes of the October 25, 1975 meeting be adopted as read.

Carried.

- (2) Business Arising from Minutes of October 25, 1975.

- (1) Re: Proposed Levy.

Discussed by Committee members and it was decided that until legal and other fees are assessed the amount could not be established. Refer to September 25, 1975 Annual Minutes, Resolution #5.

- (2) Re: Constitution & By-Law Changes.

G. Skipwith stated he had reviewed the above and felt the Constitution was in order. Discussed by Committee and they felt the same.

- (3) Re: Requesting Funds from Province.

Discussed by P. Barton and Committee and it was decided that National solicit for their own financial assistance.

- (4) Re: Improvement of Laboratory Services to Health Units.

Survey form to be prepared re: Lab. Services by P. Barton and J. Watt and to be sent to Health Units.

- (5) Re: Liaison Committee.

G. Skipwith stated there had been no progress. He also stated there may be a meeting some time in February 1976.

G. Skipwith to report at next Branch Meeting.

- (6) Re: Briefs to the Ministry of Labour and Royal Commission on Occupational Health.

To be discussed under Committee Reports.

- (3) President's Report of January 10, 1976.

Motion: B. Hatton / J. Cave

That the President's Report be adopted as presented.

Carried.

Appendix A

(4) Secretary-Treasurer's Report of January 10, 1976.

Motion: R. Banach / B. Beckett

That the December 31, 1975 financial statement presented on the above date be accepted by the Branch Committee.

Carried

Appendix B

(5) Budget Guidelines for 1976.

Motion: B. Hatton / J. Cave

That the 1976 financial guidelines as amended be adopted.

Carried

Appendix C

(6) Correspondence & Business Arising.

(1) Re: Joint Conference of OPHA and CIPHI.

Motion: B. Hatton / R. Furlani

That James Cave and Mike Gravel be appointed to carry out discussions with OPHA regarding a joint annual conference in 1977 or 1978.

Carried

(2) Re: Advisory Committee.

Letter received from K. H. Sharpe re: appointment of J. Goold to the Advisory Committee, Ministry of the Environment.

(3) Letter received from K. W. McAmmond re: P. H. I.'s brochure.

(7) New Business.

(1) Re: National Meeting in Calgary February 6th and 7th, 1976.

Motion: G. Skipwith / W. Beckett

That President P. Barton attend the National Executive Meeting in Calgary on February 6 and 7, and that he be given full authority to act on all matters on behalf of Ontario Branch.

Carried

(2) Re: Branch Auditors.

Motion: R. deBurger / D. Porter

That Mr. and Mrs. J. Liss of Ottawa be appointed as Branch auditors and the Branch express its sincere appreciation to Howard Schaub and Albert Cheng for their excellent performance as Branch auditors over the past several years.

Carried

(7) New Business - Continued

(3) Re: Mr. W. Johnston

Motion: R. deBurger / M. Gravel

That the Branch express its appreciation to Mr. W. Johnston, Etobicoke at the time of his retirement, for his excellent support of Branch activities over the entire period of his career in Public Health.

Carried.

(8) Old Business.

(1) Report of Committee on Incorporation.

Appendix D

(2) Job Description: Ray Banach to investigate job descriptions for Public Health Inspectors.

① X  
At this point the Committee adjourned for an informal luncheon honouring Mrs. Bernice Lychowyd. Mrs. Lychowyd was presented with a Royal Doulton figurine in appreciation of her assistance to Larry Lychowyd in preparing the Branch History.

(9) Committee Reports.

(1) Advisory Committee Ministry of Health.  
Chairman Bill Wright.

No report.

The Minutes are to be checked to determine the origin of the above Committee for the next Branch Committee.

(2) Advisory Committee Ministry of the Environment.  
Chairman John Goold.

No Report.

Report to be submitted at next Committee Meeting.

(3) Salary Survey and Calendars.  
Chairman Brian Hatton.  
Report submitted by B. Hatton.

Motion: B. Hatton / J. Cave.

That the Report of the Calendars and Salaries Committee be adopted as read.

Carried.

Appendix E

(4) Registration & Licensing (Revision of O. Reg. 126).  
Chairmen - G. Skipwith

R. deBurger

Report submitted by G. Skipwith.

Motion: G. Skipwith / M. Gravel.

That the Report of the Committee on Licensing/Registration be adopted as presented.

Carried.

Appendix F

(9) Committee Reports - Continued.

- (5) Education.  
Co-Chairmen - R. deBurger and D. Porter.

(1) Report submitted by R. deBurger.

Motion: R. deBurger / D. Porter.

That the Report of the Education Committee be accepted as presented.

Carried.

Appendix G

- (2) Re: Royal Commission.

Motion: R. deBurger / D. Porter.

That the submission to the Royal Commission on the Health and Safety of Workers in mines be accepted as presented with the final draft of it to be circulated to the members of the Executive for comment.

Carried.

- (6) Affiliation with Organizations.  
Chairman P. Barton.  
No Report.

- (7) Project Committee.  
Chairman Ray Banach.

J. Cave to investigate a suitable place to hold the next Committee Branch Meeting.

- (8) By-Laws and Nominations.  
Chairman J. Cave.  
No Report.

- (9) Role Expansion & Institute Objectives.  
Chairman W. Beckett.  
No Report.

- (10) Membership and Area Meetings.  
Chairman R. Furlani.  
No Report.

- (11) 1976 Conference.  
Chairman Bill Wright.

General discussion re: 1976 Conference which is being held in London.

- (12) Newsletter.  
Chairman R. Nickol.  
No Report.

- (10) Anything Else For The Good of The Branch.

