

In The Beginning

By

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The Canadian Institute of Sanitary Inspectors

*A Resume
Of Chronological Events
Pertaining to
The Canadian Institute
Of Sanitary Inspectors*

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1961

Written and Compiled by Alexander Cross, Principal Inspector
Health Department, Winnipeg, Man.

The Canadian Institute of Sanitary Inspectors came into being because of the sacrifice of time, talent, money and patience of dedicated individuals. From the embryo stage to the present national association these sacrifices have been heavy. Mr. Cross, a charter member, now uses his paper as an opportunity to present the history he has gleaned from volumes of minutes, letters, documents and personal files of his old friends or past executive members. This amount of work would in itself warrant your acclaim. The paper was presented in oral form at the Annual Meeting of the Institute in Edmonton, Alberta, July 25th, 1961. Members present felt that the information contained was vital to each and every Sanitary Inspector's personal library, so with Mr. Cross's permission, authorized the Editorial Board of the Canadian Sanitarian to arrange for this publication. We are indebted to Mr. Geroge Auton, Sanitary Inspector for the City of Vancouver and our Editor for his work in preparing the print.

In this day and age, time has become extremely precious. We simply cannot afford to waste it. Our members today, and in the future, should avail themselves of all the data at hand to prevent repeating or spoiling the work of the past. In these pages you will find a report of the foundation for our organization. It is our responsibility to build to it, and to provide the material for future historical papers. Again, with sincere gratitude to Mr. Cross, we commend this to you your study.

THOS. E. ELLIOTT, C.S.I. (C)
President
Canadian Institute of Sanitary Inspectors

FOREWORD

The Canadian Gazette, No. 30 – Vol. LXVII, bearing the date: Ottawa, Saturday, January 20, 1934, contained on page 1482 the following announcement:

Canadian Institute of Sanitary Inspectors

Public Notice is hereby given that under the First Part of Chapter 27 of the revised Statutes of Canada, 1927, known as the “The Companies Act” letters patent have been issued under the Seal of the Secretary of State of Canada, bearing date the 3rd day of January, 1934, incorporating Percy Pickering, housing and supervising inspector, George Robert Mines, food inspector, James Shepherd, Alexander Cross, Ebenezer Brown Officer, Alexander Barclay, Alvin George Isaac and George Wilfrid Kelly, sanitary inspectors, Alexander Officer and William Jackson Turner Watt, chief inspectors, Benjamin Cheney Brough, supervising inspector, Douglas Little, smoke and supervising inspector and Hubert Hawker Marshall, health inspector, all of the City of Winnipeg, in the Province of Manitoba, for the following purposes, viz:

- (a) To take over the assets and liabilities of “The Canadian Sanitary Inspectors Association of Canada” established under the name of “The Sanitary Inspectors Association of Western Canada, “ on the 19th day of April A.D. 1913; and to enter into such agreements and to make, do and execute all such acts, deeds, matters and things as may be necessary for the purpose of taking over such assets and liabilities or any part thereof;
- (b) To promote the advancement of sanitary science in all or any of its branches, and the diffusion of knowledge relating thereto, either in all or any of the ways hereinafter specified or in any other way.

The operations of the corporation to be carried on without share capital throughout the Dominion of Canada and elsewhere by the name of “Canadian Institute of Sanitary Inspectors,” and the chief office of the said corporation to be at the City of Winnipeg, in the Province of Manitoba.

Date at the office of the Secretary of State of Canada, this 16th day of January 1934.

E.H. Coleman
Under-Secretary of State.

The 3rd of January 1934, was therefore the birthday of the “Canadian Institute of Sanitary Inspectors”. However, prior to that historic event there were many, many birth pangs and, during the first years of its life the Institute had many, many growing pains. Nevertheless the progenitors of this Institute were sturdy and staunch, were capable and experienced and had nurtured and sustained two previous infants. With the hope that it might be interesting and perhaps even enlightening, it is proposed to trace some of the history of our Institute and its parent bodies from “in the beginning” up to and a little beyond Incorporation.

IN THE BEGINNING

The beginning took place on Apr. 18 and Apr. 19, 1913, when meetings were held in Winnipeg for the purpose of forming a sanitary inspector's association. At the inaugural meeting there were seventeen people present – 12 from Winnipeg and 5 from Saskatchewan. At this meeting preliminary discussions were held and a committee was formed to draft a constitution. The meeting adjourned to the following day. On April 19, 1913, the "Sanitary Inspectors Association of Western Canada" was established. The attendance had grown to nineteen and the business of the meeting included the election of officers; a discussion of the draft constitution; and a place and date for the first annual convention. Two of the officers elected at the April 19th meeting were E. W. J. Hague, President, and Alex Officer, Secretary-Treasurer. It was decided to hold the first Annual Convention at Regina in September 1913.

1913

At the first Annual Convention held in Regina, in conjunction with the Canadian Public Health Association, the constitution was adopted and the name selected by the association was confirmed as the Sanitary Inspectors Association of Western Canada. Its territory was declared to be from Fort William to Vancouver, and its membership in 1913 stood at fifty-four. The new association invited H.R.H. the Duke of Connaught, then Governor-General to become Patron, and Lord Strathcona to become Vice-President. Both accepted office. The subscription fee was set at \$2.00 per annum, and it was arranged with the C.P.H.A. to use their Journal as the official organ at the cost of \$1.00 per member. Full members of the new association were those possessing certificates. Associate members were not permitted under the Constitution, to vote except in Local Center Meetings but they were entitled to speak. It should be mentioned here that Alex Officer was the first and only secretary-treasurer of the association and remained so even when the territory was enlarged to include all of Canada and the name was changed to the Sanitary Inspectors' Association of Canada. From 1913 to 1931 was a long time to be secretary-treasurer of an association. Mr. Officer is alive and healthy today at 83 years of age.

1914

Annual convention held in Winnipeg. Although World War 1 had started, the membership had increased to eighty-four of whom thirty-one were present.

1915

Due to the war no annual convention was held so the office bearers carried on for another year.

1916

No convention but an Annual Business Meeting was held in Winnipeg. Thomas Watson of Regina was elected President.

1917

The Association met for the second time in Regina. Mr. Watson declined re-nomination and W. F. Thornley was elected President. Membership had declined during the war but Mr. Thornley's vigorous leadership brought it back to eighty-two members, twenty-six of whom attended the convention.

1918

Annual convention held in Winnipeg. Membership had increased to eighty-nine members with twenty-three in attendance at the convention. Arthur Rigby was elected President. During 1918 the use of the Canadian Public Health Journal was abandoned and arrangements made with the Western Municipal News to publish the Association's news and articles. It was noted that twenty-three members of the Association had enlisted and their names entered on a Roll of Honour.

1919

Annual convention held in Saskatoon. Membership now at ninety with twenty-four members in attendance. Douglas Little was elected President. An important item at this convention was the fine discussion of Housing. A committee was formed which drafted a report on housing conditions. The report was adopted, printed and circulated throughout the Dominion.

1920

Annual convention held in Edmonton. Membership had increased to 104 with 29 in attendance at the convention. The name of the Association was changed to the Canadian Sanitary Association but this name only lasted one year. It was in 1920 at Edmonton that the subject of obtaining Incorporation under a Dominion Charter was first discussed but was not proceeded with on account of the cost. The subscription fee was raised from \$2.00 to \$5.00 per annum and the Constitution was revised and printed. Mr. E.C. Brown of Winnipeg was elected President.

1921

Annual convention held in Ottawa. This was the first time the Association had convened east of Winnipeg. Membership was down one at 103 with 18 members in attendance at the business meeting. The reason for the small attendance at the

business meeting was because Ontario had only 4 members. Some more Eastern members were elected at this convention. It was at this convention that the name "The Sanitary Inspector's Association of Canada" was adopted. Mr. George Laflamme was elected President.

