



**The Paramedic Association  
of New Brunswick**

**L'Association des paramédics  
du Nouveau-Brunswick**

**PARAMEDIC ASSOCIATION of NEW BRUNSWICK**

**ANNUAL REPORT**

**2024**



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# 2024 ANNUAL REPORT

## NEW BRUNSWICK PARAMEDIC MONUMENT



On Friday evening, October 18th, Lt. Gov. Brenda Murphy, a Patron of the Paramedic Association of New Brunswick, and Association President Phil Comeau unveiled a monument dedicated to and in honour of all New Brunswick Paramedics to recognize their unwavering commitment and exemplary service to the public. The monument is located on the grounds of Government House in Fredericton and is a result of the cooperation of Government House, many Government Departments, all political parties, and the Association. The memorial provides a location for Paramedics, their families, and the public to gather to celebrate significant presentations, special events, or mourn Line-of-Duty Deaths.

Lt. Gov. Murphy addressing the gathering stated “I think this is a wonderful way to honour New Brunswickers who have served their province by entering the paramedic profession. I hope that the many visitors who pass through the grounds of Government House year-round will take a moment to reflect on the important role played by paramedics in our society.”

## 2024 ANNUAL REPORT

### OUR MISSION

To develop and promote the highest ethical,  
educational and clinical standards for all  
Paramedics.

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# 2024 ANNUAL REPORT

## CODE OF ETHICS

### Responsibility to the Patient and Others

- Demonstrating patience, compassion, and courtesy
- Advocating in the best interest of the patient
- Acting in a manner that ensures the patient's dignity, safety, and privacy
- Maintaining confidentiality
- Working collaboratively with others
- Communicating respectfully with others
- Maintaining appropriate professional relationships
- Respecting the rights of the patient and others

A paramedic provides person-centred care

### Responsibility to Self

- Recognizing that self-regulation of the profession is a privilege
- Maintaining mental and physical fitness to practice and clinical proficiency
- Maintaining good character and reputation
- Maintaining professional accountability for actions in practice
- Utilizing peer review to reflect, evaluate, and self-direct professional development
- Crediting work done by others
- Fostering a professional identity at work
- Recognizing conflicts of interest and maintaining impartiality
- Being accountable for conduct that meets the requirement of the medical, legal, and professional boundaries of the profession

A paramedic maintains a high standard of professional integrity

### Responsibility to the Profession

- Practicing in accordance with the Standards of Practice
- Promoting and upholding the Code of Ethics of the profession
- Fostering professional working relationships
- Creating a respectful and positive learning environment
- Providing leadership to others
- Learning, sharing, and constructing knowledge
- Recognizing professional limitations
- Consulting with others for the benefit of the patient
- Reporting, stopping, or redirecting unethical or incompetent conduct
- Refraining from impugning the reputation of peers and the profession

A paramedic demonstrates professional conduct

### Responsibility to Society

- Prioritizing the public interest
- Recognizing the social determinants of health in practice
- Committing to improving society through the development of the profession
- Fostering innovative care for the benefit of society insuring professional development aligns with public interest