Auditors' Report

Motion: G. Skipwith / M. Gravel.

That the Auditors' Report for the period January 1, 1975 to September 16, 1975 be approved.

Carried.

(11) Payment of Accounts.

Motion: W. Beckett / R. deBurger.

That the expenses incurred by Executive Members for this Branch Meeting be paid.

Carried

(12) Adjournment.

Motion: R. deBurger / W. Beckett.

That we do now adjourn.

Carried

# MOSQUITO CONTROL

## Mosquitoes and Encephalitis

Few types of mosquitoes transmit encephalitis. The *Aedes* mosquito most frequent in the spring has not been associated with this disease. Mosquitoes of the *Culex* type which can transmit encephalitis almost always bite birds. The following steps will help control nuisance mosquitoes as well as those which might transmit encephalitis.

## What we can do!

Mosquitoes develop usually in still water and cannot survive the wave action of open bodies of water or flowing streams. The mosquito takes about 5 - 28 days to develop from the egg to larvae to pupae and then to the adult. Only females bite.

## Eliminate breeding sites

- Eliminate all standing water around the house if possible
- Change water in wading pools or bird baths every week
- Keep water from pooling on the surface of pool covers or other similar plastic coverings
- Swimming pools if properly filtered and chlorinated will not be suitable for mosquito larvae to develop
- Dispose of empty cans or pails, upend buckets or any other container that is left outdoors
- Clean out clogged eavestroughs and drain flat roofs
- Empty old tires and dispose of them
- Do not clog drainage ditches with trash; make sure that ditches and driveway gutters drain properly
- Empty water from stored boats
- Empty rain barrels
- Fill in low depressional areas to prevent standing water

## Outdoors

- Reduce the amount of vegetation through mowing weeds and grass, trimming hedges and removing unnecessary shrubbery and trees which protect the adult mosquito against sun and wind
- Use netting over carriages when babies are left outside.

## What can you do to avoid bites

- Restrict outdoor activity in the evening when mosquitoes are most active
- Repair the holes in window or door screens and make sure the screens are tight
- Close the damper on your fire place when not in use

## Personal Protection

- If you are working or visiting in areas where mosquitoes are abundant, wear loose protective clothing, i.e. long-sleeved shirt, light jacket, slacks and socks
- Lighter coloured clothing is less attractive to mosquitoes than is dark clothing
- Use common sense; mosquitoes are most active in the evening and can be bothersome in wooded areas during the day
- Use repellents - keep them out of your eyes and mouth. Always read the label and follow instructions. Those containing higher concentrations of active ingredient usually are more effective

Insecticides are available which may provide temporary relief. Use pesticides safely - carefully follow manufacturer's instructions and read the label.

APPENDIX A

REPORT OF THE PRESIDENT

The recent postal disruption has considerably hampered activities within the Branch Committee. However, now that this is settled our many tasks requiring mail services can resume and I am pleased to note that our salary survey and the courses planned by the Education Committee are well underway.

One of our most important immediate problems is to determine whether or not a special levy is required in 1976, and if required, the amount. You will recall that a Resolution at the 1975 Conference gave the Branch Committee a mandate to determine the need for such a levy. Your President has given this matter considerable thought and will be prepared to make a recommendation at this meeting.

Another Resolution of the 1975 Conference, the one honouring Mrs. Bernice Lychowyd will be fulfilled during the lunch period of this meeting. I am particularly pleased that the membership has seen fit to honour Bernice and sincerely trust that the activities planned will meet with your approval.

Our financial picture, although considerably better than last year, still is one requiring much thought. In these days of restraint and budget cut backs, we too must find ways of keeping costs down while continuing to maintain valuable services to the membership.

For a detailed account of our expenditures you are directed to the report of the Secretary-Treasurer.

All of which is respectfully submitted,

Philip D. Barton,  
President,  
Ontario Branch.

APPENDIX B

REPORT OF SECRETARY-TREASURER

JANUARY 10, 1976

The membership of the Ontario Branch, Canadian Institute of Public Health Inspectors, stands at 374 active members of which 27 have yet to pay their 1975 dues. There are 6 retired members, 2 honorary members, 7 life members, and 4 student members.

The following application for membership was received.

New Member

Stephen Mootoo, 15 Tracey Drive, Unit 20, Belleville, Ontario.

Correspondence

All letters requested by the Committee have been mailed and copies are on file.

## Membership Roster

An up-to-date list of members and their addresses will be made available to the Institute members within the next month. The dues notice and 1976 calendars will be mailed within the next week.

## Insurance

The policy insuring the Secretary-Treasurer's equipment and supplies against fire and theft will be renewed for 1976. Your Secretary-Treasurer will be bonded as soon as the arrangements can be made.

Financial Statement - see attached.

Respectfully submitted,

J. E. Machin, C.P.H.I. (C),  
Secretary-Treasurer, Ontario  
Branch.

## FINANCIAL STATEMENT

OCTOBER 2, 1975 - DECEMBER 31, 1975

Opening Balance of October 2, 1975		\$	329.70
<u>Revenue</u>			
Membership Dues	\$	100.00	
1975 Conference		3,000.00	
Miscellaneous		40.00	
			<u>3,140.00</u>
		\$	3,469.70
<u>Expenditures</u>			
Secretary-Treasurer's Expenses	\$	326.16	
National Dues		617.00	
Newsletter Expenses		7.97	
Committee Meeting Expenses		611.10	
President's Expenses		128.86	
Bank Charges		25.07	
1975 Conference		459.00	
Petty Cash Fund - Conference 1976		100.00	
Petty Cash Fund - Newsletter		75.00	
Bank Deficit from Lindsay		180.35	
			<u>\$ 2,530.51</u>
Bank Balance as of December 29, 1975		\$	1,798.36
Cheque Outstanding		\$	859.17
Balance as of December 31, 1975		\$	939.19
<u>Liabilities</u>			
Calendars	\$	376.00	
Chargex		106.31	
National Dues		50.00	
			<u>\$ 532.31</u>
<u>Investments</u>			
Canada Savings Bonds		\$	1,500.00

BUDGETARY GUIDELINES 1976

This budget has been based on the financial happenings of 1974-75. I have estimated that there will be 350 dues paying (active) members for the year 1976..

