



**ATIO – Special General Meeting  
November 21st, 2020  
10h00-12h00**

**SGM Draft Minutes**

**Panelists: Board members:**

Denis Couillard  
Soheila Khatami  
Yasmeen Tyyebi  
Pasquale Capo  
Caroline Napier  
Marielle Godbout  
Marco Fiola

Kawal Kahlon  
Arthur Wan

**Staff :**

Marie Douville  
Yasmine Benmouffok

- 1) Verification of the quorum: (25 certified members in attendance)  
**33** certified members are in attendance. The Chair confirms quorum.
- 2) Adoption of the agenda
- 3) Amendments to ATIO By-laws:
  - a) **Amendment 1: SECTION III OBJECTIVES:**

**CURRENT**

3.01 The objectives of the Association are

**PROPOSED**

3.01 The objects of the Association, as set out in section 3 of the Association of Translators and Interpreters of Ontario Act, 1989, are:

**Motion Mover: Denis Couillard**

**28 in favour 0 against**

**CARRIED**

**b) Amendment 2: PART V ADMISSION AS A CANDIDATE FOR CERTIFICATION**  
**Applies to all six professional categories.**

**CURRENT**

Either French or English shall be included in every language combination.

**PROPOSED Insert (new)**

5.01 (a) Either French or English shall be included in every language combination.

5.01 (b) All applicants must be Canadian citizens or have permanent resident status. Applicants must be living in Canada at the time of application.

**Motion Mover: Denis Couillard      28 in favour 0 against      CARRIED**

**c) Amendment 3: PART V ADMISSION AS A CANDIDATE FOR CERTIFICATION**  
**THE STATUS OF “CANDIDATE FOR CERTIFICATION IN TRANSLATION”**

**CURRENT**

5.01 To become a candidate for certification in translation *by direct admission*, an applicant must:

(d) in addition to either (a), (b) or (c), pass an admission test administered by the association.

**PROPOSED**

(d) in addition to either (a), (b) or (c), satisfy any criteria established by the board. Exceptions are subject to decision by the board.

**Motion Mover: Denis Couillard      27 in favour, one against      CARRIED**

**d) Amendment 4: PART V ADMISSION AS A CANDIDATE FOR CERTIFICATION**  
**THE STATUS OF “CANDIDATE FOR CERTIFICATION IN CONFERENCE INTERPRETING”**

**CURRENT**

5.08 To become a candidate for certification in conference interpreting *by direct admission*, applicants must:

(a) hold a university degree in conference interpreting that is recognized by the Association or have successfully completed a university or post-graduate program in conference interpreting recognized by the Association,

or

(b) must be able to substantiate 100 days of experience as a conference interpreter, at least 50 days in each active language [A, B] they are requesting and at least 30 days from each passive language [C] they are requesting.

**PROPOSED Insert (new)**

And

(c) in addition to either (a) or (b), satisfy any criteria established by the board. Exceptions are subject to decision by the board.

**Motion Mover: Caroline Napier      27 in favour 1 against      CARRIED**

e) **Amendment 5: PART V ADMISSION AS A CANDIDATE FOR CERTIFICATION  
THE STATUS OF “CANDIDATE FOR CERTIFICATION IN COURT INTERPRETING”**

**PROPOSED Insert (new)**

5.15 To become a candidate for certification in court interpreting *by direct admission*, an applicant must:

And

(e) in addition to either (b), (c) or (d), satisfy any criteria established by the board. Exceptions are subject to decision by the board.

**Motion Mover:** Kawal Kahlon      **27 in favour 1 against:**      **CARRIED**

f) **Amendment 6: PART V ADMISSION AS A CANDIDATE FOR CERTIFICATION  
THE STATUS OF “CANDIDATE FOR CERTIFICATION IN COMMUNITY INTERPRETING”**

**CURRENT**

5.22 To become a candidate for certification in community interpreting by direct admission, an applicant must

(b) hold a university degree in community interpreting that is recognized by the Association or have successfully completed a post-secondary program **in community interpreting** recognized by the Association  
or...

