

Minutes of the Annual General Meeting  
of the Association of Translators, Terminologists and Interpreters of Manitoba  
(ATIM)

held on September 22, 2005 at 6 p.m. in the Sportex Room,  
St. Boniface College, 200 avenue de la Cathédrale, Winnipeg, Manitoba

Present:

Mélanie Cwikla  
Stéphane Dresler  
Linda Feasby  
Anne Gilmer  
Diane Lavoie  
Charles Leblanc  
Pierre Lemoine

Bryan Lopuck  
Anne-Marie Ouimet  
LeeAnne Penner  
Hélène Poirier  
Mara Reich  
Carmen Roberge  
Malcolm Scholfield

As quorum was not reached within 30 minutes from the appointed time, the meeting was declared postponed until the 29<sup>th</sup> of September, 2005, in accordance with the by-laws of the Association.

Minutes of the Annual General Meeting  
of the Association of Translators, Terminologists and Interpreters of Manitoba  
(ATIM)

held on September 29, 2005 at 6 p.m. in the Sportex Room,  
C.U.S.B., 200 avenue de la Cathédrale, Winnipeg, Manitoba.

Present:

Hélène Bilodeau-Rasmussen  
Richard Bueddefeld-Noël  
Mélanie Cwikla  
Charles Leblanc  
Pierre Lemoine

Anne-Marie Ouimet  
Hélène Poirier  
Carmen Roberge  
Malcolm Scholfield  
Ana Vialard

According to the Association's by-laws, those members present 15 minutes after the time set for a second meeting constitute a quorum, and the business may proceed.

1. Meeting called to order

The meeting was called to order at 6.15 p.m. by Mélanie Cwikla. It was agreed that the meeting would be conducted in French.

2. Appointing a chairperson and secretary for the meeting

Mélanie Cwikla and Hélène Poirier agreed to fulfill those functions respectively.

3. Adoption of the agenda

Moved by Charles Leblanc: That the agenda be adopted as presented.  
Seconded by Carmen Roberge. The motion was approved unanimously.

4. Approval of the minutes of the Annual General Meeting held on October 12, 2004

The minutes of the previous year's meeting had been circulated by e-mail to all the members, in English.

Moved by Malcolm Scholfield: That the minutes be approved.  
Seconded by Pierre Lemoine. The motion was adopted unanimously.

## 5. President's report

Mélanie Cwikla distributed her report in writing, as appended, and highlighted some points. Malcolm Scholfield expressed thanks for her contribution to the Association.

Moved by Mélanie Cwikla: That the president's report be adopted.  
Seconded by Pierre Lemoine. The motion was approved unanimously.

## 6. Treasurer's report

The treasurer's written report was handed out. As Mara Reich was unable to be present, Mélanie Cwikla explained some points in detail and answered questions arising from the report.

Moved by Mélanie Cwikla: That the treasurer's report be approved.  
Seconded by Anne-Marie Ouimet. The report was approved unanimously.

## 7. Director of Certification's Report

Carmen Roberge handed out her written report, as appended, and answered questions. She closed by encouraging members to volunteer when the Association needs people to evaluate portfolios.

Discussion followed on the different ways of granting certification, focussing in particular on the reliability of the portfolios presented for evaluation. The examination administered by CTTIC, always the subject of complaints, was then discussed. Carmen intends to propose to CTTIC that they adopt a standardized set of criteria in choosing texts. The degree of difficulty of the texts selected could thus be more logically assessed and the level of difficulty would be comparable from one year to the next.

Moved by Carmen Roberge: That the report be adopted.  
Seconded by Malcolm Scholfield. The report was approved unanimously.

## 8. Presentation of certificates to new members

No certificate was presented this year.

## 9. Election of officers

The list of nominations received was read by Mélanie Cwikla. She then called for any further nominations. The candidates were elected by acclamation.

President	Carmen Roberge
Vice-president	Bryan Lopuck
Treasurer	Mara Reich
Secretary	Charles Leblanc
Director of certification	Hélène Poirier
Members at large	Stéphane Dresler Pierre Lemoine

Mélanie Cwikla remains a Board member as past president.

#### 10. Amendment to the by-laws

Mélanie Cwikla proposed the adoption of the amendment (as appended) and explained the rationale.

Seconded by Malcolm Scholfield. The motion was approved unanimously.

#### 11. Business arising from last year's AGM

Mélanie Cwikla gave details of the preparations in hand for the Association's 25<sup>th</sup> anniversary and encouraged the members present to tell anyone who might be interested about the plans. Discussion followed as to ways of publicizing the event.

#### 12. New Business

##### 12.1 Professional recognition

Mélanie Cwikla reported on the steps undertaken by Malcolm Scholfield and Bryan Lopuck, their written report having been distributed. The aim is to give protection to the job titles "translator", "terminologist" and "interpreter". The government has asked for a formal motion emanating from an annual general meeting and giving the Board authorization to pursue the issue. Discussion followed. The following motion, modified from the version that had appeared in the written report, was put forward.

Moved by Malcolm Scholfield: That the ATIM Board of Directors be authorized to appoint any board member(s) or any other member(s) of ATIM, at its sole discretion, to undertake on its behalf discussion and negotiations with the Province of Manitoba for the purposes of achieving professional recognition for our members.

Seconded by Charles Leblanc. The motion passed unanimously.

In order to ensure that the members will be consulted before any final decision is reached in this matter, the following motion was put forward.

Moved by Richard Bueddefeld-Noël: That the Board submit the results of discussions and negotiations on the question of professional recognition for the approval of the members of the Association at an annual general meeting or a special general meeting before any final decision is made.

Seconded by Mélanie Cwikla. The motion passed unanimously.

## 12.2 Translation of ATIM documents.

Mélanie Cwikla reported that whenever ATIM distributes communications in English only, complaints are received from members quoting section 1.2 of the by-laws, which states: "The official languages of the Association are English and French." She added that the Board interprets this section to mean that any member may communicate with the Association in either of these languages, not to mean that all communications must be supplied in both those languages. While the Board aims for bilingualism, its members are not always in a position to translate all of ATIM's communications. Discussion followed.

Moved by Mélanie Cwikla: That the Board of ATIM adopt a policy based upon the following principles in communicating with the members of the Association:

- All essential communications must be understood by all members and must therefore be written in a language that is understood by all the members.
- Before circulating a unilingual text in either French or English, the Board will seek volunteers to undertake the translation.
- Internal Board communications may be in either of the two official languages, at the discretion of the author.

Seconded by Anne-Marie Ouimet. The motion was adopted unanimously.

## 12.3 Other business

Discussion ensued about the documentation of competence that is required when certification is sought.

## 13. Fees

Moved by Anne-Marie Ouimet: That the fees for 2005-2006 remain at \$105.00. Seconded by Richard Bueddefeld-Noël. The motion was adopted unanimously.

## 14. Remarks by the incoming president

Carmen Roberge thanked Mélanie Cwikla for her contribution to the Association and welcomed the new Board. She encouraged all members of ATIM to become more active in the Association.

## 15. Adjournment

As there was no further business, the meeting was adjourned at 7.50 p.m.