



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

*Canadian Coast Guard Auxiliary
(Central & Arctic) Inc.*

44th Annual General Meeting

September 30, 2023

Tasking # 23TSK300



Presidents Message

Greetings fellow CCGA Members.

Another SAR season has passed by, and I know for some of us it was interspersed with evacuations for extended periods of time. As you can imagine this was our first full year outside of Covid Protocols, with this comes its own issues. As an organization we are trying to get back into focusing on training and conducting SAR activities as the professionals that we all are.

We have additional hurdles of working on ensuring that all members have at a minimum of SVOP, and that we are ensuring that ride checks are being completed in a timely manner, along with the associated paperwork. In today's world we have liabilities and risk assessments that are constantly being reviewed and assessed. Along with an ever increasing burden and demand on our volunteer base. With that said, the Management Board has a committee looking at membership experience and what, as an organization we can do to retain and recruit new members. I encourage any member out there who have some ideas or thoughts on positive actions that can be taken to please reach out and bring them forward to your unit leaders, to be brought to the district leadership.

I would like to thank our Canadian Coast Guard partners for their continued support, in the field, and administratively at the Management level. The level of Professionalism and dedication to the SAR systems in Canada is noted and appreciated.

I would like to thank and recognize all of our members throughout Central and Arctic for your continued support and volunteerism in our organization and the overall SAR system. The 1000's of volunteer hours which you all give toward training and SAR throughout our region is incredible, and the time away from your families and work is a sign of your dedication to the people of Canada and our organization.

Lastly, I would like to thank our administrative staff and the Management Board for all of the time and effort that you all put forward, ensuring that our organization continues to grow and maintain the proud professional standing of the Canadian Coast Guard Auxiliary Central and Arctic.

Yours truly,

Philip UNGER

President, CCGA C&A

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 44th Annual General Meeting shall be held on Saturday September 30, 2023 commencing at 0900, at the Sandaman Toronto Airport, 55 Reading Court, Mississauga, ON M9W 7K7.

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.

Norm Dashwood, Secretary

Provided to all Members in accordance with the Auxiliary's bylaws.

Weekend Agenda

Friday Sept 29th

		Room
- Training Committee Meeting	8:00am-5:00pm	Mimico A
- Governance Committee Meeting	8:00am-5:00pm	Mimico B
- New unit training with Jennifer	8:00am-5:00pm	2nd Floor Boardroom

Saturday Sept 30th

- Registration	7:45am – 8:45am	Longbranch Ballroom
- AGM	9:00am – 4:00pm	Longbranch Ballroom
- CCGA Thank You – Hospitality	8:00pm –12:00am	Longbranch B

Sunday Oct 1st

- Registration	8:00am – 9:00am	Longbranch Ballroom
- Marine Security - CCG	9:00am – 10:00am	Longbranch Ballroom
- Reporting/SMS	10:00am -11:30pm	Longbranch Ballroom
- Arctic District Meeting	9:00am - 1:00pm	Mimico A

ALL UNIT LEADERS/ UNIT LEADER PROXY HOLDERS MUST ATTEND AND SIGN IN ON SATURDAY AND SUNDAY TO BE REIMBURSED FOR AGM EXPENSES.

Agenda:

- 0745 Registration opens
- 0900 – 0910 Presentation of the Colors
- 0910 – 0915 *Call to Order – Chair*
- 0915 – 0930 Introduction of Guests
- 0930 – 1000 *Business of the Auxiliary*
- Approval of Agenda
 - Approval of Minutes – 43rd AGM
 - Report of the Auditor
 - Financial update
 - Executive & Committee Reports
- 1000 – 1020 Proposed By-Law Amendments
- 1020 – 1030 Elections
- 1030 *AGM Adjourned*
- 1030 - 1045 Break
- 1045 – 1055 National Manager, SAR Programs, CCG – Lisa Sanchez-Caro
- 1055 – 1105 Superintendent, SAR CCG Arctic– Steve Thompson
- 1105 – 1120 Regional Supervisor, CCG JRCC – Chris Armour
- 1120 – 1200 Award Presentations
-
- 1200 – 1300 Lunch Buffet,
- 1300 – 1400 Presentation of optional Member Insurance
- 1400 Conclusion of Members meeting
- 1415 – 1500 Board Meeting - Election of Executives & Managers



Canadian Coast Guard Auxiliary (Central & Arctic) Inc.

Minutes of the 43rd Annual General Meeting

Double Tree by Hilton

Mississauga, Ontario

September 24, 2022

Called to order – Wayne Spencer - President

National Anthem

Moment of Silence

The President reported that the notice of the Annual General Meeting was given in accordance with the Auxiliary's bylaws and that a quorum was present.

The Director's and Office Staff were introduced.

- Gary Endicott D1
- Amber Chrastina D2
- Jim Oakley D3
- Robert Corrigan D4
- Phil Carlson D5
- Scott Walker D6
- Robert Kavanagh D7
- Wally Fey D8
- Brian McShane Arctic
- Philip Unger Vice President
- Peggy Griffin Past President
- Mike Walz Treasurer
- Randal Roy Secretary
- Juanita Armstrong Training Administrator
- Jennifer Stone Central Admin Assistant
- Darlene Langdon Arctic Admin Assistant
- Shannon Laird Executive Director
- Keven Raymond, Regional Director, Canadian Coast Guard
- Jean Bourdon, SAR Superintendent, Canadian Coast Guard Arctic
- Erin Pigott, D/SAR Superintendent, Canadian Coast Guard Arctic
- Chris Armour, Regional Supervisor, Maritime SAR, JRCC Trenton

- Mark Gagnon, Arctic Training Officer, Canadian Coast Guard
- Graham Silcox, Central Training Officer, Canadian Coast Guard
- Shari Affleck, Executive Director, CCGA National
-

The agenda was approved as presented on a motion by W. Parton and seconded by B. McShane, carried.

A motion to dispense with the reading of the 42nd Annual General Meeting minutes by J. Oakley, seconded by L. Woolner was approved and carried.

The minutes of the 42nd Annual General Meeting were approved as submitted by C. Witherington, seconded by N. Dashwood, carried.

No business arising from the previous minutes.

Officers Reports:

Report of the President

The President's report was included in the AGM package to all members.

Report of the Treasurer

Attached is a copy of the Audited Financial Statements for the Year Ended March 31, 2022, prepared by our Auditors Prentice, Yates and Clark.

The report of the Auditor for the fiscal ending March 31, 2022 was received. The report was received on a motion by G. Endicott, seconded by I. Simokovic, carried.

Prentice, Yates and Clark were approved as the Auxiliary's Auditors for the year ended March 31, 2023 on a motion by W. Parton, seconded by J. Oakley, carried.

A financial report on 2022/23 spending to date was included in the AGM package.

Committee Reports:

The following reports were included in the AGM package;

- Central Training Manager
- Central Operations Manager
- Arctic Training Manager
- Governance Committee
- Ethics Committee
- Human Resource Committee
- Honour Guard Committee
- Membership Experience Committee (ad hoc)
- Leadership Committee (ad hoc)

Election of Directors:

Slate of members running for District Directors in even numbered Districts endorsed by the Nominating Committee.

SLATE OF DISTRICT DIRECTORS:

District 2: Amber Chrastina, pending police check
District 4: no candidates
District 6: Randall Roy
District 8: Wally Fay

The slate of Directors was accepted as submitted. Carried.

The 43rd AGM was adjourned on a motion by P. Carlson.

Financial Statements
Canadian Coast Guard Auxiliary
(Central & Arctic) Inc.

Toronto, Ontario

March 31, 2023

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Independent Auditors' Report

To the Members of Canadian Coast Guard Auxiliary (Central & Arctic) Inc.:

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Canadian Coast Guard Auxiliary (Central & Arctic) Inc., which comprise the statement of financial position as at March 31, 2023 and the statements of operations and accumulated surplus and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Canadian Coast Guard Auxiliary (Central & Arctic) Inc. as at March 31, 2023, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of Canadian Coast Guard Auxiliary (Central & Arctic) Inc. in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing Canadian Coast Guard Auxiliary (Central & Arctic) Inc.'s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Corporation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Canadian Coast Guard Auxiliary (Central & Arctic) Inc.'s financial reporting process.