REVENUE

Cash in Bank as of January 1, 1976	\$ 939.19	
Balance from 1975 Conference	<u>1,823.02</u>	\$ 2,762.21
Membership Dues (350)	\$ 7,000.00	
Education	3,500.00	
Branch Conference	3,000.00	
Newsletter Advertisements	2,500.00	
Interest	<u>150.00</u>	\$ 16,150.00
TOTAL REVENUE		<u>\$ 18,912.21</u>

EXPENDITURES

Membership Dues (National)	\$ 3,500.00	
Committee Meeting Expenses	3,500.00	
Newsletter Expenses	2,500.00	
Education (In-Service Training)	2,500.00	
Secretary-Treasurer's Expenses	1,300.00	
Calendars	376.00	
National Convention Expenses	800.00	
Bank Service Charges	50.00	
Awards - Ryerson	150.00	
Postal Allowance	225.00	
Committee Expenses	425.00	
Presentations	150.00	
President's expenses	600.00	
Environmental Health Review	125.00	
Legal Fees		
Contingency Funds - Education	1,000.00	
Historian's expenses	125.00	
Miscellaneous	<u>175.00</u>	\$ 17,501.00

BALANCE

\$ 1,411.21

INVESTMENTS (Canada Savings Bonds)

\$ 1,500.00

The Proposed Investments for 1976 will be:

Contingency Fund - Education	\$ 1,000.00
Canadian Savings Bonds	500.00
	<u>\$ 1,500.00</u>

J. Machin, C.P.H.I. (C)  
Secretary-Treasurer  
Ontario Branch.

January 10th/76

APPENDIX D

REPORT OF COMMITTEE ON INCORPORATION

The original application filed with the Ministry of Consumer & Commercial Relations by the Lawyer states the Objective of the Public Health Inspector instead of the Ontario Branch of the Canadian Institute of Public Health Inspectors.

I have been in contact with Mr. J. Flint of the Ministry to discuss our application and everything else is in order and our file is being held open until the correct Objective is received and the comments received from the Ministry of Health.

The correct Objectives have been given to our Lawyer and the appropriate amendments have been filed with the Ministry of Consumer & Commercial Relations.

Once this has been reviewed, hopefully there will be no further delays in our Incorporation being completed.

Respectfully submitted ,

Gerald Skipwith,  
Chairman.

APPENDIX E

REPORT RE: CALENDARS AND SALARIES COMMITTEE

January 10, 1976

Caleendars

A total of 400, 1976 vinyl covered vest pocket calendars were ordered from Lawson and Jones Ltd. of London, Ontario. The order was placed on November 21, 1975, at a unit cost of 84¢ each. An insert with the Councillors' names, addresses and telephone numbers along with the dates of importance was also ordered at an extra unit cost. Instructions were given not to insert the inserts as an additional \$20.00 per hundred would have been charged for manual labour to insert the cards.

The calendars and inserts were sent to myself and the salesman by mistake instead of the Secretary-Treasurer as instructed. The calendars and inserts were delivered to the President during the first week of January. I apologize to Mr. Bill Beckett whose name was misspelled on the insert card.

Salaries

On November 21, 1975 a letter was sent to each Chief or Director of each Health Agency in the province appealing for their assistance in formulating a salary schedule for all levels of personnel in the Public Health Inspection field. Difficulties arose as a result of the recent mail strike in getting the letters out to the agencies. With the use of the courier service from Queen's Park, the letters were distributed to the respective Health Agencies. As of this date, 22 of the 43 Health Agencies have responded. A second appeal letter has been sent to those Agencies who have not responded. I have asked that the information requested be sent to me no later than January 23, 1976. Copies of the correspondence is included for the Institute's records. Institute letterhead was not used in the first letter sent out as I was unable to obtain any due to the mail strike.

Respectfully submitted,

B. Hatton, C.P.H.I. (C),  
Councillor-Ontario Branch,  
Canadian Institute of Public  
Health Inspectors.

## APPENDIX F

### COMMITTEE ON LICENSING/REGISTRATION

The attached list of Objectives of this Committee were formulated by Mr. Barton and myself before a meeting held with Dr. Walker. Some of the items were added as a result of this meeting.

As these Objectives were never placed before the Committee for Approval, I am now requesting this approval.

Discussion with Dr. Walker indicated a poor feeling to some of the items such as Number I.

Screening is done by the educational facility which is outside of any real control by our Organization. It may be possible to have such control through Board of Certification as was suggested during this meeting.

I feel this point illustrates where an open mind should be kept when dealing with the Objective for if it could be dealt with by other means, that are totally adequate, this should be pursued as the end result is what is desired and not the method of how it is attained.

After a great deal of consideration, I feel the Institute should establish voluntary registration of Public Health Inspectors in Ontario.