**PROPOSED**

and either

(b) hold a university degree in community interpreting that is recognized by the Association or have successfully completed a post-secondary program **in interpreting** recognized by the Association  
or...

**Insert (new)**

or

(c) hold a university degree or have successfully completed a post-secondary program recognized by the association plus the equivalent of 300 hours of community interpreting experience.

or...

**Insert (new)**

and

(f) in addition to (b), (c), (d) or (e), satisfy any criteria established by the board. Exceptions are subject to decision by the board.

**Motion Mover:** Pency Tsai      **27 in favour 1 against:**      **CARRIED**

**g) Amendment 7: PART V ADMISSION AS A CANDIDATE FOR CERTIFICATION  
THE STATUS OF “CANDIDATE FOR CERTIFICATION IN MEDICAL INTERPRETING”**

**CURRENT**

5.29 To become a candidate for certification in medical interpreting *by direct admission*, an applicant must:

and either

(b) hold a university degree in medical interpreting that is recognized by the Association or have successfully completed a post-secondary program **in medical interpreting** recognized by the Association

**PROPOSED**

and either

(b) hold a university degree in medical interpreting that is recognized by the Association or have successfully completed a **post-secondary program in interpreting** recognized by the Association

**Insert (new)**

or

(c) hold a university degree or have successfully completed a post-secondary program recognized by the association plus the equivalent of 300 hours of interpreting experience.

**Insert (new)**

and

(f) in addition to either (b), (c), (d) or (e), satisfy any criteria established by the board. Exceptions are subject to decision by the board.

**Motion Mover: Pency Tsai**

**26 in favour 2 against:**

**CARRIED**

**h) Amendment 8: PART V: ADMISSION AS A CANDIDATE FOR CERTIFICATION  
THE STATUS OF “CANDIDATE FOR CERTIFICATION IN TERMINOLOGY”**

**CURRENT**

5.36 To become a candidate for certification in terminology *by direct admission*, an applicant must:

(a) hold a university degree recognized by the Association in terminology or in translation, with a specialization in terminology.

or

(b) submit proof of two years of experience as a terminologist, attested to by a recent letter of reference from an employer or from each of two clients if the applicant works as an independent/freelance terminologist.

**PROPOSED Insert (new)**

And

(c) in addition to either (a) or (b), satisfy any criteria established by the board. Exceptions are subject to decision by the board.

**Motion Mover: Marco Fiola**

**27 in favour 1 against:**

**CARRIED**

i) **Amendment 9: PART V ADMISSION AS A CANDIDATE FOR CERTIFICATION**  
**THE STATUS OF “CANDIDATE FOR CERTIFICATION IN TERMINOLOGY”**

**PROPOSED Insert (new)**

5.43 Candidates for certification in terminology must apply separately for each particular language combination. An applicant may choose the certification examination in terminology in one language combination and on-dossier certification for certification in another language combination. Candidates for certification in terminology must meet the requirements in every language combination that they are applying for and pay the required fee for each application.

**Motion Mover: Marco Fiola                      28 in favour 0 against: CARRIED**

j) **Amendment 10: PART VI: OBTAINING CERTIFICATION**

**CURRENT**

Either English or French shall be included in every language combination

**PROPOSED**

“Either English or French shall be included in every language combination” to be a numbered article 6.01.

**Motion Mover: Denis Couillard                      28 in favour 0 against:                      CARRIED**

k) **Amendment 11: PART VII REGISTER OF THE ASSOCIATION**

**CURRENT**

7.02 The register shall contain the certificate numbers of certified members (one for each category in which members are certified) followed by their title and the language combination(s), or classification(s) for conference interpreting, in which they have been certified. The register shall also contain for each title and language combination held, the date the application to become a candidate for certification was submitted, the date the status of candidate for certification was granted, the date(s) **the candidate member passed** the certification examination of the Canadians Translators, Terminologists and Interpreters Council (CTTIC), applied for on-dossier certification or applied for certification by affiliation, and the date the certified title was granted.

