



CTTAM

CELEBRATING
60 YEARS
1965-2025

2025 ANNUAL GENERAL MEETING REPORT



Growth. Recognition. Community.

For 60 years we have been the regulator for technicians and technologists in Manitoba. Our philosophy guides us as we advocate for our over 2,800 registrants. We serve our registrants and work with our strategic partners industry counterparts and educational institutes to promote technology and applied science careers and education not only in the province but across Canada.

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2024 Annual General Meeting

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REPORTS

- President
- CEO and Registrar
- Certification Board
- Leadership and Development Committee
- Nominations Committee
- Technology Accreditation Canada
- Independent practitioner's review engagement

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2024 financial statements

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Registrant highlights

Land acknowledgement

CTTAM recognizes that Winnipeg is on Treaty 1 territory, the territory of the Anishinaabeg, the Nehiyaw, the Oji-Cree, the Dakota, and the Dene Peoples and on the Homeland of the Métis Nation.



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2025 Annual General Meeting agenda

1. **Call to order**
2. **Presentations**
Anniversary pins (40 and 50 year pin recipients in attendance)
3. **Agenda approval**
4. **Minutes: September 21, 2024 AGM**
5. **Reports**
 - President
 - CEO and Registrar
 - Certification Board
 - Leadership and Development Committee
 - TAC
6. **2024 Financial statements**
 - 2024 Financial statements
 - 2025 Financial auditor
7. **Nominations**
 - Nominating Committee report
 - Year 2025 Nominating Committee
8. **Adjournment**

Board of Directors

Our Board of Directors supports engineering technologists and technicians for the important role they play in engineering technology and applied sciences. The Board also provides guidance, advice and the general oversight of operations without being involved in day-to-day operations.

President | **Shannon Nordal**, C.E.T. | president@cttam.com
President Elect | **David Atkins**, C.E.T. | pres-elect@cttam.com
Past President | **Josee Remillard**, C.E.T.
Board Intern | **Michelle Ewashko**
Lay Person | **Glenn Lelyk**

Directors

Aylen Aussant, C.E.T.
Bernardo Pasco, C.E.T.
Julie Schneider, C.E.T.
Mariclaire Lawlor, C.E.T.
Peter McDougall, C.E.T.

Staff

Our success depends on the efforts, abilities and expertise of our dedicated staff. They bring a varied degree of skills, capabilities and experience. This culture makes us a valuable organization that better connects us to our registrants and our community.

Robert Okabe, C.E.T., FEC (Hon.), IntET (Canada), CEO and Registrar
Lauren Gluck, Deputy Registrar
Marian Parreno, Registrant Program Coordinator
Cathy Penner, Administrative Assistant

Agenda — MINUTES

Of the 59th Annual General Meeting of the Certified Technicians and Technologists Association of Manitoba Inc. was held at the Canadian Museum for Human Rights and also virtually via Zoom on September 21, 2024, at 12:30 p.m.

24.AGM.1.1

Josee Remillard, Chair, called the meeting to order and announced that there is a quorum. 53 registrants attended the AGM via Zoom and 52 registrants attended the AGM in person. All registrants can participate in discussions but only registrants can vote, move or second motions.

24.AGM.1.5

Josee Remillard introduced the CTTAM Board of Directors:

- Shannon Nordal, President-Elect;
- Ted Protosavage, Past President;
- Aylen Aussant, Director;
- Bernardo Pasco, Director;
- David Atkins, Director;
- Julie Schneider, Director;
- Michelle Ewashko, Board Intern (attended virtually) and myself, Josee Remillard, your CTTAM President.



Harvey Kaita, Member-at-Large and Directors Mariclaire Lawlor and Peter McDougall were unable to attend.

Josee Remillard introduced the CTTAM staff: Robert Okabe, CEO/Registrar, Lauren Gluck, Cathy Penner and Marian Parreno.

24.AGM.1.6

Introduction of Special Guests

Josee Remillard introduced special guests:

- Susan Chesa, President, of the Association of Science & Engineering Technology Professionals of Alberta (ASET);
- Cheryl Farrow, CEO and Christopher Van Dop, President-Elect from the Ontario Association of Certified Engineering Technicians and Technologists (OACETT);
- Michael Gregoire, CEO & Registrar, of the Engineers Geoscientists of Manitoba;
- Elena Grinshteyn, Development Officer-Student Awards & Scholarships;
- Matthew Fast, Senior Development Officer;
- Tammy Harper, Chair, Civil Engineering Technology, from RRC Polytech and
- Ken Mills, C.E.T., T.A.C. Director, of Technology Accreditation Canada

Life Registrants in attendance: David Shapera, Jordan Morgan, Phelan Mar and Bob Chochinov.

Past Presidents:

George Graham, Kellie Orr, Paul Hur, Robert Okabe, Ted Protosavage and Tracey Kucheravy

Past Registrar, Bob Chochinov

24.AGM.2

CTTAM recognized its long-term registrants. Josee Remillard stated that these registrants are part of the foundation this Association was built upon and it is indeed an honour to acknowledge their commitment to CTTAM.