My reasons are as follows:

1. The mechanism for Registration will be established when the legislation takes effect.
2. It appears that time of unknown duration will elapse before any legislation will be put through the Provincial Legislation.
3. By this process being voluntary and in effect, it could establish a greater degree of acceptance by Boards of Health and Ministry of Health Officials when the Legislation is finally in effect.
4. If there is a strong response by the Public Health Inspectors in the field to be Registered, it may help illustrate our overall objectives to the Ministry of Health as being necessary.
5. Particularly at this time, if this was offered to Public Health Inspectors it may illustrate to the membership that the Institute is trying to get something done, and not just words which they have been hearing about Registration.

I have retained the services of a Lawyer to assist in the preparation of the legislation after our meeting when this was discussed.

I am planning on having the draft legislation circulated to the Committee Members before our next meeting.

Respectfully submitted

Gerald Skipwith  
Chairman

### OBJECTIVES OF THE COMMITTEE ON LICENSING/REGISTRATION

1. To assure that any person entering the field of Public Health Inspection is adequately screened as to personal suitability and character prior to his beginning academic training.
2. To assure that any person, having once obtained his Certificate in Public Health Inspection, must demonstrate his continued competence in the field if not continually employed in the field during the previous five years.

Jan 10 1976  
OBJECTIVES OF THE COMMITTEE ON LICENSING/REGISTRATION - Continued

3. To assure that Public Health Inspection duties are carried out only by qualified Public Health Inspectors or under the direct and immediate direction of a Public Health Inspector (onus on employer).
4. To assure that there is some method of effectively investigating charges of misconduct or incompetence against a Public Health Inspector and providing a vehicle to cancel or suspend such Inspector from functioning if it is determined that he has been guilty of misconduct or incompetence. In the same way an Inspector can be cleared if not guilty.
5. That prior to being employed as a Public Health Inspector in Ontario he/she must show proof of:
  - (a) Certificate in Public Health Inspection as issued by the Canadian Public Health Association.
  - (b) Hold active membership in the Canadian Institute of Public Health Inspectors.
  - (c) Be Registered under the Regulation made under the Public Health Act respecting Registration of Public Health Inspectors.
6. Define duties of the Public Health Inspector.

APPENDIX G

EDUCATION COMMITTEE REPORT

The Committee has been at work on two topics with a view to holding two separate in-service education programs during 1976. It has been decided that there will be a course "An Introduction to Occupational Health" held at Ryerson Polytechnical Institute, February 23 - 27. Registration will be limited to the first forty (40) registrants. Speakers have been arranged for and will be drawn from the Occupational Health Branch (MHO).

Another topic under consideration is one on parasitology which, if the necessary arrangements can be completed, will be held in Toronto in early May.

Course papers related to last year's course on housing will be printed and distributed as soon as possible.

Respectfully submitted,

R. de Burger.

APPENDIX H

AUDITORS CERTIFICATE

We have examined the accounts of the Ontario Branch of the Canadian Institute of Public Health Inspectors for the period January 1, 1975 to September 16, 1975 and report that in our opinion the attached financial statements as at September 16, 1975 is correct to the best of our information and the explanations given to us and as shown by the books.

AUDITORS

Toronto, Ontario.

Sgd. Howard W. Schaub

Date, 7 Dec. 1975

Sgd. Albert Cheng

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

A meeting of the Branch Committee was held at the Cara Inn, 6257 Airport Road, Toronto, April 3, 1976. The meeting commenced at 9:30 a. m..

Present: P. Barton, G. Skipwith, J. Machin, J. Cave, B. Beckett, D. Porter, B. Hatton, B. Wright, M. Gravel, R. Banach, R. de Burger.

Regrets: R. Furlani

- (1) Minutes of the January 10, 1976 Branch Meeting were read.

Motion: G. Skipwith / B. Hatton

That the Minutes of the Meeting of January 10, 1976 be adopted as read.

Carried.

- (2) Business Arising from Minutes of January 10, 1976.

- (1) Re: Improvement of Laboratory Services to Health Units.

P. Barton stated that of the 43 survey forms sent to the Health Units, 41 replied to the survey. Complete study of the survey is yet to be completed. Committee discussed the above and felt a follow-up survey was in order and the results to be sent to the Chief of Laboratory Services.

Motion: R. de Burger / M. Gravel

That the survey on lab. services be followed-up with a more extensive review of those agencies which have expressed concern with current available lab. services.

Carried.

- (2) Re: Liaison Committee.

G. Skipwith stated the various groups were working on setting up the meetings. Other than that, he had nothing further to report at this point in time.

- (3) Re: Joint Conference of OPHA and CIPHI

J. Cave stated he had been contacted unofficially by OPHA regarding joint conference. There has not been a date set for the meetings as yet.

- (4) Re: National Executive Meeting Held in Calgary, February 6 and 7, 1976.

P. Barton, Branch President, was directed by the Committee while meeting with R. de Burger and J. Pelton, to decide whether Ontario will enter a slate for National Executive at the National Conference in August.

- (3) President's Report of April 3, 1976.

Motion: B. Hatton / G. Skipwith

The President's Report be adopted as amended.

Carried.

Appendix A

(4) Secretary-Treasurer's Report of April 3, 1976.

- (1) Discussion by Committee members regarding \$5.00 assessment for new members only. Resolution, Section 13(a), National Minutes of July 6, 1975.

Motion: B. Hatton / W. Beckett

That the Branch absorb the \$5.00 assessment for those new members who have made application prior to April 3, 1976.

Recorded Vote - 6 in favour of Motion  
- 1 Against - R. Banach

(2) Secretary-Treasurer's Report of April 31, 1976.

Motion: J. Machin / G. Skipwith

That the Secretary-Treasurer's Report be accepted as amended.

Carried

Appendix B

- (3) Financial statements tabled for next Branch Meeting.