**PROPOSED**

7.02 The register shall contain the certificate numbers of certified members (one for each category in which members are certified) followed by their title(s) and the language combination(s), or classification(s) for conference interpreting, in which they have been certified. The register shall also contain for each title and language combination held, the date the application to become a candidate for certification was submitted, the date the status of candidate for certification was granted, the date(s) **the candidate for certification attempted** the certification examination of the Canadians Translators, Terminologists and Interpreters Council

(CTTIC), applied for on-dossier certification or applied for certification by affiliation, and the date the certified title was granted.

**Motion Mover: Caroline Napier      27 in favour 1 against:      CARRIED**

**l) Amendment 12: PART VIII CERTIFICATES, SEALS AND STAMPS**

**PROPOSED Insert (new)**

**Edit** the title to include Membership Cards:

**PART VIII: CERTIFICATES, SEALS, STAMPS, AND MEMBERSHIP CARDS**

**Insert (new)**

Section heading: MEMBERSHIP CARDS

8.06 Certified members shall receive a membership card attesting to their qualification as certified members and their title(s). (i.e., certified translator, certified conference interpreter, certified court interpreter, certified community interpreter, certified medical interpreter, or certified terminologist), followed by the language combination(s). Certified members shall receive a new card each time they qualify for a new title or for a new language combination under a title previously granted.

8.07 Membership cards are the property of the Association and must be returned if the holder qualifies for a new title or for a new language combination, or resigns or is struck from the register, suspended, or expelled.

**Motion Mover: Marielle Godbout      27 in favour 1 against:      CARRIED**

**m) Amendment 13: PART IX FEES AND DUES—FAILURE TO PAY ANNUAL DUES**

**CURRENT**

9.08 Members or candidates who fail to pay their annual dues by the due date are no longer in good standing, and the Secretariat shall strike their name from the directory for that year. They shall be mailed, no later than six weeks after the deadline, a follow-up notice indicating they are late in payment and any late-payment fees that may apply. Dues must be paid within 15 days of the mailing of this notice for the member to be restored to good standing.

**PROPOSED**

9.08 Members or candidates for certification who fail to pay their annual dues by the due date are no longer in good standing, and the Secretariat shall strike their name from the directory until their dues are paid (subject to articles 9.10 and 9.11). They shall be sent, no later than six weeks after the deadline, a follow-up notice indicating they are late in payment and any late-payment fees that may apply.

**Motion Mover: Denis Couillard      28 in favour 0 against:      CARRIED**

n) **Amendment 14: PART IX FEES AND DUES–FAILURE TO PAY ANNUAL DUES  
–Readmission – Candidates for Certification**

**CURRENT**

9.11 Candidates for certification who are not in good standing for non-payment of dues may reapply subject to the following conditions:

(b) if the application for readmission is made three years or more after the date they ceased to be in good standing, they must resubmit an application for admission as a candidate for certification in one of the categories. **Article 5.01 including 5.01 (d) shall apply.** They will then have three years to obtain certification.

**PROPOSED**

9.11 Candidates for certification who are not in good standing for non-payment of dues may reapply subject to the following conditions:

(b) if the application for readmission is made three years or more after the date they ceased to be in good standing, they must resubmit an application for admission as a candidate for certification in one of the categories. **Part V, Admission as a Candidate for Certification shall apply.** They will then have three years to obtain certification.

**Motion Mover: Denis Couillard                      28 in favour 0 against:                      CARRIED**

o) **Amendment 15: PART XIII THE BOARD OF DIRECTORS– COMPOSITION**

**CURRENT**

13.03 The voting members of the Board of Directors shall include:

- **the members of the Executive: ...**
  
- **the representatives of the professional categories:**
  - (d) the Director, Salaried Translators;
  - (e) the Director, Independent Translators;

etcetera

**PROPOSED**

13.03 The voting members of the Board of Directors shall include:

- **the members of the Executive: ...**
  
- **the representatives of the professional categories:**
  - (d) the Director, Translators;