A paramedic demonstrates service to society

# 2024 ANNUAL REPORT

## BOARD OF DIRECTORS (as of 31-12-24)

### Executive



**President**  
Phil Comeau  
Saint-John, NB  
Term: October 2023-2025

**Past President**  
Vacant

Term: Sits until new president is elected



**Vice President**  
Jordon Baker  
Grand Falls, NB  
Term: October 2024-2026



**Treasurer**  
Courtney Fillmore  
Rothesay, NB  
Term: October 2023-2025



**Secretary**  
Gene Boles  
Quispamsis, NB  
Term: October 2024-2026



**Chapter 1**  
Ricky Babineau  
Riverview, NB  
Term: October 2024-2026



**Chapter 1**  
Vicky Tozer  
Miramichi, NB  
Term: October 2023-2025



**Chapter 3**  
Andrew Trecartin  
New Maryland, NB  
Term: October 2023-2025



**Chapter 3**  
Michael Killcollins  
Beechwood, NB  
Term: October 2024-2026



**Chapter 2**  
Courtney Fillmore  
Rothesay, NB  
Term: October 2023-2025



**Chapter 2**  
Eric Grant  
St. Stephen, NB  
Term: October 2024-2026



**Chapter 4**  
Jordan Baker  
Grand Falls, NB  
Term: October 2023-2025



**Chapter 4**  
Joey Hache  
Shippagan, NB  
Term: October 2024-2026



**Public Appointee**  
Margaret Dukes  
Moncton, NB  
Term: December 2023-2025



**Public Appointee**  
Paddy Woodford  
Riverview, NB  
Term: June 2023-2026

# 2024 ANNUAL REPORT

## MESSAGE FROM THE PRESIDENT

Thank you for your interest in the 2024 Annual Report of the Paramedic Association of New Brunswick. We are proud to share the highlights of another successful year for paramedics as we continue to elevate the profession through dedication, advocacy, and collaboration.

As you read through the Operations and Committee reports, it becomes clear that 2024 was another remarkable year for our profession. The Board of Directors, alongside our members, worked diligently to advance the paramedic community and ensure the future of paramedicine in New Brunswick.

One of the year's most significant achievements was the establishment of the Paramedic Monument. Through the hard work and advocacy of the PANB Board of Directors, we secured a commitment from the Provincial Government to bring this vision to life. By the end of the summer, the monument was unveiled on the grounds of the Government House, where it stands as a symbol of recognition for paramedics' vital contributions to healthcare. We invite you to visit this important landmark at any time of the year.

Advocacy Day was a defining moment for PANB. The Board of Directors spent an entire day at the New Brunswick Legislature, engaging in over 40 meetings with Members of the Legislative Assembly. Topics discussed included the Paramedic Monument, the evolving roles of paramedics in non-traditional settings, and the use of thrombolytics in heart attack patients prior to hospital arrival. This initiative proved to be a tremendous success, fostering positive discussions and furthering our advocacy efforts.

Through the presentations on Advocacy Day, we were pleased to witness the provincial government, in collaboration with the Horizon health network, placing an Advanced Care Paramedic in the Primary Care Clinic in Doaktown. This groundbreaking development marks a significant step in recognizing paramedics as integral players in the broader healthcare system. It shows how paramedics can be part of the solution to healthcare delivery, especially in underserved communities.

In another major step forward, the Paramedic Association played an instrumental role in the successful implementation of virtual healthcare services in Sussex, New Brunswick. This initiative underscores the growing role of paramedics in non-traditional healthcare roles and their ability to provide critical support in times of need. This is another example of how paramedics can be at the forefront of expanding access to healthcare, particularly in rural areas.

The Annual General Meeting (AGM) and Awards Gala were once again a resounding success. The event included a two-day EMS Symposium, featuring educational speakers and lively discussions on the future of paramedicine. Paramedics had the opportunity to ask insightful questions and learn about the latest developments in the field. The event concluded with the highly anticipated Awards Gala, where we celebrated the outstanding achievements and long service of paramedics.

As we reflect on 2024, we are filled with pride for the strides we have made as a profession. From the establishment of the Paramedic Monument to our involvement in innovative healthcare initiatives, it is clear that paramedics in New Brunswick continue to make a significant impact. We look forward to building on this momentum in the years to come, advanced prehospital treatment for patients, more opportunities for paramedics, and strengthening our role in the healthcare system.

Thank you for your continued support of the Paramedic Association of New Brunswick. We are excited about what the future holds and remain committed to advancing the profession in every way possible.

Sincerely,

Phil Comeau, President

# 2024 ANNUAL REPORT

## MESSAGE FROM THE EXECUTIVE DIRECTOR

Dear Colleagues, Members, and Stakeholders,

It is my pleasure to present the 2024 Annual Report for the Paramedic Association of New Brunswick (PANB). This past year has been one of significant progress and transformative initiatives aimed at enhancing the practice and regulation of paramedicine in our province. Our ongoing commitment to excellence in regulation, professional development, and strategic partnerships has allowed us to address emerging challenges and meet the evolving needs of the paramedic community across New Brunswick.

### Overview

In 2024, our dual mandate as a regulator and professional association guided our efforts toward both ensuring that paramedics operate within the highest legislative and practice standards and fostering an environment where continuous professional development is not only supported but also actively promoted. Key initiatives included advancing regulatory reform, refining our jurisprudence guidance framework, and forging new pathways for licensure in collaboration with federal entities and the Canadian Armed Forces.