1922

Annual convention held in Winnipeg. In spite of the change of name to embrace all of Canada the membership had dropped to eighty but thirty-five were in attendance at the annual meeting. Some blamed the drop in membership to the increased subscription fee of \$5.00. Arrangements were made with the Canadian Public Health Association by which all of the members of the Sanitary Inspector's Association of Canada became also members of the C.P.H.A. and their Journal again became the official organ. For this privilege the C.P.H.A. received \$3.00 per member out of a subscription fee of five dollars. At this convention Mr. E. W. J. Hague was elected President and remained the president until 1931.

1923

Annual convention held in Calgary. Membership had dropped to sixty-four but twenty-one were in attendance at the annual business meeting. The largest lapse of members was in the province of Saskatchewan where a "Public Health Officials Association" had formed with a \$2.00 subscription fee.

1924

Annual convention held in Fort William. Membership had increased to seventy-eight but only ten of those attended the annual business meeting. At this convention resolutions were passed advocating security of tenure of office for Medical Health Officers and Sanitary Inspectors and also favoured better health work in rural districts in Canada. It was hoped that these resolutions would materially help the formation of Health Units with a staff of fully qualified Medical Health Officers, Sanitary Inspectors and Nurses.

1925

Annual convention held in Winnipeg. Meetings were held in the Legislative Buildings and were opened by the Lt. Governor Sir James Aikins. Membership stood at sixty-seven with twenty-nine in attendance. Discussion took place regarding the arrangement with the C.P.H.A. and it was decided that the arrangement was too expensive and that something must be done at the end of the year.

1926

Annual convention in Brantford. Membership stood at seventy-one but only eighteen attended the annual business meeting. At this convention a new arrangement

was made whereby the C.P.H.A. Journal was made available to members at a cost of \$1.83 per member.

1927

Annual convention held in Toronto. Membership stood at sixty-eight with twenty-six members in attendance at the business meeting. Some important amendments were made to the constitution. Strong representation was made to the meeting to the effect that a large number of uncertified sanitary inspectors were deterred from joining the association by the fact of having two classes of membership. It was represented that there were, in Ontario alone, some 300 such inspectors and it would be better for the Association to let down the bars to give these men a chance to join up, at all events for a limited period, after which it would be necessary to revert to the requirements of certificates for full members. The members in attendance adopted this view and a resolution was passed suspending the action of Sections 5 and 6 of the Constitution for five years until September 1932. Section 5 dealt with members having a certificate of competency in some branch of sanitary science granted by some recognized National Body. Section 6 dealt with members who possessed no recognized certificate but could join the Association as associate members. The annual fee of \$5.00 came in for some discussion and the meeting agreed to lower the fee to \$3.00. True, all this helped gain some new members but there was no overwhelming rush on the part of sanitary inspectors or so called sanitary inspectors to join the association.

1928

Annual convention held in Vancouver. Membership stood at eighty-four and twenty-seven of those were in attendance. In 1925 the B.C. Branch had only one member but by 1930 this had increased to forty. It was stated that the Vancouver convention was remarkable in many ways not the least of which was the hearty welcome given to the Association on its first visit to the West Coast.

1929

Convention held in Moose Jaw. Membership had increased to 124 but only 17 were in attendance at the business meeting. Sessions were reported good, with Dr. Middleton, Deputy Minister of Health for Saskatchewan, and other Provincial Government Officials in attendance.

1930

Convention held in Winnipeg. Membership stood at 132. A breakdown of the membership was given as follows:

Quebec.....	1
Ontario.....	37
Manitoba.....	31
Saskatchewan.....	14
Alberta.....	9
British Columbia.....	40
	132

This was the highest number of members the Association ever had.

All of the foregoing information from April 19, 1913, up until September 1930, was obtained from the Presidential Address given by Mr. E. W. J. Hague at the annual convention held in Winnipeg, September 3rd, 4th, and 5th, 1930. Without having unearthed this important document, during research, most of anything written about those early events would have been conjecture or mere guess work. So, for information regarding our early heritage, the Institute owes a debt to the late Mr. E. W. J. Hague.

There must have been quite a stir at the 1930 Convention. The matter of incorporation and of obtaining a charter had come to the fore and was being discussed by the provincial branches. A letter from Mr. John F.C. B. Vance, Vice President for British Columbia dated April 24, 1930, and addressed to the Secretary-Treasurer, Mr. Alex Officer stated: "At a regular meeting of the British Columbia Branch of the Sanitary Inspector's Association of Canada, held on April 15, 1930, the matter of applying for a Dominion Charter was discussed, and the unanimous decision of the meeting was to the effect that this matter should be taken in hand immediately. I was, therefore, requested to inform you of this decision and to ask if the Dominion Executive contemplates any such move in this direction in the immediate future. If not the British Columbia Branch is prepared to immediately sponsor this matter, and would ask for the support of all branches in the furtherance of this movement. It is not necessary at this time to mention the benefits which would accrue with such incorporation, but we do feel that our members should be given an opportunity to qualify by examinations as public health officials through a purely Canadian Association, and that such qualifications should entitle the holders of such certificate to professional classification and recognition by provincial and municipal governments. So, to this end, we ask that the decision of the Dominion Executive in the matter be made known to this Branch as the earliest possible moment."

The Dominion Executive considered this letter at its next meeting, held on May 16, 1930 and extracts from the letter replying to Mr. Vance state that "The matter of obtaining a Dominion Charter was considered as far back at 1920 and at that time legal advice was obtained from Mr. Francis H. Chrysler, K.C. of Ottawa. This legal advice was obtained on instruction, after this course had been suggested and some members had thought that advantages might be gained by obtaining a Charter. The Executive reported on this matter to a subsequent meeting of the Association held in Ottawa in 1921, and it was allowed to drop, largely on account of the expense involved, which the Association was not in a position to meet and is not even yet. What particular advantages would accrue to the Association by Incorporation has however never clearly been set forth by those advocating such a step; nor does your letter attempt to do so."

The rest of the lengthy letter goes on to extol the benefits obtained from the examination and certificates of the then Royal Sanitary Institute. However, Mr. Vance was not to be daunted for in a letter dated August 7, 1930, he states, "The matter of Dominion Incorporation is one which I trust will be discussed at the Convention. The local members are very anxious to have an incorporated association and would like very much to get the feeling of the Convention on the matter.

All this helped to create a lively Convention. It would seem that all members thought of Incorporation but some were loath to proceed. Some wanted immediate

action, some were overly cautious and some were happy with status quo. It is perhaps quite conceivable that a Charter would eventually have been obtained, but thanks to the B.C. Branch that eventually was not to be delayed for very long. Although "the matter of Incorporation be proceeded with at once" was defeated at the 1930 Convention it came up the next year at the London Convention and was there upheld.

The action of the B.C. Branch regarding Incorporation must have worried some of the members of the Manitoba Branch. A resolution passes by the Manitoba Branch of the Sanitary Inspectors' Association of Canada at their meeting held on October 16, 1930, reads as follows:

"That the Secretary-Treasurer inform the Secretary of the B.C. Branch that in view of the action taken by the Association as a whole at the recent convention in Winnipeg, by which it was decided that the matter of obtaining Incorporation under a Dominion Charter should be laid over until the 1931 Convention, and the Executive Council was instructed to obtain further information on the subject and submit the same to each member of the Association, this Manitoba Branch declines at this time to express any opinion on Incorporation or as to whether this Association shall become an Examining Body.

We do not see any necessity for haste in the matter, and sincerely trust that the B.C. Branch will do nothing to embarrass the Executive Council, or take any action which might tend to disrupt the Association. Nothing is to be gained by attempting to force the issue, but on the contrary much harm may be done. We are not opposed to incorporation, but wish further information as to its advantages, and also how it is to be accomplished.

For the good of the Association and all its members, we appeal to the B.C. Branch to refrain from taking independent action in the matter. We feel that we should first have the fullest information and consideration so that at the 1931 Convention any action taken may be unanimous. We suggest that the Executive Council send out to each member all the information available and thus obtain the views of each member individually by means of a questionnaire."

It is doubtful if the B. C. Branch had any intention of taking independent action, or doing anything that would embarrass the Executive Council, or taking any action that might tend to disrupt the Association. However, it is evident that the B.C. Branch went all out at the 1930 Convention and the matter of Incorporation was definitely on the agenda for the 1931 Convention.