Independent Auditors' Report - continued

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Canadian Coast Guard Auxiliary (Central & Arctic) Inc.'s internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Canadian Coast Guard Auxiliary (Central & Arctic) Inc.'s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Corporation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Independent Auditors' Report - continued

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Toronto, Ontario
August 3, 2023

Chartered Professional Accountants, Licensed Public Accountants

Canadian Coast Guard Auxiliary (Central & Arctic) Inc.

March 31, 2023

Statement of Financial Position

2023

2022

	Restricted	Unrestricted	Total	Total
Current Assets				
Cash	\$ 168,314	\$ 409,307	\$ 577,621	\$ 702,717
Temporary investments	0	30,249	30,249	30,249
Accounts receivable	1,046	0	1,046	0
HST receivable	32,466	0	32,466	96,434
Prepaid expenses	74,252	0	74,252	34,661
Interfund balance	352,146	0	352,146	250,077
Total Current	628,224	439,556	1,067,780	1,114,138
Capital Assets , Note 3	5,971	126,000	131,971	148,601
	634,195	565,556	1,199,751	1,262,739
Current Liabilities				
Accounts payable and accrued liabilities	202,891	0	202,891	391,638
Interfund balance	0	352,146	352,146	250,077
Total Current	202,891	352,146	555,037	641,715
Deferred Contributions Related to Capital Assets , Note 4	0	126,000	126,000	135,333
Contingency , Note 7				
Net Assets				
<i>Unrestricted</i>				
Accumulated surplus, per statement	431,304	87,410	518,714	485,691
	634,195	565,556	1,199,751	1,262,739

Approved by The Board

Director: Jim Oakley

Director: Gary Endicott

The notes on pages 9 through 12 form an integral part of these financial statements.

Canadian Coast Guard Auxiliary (Central & Arctic) Inc.

Year ended March 31, 2023

Statement of Operations and Accumulated Surplus	2023		2022	
	Restricted	Unrestricted	Total	Total
Revenues				
Funding from the Department of Fisheries and Oceans, Note 6	\$ 2,214,560	\$ 0	\$ 2,214,560	\$ 1,635,249
Gain on sale of capital assets	0	0	0	14,000
Interest	0	0	0	153
Donations	0	2,055	2,055	3,900
Amortization of deferred contributions	0	9,333	9,333	4,667
Other income	0	1,261	1,261	2,528
Total Revenues	2,214,560	12,649	2,227,209	1,660,497
Expenses				
Members	162,714	5,801	168,515	101,570
Search and rescue operations	131,539	0	131,539	158,326
Insurance claims	(299)	0	(299)	10,966
Support to SAR operations	845,351	2,000	847,351	686,222
SAR awareness	13,314	0	13,314	7,133
Administration	331,183	82	331,265	352,804
Training	685,054	131	685,185	466,512
Promotions	686	0	686	0
Amortization	7,297	9,333	16,630	11,964
Total Expenses	2,176,839	17,347	2,194,186	1,795,497
Surplus (Deficit)	37,721	(4,698)	33,023	(135,000)
Accumulated surplus, beginning of year	393,583	92,108	485,691	620,691
Accumulated Surplus, end of year	431,304	87,410	518,714	485,691

Canadian Coast Guard Auxiliary (Central & Arctic) Inc.

Year ended March 31, 2023

Statement of Cash Flows	2023	2022
Operating Activities		
Surplus (deficit)	\$ 33,023	\$ (135,000)
Adjusted for changes not requiring a current cash payment		
Amortization of deferred contributions	(9,333)	(4,667)
Amortization of capital assets	16,630	11,964
	<u>40,320</u>	<u>(127,703)</u>
Add (deduct) changes in non-cash working capital components		
Accounts receivable	(1,046)	7,000
HST	63,968	(6,334)
Prepaid expenses	(39,591)	(1,225)
Accounts payable and accrued liabilities	<u>(188,747)</u>	<u>349,272</u>
<i>Cash Provided By (Used In) Operating Activities</i>	<u>(125,096)</u>	<u>221,010</u>
Net cash increase (decrease) during the year	(125,096)	221,010
Cash position beginning of year	702,717	481,707
<i>Cash Position End of Year</i>	<u>577,621</u>	<u>702,717</u>

Notes to Financial Statements

Status and Nature of Activities

Canadian Coast Guard Auxiliary (Central & Arctic) Inc. (the Corporation) was incorporated in December 1978 under the sponsorship of the federal government for the purpose of providing organized voluntary maritime search and rescue and the promotion of safety afloat, in an auxiliary support role to the Canadian Coast Guard. The Corporation receives funding from the Department of Fisheries and Oceans and is dependent on this funding for its continued operation.

The Corporation is a registered charity and is exempt from income tax under paragraph 149(1)(f) of the Income Tax Act.

Note 1

Significant Accounting Policies

Basis of Accounting

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Revenue Recognition

The Corporation follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

The amortization of deferred contributions for the purchase of capital assets is recognized as revenue on the same basis as the amortization of the acquired capital assets.

Interest income consists of interest earned from bank accounts. Revenue is recognized on an accrual basis.

Use of Estimates

The preparation of financial statements requires management to make assumptions about future events that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

Note 1 Significant Accounting Policies - continued

Capital Assets

Capital assets are accounted for at cost.

Contributed capital assets are accounted for at their fair value at the date of the donation.

Capital assets are amortized on a straight-line method over their estimated useful lives as follows:

Rescue equipment	5 years
SAR equipment	15 years

Financial Instruments

(a) Measurement of Financial Instruments

The Corporation initially measures its financial assets and financial liabilities at fair value.

The Corporation subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost includes accounts payable.

(b) Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in surplus. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in income.

Canadian Coast Guard Auxiliary (Central & Arctic) Inc.

March 31, 2023

Note 2 Financial Instruments

Risk Management Policy

The Corporation is exposed to various risks through its financial instruments. The following analysis provides a measure of the risks at March 31, 2023:

Credit Risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a loss.

The Corporation is subject to concentrations of credit risk through its cash accounts. The Corporation maintains all of its cash at a single Canadian financial institution. Cash, in excess of \$100,000, not insured through Canada Deposit Insurance Corporation, is exposed to credit risk. The maximum credit risk is equivalent to the carrying value.

Liquidity Risk

Liquidity risk is the risk that the Corporation will encounter difficulty in meeting obligations associated with financial liabilities. The Corporation is exposed to this risk mainly in respect of its short-term debt. This risk is reduced because of considerable sums in their cash accounts.

Note 3 Capital Assets

			2023	2022
	Cost	Accumulated Amortization	Net Assets	Net Assets
Rescue equipment	\$ 36,486	\$ (30,515)	\$ 5,971	\$ 13,268
SAR equipment	140,000	(14,000)	126,000	135,333
	<u>176,486</u>	<u>(44,515)</u>	<u>131,971</u>	<u>148,601</u>

Note 4 Deferred Contributions Related to Capital Assets

During the previous fiscal year, Canadian Coast Guard Auxiliary Inc. was donated a vessel worth \$140,000 for use in its operations.

Deferred contributions remaining at year-end:

	2023		2022
Deferred contributions	\$ 140,000	\$	140,000
Accumulated amortization	(14,000)		(4,667)
Deferred contributions, ending balance	<u>126,000</u>		<u>135,333</u>

Canadian Coast Guard Auxiliary (Central & Arctic) Inc.

March 31, 2023

Note 5 Funding Agreement

In 2013, there was a change in Canadian Coast Guard Auxiliary's (CCGA) bylaws which also affected the funding structure. Starting April 1, 2013, the five regional CCGA corporations equally share the financing of CCGA National. The funding provided will be determined on an annual basis and will correspond to the budget of CCGA National approved jointly by the CCGA National Board and the Canadian Coast Guard. The Corporation's total contribution to CCGA National for the year was \$182,564 (2022 - \$181,500).

Note 6 Restriction on Funding

The funding received from the Department of Fisheries & Oceans is restricted solely for the purpose of providing organized maritime search and rescue operations and the promotion of safety afloat.

Note 7 Contingency

An individual has filed an injury lawsuit through the Federal Court of Canada claiming monetary compensation of \$2,500,000. The application is being handled by the organization's insurance company. No amounts related to this application are recorded in these financial statements. The outcome of the application is unknown.