### Regulatory Reform and Funding Initiatives

#### **Enhancing Pathways for Internationally Educated and Domestic Paramedics**

A cornerstone of our work in 2024 has been the ongoing regulatory reform surrounding both Internationally Educated Paramedics (IEHP) and domestic paramedics. Recognizing the critical need to support and integrate diverse professional backgrounds into our workforce, we actively engaged with provincial and federal funding bodies. Our proposals focused on establishing robust mentorship and internship programs designed to bridge any gaps between education, practice, and regulatory requirements. These initiatives are expected to not only streamline licensure processes but also to foster a more inclusive and dynamic paramedic community.

#### **Seeking Provincial and Federal Support**

Our advocacy efforts have yielded promising dialogue with funding authorities at both the provincial and federal levels. By emphasizing the importance of practical, hands-on experience through mentorship and internships, we are paving the way for sustainable professional growth and ensuring that our regulatory framework adapts to contemporary practice environments. This strategic direction reflects our commitment to both quality patient care and the professional advancement of our members.

### Jurisprudence Guidance and Examination

#### **Finalization of the New Jurisprudence Guidance Document**

In 2024, we reached an important milestone with the continued development and finalization of a comprehensive jurisprudence guidance document. This document serves as a critical resource to ensure that paramedics fully understand and adhere to the legislative requirements that govern our practice. By clearly outlining the legal frameworks and ethical considerations inherent in our profession, the guidance document reinforces our shared commitment to accountability, safety, and professionalism.

#### **Introduction of the enhanced Jurisprudence Examination**

In tandem with the guidance document, we have successfully introduced an enhanced jurisprudence examination. This examination is designed to assess and confirm that all practitioners possess the necessary legal and ethical knowledge to practice safely and effectively within New Brunswick. This dual approach of clear guidance coupled with formal assessment reinforces our regulatory standards and provides a clear pathway for continuous professional development.

#### **Strategic Partnership with the Canadian Armed Forces**

# 2024 ANNUAL REPORT

Recognizing the unique skills and experiences of Canadian Armed Forces members, we have collaborated closely with the military to create a dedicated pathway for licensure. This initiative is tailored to acknowledge the currency in practice that these individuals maintain within their specific operational environments. By establishing a clear and efficient licensure process for military personnel transitioning into civilian paramedic roles, we are addressing a critical demand in New Brunswick and ensuring that the valuable skills of our armed forces are effectively integrated into our health care system.

## Conclusion and Forward Look

The achievements of 2024 mark significant progress in our journey toward a more resilient, inclusive, and dynamic paramedic regulatory framework. The strides made in regulatory reform, the seeking of mentorship/internship funding initiatives, the finalization of our jurisprudence guidance document and examination, as well as the establishment of a licensure pathway for Canadian Armed Forces members, collectively ensure that we are well-prepared to meet the evolving demands of our profession.

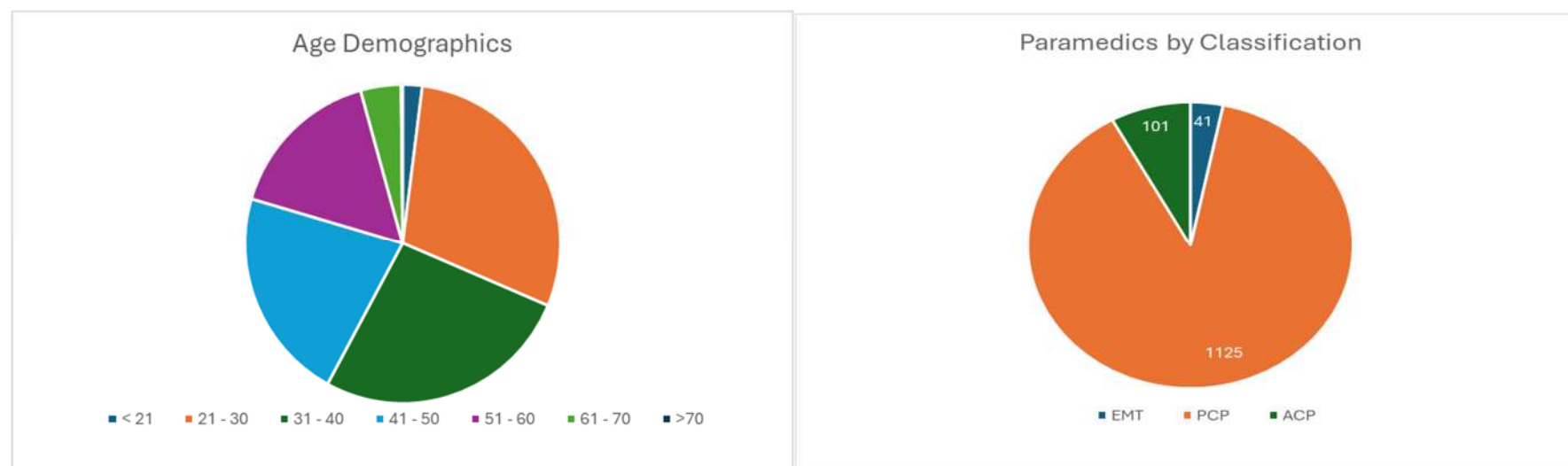
Looking ahead, PANB remains committed to continuous improvement, stakeholder engagement, and proactive advocacy. We are confident that the initiatives of this past year will lay a strong foundation for future success, further enhancing the quality of the paramedic profession in New Brunswick and safeguarding public trust in our profession.