1931

The 1931 Convention of the Sanitary Inspector's Association of Canada was held in the Municipal Building in London, Ontario on the 19th, 20th, and 21st of August. This convention definitely decided to apply for Incorporation. Other matters of vital importance must have been discussed at the Convention but diligent research has failed to produce the minutes of this meeting.

1932

A copy of a letter written by the secretary-Treasurer is on file and does contain some very interesting and pertinent information. It was written on July 5, 1932 on official writing paper with a letterhead bearing the title "Canadian Institute of Health Inspectors" and giving a complete slate of officers.

The officers were:

President.....W. C. Millar, Toronto

Vice Presidents:

Quebec.....A. R. White, Montreal
 Ontario.....Samuel Allen, Toronto
 Manitoba.....P. Pickering, Winnipeg
 Saskatchewan.....H. G. Buck, Saskatoon
 Alberta.....J. J. Dunn, Calgary
 British Columbia.....J. F. C. B. Vance, Vancouver

Executive Council:

President
 Secretary-Treasurer
 E.W. J. Hague, Immed. Past President
 Vice Presidents
 Councillors: Alex Officer
 E. B. Officer
 A.G. Issac
 Alex Cross

The letter is as follows:

**CANADIAN INSTITUTE OF HEALTH INSPECTORS
 Winnipeg, Manitoba**

July 5, 1932

F. A. Dashwood, Esq.
 Barrister, Solicitors, Etc.
 987 Kinston, Road,
 Toronto 13, Ont.

Dear Sir,

I was instructed at the Annual Business Meeting held in Winnipeg on June 20th last, to write to you re the obtaining of a Charter and Incorporation.

In your letter under date February 27, 1932 you set forth the preliminaries for such Charter.

On behalf of our Institute therefore, I would advise you that it was decided to ask you to take over the matter of making application for such Charter and Incorporation immediately, at a cost as stated in your letter.

I may say that our By-laws and Constitution have been amended, and are at present time only in manuscript form. We are prepared, however, to have them printed as amended, but it was thought advisable to leave this matter in abeyance until your instructions were to hand. Please advise accordingly.

We have our Minute Book in full use, and will get the Corporate Seal in due course. Will you kindly let me know what you require, in detail as a preliminary, and I will write you as instructed immediately.

Our President, Mr. W. C. Millar of Toronto, Chief Sanitary Inspector Parliament Buildings, was in the Chair at the Winnipeg meeting, and would be glad to see you if required.

Awaiting your instructions and reply,

Believe me to be, yours truly,
(sgd.) DOUGLAS LITTLE,
Secretary - Treasurer

The reply to this letter was as follows:

11th July 1932

Douglas Little, Esq.
Canadian Institute of Health Inspectors,
Health Department,
City Hall, Winnipeg.

Dear Sir,

Re Canadian Institute of Health Inspectors

I am in receipt of your letter of the 5th instant.

In order that I may inform myself as to your purposes and objects it is probably advisable that I should discuss the matter with Mr. Millar, and I propose to do so, at the first opportunity.

In the meantime I should be glad if you could send me a copy of your present By-laws and Constitution. Perhaps the printing could wait until the Secretary of State has approved them.

I expect to write to you again as soon as I have had a talk with Mr. Millar.

Yours truly,
(sgd.) F. A. DASHWOOD.

From the letter of July 5th, 1932, a wealth of information is obtained. It tells that at the London Convention or somewhere between the 1931 convention and July 5, 1932 the association had taken the name of Canadian Institute of Health Inspectors. That name was, later, to cause untold controversy. The letter also gives the names of the office bearers and the Executive Council. That same Executive Council was to carry on until incorporation was finally obtained in 1934. To say that the members of this Executive Council worked hard, in the almost two and a half years they held office, would be a remarkable understatement. Countless meetings were held and a profusion of letters were kept going between Mr. Douglas Little, Sec. Treas. And Mr. F. A. Dashwood, the Institute's Toronto Solicitor. If there had been an apparent hesitancy toward incorporation previous to August 1931, there was none displayed by the new Executive Council.

As most of the legal work in connection with Incorporation had to be done in the East it was fortunate that the association had as its president, Mr. W. C. Millar of Toronto. Mr. Millar spoke of the capabilities of Mr. Dashwood, a Toronto lawyer and proposed that Mr. Dashwood was the man for the job. He later contacted Mr. Dashwood who gave him, in a letter, an outline of the preliminaries of procedure in the obtaining of a Dominion Charter. Among the items in that letter it was noted that the costs of Incorporation would be \$100.00 plus Mr. Dashwood's fee of \$100.00. This \$200.00 was a goodly sum in the depression year of 1932. Another item in the letter referred to purposes, by-laws and regulations which the Executive Council proceeded to draft. Before long it was apparent that the purposes and the objects of the Corporation should be entirely separate from the by-laws and regulations. However, by the diligent work of the Executive Council and its indefatigable secretary-treasurer in Winnipeg, and by the President and Mr. Dashwood in Toronto an application for Incorporation was in October 1932, presented to:

THE HONOURABLE THE SECRETARY OF
STATE OF CANADA

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The application was not acceptable!

The astounding news was contained in a letter from Mr. Dashwood.

3rd Nov. 1932

Douglas Little, Esq.,
Canadian Institute of Health Inspectors,
Health Department,
City Hall,
Winnipeg.

Dear Sir:

Your petition and cheque were forwarded to the Department of the Secretary of State.

Mr. O'Meara of that Department replied and it was not acceptable. "As the subject of education is within the jurisdiction of the respective Provinces of Canada, this Department is not prepared to grant authority to 'institute courses of lectures' 'to hold examinations' and to grant and award prizes and certificates of the result of examinations and the like."

Knowing that this was one of your most valued objects I spent considerable time in gathering materials for my reply. I sent a copy of Mr. O'Meara's letter, a copy of my reply thereto and my copy of the petition to your President Mr. Millar asking him to write to Dr. Amyot and send him the enclosure, with a view to his (Dr. Amyot of the Health Department) speaking to the State Department for us. I telephoned Mr. Millar again this morning and understand that he is doing this.

Meanwhile I have this morning received a letter signed by Thomas Mulvey, Under Secretary of State, acknowledging my letter and informing me that the matter is receiving consideration.

I think that we must expect that some amendments will have to be made.

Yours faithfully,
(sgd.) F. A. DASHWOOD.

Mr. Millar lost no time in writing to Dr. Amyot, Vice-Patron, but as Dr. Amyot was seriously ill the letter was attended to by J. J. Heagerty, M.D., Chief Executive Assistant, Department of Pensions and National Health. In the meantime Dr. Heagerty was replying to a letter from the Under-Secretary of State, Department of Secretary of State, as follows:

DEPARTMENT OF PENSIONS AND NATIONAL HEALTH
Ottawa

Nov. 7th, 1932

The Under-Secretary of State,
Department of Secretary of State,
Ottawa.

Sir,

Relative to your letter of the 2nd instant, regarding the application for the incorporation of an association to be known as the "Canadian Institute of Health Inspectors," I have the honour to state that there are certain objections that this Department wishes to place before you, namely:

- (a) The name of this association as outlined from the personnel composed, as it is, largely of sanitary inspectors, and the activities as outlined, would indicate that the title of the organization should be "Canadian Institute of Sanitary Inspectors" and not Canadian Institute of Health Inspectors.
- (b) While the personnel consist of sanitary inspectors it would appear, according to paragraphs 3 and 4, that they wish to control others who are public health officials - health inspectors, visiting nurses, etc., who have obtained degrees from recognized universities, hospitals and other institutions.
- (c) The objects as outlined in paragraph 4, apply to recognized universities rather than a group of sanitary inspectors.
- (d) The powers requested in paragraphs 5 and 6 would appear to be beyond the scope of such an organization. It is obvious that such an organization should not have control over the liabilities and duties of public health officials.
- (e) With regard to paragraph 7, it may be pointed out that sanitary legislation in Canada includes by-laws of municipalities, which are controlled by Provincial Departments of Health. The advisability of disturbing this would appear to be questionable.
- (f) Relative to paragraph 10, authority "to borrow and raise money and to invest its funds in such manner as the institute may think fit" seems extreme.