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	D1 Budget	Actual	Balance	D2 Budget	Actual	Balance
Operations						
SAR Equipment	0.00		0.00	0.00		0.00
SAR Patrols	0.00	4,071.50	(4,071.50)	0.00	746.81	(746.81)
Vessel Inspections	0.00		0.00	0.00	83.52	(83.52)
Equipment maintenance	0.00		0.00	0.00		0.00
Repair & Maintenance of CCGA owned vessls or vessles under ICVB	0.00		0.00	0.00		0.00
Start up fuel - new boats ICVB			0.00			0.00
Internet	0.00		0.00	0.00		0.00
SAT phones	0.00		0.00	0.00		0.00
Telephone	0.00		0.00	0.00		0.00
Computer Supplies and Services	0.00		0.00	0.00		0.00
District Operations	2,000.00		2,000.00	5,000.00	252.50	4,747.50
National Operation Events	0.00		0.00	0.00		0.00
Support to Operations						
SAT Phones	0.00		0.00	0.00		0.00
Telephone	0.00		0.00	0.00		0.00
Computer supplies and Services	0.00		0.00	0.00		0.00
Training - Classroom						
First Aid/CPR	0.00		0.00	0.00	1,983.34	(1,983.34)
ROC(M)						0.00
Training - On Water						
Introduction Training	0.00	497.35	(497.35)	3,000.00		3,000.00
CCGA SAREX	0.00	3,826.99	(3,826.99)	0.00	3,312.17	(3,312.17)
Training equipment & Supplies	0.00		0.00	0.00		0.00
Printing	0.00		0.00	0.00		0.00
Translation	0.00		0.00	0.00		0.00
Evaluations/Safety Management	0.00	1,425.40	(1,425.40)	2,000.00		2,000.00
Phase 1	19,000.00	2,208.66	16,791.34	19,500.00	2,048.42	17,451.58
Phase 2	19,000.00		19,000.00	19,500.00	5,642.79	13,857.21
Regional Training on Water Exer	30,000.00	19,170.15	10,829.85	0.00	192.11	(192.11)
RHIOT Course	0.00		0.00	1,000.00		1,000.00
Other training						
Teleconference Fees	0.00		0.00	0.00		0.00
Training Committee	0.00		0.00	0.00		0.00
Travel - Regional	0.00		0.00	0.00		0.00
Catering	2,500.00	295.98	2,204.02	4,500.00	282.80	4,217.20
US travel	1,500.00		1,500.00	0.00		0.00
Members						
Recognition Gifts & Awards	0.00		0.00	0.00		0.00
AGM	0.00		0.00	0.00		0.00
Bylaw & Policy Committee	0.00		0.00	0.00		0.00
Directors Meetings	0.00		0.00	0.00		0.00
District/Management Meetings	1,000.00		1,000.00	2,500.00		2,500.00
Executive Meetings						

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	D1 Budget	Actual	Balance	D2 Budget	Actual	Balance
5404 · Meetings - Other	0.00		0.00	0.00		0.00
Uniform insignia/branding	0.00		0.00	0.00		0.00
CCG National - Other	0.00		0.00	0.00		0.00
Honour Guard	0.00		0.00	0.00		0.00
Travel	0.00		0.00	0.00		0.00
Advertising/Marketing						
Advertising	0.00		0.00	0.00		0.00
Bobbie	0.00		0.00	0.00		0.00
Promotions	0.00		0.00	0.00		0.00
SAR Awareness						
SAR Awareness Displays	0.00		0.00	0.00	142.22	(142.22)
Patrols	0.00		0.00	0.00		0.00
Total Proposed	75,000.00	31,496.03	43,503.97	57,000.00	14,686.68	42,313.32

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	D3 Budget	Actual	Balance	D4 Budget	Actual	Balance
Operations						
SAR Equipment	3,000.00		3,000.00	0.00		0.00
SAR Patrols	2,500.00	2,831.19	(331.19)	0.00		0.00
Vessel Inspections	0.00	768.58	(768.58)	0.00		0.00
Equipment maintenance	0.00		0.00	0.00		0.00
Repair & Maintenance of CCGA owned vessels or vessels under ICVB	0.00		0.00	0.00		0.00
Start up fuel - new boats ICVB			0.00			0.00
Internet	0.00		0.00	0.00		0.00
SAT phones	0.00		0.00	0.00		0.00
Telephone	0.00		0.00	0.00		0.00
Computer Supplies and Services	0.00		0.00	0.00		0.00
District Operations	3,000.00		3,000.00	1,000.00		1,000.00
National Operation Events	0.00			0.00		0.00
Support to Operations						
SAT Phones	0.00		0.00	0.00		0.00
Telephone	0.00		0.00	0.00		0.00
Computer supplies and Services	0.00		0.00	0.00		0.00
Training - Classroom						
First Aid/CPR	0.00		0.00	0.00		0.00
ROC(M)			0.00			0.00
Training - On Water						
Introduction Training	0.00	634.58	(634.58)	0.00		0.00
CCGA SAREX	0.00	3,194.52	(3,194.52)	500.00	2,494.80	(1,994.80)
Training equipment & Supplies	0.00		0.00	0.00		0.00
Printing	0.00		0.00	0.00		0.00
Translation	0.00		0.00	0.00		0.00
Evaluations/Safety Management	3,500.00		3,500.00	3,200.00	362.62	2,837.38
Phase 1	10,500.00		10,500.00	10,500.00	1,905.29	8,594.71
Phase 2	10,500.00		10,500.00	10,500.00	3,631.07	6,868.93
Regional Training on Water Exer	13,000.00	2,354.24	10,645.76	800.00		800.00
RHIOT Course	5,000.00		5,000.00	0.00		0.00
Other training						
Teleconference Fees	0.00		0.00	0.00		0.00
Training Committee	0.00		0.00	0.00		0.00
Travel - Regional	0.00		0.00	0.00		0.00
Catering	1,500.00		1,500.00	2,800.00	646.86	2,153.14
US travel	0.00		0.00	0.00		
Members						
Recognition Gifts & Awards	0.00		0.00	0.00		0.00
AGM	0.00		0.00	0.00		0.00
Bylaw & Policy Committee	0.00		0.00	0.00		0.00
Directors Meetings	0.00		0.00	0.00		0.00
District/Management Meetings	2,500.00		2,500.00	2,000.00		2,000.00
Executive Meetings						

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	D3 Budget	Actual	Balance	D4 Budget	Actual	Balance
5404 - Meetings - Other	0.00		0.00	0.00		0.00
Uniform insignia/branding	0.00		0.00	0.00		0.00
CCG National - Other	0.00		0.00	0.00		0.00
Honour Guard	0.00		0.00	0.00		0.00
Travel	0.00		0.00	0.00		0.00
Advertising/Marketing						
Advertising	0.00		0.00	0.00		0.00
Bobbie	0.00		0.00	0.00		0.00
Promotions	0.00		0.00	0.00		0.00
SAR Awareness						
SAR Awareness Displays	0.00		0.00	0.00		0.00
Patrols	0.00		0.00	0.00		0.00
Total Proposed	55,000.00	9,783.11	45,216.89	31,300.00	9,040.64	22,259.36