etcetera

**Motion Mover: Caroline Napier                      28 in favour 0 against:                      CARRIED**

**p) Amendment 16: PART XIII THE BOARD OF DIRECTORS– COMPOSITION**

**CURRENT**

13.04 Subject to article 13.05, all members of the Board of Directors must be elected for a two-year term on staggered terms divided as equally as possible. In order to establish staggered terms, the members of the 2018-2019 Board of Directors shall be divided in two groups. The President, the Treasurer, the Director, Salaried Translators, the Director, Conference Interpreters, the Director, Community Interpreters; the Director, Terminologists shall serve an initial term of one (1) year. The Vice-President; the Secretary; the Director, Independent Translators; the Director, Court Interpreters; the Director, Medical Interpreters; and the Director, Foreign Languages; shall serve for a full term of two (2) years. Thereafter, at each General Annual Meeting the Board shall elect directors to fill expiring terms, each director to hold office for a term of two (2) years until the director’s successor has been elected, and their term of office runs from the date of their election until the next holder of the position is elected. (See articles 10.03 and 12.13.)

**PROPOSED**

13.04 Subject to article 13.05, all members of the Board of Directors must be elected for a two-year term on staggered terms divided as equally as possible. The first group, elected in odd numbered years, comprises\*: The President, the Treasurer, the Director, Conference Interpreters, the Director, Community Interpreters; the Director, Terminologists. The second group, elected in even numbered years, comprises\*: The Vice-President; the Secretary; the Director, Translators; the Director, Court Interpreters; the Director, Medical Interpreters; and the Director, Foreign Languages. At each Annual General Meeting the Board shall elect directors to fill expiring terms, each director to hold office for a term of two (2) years until the director’s successor has been elected, and their term of office runs from the date of their election until the next holder of the position is elected. (See articles 10.03 and 12.13.) (\*friendly amendment)

**Motion Mover: Caroline Napier                      28 in favour 0 against:                      CARRIED**

**q) Amendment 17: PART XIV PART XIV EXECUTIVE AND OFFICERS  
Directors of Committees**

**CURRENT**

14.11 The directors of committees must be certified members of the Association; they shall perform the duties appropriate to their respective offices. They shall also assist the President and Vice-president and replace them if necessary.

**PROPOSED**

14.11 The directors of committees must be certified members of the Association; they shall perform the duties appropriate to their respective offices. They shall also assist the President and Vice-president and represent them if so delegated.

**Motion Mover: Marielle Godbout                      26 in favour 1 against:                      CARRIED**



r) **Amendment 18: PART XV: BOARDS AND COMMITTEES—Ad Hoc COMMITTEES**

**CURRENT**

15.06 When arbitration is requested with respect to the quality of the work produced by a certified member or a candidate for certification, the Secretariat can, with the member of the Board or the chair of the committee concerned, establish an arbitration committee qualified to make a ruling in the case in question. The persons asked to join the Committee (at least two, and a possible third if they do not agree) must be certified in the professional category and language combination of the work to be evaluated, whether it is a written work in translation or terminology, or a recorded interpretation in conference interpreting or court interpreting.

**PROPOSED**

15.06 When arbitration is requested with respect to the quality of the work produced by a certified member or a candidate for certification, the Secretariat can, with the member of the Board or the chair of the committee concerned, establish an arbitration committee qualified to make a ruling in the case in question. The persons asked to join the Committee (at least two, and a possible third if they do not agree) must be certified in the professional category and language combination of the work to be evaluated, whether it is a written work in translation or terminology, or a recorded interpretation in conference interpreting, court interpreting, community interpreting or medical interpreting.

**Motion Mover: Marielle Godbout                      26 in favour 0 against:      CARRIED**

4) Other business properly brought before the meeting and announcements

The President thanks Marie and Yasmine for their dedication.

He thanks the members of the board and introduces Jean-Gilles Pelletier as the new Executive Director.

He invites certified members to join the board of directors.

5) Adjournment of the meeting at **12:28**.

**Motion to adjourn:                      Mover: Caroline Napier                      CARRIED**