(5) Correspondence & Business Arising

- (1) Letter received from G. Zangari regarding dues reminder notice, objecting to the format of the notice.

Letter to be sent to G. Zangari regarding notice.

- (2) Letter received from H. Goodfellow regarding - (1) Laboratory Services; (2) Employees enforcing city minimum housing standards by-law.

P. Barton to reply to Mr. Goodfellow with reference to his letter.

- (3) Letter received from T. W. Tkachuk regarding news release from the Ontario Institute of Public Health Inspectors explaining the Inspectors' contribution that may increase due to reduction in health facilities. This news release would be comparable to the President's of the Registered Nurses' Association of Ontario. The Branch Committee discussed Mr. Tkachuk's letter and felt unless the Institute had a professional person handle any news release it would be detrimental to the Institute and the members. Further consideration will be given to this matter if a need is determined in the future.

P. Barton to reply to Mr. Tkachuk as to the Committee's decision.

- (4) Letter received from A. O. Bergin regarding the T.V. advertisement for Canadian Cheddar Cheese, which displays poor food sanitation.

P. Barton to investigate the advertisement and was advised by Committee to contact the President of the Company regarding this advertisement.

- (5) Letter received from F. Hartigan, President of the B. C. Branch regarding:- (1) Establishment of a list of officers for the National Executive. (2) Simultaneous translation for the 42nd National Conference.

(5) Correspondence & Business Arising - Continued

P. Barton advised F. Hartigan of Resolution #8 regarding simultaneous translation. Further discussion on this matter will continue.

- (6) Letter received from L. Zahara regarding Branch Secretary-Treasurers attending the National Conference in Vancouver, B. C.. The purpose of this would be a meeting between the Executive Secretary-Treasurer and the Branch Secretary-Treasurers to improve communication and the co-ordination between the two.

This was discussed by the Committee and it was decided further information from L. Zahara would be required before such a decision could be made.

The Secretary-Treasurer is to contact L. Zahara and obtain the necessary information.

- (7) Letter received from John Anderson, Co-Ordinator of Public Health Legislation regarding Institute's interest in new legislation.
- (8) Letter received from K. H. Sharpe, Assistant Deputy Minister, regarding Mr. Goold's appointment to the Advisory Committee on Private Sewage Disposal Systems.
- (9) Letter received from Wally Johnston thanking the Institute for the letter he received from the Institute on his retirement.
- (10) Card received from L. C. Walkinshaw expressing her appreciation in connection with the letter from P. Barton on behalf of the Institute.
- (11) Letter received from Bernice Lychowyd thanking the Institute for the gift that she received.

(6) New Business

- (1) Motion: Wm. Beckett / J. W. Cave

That a letter of appreciation be sent to Mr. Ken Adams, NOPHS, Thunder Bay, for his previous service as an Executive Member of the Institute.

Carried

(Mr. Adams has recently retired.)

P. Barton to send a letter on behalf of the Institute.

- (2) Re: Board of Certification

P. Barton left the chair for discussion of the Board of Certification. G. Skipwith chaired the discussion.

General discussion regarding dates of oral examinations and field training of the students.

After discussion P. Barton resumed as Chairman.

- (3) Re: Curling Bonspiel - Provincial

Motion: M. Gravel / W. Beckett

That the Institute provide a trophy for an annual provincial curling bonspiel. The value of which is not to exceed \$50.00.

Carried

M. Gravel to purchase trophy,

(6) New Business - Continued

(4) Re: Health Protection Act

P. Barton to reply to J. Anderson, Co-Ordinator of Public Health Legislation, Community Health Division.

(7) Committee Reports

(1) Advisory Committee Ministry of Health

Chairman W. Wright - No Report.

(2) Advisory Committee, Ministry of the Environment

Chairman J. Goold

Motion: R. Banach / J. Cave

That the Advisory Committee on Private Sewage Disposal Report as prepared by J. Goold be accepted.

Carried

Appendix C

(3) Salary Survey & Calendars

Chairman B. Hatton

Motion: B. Hatton / D. J. Porter

That the Salary and Calendar Committee Report be adopted as presented.

Carried

Appendix D

(4) Registration & Licensing (Revision of O. Reg. 126)

Chairmen G. Skipwith and R. de Burger

(a) Motion: G. Skipwith / B. Hatton

That the Report of the Committee on Registration & Licensing as presented for discussion be received.

Carried

(b) The Ontario Branch of the Canadian Institute of Public Health Inspectors is now Incorporated.

(5) Education

Co-Chairmen R. de Burger and D. J. Porter

Report submitted by R. de Burger.

Motion: R. de Burger / M. Gravel

That the Report of the Education Committee be accepted as presented.

Carried

Appendix E

APPENDIX A

REPORT OF THE PRESIDENT

APRIL 3, 1976

On February 6 and 7, your President had the opportunity of attending the National Executive Meeting in Calgary, Alberta. Other Branches represented included Alberta and British Columbia. It was interesting to hear the National Executives' point of view in a number of issues and, in discussions with other Branch Presidents, I noted that Branch problems in the western provinces are very similar to those in Ontario.

The promised survey of Health Units with regard to Laboratory facilities has been completed and the results will be presented to the Committee today for discussion and action.

I am pleased that the Branch Salary Survey has now been completed and circulated. Comments already received indicate that the survey is an extremely valuable tool for negotiating committees.

The In-Service Education Course held in Ryerson Polytechnical Institute was extremely successful. A detailed report will be provided by the Education Committee.

All of which is respectfully submitted.

Philip D. Barton, C.P.H.I. (C),  
President.