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	D5 Budget	Actual	Balance	D6 Budget	Actual	Balance
Operations						
SAR Equipment	2,000.00		2,000.00	2,000.00		2,000.00
SAR Patrols	0.00		0.00	1,600.00	190.72	1,409.28
Vessel Inspections	0.00		0.00	0.00		0.00
Equipment maintenance	0.00		0.00	0.00		0.00
Repair & Maintenance of CCGA owned vessels or vessels under ICVB	0.00		0.00	0.00		0.00
Start up fuel - new boats ICVB			0.00			0.00
Internet	0.00		0.00	0.00		0.00
SAT phones	0.00		0.00	0.00		0.00
Telephone	0.00		0.00	0.00		0.00
Computer Supplies and Services	0.00		0.00	0.00		0.00
District Operations	1,200.00	717.72	482.28	1,900.00		1,900.00
National Operation Events	0.00		0.00	0.00		0.00
Support to Operations						
SAT Phones	0.00		0.00	0.00		0.00
Telephone	0.00		0.00	0.00		0.00
Computer supplies and Services	0.00		0.00	0.00		0.00
Training - Classroom						
First Aid/CPR	0.00		0.00	0.00		0.00
ROC(M)			0.00			0.00
Training - On Water						
Introduction Training	0.00		0.00	0.00		0.00
CCGA SAREX	2,600.00		2,600.00	4,903.00		4,903.00
Training equipment & Supplies	0.00		0.00	0.00		0.00
Printing	0.00		0.00	0.00		0.00
Translation	0.00		0.00	0.00		0.00
Evaluations/Safety Management	0.00		0.00	0.00		0.00
Phase 1	8,400.00	1,007.96	7,392.04	1,750.00	1,510.62	239.38
Phase 2	8,400.00		8,400.00	1,750.00		1,750.00
Regional Training on Water Exer	0.00		0.00	12,000.00	2,405.82	9,594.18
RHIOT Course	0.00		0.00	0.00		0.00
Other training						
Teleconference Fees	0.00		0.00	0.00		0.00
Training Committee	0.00		0.00	0.00		0.00
Travel - Regional	0.00		0.00	0.00		0.00
Catering	1,500.00	109.16	1,390.84	1,050.00	89.26	960.74
US travel	0.00		0.00	3,712.00	4,997.11	(1,285.11)
Members						
Recognition Gifts & Awards	0.00		0.00	0.00		0.00
AGM	0.00		0.00	0.00		0.00
Bylaw & Policy Committee	0.00		0.00	0.00		0.00
Directors Meetings	0.00		0.00	0.00		0.00
District/Management Meetings	0.00		0.00	0.00		0.00
Executive Meetings						

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	D5 Budget	Actual	Balance	D6 Budget	Actual	Balance
5404 · Meetings - Other	0.00		0.00	0.00		0.00
Uniform insignia/branding	0.00		0.00	0.00		0.00
CCG National - Other	0.00		0.00	0.00		0.00
Honour Guard	0.00		0.00	0.00		0.00
Travel	0.00		0.00	0.00		0.00
Advertising/Marketing						
Advertising	0.00		0.00	0.00		0.00
Bobbie	0.00		0.00	0.00		0.00
Promotions	0.00		0.00	0.00		0.00
SAR Awareness						
SAR Awareness Displays	0.00		0.00	0.00		0.00
Patrols	0.00		0.00	0.00		0.00
Total Proposed	24,100.00	1,834.84	22,265.16	30,665.00	9,193.53	21,471.47

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	D7 Budget	Actual	Balance	D8 Budget	Actual	Balance
Operations						
SAR Equipment	8,000.00		8,000.00	2,000.00		2,000.00
SAR Patrols	0.00		0.00	1,000.00		1,000.00
Vessel Inspections	0.00		0.00	0.00	530.50	(530.50)
Equipment maintenance	0.00		0.00	0.00		0.00
Repair & Maintenance of CCGA owned vessels or vessels under ICVB	0.00		0.00	0.00		0.00
Start up fuel - new boats ICVB			0.00			0.00
Internet	0.00		0.00	0.00		0.00
SAT phones	0.00		0.00	3,500.00		3,500.00
Telephone	0.00		0.00	1,800.00	357.73	1,442.27
Computer Supplies and Services	0.00		0.00	500.00		500.00
District Operations	0.00	175.88	(175.88)	1,800.00	1,229.19	570.81
National Operation Events	0.00			0.00		0.00
Support to Operations						
SAT Phones	0.00		0.00	0.00		0.00
Telephone	0.00		0.00	0.00		0.00
Computer supplies and Services	0.00		0.00	0.00		0.00
Training - Classroom						
First Aid/CPR	1,000.00		1,000.00	1,000.00		1,000.00
ROC(M)			0.00			0.00
Training - On Water						
Introduction Training	0.00		0.00	0.00		0.00
CCGA SAREX	0.00		0.00	0.00		0.00
Training equipment & Supplies	0.00		0.00	0.00		0.00
Printing	0.00		0.00	0.00		0.00
Translation	0.00		0.00	0.00		0.00
Evaluations/Safety Management	2,000.00		2,000.00	0.00		0.00
Phase 1	5,700.00		5,700.00	2,200.00	3,540.50	(1,340.50)
Phase 2	5,700.00		5,700.00	2,200.00	836.98	1,363.02
Regional Training on Water Exer	0.00		0.00	3,500.00		3,500.00
RHIOT Course	0.00		0.00	4,500.00		4,500.00
Other training						
Teleconference Fees	0.00		0.00	0.00		0.00
Training Committee	0.00		0.00	0.00		0.00
Travel - Regional	0.00		0.00	0.00		0.00
Catering	600.00		600.00	600.00		600.00
US travel	0.00			0.00		0.00
Members						
Recognition Gifts & Awards	0.00		0.00	0.00		0.00
AGM	0.00		0.00	0.00		0.00
Bylaw & Policy Committee	0.00		0.00	0.00		0.00
Directors Meetings	0.00		0.00	0.00		0.00
District/Management Meetings	600.00		600.00	4,000.00		4,000.00
Executive Meetings						

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	D7 Budget	Actual	Balance	D8 Budget	Actual	Balance
5404 - Meetings - Other	0.00		0.00	0.00		0.00
Uniform insignia/branding	0.00		0.00	0.00		0.00
CCG National - Other	0.00		0.00	0.00		0.00
Honour Guard	0.00		0.00	0.00		0.00
Travel	0.00		0.00	0.00		0.00
Advertising/Marketing						
Advertising	0.00		0.00	0.00		0.00
Bobbie	0.00		0.00	0.00		0.00
Promotions	0.00		0.00	0.00		0.00
SAR Awareness						
SAR Awareness Displays	0.00		0.00	0.00		0.00
Patrols	0.00		0.00	0.00		0.00
Total Proposed	23,600.00	175.88	23,424.12	28,600.00	6,494.90	22,105.10

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	Total Core	Actual	Balance	Arctic	Actual	Balance	ICVB	Actual	Balance
Operations									
SAR Equipment	17,000.00	0.00	17,000.00	0.00	2,767.07	0.00	55,250.00	2,481.32	52,768.68
SAR Patrols	5,100.00		5,100.00	5,200.00		2,432.93	12,500.00		12,500.00
Vessel Inspections	0.00	1,382.60	(1,382.60)	0.00		0.00	12,500.00		12,500.00
Equipment maintenance	0.00		0.00	0.00		0.00	7,525.00	2,074.98	5,450.02
Repair & Maintenance of CCGA owned vessels or vessles under ICVB	0.00	0.00	0.00	0.00		0.00	66,015.65	1,053.60	64,962.05
Start up fuel - new boats ICVB	0.00		0.00	0.00		0.00	7,680.50	1,685.71	5,994.79
Internet	0.00	0.00	0.00	0.00	431.88	(431.88)	0.00		0.00
SAT phones	3,500.00		3,500.00	0.00		0.00	0.00		0.00
Telephone	1,800.00	357.73	1,442.27	0.00	1,629.52	(1,629.52)	0.00		0.00
Computer Supplies and Services	500.00		500.00	0.00		0.00	0.00		0.00
District Operations	15,900.00	2,375.29	13,524.71	4,255.00		4,255.00	0.00		0.00
National Operation Events	0.00		0.00	0.00		0.00	0.00		0.00
Support to Operations									
SAT Phones	0.00	0.00	0.00	32,211.25	18,202.19	14,009.06	0.00		0.00
Telephone	0.00		0.00	0.00		0.00	0.00		0.00
Computer supplies and Services	0.00	0.00	0.00	0.00		0.00	0.00		0.00
Training - Classroom									
First Aid/CPR	2,000.00		2,000.00	2,500.00	319.50	2,180.50	0.00		0.00
ROC(M)	0.00	0.00	0.00	4,550.00		4,550.00	0.00	60.00	(60.00)
Training - On Water									
Introduction Training	3,000.00		3,000.00	0.00		0.00	32,500.00	3,081.20	29,418.80
CCGA SAREX	8,003.00	12,828.48	(4,825.48)	7,500.00		7,500.00	7,580.80	642.30	6,938.50
Training equipment & Supplies	0.00		0.00	0.00		0.00	11,254.10	40.26	11,213.84
Printing	0.00	0.00	0.00	5,500.00		5,500.00	0.00		0.00
Translation	0.00		0.00	1,500.00		1,500.00	0.00		0.00
Evaluations/Safety Management	10,700.00	1,788.02	8,911.98	0.00		0.00	0.00		0.00
Phase 1	77,550.00		77,550.00	21,311.88	31,812.73	(10,500.85)	6,250.00	10,370.84	(4,120.84)
Phase 2	77,550.00	10,110.84	67,439.16	21,311.88	46,516.00	(25,204.12)	6,250.00	5,575.78	674.22
Regional Training on Water Exer	59,300.00		59,300.00	6,700.01		6,700.01	5,250.00		5,250.00
RHIOT Course	10,500.00	0.00	10,500.00	6,850.00	11,060.12	(4,210.12)	0.00		0.00