24.AGM.2.2

Moment of Silence

The President asked that everyone please observe a moment of silence for those of our registrants who have passed away since we last met.

24.AGM.3

MOVED by David Shapera and **SECONDED** by Kellie Orr, that the agenda for the 59th Annual Meeting of the Association be accepted as printed.

CARRIED

24.AGM.4.1

MOVED by Kent Cielen and **SECONDED** by Tracey Kucheravy, that the Minutes of the 58th Annual General Meeting held on October 5, 2023, as provided with 2024 CTTAM Annual Report be taken as read and adopted.

CARRIED

Continued on page 4.





Agenda — MINUTES *continued*

24.AGM.6.1

MOVED by David Shapera and SECONDED by George Graham, that the 2023 Financial Statements prepared by the Exchange Group, Chartered Professional Accountants, as included in the CTTAM 2024 Annual Report be Received and Accepted.
CARRIED

24.AGM.6.2

MOVED by Paul Hur and SECONDED by Kent Cielen, that the Exchange Group, Chartered Professional Accountants, be appointed auditor for the fiscal year 2024.
CARRIED

24.AGM.7.1

MOVED by Tracey Kucheravy and SECONDED by Bob Chochinov, that the Nominating Committee Report as provided with the agenda be Received and Accepted and that the appointments of Peter McDougall, C.E.T. for a second term as Board Director, and Bernardo Pasco, C.E.T. for a second term as Board Director be affirmed.
CARRIED

24.AGM.7.2

MOVED by Jordan Morgan and SECONDED by Kent Cielen, that the Nominating Committee for 2025 shall consist of not less than five certified registrants chaired by the serving past president.
CARRIED

The Chair declared that the approved agenda had been completed at 1:10 p.m.

Josee Remillard, C.E.T. — Chair

Marian Parreno — Secretary



President's report

Thank you for the opportunity to serve as your president since October 2024. It has been an incredible privilege. My personal goal in this role has been to foster growth and learning while continuing to support the things that matter most to our registrants. The journey has been rewarding and I am excited about the progress we've made, and continue to make, as an organization.



Celebrating 60 years of CTTAM

This year, CTTAM proudly celebrates 60 years of advancing the engineering technician and technology profession in Manitoba. This milestone reflects the hard work, vision, and dedication of our members over the decades. It is a testament to the strength of our community and the ongoing impact we have on the professional landscape.

As part of our 60th anniversary celebrations, we are excited to host Technology Professionals Canada, Technology Accreditation Canada and our provincial sister organizations during the spring 2025 AGM. This gathering will be a key moment in celebrating our legacy and I am looking forward to the next chapter of growth and success through collaboration and strengthened relationships.

Reflecting on the past

Since our last AGM, CTTAM has been busy focusing on several key initiatives designed to support our members and drive the growth of our profession.

One of our core priorities has been growing our registrant base, with an emphasis on engaging students and early-career professionals. By fostering connections between students and industry leaders and offering resources designed to help them transition smoothly into the workforce, we are helping to ensure the future success of the association and the profession at large.

The increase in student registrations and active participation at post-secondary events has been a direct result of these efforts.

For our current registrants, CTTAM has been expanding variety and access to professional development opportunities including ongoing training, networking and engagement sessions that help our registrants stay current with industry trends and each other.

The positive response from our members to these offerings has been wonderful, and it has been exciting to see individuals embracing these opportunities to further their development. Whether it's a survey, training session, or site tour —

participating in these activities are a great way to maintain engagement with CTTAM and the profession.

Looking forward

Outreach and advocacy remain a focal point, as I will continue to support the needs and initiatives of CTTAM and the registrants. With changing provincial and federal policies in a dynamic political landscape, it's more important than ever that CTTAM remain agile to react to current needs and influences.

Enhanced communication, digital presence and strengthened partnerships are just some of the ways CTTAM will further solidify our position as a trusted voice and resource for engineering technologists and technicians in the field going forward.

Thank you

None of these accomplishments would have been possible without the dedication of the staff, volunteers and registrants of CTTAM. Together we've continued to build upon a strong association that is well-positioned for success.

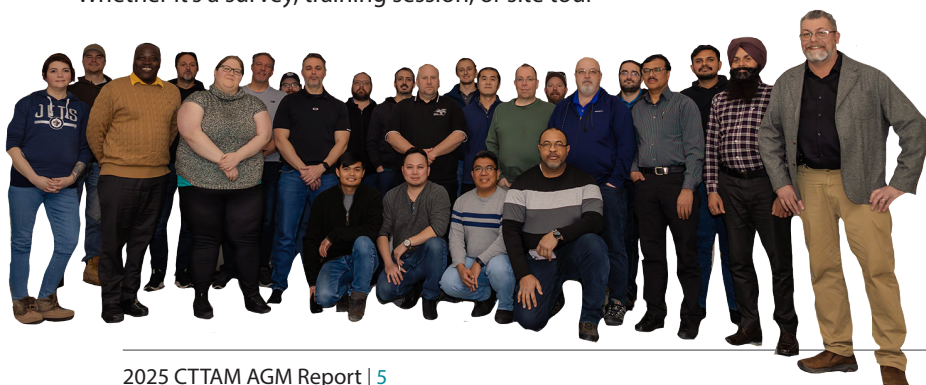
I am excited for the future of CTTAM as we continue to innovate, grow, and advocate for our profession in the upcoming year.