May I suggest that a copy of the application for incorporation be submitted to the Canadian Public Health Association, the Secretary of which is Dr. J. T. Phair, Medical Building, University of Toronto, Toronto, as well as to Professor J. G. Fitzgerald, Director, School of Hygiene and Connaught Laboratories, University of Toronto, Toronto, and Dr. A. Grant Fleming, McGill University, Montreal. I feel quite satisfied that these will bear out this Department

in the contention that the incorporation of this organization under the title of the "Canadian Institute of Health Inspectors" should not be granted.

I have the honour to be,
Sir,
Your obedient servant,
(sgd.) J. J. Heagerty.

In addition to Dr. Heagerty's letter the following letters were sent to the Acting Under Secretary of State:

DEPARTMENT OF PUBLIC HEALTH AND PREVENTITIVE MEDICINE
McGill University,
Montreal

Nov. 10, 1932

The Acting Under Secretary of State,
Ottawa, Ontario.

Sir,

I have received your letter of November 9, with reference to a petition for incorporation of the Canadian Institute of Health Inspectors. In response to your request, I have consulted with my associates and now submit the following comments:

1. The name should be "Sanitary Inspectors," not "Health Inspectors." The former is, by practice, identified with the group applying for incorporation; the latter is much more broad and might be interpreted to include practically all workers in the health field.
2. Section 3 - The powers asked for go far beyond the sanitary inspectors group. It hardly seems justified to give this one group responsibility for the status standards and rewards" of all public health officials. Visiting nurses are one group who are already organized and I believe that they feel they are the responsible body for their status and standards.
3. Section 4 and 5 - Education and the granting of diplomas etc., come within provincial jurisdiction. The only Dominion organization of a comparative nature is where the respecting provincial organizations voluntarily agree to co-operate, the Province, however, retaining its full rights to independent action. I am of the opinion that the training etc., of sanitary inspectors must be on a provincial basis.
4. Sections 6 and 7 - The powers requested are too broad. It implies that the sanitary inspector's group is to assume supervision over the whole field of public health and of all public health officials.

Yours truly,
(sgd.) GRANT FLEMING,
Grant Fleming, M.D., Director.

**UNIVERSITY OF TORONTO
FACULTY OF MEDICINE
TORONTO, 5, ONTARIO**

Nov.12, 1932

Department of Secretary of State,
The Acting Under Secretary of State,
Ottawa, Canada.

Dear Sir,

I beg to acknowledge with thanks receipt of your letter of November ninth with enclosed copy of the application for incorporation of a company without share capital to be known as "Canadian Institute of Health Inspectors".

I have also received a communication from the Department of Pensions and National Health respecting this application. I am of the view that the title of the organization should be CANADIAN INSTITUTE OF SANITARY INSPECTORS and not CANADIAN INSTITUTE OF HEALTH INSPECTORS. Further, I am entirely in agreement with the views which Dr. J.J. Heagerty, Chief Executive Assistant of the Department of Pensions and National Health has expressed in a letter under date of November seventh to the Under Secretary of State.

Faithfully yours,
(sgd.) J. G. Fitzgerald, M.D.
Dean, Faculty of Medicine,
Director, School of Hygiene,
And Connaught Laboratories.

Later in November Mr. Dashwood wrote to Mr. Little as follows:

16th November, 1932

Douglas Little Esq.,
Canadian Institute of Health Inspectors,
City Hall,
Winnipeg.

Dear Sir,

I enclose herewith copies of letters sent to me by the acting Under Secretary of State. He says that he will appreciate my comments; but in acknowledging his letter I said that I should await your instructions.

It appears to me that I should know the wishes of your executive before I go any further.

Yours truly,
(sgd.) F. A. DASHWOOD

Meanwhile the members of the Executive Council in Winnipeg paused, to read, learn and inwardly digest and subsequently had Mr. Little write to each member of the council as follows:

**CITY HEALTH DEPARTMENT
CITY HALL
WINNIPEG, MANITOBA**

November 24, 1932.

Dear Sir,

I am writing you, as a member of the Executive Council to let you know of the difficulties which have arisen in connection with our application for incorporation.

Our solicitor is Mr. Dashwood of Toronto, recommended by our President Mr. Millar. Mr. Dashwood offered to put through our application for the sum of Two Hundred Dollars, which includes the One Hundred Dollar fee required by the Dominion Government. As this was considerably cheaper than the estimate of Mr. Chrysler of Ottawa, we accepted his offer. We sent Mr. Dashwood all the necessary papers including a copy of our by-laws.

Mr. Dashwood advised us that certain changes would have to be made in the by-laws in order to conform to the Companies Act. These changes being of minor importance, we agreed to. The necessary application was then prepared by Mr. Dashwood and duly executed by the applicants selected (13 in number to agree with the number of our officers). The fee was paid and the application submitted to the Secretary of State. Much to our surprise the Department replied that the application was not satisfactory because education is a matter within the jurisdiction of the Provinces. We replied to this by supplying arguments to Mr. Dashwood to the effect that the proposed education of our members as a professional class is quite different from the system of public education contemplated by the British North America Act; and also that a Charter was issued by the Dominion Government to the General Accountants' Association which has similar aims to our own and conducts examinations, issues diplomas, etc. Mr. Dashwood used these very effectively in his reply.

In the meantime, Mr. Millar, our President, had written Dr. Amyot Ottawa, who is our Vice Patron, enlisting his help. Unfortunately Doctor Amyot is seriously ill and Mr. Millar's letter was replied to by Doctor J. J. Heagerty, Chief Executive Assistant, Department of Pensions and National Health, raising objection to various sections in our application. Evidently this Department did not rest there, but sent copies of the application to Dr. Grant Fleming, Director of Public Health and Preventive Medicine, McGill University; Dr. J. G. Fitzgerald, Dean of the Faculty of Medicine, University of Toronto, as well as to Doctor Heagerty, and all three wrote letters to the Secretary of State raising objections to our application.

Now the objections of these eminent men carry weight. We believe they are mistaken in the objects of the Institute. Possibly some of the sections they

object to are too all embracing and have given them the impression that the Institute seeks to regulate all health officials. The Executive feels that we should modify where possible with a view of getting the objections removed.

We have accordingly drawn up a statement of our views, on reading which you will get a good idea of what the objections consist, and the modifications suggested.

We should like to have the Executive Council unanimous on the points covered, and are submitting them to the Vice-President in Quebec, Manitoba, Saskatchewan, Alberta, Ontario and British Columbia (who are also members of the Executive Council) with the request that they will consider them promptly, and write me as quickly as possible (by return mail if possible) as we must not delay action on the matter.

We hope that you will support the rest of the Executive in the proposed action.

After approval, and when the amended application is sent in we suggest that letters be sent from our branches, or individual members to Members of Parliament with whom they are acquainted asking them to press for the issuance of our charter.

Yours truly,
[sgd.] Douglas Little,
Secretary-Treasurer.

The main objection to Incorporation, as far as the Department of State was concerned, seemed to be that "the petition purports to deal almost exclusively with educational matters". The Department of State felt this was a provincial matter. Another objection to Incorporation was the name "Canadian Institute of Health Inspectors". Those objecting felt the name should be "Canadian Institute of Sanitary Inspectors". There were other objections. At this later date-twenty-seven years after incorporation-there seems little to be gained by trying to resolve what was in the minds of the objectors nor trying to reason what was behind it all. There is on file a multiplicity of letters and copies of letters which, carefully worded though they may be, tend to tell their own story.

Despite the unacceptance of the petition the Executive Council, bless their hearts, did not let the matter drop. The members continued their efforts; they changed the name of the Institute; and they wrote direct to the objectors who replied as follows:

Ottawa,
January 31, 1933

D. L. Little Esq.,
Secretary-Treasurer,
Canadian Institute of Health Inspectors,
City Hall,
Winnipeg, Man.

Dear Sir,

I have your letter of the 9th instant, together with suggested alterations to your application for incorporation of the "Canadian Institute of Health Inspectors."