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	Total Core	Actual	Balance	Arctic	Actual	Balance	ICVB	Actual	Balance
Other training									
Teleconference Fees	0.00		0.00	0.00		0.00	0.00		0.00
Training Committee	0.00	0.00	0.00	0.00		0.00	0.00		0.00
Travel - Regional	0.00		0.00	0.00		0.00	0.00		0.00
Catering	15,050.00	1,424.06	13,625.94	5,500.00	2,461.35	3,038.65	7,500.00	381.71	7,118.29
US travel	5,212.00		5,212.00	0.00		0.00	0.00		0.00
Members									
Recognition Gifts & Awards	0.00	0.00	0.00	0.00		0.00	0.00		0.00
AGM	0.00		0.00	0.00		0.00	0.00		0.00
Bylaw & Policy Committee	0.00	0.00	0.00	0.00		0.00	0.00		0.00
Directors Meetings	0.00		0.00	0.00		0.00	0.00		0.00
District/Management Meetings	12,600.00	0.00	12,600.00	20,450.50		20,450.50	72,921.35	30,033.00	42,888.35
Executive Meetings									
5404 - Meetings - Other	0.00		0.00	0.00		0.00	0.00		0.00
Uniform insignia/branding	0.00	0.00	0.00	0.00	279.49	(279.49)	0.00		0.00
CCG National - Other	0.00		0.00	0.00		0.00	0.00		0.00
Honour Guard	0.00	0.00	0.00	0.00		0.00	0.00		0.00
Travel	0.00		0.00	0.00		0.00	0.00		0.00
Advertising/Marketing									
Advertising	0.00	0.00	0.00	0.00		0.00	0.00		0.00
Bobbie	0.00		0.00	0.00		0.00	0.00		0.00
Promotions	0.00	0.00	0.00	0.00		0.00	0.00		0.00
SAR Awareness									
SAR Awareness Displays	0.00		0.00	0.00		0.00	0.00		0.00
Patrols	0.00	0.00	0.00	0.00		0.00	0.00		0.00
Total Proposed	325,265.00	30,267.02	294,997.98	145,340.52	115,479.85	29,860.67	310,977.40	57,480.70	253,496.70

**BUDGET VS ACTUAL
AS AT SEPTEMBER 5, 2023**

	Total Core	Actual	Balance	Arcctic	Actual	Balance	ICVB	Actual	Balance
District Totals	\$ 325,265.00	\$ 30,267.02	\$ 294,997.98		\$ 115,479.85	\$ 29,860.67	\$ 310,977.40	\$ 57,480.70	\$ 253,496.70
SAR OPS	\$ 125,000.00	\$ 61,103.70	\$ 63,896.30	\$ 15,000.00	\$ 529.06	\$ 14,470.94	\$ -	\$ -	\$ -
Insurance Payments	\$ 109,620.00	\$ 109,620.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -
Insurance Deductible	\$ 5,000.00	\$ 1,953.32	\$ 3,046.68	\$ 2,000.00		\$ 2,000.00	\$ -	\$ -	\$ -
National Ops Cost	\$ 47,306.00	\$ 47,304.00	\$ 2.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -
Office Costs	\$ 233,802.54	\$ 127,134.18	\$ 106,668.36	\$ 152,651.98	\$ 66,224.77	\$ 86,427.21	\$ 20,000.00	\$ -	\$ 20,000.00
Legal Fees	\$ 10,000.00	\$ 2,015.72	\$ 7,984.28	\$ -		\$ -	\$ -	\$ -	\$ -
SAR safety Equipment	\$ 46,500.00	\$ 1,146.63	\$ 45,353.37	\$ -		\$ -	\$ -	\$ -	\$ -
Shipping	\$ 17,420.00		\$ 17,420.00	\$ 3,440.00		\$ 3,440.00	\$ -	\$ -	\$ -
President	\$ 30,429.79	\$ 6,562.74	\$ 23,867.05	\$ -		\$ -	\$ -	\$ -	\$ -
MIBOD meetings	\$ 23,564.67	\$ 41,580.44	\$ (18,015.77)	\$ 5,000.00	\$ 6,737.86	\$ (1,737.86)	\$ -	\$ -	\$ -
AGM	\$ 38,000.00	\$ 4,973.29	\$ 33,026.71	\$ 30,500.00		\$ 30,500.00	\$ -	\$ -	\$ -
Membership Insignia Branding	\$ 42,000.00		\$ 42,000.00	\$ 3,212.50		\$ 3,212.50	\$ 5,000.00	\$ 18,960.21	\$ 18,514.79
Governance Committee	\$ 1,500.00		\$ 1,500.00	\$ -		\$ -	\$ -	\$ -	\$ -
Ethics Committee	\$ 1,500.00		\$ 1,500.00	\$ -		\$ -	\$ -	\$ -	\$ -
Training Regional	\$ 39,357.00	\$ 25,324.09	\$ 14,032.91	\$ -		\$ -	\$ -	\$ -	\$ -
Training Committee	\$ 7,500.00		\$ 7,500.00	\$ 1,000.00		\$ 1,000.00	\$ -	\$ -	\$ -
Leadership Committee	\$ 5,000.00		\$ 5,000.00	\$ -		\$ -	\$ -	\$ -	\$ -
Membership Committee	\$ 5,000.00		\$ 5,000.00	\$ -		\$ -	\$ -	\$ -	\$ -
Organizational Overview Committee	\$ 2,500.00		\$ 2,500.00	\$ -		\$ -	\$ -	\$ -	\$ -
Ops Manager	\$ 1,000.00		\$ 1,000.00	\$ 2,680.00		\$ 2,680.00	\$ -	\$ -	\$ -
Promotion of Auxiliary/Boat show	\$ 35,475.00	\$ 702.90	\$ 34,772.10	\$ 3,675.00	\$ 1,330.45	\$ 2,344.55	\$ -	\$ -	\$ -
Catering	\$ 14,450.00	\$ 3,452.56	\$ 10,997.44	\$ 5,500.00		\$ 5,500.00	\$ 7,500.00	\$ -	\$ 7,500.00
Vessel acquisition	\$ 175,000.00	\$ 157,252.57	\$ 17,747.43	\$ -		\$ -	\$ -	\$ -	\$ -
GST/HST	\$ -	\$ 20,589.61	\$ (20,589.61)	\$ -	\$ 2,866.11	\$ (2,866.11)	\$ -	\$ 645.91	\$ (645.91)
HONOUR GUARD - Travel	\$ 1,000.00		\$ 1,000.00	\$ -		\$ -	\$ -	\$ -	\$ -
HONOUR GUARD - Training cost	\$ 14,550.00		\$ 14,550.00	\$ -		\$ -	\$ -	\$ -	\$ -
Total Budgets	\$ 1,357,740.00	\$ 640,982.77	\$ 716,757.23	\$ 400,000.00	\$ 223,168.10	\$ 176,831.90	\$ 380,952.40	\$ 77,086.82	\$ 303,865.58
Contribution Agreement amount	\$ 1,357,740.00			\$ 400,000.00			\$ 380,952.40		
Surplus/Deficit	\$ 716,757.23			\$ 176,831.90			\$ 303,865.58		

2023 Arctic Training Report

This past year saw great strides in the Arctic CCGA ability to provide SAR assistance with 3 new communities completing their phase training and getting their new community boats inspected and outfitted to enable these Units to be tasked by JRCC. Sanirajak, Igloolik and Naujuat are now on the tasking list for JRCC Trenton.