Shannon Nordal, C.E.T.
President, CTTAM

[ShannonNordal](#)

President@cttam.com





CEO and Registrar's report

In 1965, MANSETT/CTTAM established an organization for evaluating and certifying technologists and technicians and permit the use of the designations, C.E.T. and C.Tech. Obtaining this status includes the recognition of professional education/training standards, continuing education and an adherence to a code of ethics. Throughout 2025 we will be celebrating 60 years of certifying engineering technology and applied science professionals.

Who we are

In late March 2025, we held a two-day strategic planning session with our Board of Directors and staff. We hadn't gone through this process since 2019, just before the start of Covid-19.

Topics discussed included:

- Regulatory and advocacy opportunities;
- Workforce development initiatives;
- Digital transformation and Innovation;
- Diversity and inclusion strategies and
- Sustainability and emerging technologies

One of the strategic directions we are considering is a national designation for certified technologists. We are looking at changing to use the Professional Technologist (P. Tech.) title instead of C.E.T. In our July survey, 344 registrant participants responded with 66 per cent choosing to use both the C.E.T. (legacy designation) and P. Tech. and 25 per cent wanted us to continue to only use the C.E.T. designation.



We also updated our mission and vision statements to ensure they remain relevant, aligned with any organizational changes while guiding the direction of our association.

Mission statement

- Protect the public interests by fostering high standards and accountability for our technicians and technologists;
- Support our registrants, enhance their careers by providing credibility, recognition and employability via certification and a community of practice and
- Enhance the technology profession by engaging industry, academia and all levels of government.

Vision statement

To be an association that is deeply trusted, respected and connected in Canada's technology scene.

Exploring AI in the workplace

Google's AI overview states that artificial intelligence (AI) in the workplace refers to the use of artificial intelligence technologies to automate tasks, improve decision-making and enhance employee experiences, ultimately leading to increased efficiency and productivity. In 2025 and beyond, we will continue to explore the use of AI in our work and how it can and will touch all aspects of our lives.



Change in title

In August we changed the term used for our certified technologists and technicians from member to registrant to better reflect our regulatory certification process. The registrant title is also a clearer reflection of what we do.

Strong alliances

Maintaining strong relationships with our industry partners is a priority. Some of these interactions this year included:

April 30	Registrars meeting
May 1	TAC Operations Committee and CEOs meeting
May 2	TAC AGM/Leadership Council/Presidents/TPC AGM

Also, our Presidents' Dinner and 2025 AGM were planned to coincide with TAC/TPC events held in Winnipeg in order for CEOs and registrars from sister associations to attend.

Amazing people

Thank you to the volunteers who regularly give their time and expertise throughout the year in support of our organization.

Also thank you to our dedicated staff — Lauren Gluck, Cathy Penner and Marian Parreno for their commitment to CTTAM. Their efforts — volunteers and staff, all support the best interests of our registrants.

Robert Okabe, C.E.T., FEC (Hon.), IntET (Canada),
CEO and Registrar, CTTAM





Certification Board report

The Certification Board is responsible for the evaluation of an applicant's work history, professional reference information and classification level. A recommendation of a category of membership is provided to the Board of Directors.

Thank you to the members of the Certification Board for their outstanding volunteer efforts and time commitment. As long-standing members of CTTAM, the Certification Board examiners possess a wealth of knowledge pertaining to the different disciplines of certification. The skill sets of the volunteers/examiners range from civil, electrical, electronic, environmental, instrumentation, mechanical and others.

2024-25 Certification Board

Brian Barnabe, C.E.T. (Chair)

Eric Buus, C.E.T.

Ken Mills, C.E.T.

Michelle Malik, C.E.T.

Ted Protosavage, C.E.T., MiM, P.Eng.

David Shapera, C.E.T.

Fiona Hatherell, C.E.T.

Marc Landry, C.E.T.

Phelan Mar, C.E.T.

Victor Goertzen, C.E.T.

Application process

Applications for certification with CTTAM are submitted online through the Technology Registrations Canada (TRC) website. Because examiners now review applications for certification on the TRC website, files are addressed as received with the Certification Board only meeting as required during the calendar year.

As of April 15, 2025, approximately 64 applications were processed.

In the upcoming year, the Certification Board will continue to ensure that transparency of the certification process is continued for those applicants working towards certification.

Many thanks to the volunteers who are dedicated to professionalism and the certification process.