At the time you submitted your application for incorporation, this Department expressed an opinion to the Under-Secretary of State; and should an opinion be again requested when you resubmit your application with the proposed amendments, this Department will be pleased to give its opinion.

Yours very truly,
[sgd.] J. J. Heagerty,
J. J. HEAGERTY, M.D.
Chief Executive Ass't.

UNIVERSITY OF TORONTO
Faculty of Medicine
Toronto 5, Canada

January 26, 1933

Mr. Douglass Little,
Health Department,
City Hall,
Winnipeg, Manitoba.
Dear Sir,

This will acknowledge receipt of your communication dated January nineteenth with enclosed memorandum entitled SUGGESTED ALTERATIONS TO APPLICATION FOR INCORPORATION.

Faithfully yours,
[sgd.] J. G. Fitzgerald, M.D.
J. G. Fitzgerald, M.D.
Dean, Faculty of Medicine,
Director, School of Hygiene,
and Connaught Laboratories.

DEPARTMENT OF PUBLIC HEALTH AND PREVENTATIVE MEDICINE MCGILL
UNIVERSITY, MONTREAL

January 27, 1933

Douglas Little, Esquire,
Secretary-Treasurer,
Canadian Institute of Health Inspectors,
Winnipeg,
Manitoba.

Dear Sir,

I have received your letter of January 19 with reference to your application for incorporation. I shall be pleased to make my comment upon the amended application if I am requested to do so by the Under Secretary of State.

I would like to take this opportunity of assuring you that I am entirely in sympathy with the idea of the training and certification of sanitary inspectors. I might point out to you that training of this type and examinations for the Royal Sanitary Institute have been provided through members of the staff of this Department for a number of years.

My objections to your application were not based upon any unfriendly attitude towards your group, but were an expression of opinion regarding certain rights and privileges for which you were asking.

I have always encouraged sanitary inspectors, whom I have known, to qualify themselves. Some years ago, as he will tell you, I urged Mr. A. R. White to go on with the organization. Please do not take criticism of a legal document as condemnation of a worthy object.

Yours truly,
[sgd.] Grant Fleming,
Grant Fleming, M.D.
Director.

The council was also in communication with Mr. Dashwood, and his reply of February 24, 1933 read:

F. A. DASHWOOD, BARRISTER, SOLICITOR, ETC.
367 Kingston Road, Toronto 13, Ontario

February 24, 1933

Douglas Little Esq.,
Canadian Institute of Health Inspectors,
Health Department,
City Hall,
Winnipeg, Man.

Dear Sir,

I have your letter of the 18th instant.

The fact that the General Accountants Association was incorporated by Act of Parliament, rather than by Charter under the Companies Act, suggests that the Department was unwilling to grant the powers asked for, without special Act. However, it also indicates that the Dominion has jurisdiction, notwithstanding that Education is a Provincial matter.

The jurisdiction of the Dominion lies in the residual powers for the good government of Canada. If the Health Authorities had said that it was desirable

that you should have the powers asked for in the original petition, they would probably have been granted.

The State Department has decided not to grant the petition on the ground that Education is a Provincial matter. The only way that decision can be reversed is by showing question of whether or not it will be beneficial, rests largely, if not exclusively with the Health Authorities.

It would be futile for me to submit another petition, containing education objects, unless I could say that it had the support of the Health Authorities.

As I see it, support from any eminent authority would help you; but it is also desirable if possible to get Mr. Heagerty's.

I enclose herewith copy of the objects as re-drafted. I am also sending a copy to Mr. Millar, who thinks that he can get weighty support; I believe he is writing you. I also enclose copy of a suggested letter from me to Mr. Heagerty, which I shall not send unless and until I get instructions. In any event such letter should not be sent until every opportunity has been given to bring favorable opinion to his notice.

Yours faithfully,
[sgd.] F. A. Dashwood.

P. S. Please let me know whether the old petitioners are still available for the new petition.

F. A. D.

Mr. Dashwood here suggests that the support of Health Authorities should be sought. With this in mind the Executive Council had Mr. Little write to Deputy Ministers of Health, to Medical Health Officers and other Health Officials requesting them to communicate with the Secretary of State giving their views on the Incorporation of the Institute. Twenty-five health officials wrote the Secretary of State recommending that the application for Incorporation be granted.

Meanwhile the Executive Council was amending the Charter application and the president, Mr. Millar, was in conference with health officials in Toronto. Some of these officials were members of the Canadian Public Health Association. To aid him in his discussions with these prominent health officials, Mr. Millar wrote requesting the advice of the Council. Mr. Little replied giving Mr. Millar the Executive Council's advice.

The outcome of the meeting of the C.P.H.A. Executive held in early May, 1933, was the forming of a committee of which Dr. J. G. Cunningham, Director of the Division of Industrial Hygiene was named chairman. The committee was to draw up details in connection with the securing of a Charter for the Canadian Institute of Sanitary Inspectors and their report was to be submitted at their convention to be held in St. John, N.B., in June, 1933. This delay seemed unavoidable but before the convention was held, Mr. Millar met with the committee on several occasions.

After the C.P.H.A. convention their general secretary wrote to Mr. Millar as follows:

East Block,
Parliament Buildings,
Toronto 5, Ontario
July 8, 1933

Mr. W. C. Millar,
President, Canadian Institute of Sanitary Inspectors,
Toronto 5, Ont.

Dear Mr. Millar,

You may recall, that some time ago, the application of the Canadian Institute of Sanitary Inspectors for a Federal Charter was drawn to the attention of this Association. The Association, at a specially called executive meeting, discussed the application at considerable length, and referred the matter to a sub-committee of the Executive Council. This Committee reported to the Executive Council of the Saint John Meeting. The following is a digest of the report:

(1) That the Canadian Public Health Association subscribe to the application of the Canadian Institute of Sanitary Inspectors for a Federal Charter providing the clauses dealing with education and standards [clauses four and five] are modified.

(2) That The Canadian Public Health Association assume responsibility for setting up standards governing qualifications of Sanitary Inspectors as would be applicable to the Dominion of Canada.

(3) That through the Canadian Public Health Association Provincial Examining Boards be constituted; each Board to be comprised of three members, one of whom shall be a Sanitary Inspector.

(4) That appropriate certificates be issued to Sanitary Inspectors who have successfully met examination requirements.

(5) That an effort be made to assist in the training of such Sanitary Inspectors as are desirous of meeting the qualifications which might be outlined under section (2).

The Executive Council of the Canadian Public Health Association accepted the report, recommending that it be referred back to the Executive Committee, who were empowered to discuss the report with the officers of the Canadian Institute of Sanitary Inspectors.

Yours sincerely,
[Sgd.] J. T. Phair, General Secretary.

A copy of this letter was also sent to Mr. Little. Meetings and discussions continued between Mr. Millar and the C.P.H.A. sub-committee through July, August, September and October and into November. Mr. Dashwood attended one or two of these meetings. The sections of the amended charter were discussed at length

especially with regard to education, granting of certificates and diplomas, training of inspectors, examinations and examination boards. On November 20th, 1933, Mr. Little received the following letter from the General Secretary of the C.P.H.A.

East Block, Parliament Buildings.
Toronto 5, Ontario
November 20, 1933

Mr. Douglas Little,
Secretary-Treasurer,
Canadian Institute of Sanitary Inspectors,
City Hall,
Winnipeg, Man.

Dear Mr. Little,

On behalf of The Canadian Public Health Association might I be permitted to say that I have discussed with not only the Executive Officers, but representative members of the Executive Council of the Association, the request of your Association for a Federal Charter along the lines submitted, and I have received from all of those to whom the matter has been referred, their approval of the application.

I, therefore, feel justified in committing the Association to the endorsement of the application.

Yours sincerely,
[sgd.] J. T. Phair,
General Secretary.

J.T.P.: LN.