Yellowknife CGA Unit hosted several Phase training courses along phase training courses were taught in Iqaluit and Rankin Inlet with good success. A third Phase 1&2 was taught in conjunction with CCG staff in Sanirajak with members from that community and Igloolik. Various Hamlets had visits from the Coast Guard engagement teams for on water training and liaison purposes.

The CGA Arctic still has challenges with getting enough Instructors to fly into the smaller communities but that is a work in progress.

The communities that continue to require work in getting crews and vessels trained and certified are Churchill, Inuvik and Kugluktuk and Aklavik There are others, but these 4 communities are at the top of the priority list. The CGA will also be looking forward to training crews in Iqaluit as a new CGA Unit is currently forming in that community.

Although the CCGA training group has made progress in training in the Arctic we need to be more organized and flexible in getting the training and vessel inspections completed. I recommend we hold another instructor course in the Arctic next year with an eye to targeting certain CGA members that have shown a knack for instructing.

Training will hopefully be on going thru this year and the winter months into next fiscal year.

Respectfully submitted.

David Northmore

Arctic Training Manager

Central Manager of Training Report 2023 AGM

Summary of Phase 1 and Phase 2 training courses held in the Central Region since last November. This does not include courses run in the Arctic Region.

Central Region Phase 1 Theory and Practical

P1 Theory = 8

P1 Practical = 12

Central Region Phase 2 Theory and Practical

P2 Theory = 3

P2 Practical = 7

Central Region Phase 2 Ride Checks

Ride Check = 4

It is important to emphasize the need for continued efforts to certify our members. During 2023, we have identified many members who are not current in the training and certifications. This has further led to entire units being in jeopardy of being stood down due to insufficient training. There will be a significant push during the winter months to hold theory courses, and on-water practical courses, where possible, this fall and into the winter months. Each District is encouraged to bring their membership up to date and fully utilize training budgets.

Instructor Training Course

2023 saw the first Instructor Training Course held since before Covid-19. The course was held last April in Hamilton and hosted by the Hamilton Beach Rescue Unit. 6 candidate instructors successfully passed the course and may now begin their series of co-teach sessions to become fully qualified instructors. We look forward to holding another similar course in April 2024. Notification will be sent out in the coming months.

RHIOT Training Course

4 RHIOT Training Courses are scheduled this October and November, to be held in Parry Sound Ontario. There will be 1 seat open to CCGA members per course. After a Call-Out being sent, we currently have 7 candidates seeking to take the course. Final selections will be made by the Training Committee and candidates notified accordingly and will be based on priority for units with RHIBs.

It has been identified that RHIOT Training is difficult for CCGA members to attend due to either limited seats available on courses, or members having difficulty with the 7-day course time commitment.

The Training Committee has received direction from the Board of Directors to look at alternative deliveries of RHIOT Training. This may include breaking the current course into portions or combining sections of the RHIOT course to augment a Fast Response Craft course sponsored by the CCGA, perhaps like the previous Phase 3 course. The Training Committee will be looking at options this fall.

Small Vessel Domestic Safety Course Upgrade (SVD-BS)

Our organization is required to upgrade from the Marine Emergency Duties A3 Level (MEDA3) to Small Vessel Domestic Safety (SVD-BS) course for continued member certification with Transport Canada. Through consultation with Transport Canada, it was decided that the CCGA would create an addendum module with the necessary additional learning material to avoid making any changes to the current Phase 1 and Phase 2 manuals.

The Training Committee, along with Juanita Armstrong, have reviewed and edited the curriculum. Next step is to compile with the necessary video references into a complete package for presentation to Transport Canada. This is currently being conducted by the Training Administration staff.

Coxswain's SAR Operations and Safety Binder

The Coxswain's SAR Operations and Safety Binder that was presented at the last AGM was finalized and printed by the Training Administration staff.

At this time, all binders have been sent or will be sent to all units. Ongoing wildfires in Northern areas have prevented some binders being sent by courier. Feedback for additional materials that can be added to the reference binder is welcome.

TOGETHER, SAVING LIVES AT RISK

Respectfully

Ralph FitzGerald Central Manager of Training 2023

Manager of Operations (Central) Report to 44th Annual General Meeting

Today we meet for the 44th AGM of the corporation which was incorporated 45 years ago, in September 1978. The AGM is a statutory requirement, and is opportunity for stakeholders to review and transact the business of the corporation, and as such much focus typically is paid to appointments, elections, and financials and other corporate business matters. I would respectfully submit, though, that while these necessary corporate concerns are required, we do well to remember the *raison d'être* of the Canadian Coast Guard Auxiliary Central and Arctic, as expressed in the corporation's Mission Statement:

"...to provide a permanent day and night search and rescue service to cover marine requirements in Canada and prevent the loss of life and injury."

To fulfill this mission, our objectives are:

- Save 100% of lives at risk;
- Reduce the number and severity of SAR incidents;
- Promote marine safety;
- Support the Canadian Coast Guard;
- Provide a humanitarian service;
- Maintain the highest professional standards;
- Promote dedication and pride of membership.

Here, in our mission and our objectives, we find our purpose as a self-organized group of concerned Canadians: the corporation exists to support achieving an important mission through 7 stated objectives, and these operational objectives are the true business of the corporation. We all do well to retain this important perspective, and to remain a mission-oriented organization.

In any mission-oriented organization operational capabilities, the basic requirement for mission success, are based upon four pillars: personnel, equipment, readiness, and infrastructure. Against these pillars, any critical gaps in an organization can be identified and actions taken to improve capabilities. By measuring any component – region, district, unit, crew, and even the individual member – against these pillars and taking effective action in controllable circumstances, the way to develop and enhance operational capability can be revealed.

By far one of the most significant challenges to the CCGA (C&A) operations in 2023 was the state of training, which had an adverse impact upon infrastructure, readiness, and personnel. Entire units were stood down because of the state of training, resulted in geographical holes in coverage, and in some cases these were concentrated within Districts. Reduced levels of training resulted in some missions being undertaken without a single trained crew member as defined by CCGA (C&A) policies, including vessel commanders who were lapsed in proving their currency and competency. Our Contribution Agreement, the means of financial support to the Region and our undertaking to support the Coast Guard, requires us to provide, "...strategically located ...trained and qualified CCGA members and vessels that are prepared and available for supporting Coast Guard SAR activities..". In Central, as of 15 September 2023, ten of 51 units are stood down because of training qualification deficiencies. Undoubtedly

this is due, in part, to the pandemic but there appear to be other contributing factors. It will be an important priority and duty of leadership at all levels to rectify this situation.

There is an axiom in military culture that the more one sweats in peace, the less one bleeds in war. The greater the anticipation and preparation through training, the greater the capability to safely and effectively meet the challenges presented in adversity associated with operations. Further, the errors one makes in relatively low risk training situations provide opportunities to learn and to improve methods, skills and procedures. There are many opportunities presented at all levels of the Region to learn lessons, to analyze procedures, and to improve both our operational preparedness and to enhance the safe undertaking of SAR, an intrinsically hazardous duty. The careful recording of each mission through the SMS is potentially an enormous asset from which lessons learned and best practices can be shared. Further, the Incident Investigation Report is a relatively recent innovation that has yet to have an appropriate degree of utilization for it to provide material benefit. Any incident, whether a near miss or a significant accident can, when reported and investigated, lead to better and safer practices. In many cases these have not been immediately forthcoming, even in the instances of injury and materiel damage. I would encourage increased emphasis upon this process as a means to improve operational skill.

Mission Reports in SMS that I have reviewed this year range broadly from the excellent and comprehensive, to the error-ridden and unacceptable that have resulted in many rejections for correction and amendment. There are still units who have not, and apparently will not, input basic information that is used to analyze missions and compile statistics. There is a tendency to over-classify case factors: M3 missions (no danger) as distress situations (M1) and pending-danger (M2). There is a tendency to overstate the nature of assistance provided as "saved", in spite of the fact that SMS report instructions imbedded right in the form state that "saved" is to be reserved for those circumstances where persons assisted were in imminent danger. Year over year there has been a vast improvement in Mission Reports by quality and correctness, but there is still much to improve. Understanding that these can be the source of improved methods and training, a source for shared best practices, and lead to improved operational preparedness, these continue to require improvement.