On behalf of the Certification Board, we wish everyone continued health, happiness and success.

Brian Barnabe, C.E.T.
Chair, Certification Board

Leadership and Development Committee report

The Leadership and Development Committee recommends educational courses specifically designed for the professional growth and development of our registrants. Committee work includes:

- Researching courses;
- Identifying speakers for educational events;
- Reviewing course materials and
- Recommending programs and sponsorship opportunities.

Our mandate is to:

- Promote and support the growth of leadership development programs and activities;
- Explore new leadership trends and best practices to create leading edge learning opportunities;
- Leverage new technologies to expand the delivery of leadership training;
- Explore and review policies, practices, and funding mechanisms used by other organizations to train new leaders;
- Support identification and tracking of potential leaders;
- Continue development of mentorship/coaching program for final year students and new graduates;
- Develop other methods that might be used to mentor and develop potential leaders and
- Study costs and pursue ways to provide quality, affordable leadership and professional development programming for our registrants.

2025 Leadership and Development Committee

Chair

Matthew Crockett, C.E.T.

Members

Shannon Nordal, C.E.T.

Jan Saad, C.E.T.

Asif Rahman, C.E.T.

Michelle Ewashko

Benji Wiebe, C.E.T.

Members — RRC Polytech students

Brandi Soloway

Matthew McGraw

Kimberly Villegas

Bryce Neustater

Thank you to our committee members for their support and for volunteering their time.

Matthew Crockett, C.E.T.

Chair, Leadership and Development Committee



2025 Committee events

Courses

In February 2025, 55 people attended the following courses. More courses are scheduled for this fall.

Basic of Supervising People – Level 1

Instructor – Ken Allen

Basic of Supervising People – Level 2

Instructor – Ken Allen

Networking

There is a networking event is scheduled for May 22, 2025, at Trans Canada Brewing.

Industry site tours

In 2025, around 40 registrants toured the following facilities :

Carte International Inc.

MacDon Industries

Torque Brewing

Nominations Committee report

The nominations committee's primary responsibility is to identify, evaluate and recommend suitable candidates for Board positions. The committee is trusted to review candidates' qualifications, ensuring the Board has the right mix of skills, experience and diversity to effectively govern our organization.

2025 Nominations Committee

Chair

Past President, Josee Remillard, C.E.T.

Members

Andrew Procca, C.E.T.
Ted Protosavage, C.E.T.

Kellie Orr, C.E.T.
Phelan Mar, C.E.T.

Grant Nicol, C.E.T.
Robert Okabe, C.E.T.

Candidates for Board of Director positions (vacant as at the 2025 Annual General Meeting)

Two-year term
David Atkins, C.E.T.

Three-year term
Julie Schneider, C.E.T. Clive Bryson, C.E.T. James Schmidt, C.E.T.

Check out their biographies below.



No additional nominations were received in accordance with *By-law* 7.2. The nominees are therefore elected by acclamation.

Josee Remillard, C.E.T.

Chair, Nominations Committee

Candidates biographies

David Atkins, C.E.T., CMMA



David has been a CTTAM member since March 25, 2015. He is currently the Public Works Manager in the Operations Department for the Rural Municipality of East St. Paul. As the Operations Manager, David oversees a Capital Roads Program, The Asset Management Program and a team of technologists engaged with developments and associated permits. He also manages a team of over 10 operators who provide the community with municipal services.

Aside from sitting on our Board of Directors, David is Red River Métis and has been volunteering his time to the Manitoba Métis Federation periodically for the last 10 years.

Julie Schneider, C.E.T.



Julie has been employed for over 22 years with Manitoba Hydro and has held positions across Manitoba that have provided opportunities to travel and meet new people. She has been an integral part of the design, installation and maintenance of critical transmission and generation control, communications and civil instrumentation equipment. Each position required increasing levels of due diligence, independence, communication, meticulous documentation practices and collaboration in an interdepartmental framework.

She prides herself with high levels of honesty and personal integrity. These values support the development of strong working relationships that make her extremely effective at managing and executing any assigned roles or responsibilities.

Continued on page 10.

Nominations Committee report

Continued from page 9.

Candidates biographies

Clive Bryson, C.E.T.



Clive is a distinguished professional in the field of Transportation Technology.

Originally from Jamaica, he relocated to Canada in 2018 to pursue new opportunities and further his education. In 2021, he graduated with honors in Municipal Technology from Red River College, showcasing his dedication to academic and professional excellence.

Clive began his career as a Surveying Technician at Pollock and Wright, where he gained hands-on experience in land surveying and municipal development. In April 2022, he transitioned to the KGS Group, where he currently serves as a Municipal/Transportation Technologist. In this role, he contributes to infrastructure projects that enhance transportation systems and urban development.

Beyond his technical expertise, Clive integrates his rich cultural background into his work, fostering innovative solutions and community-focused development. His commitment to excellence and forward-thinking approach continue to make a lasting impact on the industry.

James Schmidt, C.E.T.