APPENDIX B

REPORT OF SECRETARY-TREASURER

APRIL 3, 1976

MEMBERSHIP

The membership of the Ontario Branch, Canadian Institute of Public Health Inspectors, as of March 31, 1976, stands at 397 active members. There are 6 retired members, of whom 2 have yet to pay their 1976 dues; 7 life members and 2 honorary members.

All members, who are in arrears, were sent a dues reminder March 20, 1976. The number of members who have yet to pay their 1976 dues is 46.

The following applications for membership were received:-

(7) Committee Reports - Continued

(6) Affiliation with Organizations

Chairman P. Barton - No Report.

(7) Project Committee

Chairman R. Banach

Motion: R. Banach / J. Cave

That the Committee Report on meeting location and job description be adopted as circulated and read.

Carried

Appendix F

(8) By-laws & Nominations

Chairman J. Cave - No Report.

(9) Role Expansion & Institute Objectives

Chairman W. Beckett - No Report.

(10) Membership & Area Meetings

Chairman R. Furlani - No Report.

(11) 1976 Conference

Report submitted by Conference Chairman W. W. Wright.

Motion: W. Wright / D. J. Porter

That the Report of the 1976 Conference Committee be adopted as presented.

Carried

Appendix G

(8) The time and place of the next meeting to be announced.

(9) Payment of Accounts

Motion: M. Gravel / J. Machin

That the accounts for the April 2 and 3, 1976 meeting be paid.

Carried

(10) Adjournment

Motion: J. Cave / M. Gravel

APPENDIX B - CONTINUED

The above applicants have been notified of the \$5.00 assessment. As of March 31, 1976, I have received payment from Hendrik Blok. The above applications will be processed as soon as I receive the additional \$5.00.

APPENDIX C

January 20, 1976.

The Secretary,  
Ontario Branch,

---

There are currently several issues before the Committee that are to be resolved. I would like to outline these matters, indicate my personal opinion, and receive any comments or direction that you may consider.

### Monitoring of Health Unit Programs involving Part VII

Where a Health Unit is carrying out responsibilities of Part VII of the Environmental Protection Act, the agreement delegating these responsibilities by M.O.E. contains a clause that allows the .... Crown (MOE) to examine .... the work being done by the ... Directors ...

Interpretations of this clause vary from area to area. Some Regional Directors (MOE) feel the examination should include all aspects of the work performed, including an evaluation of the field public health inspector in his inspection of installed systems. Others feel a general examination of the programme at the supervisory level and the submission of statistical data on the volume of work performed is satisfactory.

I feel this latter examination is proper and sufficient. Health personnel have demonstrated their capability in the private sewage disposal field, and that a properly supervised programme involving Public Health Inspectors very ably ensures the competent carrying out of Part VII responsibilities. Through the statistical reports, their involvement in litigation or matters appealed, M.O.E. has sufficient information to evaluate the total performance of any Health agency in this area.

### Materials Used in Private Sewage Systems

An attempt is being made to determine if specification for all piping and tanks used in private sewage systems is required. The two opinions on this matter are as follows:

No identification or specification of acceptable materials should be legislated. Each individual agency would approve such materials for their particular area. M.O.E. would act as a consultant by commenting on material suitability.

The second view would require all materials used to meet a particular specification, be C.S.A. approved, with all approved materials so labelled.

CORRESPONDENCE

All letters requested by the Committee have been mailed and copies are on file.

MEMBERSHIP ROSTER

The membership roster will be completed by April 30, 1976. The roster will be made available to the membership by request. I would like to have an announcement put in the Newsletter stating if any member wishes the roster to contact the Secretary-Treasurer.

INSURANCE

The policy insuring the Secretary-Treasurer's equipment and supplies against fire and theft has been renewed for 1976. Your Secretary-Treasurer is in the process of being bonded.

FINANCIAL STATEMENT

Would all Committee Members please submit to me receipts for expenses they incur for the Branch, on Branch Business, or for the individual Committee's expenses. I would also appreciate a financial statement from the individual Committees where possible. This is required for the purpose of the bookkeeping and the auditing of the books.

Financial Statement for the year 1975 - see attached.

Financial Statement for the period of January 1, 1976 - March 31, 1976 - see attached.

All of which is respectfully submitted.

Janis E. Machin, C.P.H.I. (C),  
Secretary-Treasurer.

APPENDIX E

April 3, 1976

REPORT OF THE EDUCATION COMMITTEE

A successful four and one-half day in-service education program, "An Introduction to Occupational Health" was held at Ryerson Polytechnical Institute, February 23 - 27, 1976. Forty-one (41) registrants took an active part in the sessions. The course information was printed and available for the use of the participants and copies have been sent to those health units which did not have representation as registration was limited. The tremendous contribution of the experts of the Occupational Health Protection Branch, Ontario Ministry of Health is acknowledged with appreciation. An interim financial statement is attached.

The brief to The Royal Commission on the Health and Safety of Workers in Mines was submitted on behalf of the Branch and subsequently a meeting was held with Mr. Arthur Gladstone, Executive Secretary to the Commission to elaborate on the future role of the public health inspector with regard to occupational health. The meeting with Mr. Gladstone was worthwhile and has led to further correspondence.