Mr. Dashwood now commenced further negotiations with the Under Secretary of State. Further amendments were made to our application and letters were kept going between Mr. Dashwood and the Department of State.

Finally on January 3rd, 1934 letters patent were issued under the Seal of the Secretary of State for Canada. That announcement was read at the beginning of this paper. The Canadian Institute of Sanitary Inspectors, Incorporated under the "Companies Act" had become a fact.

The obtaining of the Charter had not been easy. Unforeseen obstacles had been encountered. There had been delays, frustrations and objections but to those who had thought Incorporation, the granting of a Charter and a purely Canadian Certificate were worthwhile, the end results were gratifying. Who were those who had thought all this was worthwhile? Their names are printed in the Constitution and each one of those men had donated \$5.00 towards the expenses involved. Many of those same men gave hours of their time, month after month, from September 1931 to January 1934. They had suffered the birth pangs but had come up with a spanking new infant. Like all infants this one had to be nurtured. To assist in this the services of Mr. F. A. Dashwood were continued and his original fee was increased by \$50.00. Consideration had to be

given to the details of the transition from the unincorporated association to the incorporated institute. To do this legally a series of meetings had to be held; the letters patent and the memorandum of agreement had to be printed; and application forms and certificates of memberships had to be printed.

The transition from the unincorporated association to the incorporated institute was conducted truly and legally in a series of five meetings, viz:

1. A meeting of the Provisional Directors.
2. A meeting of the members.
3. A meeting of the directors.
4. A final meeting of the unincorporated association.
5. The inaugural meeting of the incorporated institute.

When and where were these meetings held and what business was transacted?

1. The first meeting of the Provisional Directors was held in the City Hall, Winnipeg, on the 17th day of March, 1934 at 12 noon. All the Provisional Directors were present. A chairman and secretary were appointed. The secretary reported that:

- (a) Letters Patent had been granted.
- (b) A booklet containing the particulars of incorporation and memorandum of agreement had been printed and distributed.
- (c) Application forms for membership had been sent to all members of the incorporated association.

After the secretary's report it was moved, seconded and carried unanimously that a copy of the Letters Patent be filed in the minute book. At the conclusion of other business the Chairman called for the resignation of the Provisional Directors. These were tendered forthwith and later confirmed in writing. The Chairman declared the meeting had been properly called. Adjournment was moved, seconded and carried.

2. The first meeting of the Members was held at the City Hall, Winnipeg on the 17th of March 1934, at 12:35 p.m. A Chairman and Secretary were duly appointed. The minutes of the first meeting of the Provisional Directors were read. Being duly moved, seconded and carried the minutes were adopted. The meeting proceeded with an election of Directors (being the Executive Council composed of Officers and Councillors).

The following Directors were elected:

President - Percy Pickering.

Immediate Past President - W. C. Millar

Secretary - Treasurer - Douglas Little

Vice Presidents:

Quebec - A. R. White
Ontario - Samuel Allen
Saskatchewan - H. G. Buck
Alberta - J. J. Dunn
British Columbia - John F. C. B. Vance

Councillors:

Alexander Officer, E. B. Officer,
Alvin G. Isaac and Alex Cross

All Directors were to hold office until the Annual Meeting of the Corporation or until their successors were appointed.

The Chairman declared the meeting had been properly called.

3. The first meeting of the Directors was held in City Hall, Winnipeg on the 17th day of March 1934 at 12:45 p.m. A Chairman and Secretary were duly appointed. The secretary reported to the meeting that a Bill of Sale had been prepared, providing for the transfer of the assets and liabilities of the unincorporated association to the Corporation and was awaiting the consideration of the Directors.

The By-laws contained in the Memorandum of Agreement were read. It was moved and seconded that these be adopted. The motion carried unanimously.

Two new By-laws regarding Banking and the Bill of Sale were moved and seconded and passed unanimously.

It was then moved, seconded and carried unanimously that the Corporation do acquire the assets of the Sanitary Inspectors Association of Canada on the terms of the Bill of Sale reported to the meeting. The price of the purchase was one dollar.

Further business, mostly legal, was transacted.

The Chairman declared the meeting to have been properly called.

Before the final meeting of the Sanitary Inspectors Association of Canada and the Inaugural meeting of the Canadian Institute of Sanitary Inspectors, notices of such meetings were sent to all members. Accompanying these notices was a letter from Douglas Little, giving a brief resume of what had been accomplished since the last convention held in London, Ontario, in August 1931. Copies of Mr. Little's letter and of the notices were as follows:

**CANADIAN INSTITUTE OF SANITARY INSPECTORS
(Incorporated)**

Health Department,
City Hall, Winnipeg, Man.
February 21st, 1934.

Dear Sir:

You will no doubt be glad to hear that our petition for Incorporation under the Dominion Companies' Act, has at last been granted under the name of "The Canadian Institute of Sanitary Inspectors". The Charter, bearing the Seal of the Secretary of State is now in our possession.

The last convention of the old Institute was held at London, Ontario in August 1931, at which time it was definitely decided to apply for incorporation. Since that time the Executive Council has been dealing with the matter in the face of a number of difficulties which developed: A fairly large number of members responded to the appeal for funds, by contributing the sum of Five Dollars each, towards the Charter Fund, a Toronto Solicitor, Mr. F. A. Dashwood was engaged on the advice of the President, Mr. W. C. Millar. Mr. Dashwood subsequently prepared the petition to the Secretary of State. It became necessary to select out of the Contributors to the Charter Fund, the names of thirteen members as petitioners. This was done on advice of our Solicitor in order to have them all at hand in Winnipeg for necessary swearing of affidavits etc. We were also advised by our Solicitor that certain changes would have to be made to our Constitution and By-laws, including the name of the Institute in order to comply with the requirements of the Companies Act.

The petition was first presented in October 1932, and much to our surprise was refused by the Secretary of State, principally on account of the sections in our By-laws providing for the education of members and candidates, the holding of examinations, and the granting of certificates by the Institute.

The Minister held that education under the B.N.A. Act is a matter exclusively within the jurisdiction of the Provinces of Canada. From this position we were unable to move him. It later developed that the Department of State had referred our application to the Dominion Department of Health, and that some officials probably not at the time acquainted with the aims and objects of the Institute, had become somewhat alarmed. Your Executive had then to undertake considerable long drawn-out correspondence with some of the highly placed Public Health Officials opposing the granting of our petition in order to remove, if possible, their objections. We also obtained letters from some twenty-five men, prominent in Public Health work in Canada, including two Deputy Ministers of Health and 23 Medical Health Officers. These testimonials, giving support to our application, were all from men who know a good deal about the efforts of the Institute to improve the status of the Sanitary Inspector. The letters showed great appreciation of the work done by the Institute.

It became evident, however, that the State Department still held to their first view regarding the educational features in our by-laws. At this stage, prominent members of the Canadian Public Health Association suggested a conference, and a Committee was formed of which our President, Mr. Millar, was a member. Several sessions were held in Toronto and the final outcome was that the Canadian Public Health Association agreed to undertake the responsibility and expense of establishing educational standards and examinations for Sanitary Inspectors in Canada, with the proviso that the Institute shall have representation on the proposed examination boards when they are established, and that the name of the Canadian Institute of Sanitary Inspectors shall appear on all certificates granted. A new section giving us this right was inserted in the application.

As it became evident that we must either accept this offer or do without a Charter, we agreed and when the Petition as finally amended was presented, it was granted, and the Letters Patent issued. We believe that whilst it is not precisely what we set out to get, it may prove in the long run to be the better course. We obtain the goodwill and co-operation of the C.P.H.A.; we get Canadian Examination Boards of high standing; and Canadian Certificates with the name of the Institute thereon. As has been pointed out on previous occasions (even if we had obtained power to establish our own examination boards) it would still have been necessary to go outside of our own body in order to obtain as examiners, the services of distinguished sanitarians. Some of these might have demurred to accepting appointments from Sanitary Inspectors. In this new way, that difficulty is avoided, and we obtain their goodwill and co-operation. The long struggle has not been without value, for it has been the means of presenting the just claims of the Sanitary Inspectors to recognition by high authorities who had not previously known much about us.