James is a graduate of Red River College in 1996 with a diploma in Engineering Design and Construction Technology.

He has been a Certified Engineering Technologist for 27 Years and has been in the construction field for almost 35 years. James has worked both in the private industry as well as with the provincial government and has gained knowledge in all aspects of construction.

He keeps current by continuing to attend training seminars offered by CTTAM and other companies. James is currently the Chief Building Inspector for the South Interlake Planning District, which represents the RM of Rockwood, RM of Rosser and Centreport.



Technology Accreditation Canada report

Technology Accreditation Canada (TAC) provides accreditation audit services for engineering technology and applied science programs in partnership with educational institutions. This work ensures that students receive the highest-quality education possible, and in turn CTTAM's registrants are elite professionals.

TAC is grateful to CTTAM for its strong and continued support. Through the funding that CTTAM provides along with almost 35 CTTAM members who serve as our volunteer auditors, TAC has the critical resources we need to deliver on our mandate.

TAC continued to implement our 2024-26 strategic plan and our strategic pillars, namely:

- Strengthen partner relations;
- Improve customer and auditing experience;
- Learning and development and
- Enhance financial sustainability.

Some of our major initiatives in 2024 included:

- A review of our governance documents;
- A gap analysis to investigate potential ways to streamline our accreditation process;
- Enhancements to our accreditation management platform and developed numerous guides for users;
- A financial audit;
- In-person and online training that led to sixteen new lead auditors and 19 new auditors, and held information sessions for our institutions;
- Implement our Communication Plan, helping us to more consistently engage with colleges, CTTAM, our other members across Canada and National Council of Deans Apprenticeship, Trades and Technology and
- TAC accredited 24 programs across Canada, a number less than previous years, due to explainable variances.

As the sole national accrediting body for the engineering technology and applied science profession, TAC continues to partner with RRC Polytech. TAC currently has nine accredited programs with RRC Polytech.

RRC Polytech is hosting a TAC Auditor Event on May 5, 2025, at the RRC Polytech's Notre Dame Campus. This event in partnership with CTTAM will include TAC updates for Manitoba TAC auditors, training and volunteer appreciation.

We tremendously value working with RRC Polytech to ensure students receive the highest quality education which meets the profession's national educational standards. These achievements demonstrate TAC's ongoing commitment to innovation, advancement and enhancing value for our customers and stakeholders in the engineering technology and applied science profession. TAC looks forward to building on this momentum with a particular focus on securing more accreditation commitments through increased outreach and the development of new accreditation programs such as mechatronics.

Muktha Tumkur, MBA, P. Eng.

Executive Director, Technology Accreditation Canada

Auditors required

TAC is always looking for new auditors. Being a TAC auditor provides a unique opportunity to share industry experience and utilize analytical techniques to assess whether an engineering technology or applied science program meets the standards of the profession. For more details on the audit process or becoming a TAC auditor, please visit the [TAC website](#).





INDEPENDENT PRACTITIONERS' REVIEW ENGAGEMENT REPORT

To the Directors of The Certified Technicians and Technologists Association of Manitoba Inc.

We have reviewed the accompanying financial statements of The Certified Technicians and Technologists Association of Manitoba Inc. which comprise the statement of financial position as at December 31, 2024 and the statements of revenue and expenses, changes in net assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Practitioners' Responsibility for the Financial Statements

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of The Certified Technicians and Technologists Association of Manitoba Inc. as at December 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Exchange

Chartered Professional Accountants Inc.
Winnipeg, Manitoba
April 3, 2025

Exchange Chartered Professional Accountants Inc.
1-554 St. Mary's Road, Winnipeg, MB R2M 3L5
Telephone: (204) 943-4584 Fax: (204) 957-5195
E-mail: info@exg.ca Website: www.exg.ca

2024 financial statements

Financial reporting is an integral part of efficiently operating our organization. These statements provide important information and metrics on our 2024 financial performance.



Statement of Financial Position

Year ended December 31, 2024

	2024	2023
ASSETS		
CURRENT		
Cash	\$ 479,439	\$ 324,347
Guaranteed investment certificates (Note 4)	46,671	43,192
Accounts receivable	120	120
Inventory	7,705	6,902
Prepaid expenses	7,984	12,244
	541,289	386,805
 CAPITAL ASSETS (Notes 2, 5)	 4,927	 5,864
GUARANTEED INVESTMENT CERTIFICATES (Note 4)	-	62,610
EQUITY INVESTMENTS (Note 2)	790,073	729,312
	\$ 1,336,289	\$ 1,184,591
 LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 30,886	\$ 25,010
Deferred registrations	413,589	363,458
	444,475	388,468
 NET ASSETS		
Unrestricted (Note 2)	762,830	676,202
Invested in capital assets (Note 2)	4,927	5,864
Restricted surplus capital (Note 2)	49,748	39,748
Restricted surplus operating (Note 2)	74,309	74,309
	891,814	796,123
	\$ 1,336,289	\$ 1,184,591

