



**CANADIAN COAST
GUARD AUXILIARY**
CENTRAL AND ARCTIC REGION

208-305 Milner Avenue, Toronto, ON M1B 3V4 T: 416-463-7283 F: 416-463-7285

Notice of Annual General Meeting

Notice is hereby given in accordance with the bylaws of the Canadian Coast Guard Auxiliary (Central & Arctic) Inc. that the 43rd Annual General Meeting shall be held on Saturday September 24, 2022 commencing at 0900, at the DoubleTree by Hilton Toronto Airport West, 5444 Dixie Road, Mississauga, ON L4W 2L2.

At the Annual General Meeting, in addition to any other business that may be transacted, the report of the Directors, the Financial Statements and the report of the Auditors shall be presented; a Board of Directors shall be named; and the Auditors shall be appointed for the ensuing year.

Randall Roy, Secretary

The following information is presented to inform members concerning procedures related to;

- Voting
- Change of Bylaws
- Nominations for Election
- Elections of Directors
- Election of Officers
- Election of Managers
- Proxies
- Payment of eligible expenses to attend the AGM – **22TSK250**

IMPORTANT INFORMATION FOR ALL MEMBERS

ANY MEMBER, UNIT LEADER, DIRECTOR OR EXECUTIVE OFFICER WISHING TO ATTEND THE AGM **MUST** RSVP TO THE OFFICE NO LATER THAN MONDAY AUGUST 22, 2022. BY EMAIL office@ccga-ca.com.

Unit Leaders, Members and Invited Guests are responsible for making their own hotel reservations.

Reservations can be made through the following options;

Booking Link:

<https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=YTOAWDT&groupCode=CDTGUA&arrivaldate=2022-09-22&departuredat=2022-09-26&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT>

CALL - 905-624-1144/1-844-485-6263 please state Group Code: GUA - Canadian Coast Guard Auxiliary AGM when booking and you will receive a discounted rate, which also includes a voucher for a value plated breakfast at on-site Moxie's Restaurant and free parking.

Room rates: \$139.00 with breakfast for single occupancy
 \$149.00 with breakfast for double occupancy
 Overnight Parking included in the rate

****Only those eligible for reimbursement will have the single occupancy rate reimbursed. Room upgrades, incidentals and additional occupants will not be reimbursed.***

Reservations must be made prior to Tuesday August 23, 2022 to receive these rates.

All other members may request to attend the AGM; however, limited space due to COVID 19 protocols may impact leaving no guarantee. Any confirmed members will attend at their own expense but must RSVP to the office by email office@ccga-ca.com no later than Monday August 22, 2022.

For more detailed information please consult your Member's Manual or refer to the SMS Library.

Voting:

A unit leader is eligible to vote to elect the slate of Directors and vote on Auxiliary business. A unit leader is entitled to only a single vote regardless of the number of actual vessels or facilities offered to the Auxiliary.

General membership does not entitle an active member to vote on Auxiliary business unless that person is recognized as the unit leader or carrying a proxy on behalf of a unit leader. **Some exceptions do apply and will be noted when applicable.**

Bylaws:

The bylaws may be revised or amended at an Annual General Meeting provided that:

1. The amendment is proposed and seconded by any members in good standing and given in writing to the Secretary within 60 days of the Annual General Meeting.

Amendments must be submitted individually with clear motions to be voted on. Amendments that are not clearly stated will be returned to the proposer.

2. Notice of an amendment to the bylaws to be considered at an Annual General Meeting and the proposed amendment will be made available to the members eligible to vote at least thirty (30) days before the meeting. ([SMS Document Library – 43rd AGM section](#))

(To facilitate this distribution and provide an opportunity for the Board of Directors to review any proposed changes, proposed amendments should be received by the Secretary at the above address no later than Monday July 25, 2022.

Nominations for District Director

District Directors shall be nominated and elected based on the nine (9) geographic divisions of the Region, known as Districts, as may be determined by the Board and which may be amended from time to time. Districts shall be uniquely identified in accordance with a system approved by the Board and which may be amended from time to time.

Each District may nominate one (1) candidate for District Director in the year specified in section 4.05. The Nominating Committee will present a slate of all such candidates at each Annual General Meeting for approval. Only voting Members in good standing may vote.

The following Directors positions are up for Election this year;

District Two Director

District Four Director (End of Term)

District Six Director

District Eight Director

The name of any member wishing to be considered together with the qualifications of that member in less than 200 words, **must** be sent to the Head Office of the CCGA (C&A) not later than (August 26, 2022), **four (4) weeks**, before the scheduled date for the General Meeting of the Association.

No later than, (September 9, 2022), **two (2) weeks** before the scheduled date for the General Meeting of the Association, the Head Office of the CCGA (C&A), shall send to each member electronically in the District eligible to vote a copy of all the names and qualifications thus received.

Nominations of Executive Officers:

Executive Officers, other than the President and the Past President, shall be elected by the Board at a meeting held by the Board immediately after the Annual General Meeting as per the order prescribed for the respective positions.

The following Executive Officers are up for Election this year;

Vice President
Secretary – 2-year term

Nominations of Managers:

Manager positions shall be elected by the Directors at a meeting held by the Board immediately after the Annual General Meeting as per the order prescribed for the respective positions.

The Manager positions are 2 year terms. The following Manager position is up for Election this year;

Manager of Operations, Arctic
Manager of Training, Central

Proxy:

Members entitled to vote on the election of a Director or on amendments to bylaws may do so by Proxy. A proxy will be available two weeks prior to the AGM.

AGM Package:

A complete package will be available on the SMS in the Document library for members September 9, 2022, two weeks prior to the AGM. It will include the Agenda, minutes from last year, Audit report and any bylaw changes received.

If you have questions, please contact the office at shannon@ccga-ca.com.