Respectfully submitted,

R. de Burger,  
Education Committee,  
Ontario Branch,  
Canadian Institute of Public  
Health Inspectors.

16TH ANNUAL IN-SERIVCE EDUCATION COURSE

FEBRUARY 23 - FEBRUARY 27, 1976

FINANCIAL STATEMENT

RECEIPTS

Registrants	=	41		
	=	35 @ \$50.	=	\$ 1,750.00
	=	6 @ \$60.	=	360.00
				<u>2,110.00</u>
Petty Cash Advance	=			50.00
				<u>\$ 2,160.00</u>
				\$ 2,160.00

EXPENSES

Printing	=	\$ 1,030.44	
Covers	=	34.78	
Labels	=	1.07	
Postage	=	11.90	
Coffee	=	105.75	
Tickets	=	160.00	
		<u>1,343.94</u>	

BALANCE \$ 816.06

CASH IN BANK \$ 816.16  
(APRIL 2, 1976)

APPENDIX C - CONTINUED

The first opinion is considered to breach the basic intent of the legislation under the Environmental Protection Act, that was to provide a standard of uniformity throughout the Province. The use of approved and labelled materials would be of considerable benefit to the field inspector, who would only be required to ensure that marked or labelled materials were used.

Financing of Part VII Program

It is intended that all costs of the program will be covered by revenue produced from a schedule of fees established for the issuance of certificates, inspection of lands under subdivision or severance applications etc.. Whether revenue will equal costs is questionable.

I believe my comments as Institute representative should be limited to indicating that there should be no reduction in existing or proposed health programs as a result of any inadequacy of this financing system.

Your comments on these matters would be of considerable assistance.

Yours truly,

J. A. Goold, C.P.H.I. (C),  
Section Chief Inspector,  
Director,  
The Environmental Protection Act Part VII.

APPENDIX D

April 3, 1976

SALARY AND CALENDAR COMMITTEE

The 1975 salary schedule was compiled in February, 1976, after a second appeal letter was sent out on January 23, 1976 to those 21 Health Agencies who didn't respond to the initial letter of November 21, 1975. The letter again appealed for their assistance in formulating the salary schedule for all levels of personnel in the Public Health Inspection field. Four Health Agencies did not respond to the request and due to the lack of time, their salary schedule and benefits were not included in the survey. This year to keep costs down, only one copy was distributed to each Health Agency and it was hoped that through this method the schedules would be available to the negotiating committee as in the past.

Respectfully submitted,

B. Hatton,  
Councillor,  
Ontario Branch.

APPENDIX F

COMMITTEE REPORT

April 3, 1976

ITEM #1

This Committee member was asked to investigate whether or not Toronto was the most economical and practical gathering place for Executive Branch regular meetings. The matter was researched, and, the conclusion of the study is that Toronto is still the best location when you consider where Executive members reside across the Province.

The following are some facts and figures which have enabled me to reach the above conclusion.

A. MILEAGE

Below are the total miles that would have to be driven if each member drove to these cities.

i) Sault Ste. Marie ....	9,390 miles (return)
ii) Sudbury .....	5,354 miles (return)
iii) North Bay .....	4,504 miles (return)
iv) Barrie .....	3,792 miles (return)
v) Toronto .....	3,796 miles (return)
vi) Ottawa .....	6,000 miles (return)
vii) London .....	6,158 miles (return)

I did not include Lindsay or Peterborough because of their proximity to Barrie.

At 20¢/ mile the above mileages become rather costly.

B. AIR FARE

i) North Bay to Toronto return .....	\$74.00 + 8% tax
ii) Ottawa to Toronto return .....	\$78.00 + 8% tax
iii) Sudbury to Toronto return .....	\$76.00 + 8% tax
iv) Sault Ste. Marie to Toronto return.	\$92.00 + 8% tax
v) Sault Ste. Marie to Ottawa return .	\$124.00 + 8% tax
vi) North Bay to Ottawa return .....	\$70.50 (no tax)
vii) Sudbury to Ottawa return .....	\$74.50 (no tax)

\* The above fares are effective April 4th, 1976.

C. ACCOMMODATION & MEALS

With the above costs in mind, one has to consider time to travel and connections with flights. If a stay-over is necessary, hotel accommodation (single) will be at least \$30.00/night, and, daily meals at least \$14.00 (3 meals).

D. CONCLUSION

Review the above, and, it is obvious that when all considerations are taken, Toronto is the best location.

E. RECOMMENDATIONS

- i) double or triple up in cars where possible;
- ii) keep meal expenses down at meetings, and, for those that have a long trip home;
- iii) review this matter each time new executives are elected.

ITEM #2

Papers presented at the last In-Service Training Seminar will be published in the next Ontario Branch Newsletter. The matter has been discussed with Rob Nickol (News Editor), and he is in favour of the idea. I still have a bank balance of \$1,134.60 and Rob expects extra printing costs to be in the neighbourhood of \$200.00. That leaves a healthy sum of extra money for us.

ITEM #3

The matter of job descriptions is still under study, and I expect to have a report mailed to each member within three weeks.

R.A. Banach.

APPENDIX G

REPORT OF CONFERENCE MEETING

37th Annual Ontario Branch Conference, C.I.P.H.I.

Planning for the conference is progressing, however at this time there is no apparent illumination at the end of the tunnel.

Location is confirmed at the Ramada Inn, 817 Exeter Road, London, Ontario, for September 28, 29, 30, and October 1, 1976.

Dr. G. K. Martin has confirmed his acceptance of our invitation to deliver the key note address.

The Committee has set a target date of July 1st for printing of the programme and it is felt that our goals will be easily met by this date.

W. W. Wright,  
Conference Chairman.

\*\*\*\*\*

SOFTBALL TOURNAMENT--OTTAWA

The Second Annual Softball Tournament for Public Health Inspectors took place in Ottawa on August 6 & 7, 1976. Eight teams showed up to participate and all had a good time. The Ottawa PHI's should be commended for organizing this social event. The function ended with a dance where prizes were awarded. The annual trophy donated by our Institute was presented to the Haliburton-Kawartha Pine Ridge District Health Unit team. All members of the team received individual prizes. Other awards were given to Ed Ristan--Most Valuable Player and Jim Craig--Best Pitcher.