APPROVED ON BEHALF OF THE BOARD

Director

Director

See Notes to Financial Statements

Statement of Revenue and Expenses

Year ended December 31, 2024

	2024	2023
REVENUE		
Registration fees	\$ 590,326	\$ 514,287
Golf tournament (Note 7)	35,100	32,650
Certification fees	31,582	25,705
Professional development	22,750	35,936
Sundry income and recoveries	12,207	12,587
M-License and safety course	2,688	2,295
Ring income	2,190	2,280
Newsletter advertising	825	1,575
	697,668	627,315
EXPENSES (Schedule 1)	684,616	585,115
EXCESS OF REVENUE OVER EXPENSES FROM OPERATIONS	13,052	42,200
OTHER ITEMS		
Dividends	16,151	5,585
Interest	35,589	32,300
Loss on disposal of equity investments	394	(99)
Unrealized gains (losses) on equity investments	30,505	22,663
	82,639	60,449
EXCESS OF REVENUE OVER EXPENSES	\$ 95,691	\$ 102,649

See Notes to Financial Statements

Statement of Changes in Net Assets

Year ended December 31, 2024

(Dollars)	Unrestricted	Invested in capital assets	Restricted Surplus Capital	Restricted Surplus Operating	2024	2023
NET ASSETS - BEGINNING OF YEAR	676,202	5,864	39,748	74,309	796,123	693,474
Excess of revenue over expenses	99,620	(3,929)	-	-	95,691	102,649
Purchase of capital assets	(2,992)	2,992	-	-	-	-
Board approved transfers	(10,000)	-	10,000	-	-	-
NET ASSETS — END OF YEAR	762,830	4,927	49,748	74,309	891,814	796,123

Statement of Cash Flow

Year ended December 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Cash receipts from registrations and others	\$ 747,799	\$ 650,725
Cash paid to suppliers and employees	(645,939)	(571,027)
Interest received	35,589	32,300
Interest paid	(24,784)	(21,928)
Dividends received	16,151	5,585
Cash flow from operating activities	128,816	95,655
INVESTING ACTIVITIES		
Purchase of capital assets	(2,993)	(8,797)
Purchase of equity investments	(58,368)	(338,227)
Proceeds from sale of equity investments	28,506	165,685
Purchase of guaranteed investment certificates	(3,479)	(4,539)
Redemption of guaranteed investment certificates	62,610	-
Cash flow from (used by) investing activities	26,276	(185,878)
INCREASE (DECREASE) IN CASH	155,092	(90,222)
CASH - BEGINNING OF YEAR	324,347	415,570
CASH - END OF YEAR	\$ 479,439	\$ 324,347

See Notes to Financial Statements

Notes to 2024 financial statements

The notes to our financial statements are the detailed assumptions made by our accountants.



1. PURPOSE OF THE ASSOCIATION

The Certified Technicians and Technologists Association of Manitoba Inc. (CTTAM) was formed on October 28, 1965 and is the professional association that certifies and regulates engineering technicians and technologists in Manitoba. The Association is a not-for-profit entity and as such is exempt from income tax.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. Because a precise determination of many assets and liabilities is dependent upon future events, the preparation of financial statements for a period necessarily involves the use of estimates which have been made using careful judgement. The financial statements have, in management's opinion, been properly prepared within the reasonable limits of materiality and within the framework of the significant accounting policies summarized below:

Inventory

Inventory is valued at the lower of cost and net realizable value with the cost being determined on a first-in, first-out basis. Inventory consists of rings and promotional items.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization. Capital assets are amortized over their estimated useful lives at the following rates and methods:

Computer equipment	36 months	straight-line method
Website development	36 months	straight-line method

In the year of acquisition, amortization is taken at one-half of the above rates. The Association regularly reviews its capital assets to eliminate obsolete items.

Net assets

- Unrestricted net assets comprise the excess of revenue over expenses accumulated by the organization each year, net of transfers, and are available for general purposes.
- Net assets invested in capital assets presents the organization's net investment in capital assets which is comprised of the unamortized amount of capital assets purchased with restricted funds.
- Restricted surplus capital net assets are funds which have been designated for the future purchase of capital assets. \$10,000 per year is allocated to this fund, if the operating surplus is in excess of \$10,000.
- Restricted surplus operating net assets are funds which have been designated to provide a future provision for the continuation of operations. An allocation to the restricted surplus operating net assets will not be made if a loss in earnings occurs or if the net assets exceed 15% of the annual budgeted expenditures..

Revenue recognition

The Association recognizes membership revenue in the period to which the membership fees pertain. Registration fees received in advance are not recognized as revenue until the completion of the related service and are recorded as deferred revenue.

Golf tournament revenue is recognized when the event takes place and the related services have been provided.

Certification application fees are recognized upon receipt, as they are non-refundable and considered earned when the application is processed.

Professional development revenue is recognized when the related courses or events are delivered. Amounts received in advance of delivery are recorded as deferred revenue.

3. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Association's risk exposure and concentration.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from its members. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Association has a significant number of members which minimizes concentration of credit risk. Membership is voluntary thus credit risk is deemed minimal.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Association manages exposure through its normal operating and financing activities. The Association is exposed to interest rate risk primarily through its interest bearing investments.

Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Association is exposed to other price risk through its investment in quoted shares.

4. GUARANTEED INVESTMENT CERTIFICATES

Guaranteed investment certificates bear interest at a rate of 4.71% (2023 – 4.55% to 5.50%) and mature on July 24, 2026 (2023 – maturity dates ranged from November 23, 2024 to March 6, 2025).

5. CAPITAL ASSETS

(Dollars)	2024		2023	
	Cost	Accumulated amortization	Cost	Accumulated amortization
Computer equipment	19,607	18,005	22,883	19,679
Website development	19,373	16,048	16,380	13,720
	38,980	34,053	39,263	33,399
Net book value	4,927		5,864	

6. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform to the current year's presentation. These reclassifications had no impact on the excess (deficiency) of revenue over expenses.

7. ENDOWMENT FUND

By agreement with Red River College, the CTTAM Scholarship Fund was established to provide scholarships to technicians and technologist students. The fund is made up of 2 components: the Endowed Fund (gifts and capital are held in perpetuity), and the Spendable Fund (gifts and spending allocation is fully disburseable to support charitable giving during the lifetime of the fund. At March 31, 2024 (The most recent available information received by CTTAM), the Endowed Fund had an ending balance of \$85,655, and the Spendable Fund had a balance of \$15,678.

Although CTTAM has the ability to direct certain funds from the Endowment Funds, ownership of the fund assets lies with Red River College. Therefore the balances of the Funds are not recorded as assets of CTTAM.

During the year, the organization held a golf tournament that generated revenues of \$35,100 and incurred expenses of \$24,482, resulting in a surplus of \$10,618. Of this surplus, \$10,000 was transferred to the endowment fund and is recorded as scholarships expense.

Expenses

Year ended December 31, 2024

(Schedule 1)

	2024	2023
Amortization	\$ 3,929	\$ 3,568
Annual general meeting	19,713	8,698
Business taxes, licenses and registrations	360	280
Certification fees	8,808	2,916
Equipment rentals	23,054	24,257
External association support	261	-
Golf tournament (Note 7)	24,482	32,650
Interest and bank charges	24,783	21,928
Registrations	35,686	37,913
Office	2,232	5,872
Professional Development Committee	15,960	25,190
Postage and delivery	6,257	5,455
Professional fees	17,586	7,815
Public relations	55,747	52,799
Publications	9,032	7,959
Rent	14,270	13,794
Ring costs	709	1,510
Scholarships (Note 7)	29,000	24,672
Training and development	11,930	4,673
Travel	12,550	15,514
Wages and employee benefits	368,267	287,652
	\$ 684,616	\$ 585,115



Our registrants

CTTAM certifies and regulates approximately 2,800 applied science and engineering technology professionals across Manitoba.



Our registrants

Our registrants have achieved a level of professionalism which has earned them the right to use one of our exclusive and protected titles — Certified Engineering Technologist (C.E.T.) or Certified Technician (C. Tech.). Employers, governments, educational institutions and the public in Manitoba and across Canada recognize these titles.

As the regulatory body for technicians and technologists within a constantly changing industry, one of the benefits we provide is enabling our registrants' ability to stay on top of all these changes especially in terms of regulations and best practices. We do this in part by offering courses and having a mandatory Continuing Professional Development program, where registrants must complete and record a set number of professional activities.

Certification demonstrates that registrants have:

- Agreed to uphold and abide by a Code of Ethics, promising to fulfill their duty to the public, the profession and fellow registrants;
- Been evaluated by their peers and have met a national standard of education and experience;
- Made a commitment to their profession and
- Have made a personal statement that they are a technology professional.

Registrant categories

Certified Technologist (C.E.T.)

This category is for professionals with a minimum of two years of relevant technical experience. All applicants for C.E.T. must be a graduate of a three-year accredited applied science, engineering or information technology program. Accredited programs are listed on the Technology Accreditation Canada [website](#).

Certified Technician (C. Tech.)

This category applies for professionals with two years of relevant technical experience. All C. Tech applicants must be a graduate of a one- or two-year applied science, engineering program, any relevant technical program of less than two years or a military program.

Student

Student membership provides students with resources to assist them in their career path to become a technology professional. This membership is for those enrolled in an appropriate full-time technology program.