There will be a small balance left of the Charter Fund, and this we intend to use in completing the changes in the organization, viz.: the printing of the New Charter; Constitution and By-laws; application forms; and certificates of membership.

You hereby receive notices of two meetings to be held in Winnipeg on the same day. One, to wind-up the affairs of the unincorporated Institute; and the other to inaugurate the new incorporated Institute by electing officers etc. We hope to have as large an attendance as is possible in these hard times. Some of our old members have not been able to keep up their subscriptions and in this connection we wish to say that with the inaugural meeting of the new Institute, all arrears will be wiped off and a fresh start made. Every member of the old Institute is eligible to become a member of the new Institute, but our Solicitor informs us, that as the new Institute has legally no connection with the old, it will be necessary for even the present members of the old Institute to fill in applications for membership in the new. We therefore enclose one of the new application forms. In the case of present and past members, no testimonials are required. The thirteen men whose names were conveniently used in the petition for Charter, are now legally the only members of the new Institute and its first Directors, under the Companies Act. They will, of course, resign at the inaugural meeting when the first officers will be elected. The other members of the old Association who subscribed towards obtaining the Charter are, we consider, also

Charter Members, although not so legally. We have therefore printed their names in the new Constitution and By-laws immediately following the Charter itself.

These men, whose generosity and belief in our aims and objects, made this Charter possible, deserve recognition. Please note that the subscription fee for 1934, of THREE DOLLARS, must accompany each application. The Institute cannot carry on without money.

Your Executive hopes that every member of the old Institute will at once forward his application and subscription. It is twenty-one years since the first Sanitary Inspectors' Association was formed. We have had many ups and downs. Had it not been for the prevailing depression we should no doubt have had more to show for our work, especially as regards membership. We do know, however, that the steady and unremitting pressure kept up by the Institute for more highly qualified Sanitary Inspectors, and for a full recognition by authorities of their claims has had its effect. The obtaining of a Charter is the fulfillment of a long hoped-for privilege. It marks an important milestone in our history, and if times were better, it should be fittingly celebrated. The Institute is now of age and ready to step forward with renewed vigor which shall not fail until we have enlisted in our case as members of the Institute, all Canadian Sanitary Inspectors. There is yet much work to be done for Sanitary Inspector, and it will be done more quickly and effectively if we obtain the active support of every man in the profession.

Get to the meeting if you possibly can; but if not, at least send us your application and subscription so that the new Institute will get off to a good start. You might accompany this with a letter expressing your views on the Charter and Constitution, a copy of which is enclosed. Give us your ideas as to the future of the Institute.

Yours truly,
(sgd.) DOUGLAS LITTLE,
Secretary-Treasurer.

CANADIAN INSTITUTE OF SANITARY INSPECTORS
City Hall, Winnipeg

March 17th. 1934

Dear Sir:

NOTICE OF MEETING

A meeting of the unincorporated association will be held at the City Hall, Winnipeg, on the evening of April 2nd, 1934, at 7:30 p.m.

This meeting is called for the purpose of receiving reports, authorizing the transfer of assets from our unincorporated association to our new Corporation known as Canadian Institute of Sanitary Inspectors, and generally transacting such business and doing all things necessary to wind up the affairs of the unincorporated association.

Notice of the First Annual General Meeting of the Corporation is also enclosed herewith.

It is hoped that as many members of the respective organizations as possible will endeavor to be present at these meetings. We shall appreciate hearing from members who cannot be present, any suggestions received in respect of the future conduct and welfare of our work will be duly submitted by me.

(sgd.) DOUGLAS LITTLE,
Secretary-Treasurer.

**CANADIAN INSTITUTE OF SANITARY INSPECTORS
(Incorporated under the provisions of
The Companies Act of Canada)**

NOTICE HEREBY GIVEN that the first Annual General Meeting of the Members of the above Corporation will be held at the Head Office of the Corporation at the City Hall, Winnipeg, on the 2nd day of April, 1934, at the hour of nine o'clock in the evening for the purpose of:

1. Considering, and if approved, confirming at the said meeting or any adjournment thereof of the by-laws enacted, resolutions passed and business transacted at the first meeting of Directors held on the 17th day of March 1934.
2. Hearing the report of the Directors and Auditors.
3. Election of Officers and Directors.
4. For the transaction of any and all business that may properly come before the meeting.

By Order of the Board
(sgd.) DOUGLAS LITTLE,
Secretary-Treasurer.

Dated at Winnipeg,
this 17th day of
March, 1934.

4. The Final Meeting of the Unincorporated Association was held at the City Hall, Winnipeg, April 2, 1934 at 7:30 p.m. The following were present:

Percy Pickering	F. C. Austin	Alex Cross	E. B. Officer
B. Davies	Douglas Little	W. J. T. Watt	J. McHardy
D. G. Johnson	L. G. Williams	J. Shepherd	J. Foggie
G. W. Kelly	A. O'Hara	Alex Officer	
J. Arkle	Alex Aitken	R. McQuillan	

Mr. Pickering was in the chair and Mr. D. Little was secretary-treasurer. The secretary-treasurer read the notice calling the meeting and stated that a copy had been sent to all members. It was moved by Alex Officer, seconded by Robt. McQuillan that the sale of the assets of the unincorporated association be approved and recommended that the meeting approve and sign the approval. The motion was carried unanimously.

At this meeting Douglas Little was granted \$55.00 for his services as secretary-treasurer during the period 1931-1934. It is doubtful if \$55.00 was ever given to a more deserving person. Mr. Little had proved to be an untiring secretary-treasurer.

A hearty vote of thanks was given to the outgoing Executive.

A motion was made that the meeting adjourn and so the Sanitary Inspectors Association of Canada passed on to be followed by the Canadian Institute of Sanitary Inspectors. The old Association had been running for twenty-one years, 1913-1934.

**INAUGURAL MEETING OF CORPORATION
THE CANADIAN INSTITUTE OF SANITARY INSPECTORS
(Incorporated under the Provisions of the
Companies Act – January 3rd, 1934)**

5. The inaugural and first annual meeting of the Institute was held in the City Hall, Winnipeg, on April 2, 1934 at 9 p.m.

Present at the meeting:

Alex Aitken	Robt. Mc Quillan	Ben Davies	Douglas Little
Alex Cross	Eben. Officer	D.J. Johnson	L.G. Williams
Wm. J. T. Watt	Jas. McHardy	Geo. W. Kelly	Alex O'Hara
Jas. Shepherd	John Foggie	Jas. Arkle	
Alex Officer	P. Pickering	F.C. Austin	

Mr. Pickering was appointed chairman.

Mr. Little was appointed secretary-treasurer.

The secretary-treasurer read the notice calling the meeting.

It was moved, seconded and carried unanimously that the new Constitution and By-laws be accepted.

The meeting proceeded with an Election of Officers of the Canadian Institute of Sanitary Inspectors. Results of the elections were:

President – Percy Pickering
Immediate Past President – Wm. C. Millar

Vice-Presidents:
Manitoba – Wm. J. T. Watt
Ontario – Alex O'Hara

As there were no nominations from Quebec, Saskatchewan, Alberta or British Columbia, it was decided that these nominations be left to be acted upon by the Directors and Councillors.

Secretary-Treasurer – Douglas Little

Councillors after a ballot:

James Arkle, E. B. Officer, Ben Davies, Alex Cross
Auditors: Jas. McHardy and Alex Aitken

Honorary Members:

Dr. A. J. Douglas, Winnipeg, Manitoba
Dr. F. A. Middleton, Saskatchewan
Dr. J. Roberts, Ontario
Mr. E. W. J. Hague, Winnipeg, Manitoba

A competition for a design for the Institute's seal was won by Percy Pickering.
The inaugural meeting adjourned at 10:35 p.m.
The Canadian Institute of Sanitary Inspectors was off and running.