Participating Health Units were as follows: Ottawa Carleton  
Leeds, Grenville & Lanark (placed 2nd)  
Eastern Ontario  
Toronto City Health Dept.  
Renfrew & Peterborough & Northern Services  
Etobicoke  
Haliburton-Kawartha Pine Ridge

Environmental Geology Techniques  
for Inspectors of private sewage disposal systems

A Soils Course Presented by:

Sir Sanford Fleming College

The course was presented at Sir Sanford Fleming College, Frost Campus, Lindsay, Ontario. The first of the two three-day sessions was held in February and the second was held in May 1976. A second five-day course was also held in May for those who missed the first course. Inspectors in attendance were from Hamilton, Wentworth H. U., Durham Region H.U., North Bay District H.U. and Haliburton, Kawartha, Pine Ridge, District H.U.

The underlying objective was to enable the students to gain an understanding of the relationship between soils and the functioning of subsurface sewage disposal systems.

The first three-day session consisted of basic geology lectures and laboratory soils tests. The second three-day session was outdoor oriented including on site soil examination, landforms observations, and preparatory lectures.

The first session was divided into two major segments, lectures & labs. The lectures covered the following topics:

- Introduction to geologic terms
- Minerals and Rocks (weathering & soils)
- Topographical maps and Aerial Photographs
- Phosphate Theory

The laboratory sessions included:

- Sieve Analysis
- Hydrometer Test (Particle Size Analysis of Soils)
- Moisture Content of Soil
- Atterberg Limits
- Plastic Limit of Soils
- Liquid Limit
- Specific Gravity

The laboratory sessions have proven to be invaluable in the interpretation of soil analysis from engineering firms and have given us a better appreciation of the methods involved.

The three day field trip session scheduled for May related the knowledge gained from the lecture/lab session to the field work involved with subsurface sewage disposal systems.

The landforms common to the Victoria County Area were examined. Students were able to bus ride on an esker, walk on a drumblin, check the soil of glacial till in a railroad bed cut through the drumblin and examine a test pit on top of a Kame.

Students were shown sophisticated soil density and moisture testing equipment in field use. All were required to enter test pits and learn to do a detailed report of a soil profile.

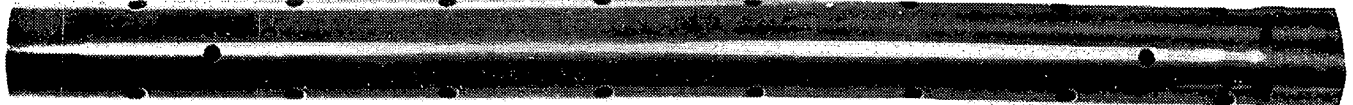
The course was a must for anyone working with soils the way most rural P.H.I.'s are. The instructors were highly qualified people provided by the Sir Sanford Fleming Community College.

Reported By Jean Galbraith & Gary Blom

Haliburton Kawartha Pine Ridge District Health Unit

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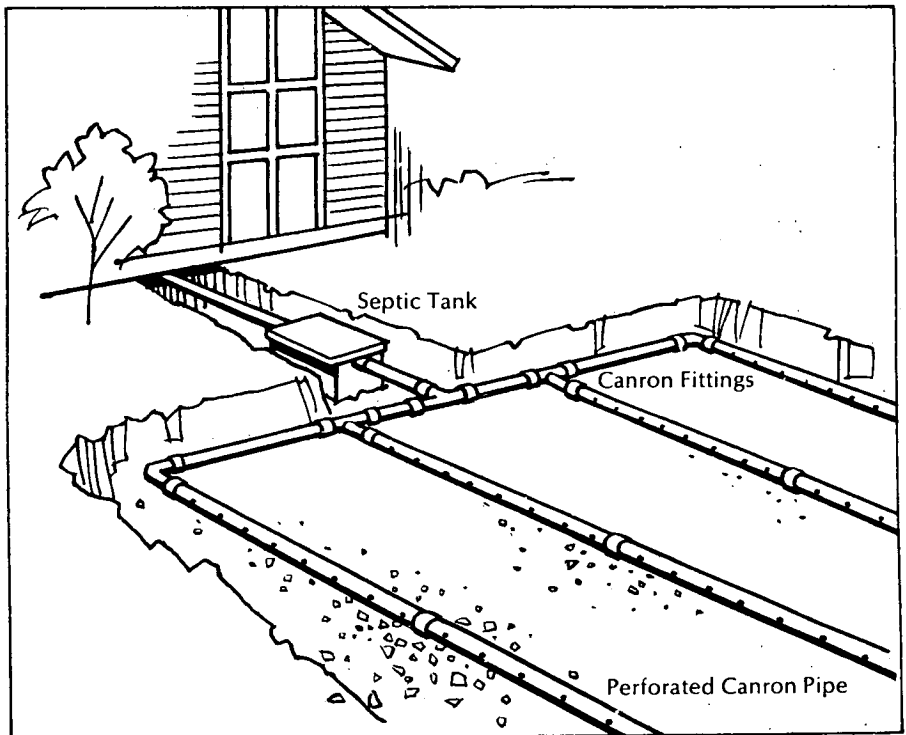
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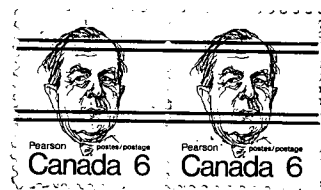
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