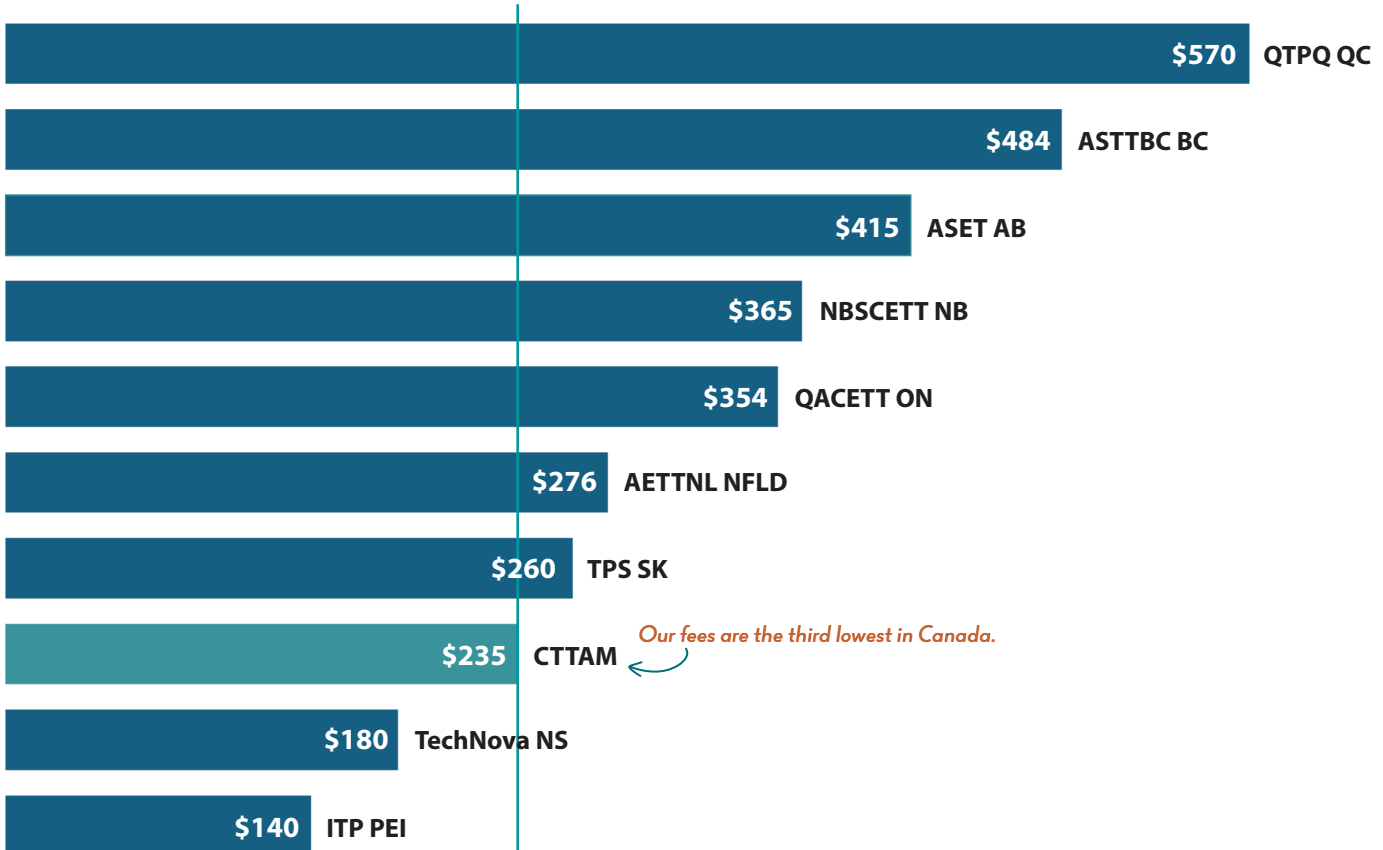


Registrant fees

Our association consistently has one of the lowest registrant fees in Canada. In 2025, our certified registrant dues increased by \$10 to \$235. Our costs like most services today are affected by inflation and losing some of our registrants to retirement.

Registrant fees comparison

The chart below shows the different fees paid by certified registrants across Canada in comparison to our registrant dues.



2025 Annual salary survey result

CTTAM dues paid by	
Percent	
Employer (fully paid)	72.6
Self	21.5
Employer (partially paid)	6.0





Annual Salary Survey (selected results)

We survey our registrants on an annual basis. The salary survey provides data on the average compensation for specific jobs and industries. Below are some selected results. The complete salary survey can be read on our [website](#).

A total of **2,582** registrants were eligible to participate, **657** responded for a **25%** response rate. Our 2024 salary survey had a **higher response rate of 30%**.

Response rate

Number of

Certified technologists	594
Certified technicians	63

2025 average student hourly wage — \$22.50

Industry of employment

	Percent
Construction	17.5
Consulting	14.5
Public utility	14.5
Manufacturing	12.0
Municipal government	8.8
Other	5.0
Provincial government	4.3
Aerospace	3.7
Transportation	3.2
Education	2.7
Environmental	2.6
Telecommunications	2.4
Medical	1.8
Federal government	1.7
Advanced technologies	1.4
Electronics	1.2
Agriculture and food	0.9
Mining	0.9
Petroleum	0.5
Forest resources	n/a