The newly installed Executive Council of the Institute got busy so far as by-law No. 21 (a) was concerned. It met to conduct the business of the Institute once a month. In those days it was necessary to meet at least "once a month." Business included the receiving of applications for membership; the admission of new members; discussion on the printing of an Institute Journal; getting the various Branches to appoint officers; and the matter of setting up jointly with the Canadian Public Health Association the following:

- (a) A syllabus for those seeking Certification, as Sanitary Inspectors and
- (b) Examination Boards.

The formulations of a Syllabus and the setting up of Examination Boards proved to be a slow business. With the headquarters of one organization in Toronto and the headquarters of the other in Winnipeg, most of the work transacted had to be communicated by letter. Letters went back and forth between the Secretary-Treasurer, Mr. Little; Dr. J.T. Phair, General Secretary C.P.H.A. and Mr. Alex O'Hara, Vice-President for the Ontario Branch. All of the letters – and there were lots of them – came up for discussion at the monthly meetings. However, it was to take until December 1935 before the first examinations were held. An announcement regarding the examinations appeared in the Canadian Public Health Journal, Volume 26, July 1935, Number 7 and read as follows:

ANNOUNCEMENT
Certification of Sanitary Inspectors in Canada

Pursuant to the adoption by the Association of the report of the Committee on the Certification of Sanitary Inspectors at the annual meeting held in Toronto on June 3rd to 5th, 1935, examinations for the certificates (C.S.I. (C)) to be granted by the Canadian Public Health Association will be arranged in various provinces next November or December. Definite announcement of the date of the examination will be made in September.

A syllabus relating to the subjects of the examination with details of the requirements for registration, together with an application form, may be obtained by addressing Dr. J. T. Phair, Secretary of the Committee of Sanitary Inspectors.

Canadian Public Health Association
105 Bond Street

Toronto 2, Ontario

By the time this Announcement appeared the C.P.H.A. had approved the appointment of a National Committee and empowered it to carry out the necessary steps in the certification of sanitary inspectors. The committee consisted of Dr. J. G. Cunningham, Ontario Department of Health, Toronto, chairman; Dr. A. Baudouin, University of Montreal; Dr. P. S. Campbell, Chief Health Officer, Provincial Department of Health, Halifax; Dr. R. D. Defries, School of Hygiene, University of Toronto; Dr. A. J. Douglas, Medical Officer of Health, Winnipeg; Dr. D. T. Fraser, School of Hygiene, Toronto; Dr. R. B. Jenkins, Medical Officer of Health, Edmonton; Dr. B. C. Keeping, Chief Health Officer, Charlottetown, P.E.I.; Mr. T. J. Lafreniere, Provincial Bureau of Health, Montreal; Mr. Douglas Little, City Health Department, Winnipeg; Dr. R. St. J. Macdonald, Department of Public Health and Preventive Medicine, McGill University, Montreal; Dr. J.W. McIntosh, Medical Officer of Health, Vancouver; Dr. J. W. McMillan, Provincial Department of Health, St. John; Mr. R. H. Murray, Department of Public Health, Regina; Mr. A. S. O'Hara, Provincial Sanitary Inspector, Sioux Lookout, Ontario and vice-president of the Canadian Institute of Sanitary Inspectors; and Dr. J. T. Phair, Ontario Department of Health, Toronto, secretary.

From the National Committee it was found desirable to appoint a sub-committee to prepare for the national committee a syllabus and to offer recommendations concerning preliminary education, registration, and the conducting of examinations. This sub-committee was composed of Dr. J. G. Cunningham, chairman; Dr. J. A. Baudouin, Dr. R. D. Defries, Dr. D. T. Fraser, Dr. R. St. J. Macdonald, Mr. A. S. O'Hara, and Dr. J. T. Phair, secretary. Later the name of Mr. Percy Pickering, City Health Department, Winnipeg, and president of the Canadian Institute of Sanitary Inspectors was added to both committees. The sub-committee was to be known as the "Central Board of Registration and Examination".

At the annual meeting of the C.P.H.A. held in Toronto in June 1935, the committee presented the plans of the Central Board. Approval was given to the recommendations of the committee including the registration requirements as relating to members of organized departments of health who are already engaged in sanitary duties and to those not so engaged who desire to become inspectors. Approval was given also to the syllabus of studies which was intended to serve as a guide for the candidates in his studies. For further information regarding registration examinations, fees, certificates and syllabus the reader is referred to the Canadian Public Health Journal, Volume 26, Number 7, July 1935 where most of the information regarding the National Committee and the Central Board of Registration and Examination was obtained.

With the obtaining of a Charter and the advent of a Certificate in Sanitary Inspection, Canada, it was anticipated that membership of the Institute would grow and grow. This anticipation was not at first realized. At the second annual meeting held in Winnipeg on May 27, 1935, membership stood as follows:

Ontario	13 members
Manitoba	24 members
Saskatchewan	6 members
British Columbia	<u>24 members</u>
	67 members

This was barely half of the membership before Incorporation. What had caused this? There were two main reasons, viz.:

1. The Depression.
2. The reduction in salaries and in some instances the reduction of staffs.

The new Institute was experiencing a setback similar to what its parent body the Sanitary Inspectors Association of Western Canada had experienced in 1913. Shortly after the Establishment of the Association in 1913, World War I was started and membership was slow in growing, and now at Incorporation the new Institute was in the midst of a depression. In some places jobs were lost and in others, wages were cut as much as 20%. Much can be said for those who did sustain their membership and perhaps more can be said for the Officers of the Institute who carried on magnificently despite drops in memberships, reductions in wages, lengthening of the depression and four years later the start of World War II. A perusal of the minute book shows that at the:

2nd Annual Meeting, May 27, 1935 – 16 members present

3rd Annual Meeting, Mar. 16, 1936 – 10 members present

4th Annual Meeting, Apr. 3, 1937 – 16 members present

5th Annual Meeting, Jan. 29, 1938 – 23 members present

These are small gatherings in comparison to the number who have attended annual conferences in the past ten to twelve years.

In 1939, Mr. Douglas Little, because of poor health, resigned as secretary-treasurer. Mr. George W. Kelly was appointed assistant secretary with "power to act on behalf of the Institute until the next Annual Meeting." At the next Annual Meeting, held in Winnipeg on January 20, 1940, Mr. Kelly was appointed secretary-treasurer, and remained so until September 1947. The Institute owes a great deal to its first two secretary-treasurers. Mention of this with regard to Mr. Little has been made previously but it should be mentioned with no uncertainty that Mr. Kelly proved a worthy successor to Mr. Little. The years 1939 to 1947 were trying times for the Institute but the new secretary-treasurer along with the changing executive councils held the Institute together.

In concluding this history it should be said that the Institute has a great heritage with qualities and characteristics that must be maintained. Since 1947 the membership has increased considerably but one wonders if the stature of the Institute has kept pace with the membership. During the period just previous to Incorporation a great deal of time and effort was spent on the formation of a Constitution and By-laws. From time to time some changes have been made in the By-laws and in the Constitution. There can be no quarrel with that but is it not true to say that adherence to the Constitution and By-laws, no matter how they are framed, is often ignored and not just by members but by the office bearers and even by branches of the Institute. To go forward as an Institute we must behave as an Institute that has Branches and not as Branches who can, at times, conveniently forget there is an Institute.

In many of the addresses of Presidents of the Institute there are suggestions for furthering the Institute. Have we taken those suggestions to heart or have we become complacent? Do we not sometimes get the feeling that we have "arrived"? As the years

have passed has the Charter given us a feeling of safety and security instead of opportunity and challenge? Is there enough concern for the advancement of the Institute in comparison with the concern of one's self. For instance how many members know for sure what is meant by the Committee on the Certification of Sanitary Inspectors and the Central Board of Registration and Examination. Do you know who represents the Institute on these important committees? Do we read the reports of these committees as published in the Canadian Journal of Public Health?

Do we read the Canadian Sanitarian? Do we assist the editorial staff by sending in articles or even notes on news events concerning members? Do we attend our Branch meetings as regularly as we should? Are we concerned about our Institute? If we are, our Institute will maintain its heritage and go forward to greater achievements.

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Many thanks.

*Tim Roark, Chair
Historical Committee
C.I.P.H.I.*

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