One of the essential elements that is required in each Mission Report is recording the assessed level of general risk at the outset, and the amendment throughout a mission as circumstances change. GAR has been adapted as the tool by which to categorize levels of perceived risk, the requirement to mitigate risk to acceptable levels, and the aid by which a vessel commander is equipped with an aid on the go/no go decision. There are high levels of compliance with recording GAR scores, but also evidence that these may have been awarded without the full compliance to the assessment tool. In many cases with reduced manning, low levels of training qualifications and experience, and challenging environmental conditions, GAR scores are frequently awarded in the low single digits at the outset. The number of Mission Reports that mention deteriorating conditions and crew fatigue AND that include a recorded reassessment of risk can be counted on one hand. Our responsibility, from an operational preparedness perspective, is to ensure that mission success is assessed to be possible without undue risk. No two situations are ever going to be identical, and the 6 criteria used to calculate a GAR score will therefore contribute to varying scores: it is not possible based upon my review of a Mission Report and the record of circumstances against the GAR score to say whether it is right or wrong. My personal biases will factor into the assessment, and the absence of information in

the reports necessary to make this assessment are often missing. In some cases, though, it is quite obvious that GAR is not being used properly at the outset, and that it is rarely used throughout a mission to assess changes. This, too, requires further adherence.

The adaptation of GAR several years ago was an initial step towards improving operational safety in undertaking missions. Two years ago a policy was drafted and approved which was aimed at improving the culture of safety at all levels of the Region. Normally manuals, procedures and training standards are adopted at the Board Level and promulgated following a “top-down” means, but owing to the idiosyncratic nature of CCGA (C&A) units and vessels, the policy called for the appointment by each unit of a Unit Safety Officer, and the responsibility, amongst several things, for the safety culture at units. It would be a logical extension of this, and consistent with operations in the marine environment, for Unit Safety Officers to develop and maintain a Safety Management System for each vessel in their unit. This project, though, at this time is stalled by the fact that only 18 USOs have been appointed/identified. Safety is of critical importance in our operational undertakings. It will always remain a principal responsibility of the commander of each deployed vessel, but centralized CCGA policies, guidelines, and regulations do need amplification and details driven by the unique nature of units/vessels, and Unit Leaders are strongly encouraged to read and comply with SOPP 13.35.02.

Another result of the idiosyncratic nature of CCGA (C&A) units/vessels is the management of equipment and technology. Even though we are united by the common objective of supplying vessels and crews that are available for SAR, there is a broad variety of vessels and ownership across the region. Some units have well defined vessel replacement programs; others have undertaken ambitious vessel refits and modernization; others have little means to do so and are reliant upon *ad hoc* annual “wishlists” from identified surplus funds. Units therefore have a broad range of experience in dealing with equipment, suppliers, and installation. Many expensive lessons have been learned, and relearned, by the lack of centralized assistance, the sharing of “lessons learned”, and even the failure to capitalize upon the possibility of the transfer from unit to unit of surplus but serviceable equipment/vessels. This is a major area for potential improvement. For example PARA has notified me and kindly involved me on two projects they are trialing and evaluating: electronic data capture in support of logkeeping; and deployment of a portable AIS transponder on datum marker buoys, which has some degree of interest from JRCC and offers potential enhancement to SAR capability. TSAR research into a new vessel has led to greater understanding on the evolving class of high performance vessels increasingly available, and the training required by Coast Guard for the safe and effective operations of these vessels. Though few and far between, greater communication and coordination has made some significant differences and hopefully will be recognized as a trend to develop.

Finally, I wish to make one widespread and categorical statement with respect to operational readiness. While obviously incumbent upon personnel, equipment, and infrastructure, operational readiness is largely a matter of maintaining a forward-looking perception of that which we are potentially required to undertake, and a backward-looking understanding of those rare but drastic events that have occurred in the past, and that thankfully most of us have not been involved in. This year on May 24th the MV Cuyahoga with a crew of 21 onboard experienced an engine room fire and fought for its life. Declaring a Mayday at 2206, and

preparing to abandon ship with fire suppression system problems, amongst responding units was CCGA Colchester Guardian. Our unit acquitted itself well and was an important asset in the evacuation of some of those crew who abandoned ship. The fire suppression system issue was resolved, the fire extinguished, and Cuyahoga was safely towed to harbour. Even with this fortunate outcome, this is a stark reminder of the nature of SAR, and understanding how the outcome could have been considerably worse, and the inherent demands of what we are called upon to do. September 2nd this year marked the 25th anniversary of Swissair Flight 111, which crashed into the waters of St. Margarets Bay Nova Scotia at approximately 2231. Flight 111 had declared a PanPan shortly after making Canadian airspace on a flight from New York to Geneva, and had been diverted to Halifax International Airport, but had opted to head south over the water to jettison fuel in preparation for the landing. While conducting this dumping, things rapidly deteriorated, a Mayday was declared, communications were almost immediately lost, and the vessel crashed. Ultimately this resulted in Canada's most extensive, expensive, and gut-wrenching recovery operation, but while it was still a possible SAR it is important to note one thing: CFB Greenwood with long-range patrol aircraft and a SAR squadron; CFB Halifax with Canada's Atlantic Command of the RCN; CFB Shearwater with two squadrons of Seaking helicopters; and Coast Guard Base Dartmouth, the largest Coast Guard base in Canada. All of these resources available, and what were the first SAR assets on scene? Two CCGA vessels. If a ditching, instead of a crash, imagine the demands that would have been placed upon those two crews. Forty years ago, in July, an Air Canada flight flying from Ottawa to Winnipeg due to an equipment failure and human error had embarked insufficient fuel and experienced total flameout over Red Lake Ontario. The flight crew initially experimented with glide path calculations and realized they could not make Winnipeg, but one remembered a former RCAF Base in Gimli Manitoba and calculations revealed that to be a possibility. Ultimately known as the "Gimli Glider", the flight path took them over Lake Winnipeg. Had things – as simple as wind - been different it would be a strong possibility of a ditching undertaken in the heart of our own District 8. None of these need keep you up at night: statistically they are unlikely events. But they do happen, and underscore the almost limitless demands that could be placed upon our units by the nature of SAR. Operational readiness requires a constant assessment of what we could be called upon to face, and how to prepare ourselves, train our crews, and equip our vessels.

It has been my sincere pleasure serving as the Manager of Operations Central these past two years. I have drawn inspiration from those with whom I have worked closely, and those who I have had occasion to interact with from time to time. I am certain that I have been a source of frustration to many, but hopefully it is clear that I attach significant importance to the *raison d'être* of the Canadian Coast Guard Auxiliary Central and Arctic.

Governance Committee Report

The Governance Committee is engaged in the review of a number of policies at the committee level that will be sent for consideration of the board in short order. The work undertaken by the committee has been spearheaded by a small group of skilled volunteers. New members are welcome to join our team and to lend their talent in moving our organisation forwards.

Tasks under development:

1. Environmental Response;
2. Critical Incident Stress Management Program;
3. District Safety Officer Job Description and Responsibilities;
4. Region Safety Officer Job Description and Responsibilities;
5. Unit Safety Officer Job Description and Responsibilities;
6. New Member On-Boarding Checklist; and,
7. Expert Review of Options for CCGA-C&A's SMS System.

I have only recently joined this committee and I am pleased with the level of dedication and commitment of its members. My thanks to each of them for their continued professionalism. A great deal of work remains and we are prepared to take on new work as directed by the board.

Thank you.

Rodney Turcotte

Governance Committee Chair

Training Committee Report 2023

This has been another busy year for the 54 volunteer instructors with the C&A. They managed 26 Phase 1 courses and 16 Phase 2 courses between them!

The training committee has met virtually and has also had meetings that included the DTC's.

Work continues on the Command and Control course and SVDBS addendum to our Phase training. The Coxswains Resource Binder has been rolled out!

Recently the notion of bringing back a re-vamped Phase 3 course was brought up at the Board level and is being looked at.

As I'm sure bodes true for most everyone, there is more work to be done than hours in the day and we continue to do our best.

Respectfully submitted,

Brian McShane
Vice President
Chair, Training Committee

Ethics Committee

I am happy to report that we had no investigations this year.

Let's keep up the good work of working together to Save Life's on the Water.

Past President, Committee Chair

Wayne Spencer

HR report:

Good Morning All,

A year ago we were reporting that work was underway to build a job description for a new member of our team to work in the training administration department. Today we are extremely happy to be able to introduce Tammy Crilly to you all at this, the 44th AGM.

The job posting, resume sorting and interview process was pretty epic, even by my standards. It would not have been possible without the dedicated help of Phil Unger, Juanita Armstrong and Shannon Laird.

I would like to also thank Randall Roy and Wayne Spencer for their time and participation within the HR committee over the past year.

Brian McShane
Vice President

HONOUR GUARD COMMITTEE

We have reactivated the Honour Guard Committee.

A call out was done and the following members applied and attended a training weekend in Trenton.

Ian Casey
Ben Jaeckle
Brad Yarema
Noah Turrcotte
Kevin Gibbs
Walter Pastorious
Tome Foulds
Plus returning members
John Levantis
Glynis Withyman
Al McCambridge
Rodney Turcotte

They had a great training weekend and voted in the following committee positions

Honour Guard Coordinator	John Levantis
Assistant Honour Guard Coordinator	Ian Cassey
Administration Officer	Rodney Turcotte
Training Officer	Ben Jaeckle

I would like to thank the members for stepping up and getting this very important Committee up and running.

Past President & Committee Chair
Wayne Spencer



CANADIAN COAST GUARD AUXILIARY CENTRAL & ARCTIC

LEADERSHIP & MEMBER EXPERIENCE COMMITTEE

MANDATE

Survey membership, formulate action plans from feedback and execute, while maintaining membership informed

MEMBERS

Gary Endicott
Director, District 1

Amber Chrastina
Director, District 2

Derek Scott Niles
Unit Leader, Port Stanley

Pamela Naylor
Coxswain, Yellowknife Marine

Alain G-Dubus
Coxswain, Toronto SAR

Michael Waltz
Treasurer, Sault-SAR

LEADERSHIP SURVEY

KEY TAKEAWAYS

101 responses (62% Crew; 33% Coxswains)

Time in Service: <1Y: 18%; 2-3y: 12%; 4-5y: 15%; 6-10: 12%; >10y: 24%
97% of respondents consider leadership training is needed/wanted.

TOP REQUESTS FROM MEMBERSHIP

Mentorship; Leadership Resources; Dedicated Courses; Guest Speakers/Trainers outside CCGA.

MEMBER EXPERIENCE SURVEY

KEY TAKEAWAYS

144 responses

Time in Service: <1Y: 20%; 2-3y: 15%; 4-5y: 19%; 6-10: 22%; >10y: 24%
72% Proud to volunteer with CCGA. Sense of belonging is tied to the Unit; there is an opportunity to improve cohesion at CCGA level.

TOP REQUESTS FROM MEMBERSHIP

Improvement in communication: Only 17% think current communication from CCGA is effective.

Certain overlap with Leadership results, as member experience is driven by experience with leaders at the Unit level.

PROGRESS TO DATE

- Detailed survey results were shared with the Board and committees merged into one given overlap in action items.
- Engaged the Royal National Lifeboat Institution in the UK and obtained resources and material, which are under evaluation.
- Two committee members attended a 5-day course with the US-CGA Auxiliary Leadership & Management School (AUXLAMMS), and made important connections for potential future training and exchange.
- Ongoing conversations with RCM-SAR to possibly join forces on these initiatives.
- A communications strategy is under review to roll out two-way traffic with the membership via different channels.

Proposed By-Law Amendment # 1

Moved by: Amber Chrastina
Seconded by: Robert Wilkins

Rationale:

To match the Articles of Incorporation.

CURRENT ARTICLE 1, General

1.03 HEAD OFFICE

The head office of the Auxiliary shall be in City of Toronto in the Province of Ontario.

PROPOSED AMENDMENT TO ARTICLE 1, General

1.03 HEAD OFFICE

The head office of the Auxiliary shall be in ~~City of Toronto~~ in the Province of Ontario.

If passed this bylaw will be effective immediately.

Board Recommendation:

The Board Unanimously recommends this amendment.

Proposed By-Law Amendment # 2

Moved by: James Oakley

Seconded by: Amber Chrastina

Rationale:

To allow other qualifications to be considered as equivalent experience. Allows for more members to be considered as qualified candidates.

CURRENT ARTICLE 5, OFFICERS & MANAGERS

5.02 ELECTION 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 election of the Treasurer shall be in odd numbered years while that of the Secretary shall be in even numbered years. The election of the Vice-President shall occur every three (3) years.

Candidates for election to the position of Vice-President shall have completed at least one (1) term as a District Director or Executive Officer.

Each Executive Officer shall throughout his/her term of office be a Member in good standing of the Auxiliary.

The elected Vice-President shall become the President upon the expiry of his or her term as Vice-President. The President shall become the Past-President upon the expiry of his or her term as President.

The process for the nomination of Executive Officers shall be similar to that for District Directors.

PROPOSED AMENDMENT TO CURRENT ARTICLE 5, OFFICERS & MANAGERS

5.02 ELECTION 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 election of the Treasurer shall be in odd numbered years while that of the Secretary shall be in even numbered years. The election of the Vice-President shall occur every three (3) years.

Candidates for election to the position of Vice-President shall have completed at least one (1) term as a District Director or Executive Officer **or other experience or qualifications that the Board may deem as equivalent experience.**

Each Executive Officer shall throughout his/her term of office be a Member in good standing of the Auxiliary.

The elected Vice-President shall become the President upon the expiry of his or her term as Vice-President. The President shall become the Past-President upon the expiry of his or her term as President.

The process for the nomination of Executive Officers shall be similar to that for District Directors.

If passed this bylaw will be effective immediately.

Board Recommendation:

The Board Unanimously recommends this amendment.

Proposed By-Law Amendment # 3

Moved by: Gary Endicott

Seconded by: James Oakley

Rationale:

To reduce the overall commitment from 9 years to 6 years.

CURRENT ARTICLE 5, OFFICERS & MANAGERS

5.03 TERM

The Secretary and the Treasurer shall be elected for a term of two (2) years and may be re-elected for a subsequent two (2) year term and may serve no more than two (2) consecutive terms in the same position.

The Vice-President shall be elected for a term of three (3) years and may serve no more than one (1) term. The President shall serve a term of three (3) years and the Past-President shall serve a term of three (3) years.

PROPOSED AMENDMENT TO CURRENT ARTICLE 5, OFFICERS & MANAGERS

5.03 TERM

The Secretary and the Treasurer shall be elected for a term of two (2) years and may be re-elected for a subsequent two (2) year term and may serve no more than two (2) consecutive terms in the same position.

The Vice-President shall be elected for a term of ~~three (3)~~ **two (2)** years and may serve no more than one (1) term. The President shall serve a term of ~~three (3)~~ **two (2)** years and the Past-President shall serve a term of ~~three (3)~~ **two (2)** years.

If passed this bylaw will be effective immediately.

Board Recommendation:

The Board Unanimously recommends this amendment.

Canadian Coast Guard Auxiliary, Central and Arctic Region

44 AGM

September 30th, 2023

Slate of members running for District Directors in odd numbered Districts endorsed by the Nominating Committee.

SLATE OF DISTRICT DIRECTORS:

District 1- Jim Coolen

District 3 - Jim Oakley

District 7 - Rob Kavanagh

Arctic Director - Rob Wilkins

Respectfully Submitted

CCGA C&A Nominating Committee

Al McCambridge, John Levantis, Nigel Spink, Rodney Turcotte

Wayne Spencer, Chair Nominating Committee

2023 Nominating Committee Report for the Board of Directors Meeting

Executive and Manager elections will be held by the Directors on Sunday September 30, 2023 at the Management Board meeting.

Nominations vetted by the Nominating Committee for the upcoming election for the Canadian Coast Guard Auxiliary, Central and Arctic Region (CCGA C&A) for the following positions:

EXECUTIVE POSITION CANDIDATES:

Vice President: two candidates:

Gary Endicott

Randall Roy

Treasurer: No candidates

Managers:

Manager of Training Arctic: one candidate:

Dave Northmore

Arctic Manager of Operations: one candidate

Brian McShane

Respectfully Submitted

CCGA C&A Nominating Committee

Wayne Spencer, Chair Nominating Committee

The awards will be Presented at the Conclusion of the AGM