Thank you for your unwavering support and dedication. Together, we are building a stronger, more competent future for paramedicine in our province.

Sincerely,



Chris Hood  
Executive Director/Registrar  
Paramedic Association of New Brunswick (PANB)



# 2024 ANNUAL REPORT

## MESSAGE FROM THE PUBLIC REPRESENTATIVES

The Paramedic Association of New Brunswick (PANB) regulates the paramedic profession to help ensure safe patient care in the pre-hospital setting. As part of its obligation to patients, PANB maintains public representation on its Board of Directors ("Board") and Complaints Committee.

The role of the public representatives on the Board is to reflect the patient perspective and ensure that decisions are in the best interests of the public. The PANB complaints process entitles members of the public to submit formal complaints when they deem that paramedic care has not adhered to established standards of practice.

During 2024, the Board continued to promote safe and effective paramedic practice for the benefit of the public. Specifically, the Board

- implemented a new system for assessing the credentials of internationally educated health professionals and registering successful candidates with PANB;
- implemented a new student roster system to facilitate clearer standards for student preceptorship and earlier inclusion of entry-level applicants into PANB;
- worked with stakeholders to address issues of offload delays at emergency departments;
- reviewed current trends in paramedic practice and approved changes to the NB paramedic scope of practice to enhance the delivery of patient care;
- worked with MLA's, government and the Lieutenant Governor of NB to install a monument on the grounds of Government House recognizing the work of paramedics in public service;
- initiated development of a new program approval system for paramedic education to ensure that applicants for registration meet the educational and regulatory requirements for practice;
- reconsidered PANB's professional memberships at the national level with a view to working toward a more representative and effective pan-Canadian forum for paramedics;
- supported the completion of an updated national competency profile for paramedics;
- implemented a new digital registration system that simplifies the process for member re-registration and public submission of complaints regarding paramedic practice;
- continued to oversee the complaints and discipline process to ensure that breaches of established standards of paramedic practice are addressed in the interests of patient care;
- continued to work with other health professions to promote an integrated and cooperative approach to patient care within NB.

Throughout the year, we represented the public perspective in all Board discussions and made recommendations when required to promote patient safety and public accountability. We are pleased to have had the opportunity to serve the public interest through this role.

Respectfully submitted,

Margaret Dukes, Public representative

Paddy Woodford, Public representative



# 2024 ANNUAL REPORT

## FINANCIAL STATEMENT

William E. Marr  
Chartered Professional Accountant

PARAMEDIC ASSOCIATION OF NEW BRUNSWICK

REVIEW ENGAGEMENT REPORT  
AND FINANCIAL STATEMENTS

DECEMBER 31, 2023

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To: The Directors OF Paramedic Association of New Brunswick

I have reviewed the accompanying financial statements of Paramedic Association of New Brunswick, that comprise the statement of financial position as at December 31, 2023 and the statements of operations and cash flows 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.

**Practitioner's responsibility**

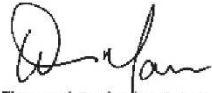
My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements.

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, I do not express an audit opinion on these financial statements.

Based on my review nothing has come to my attention that causes me to believe that the financial statements do not present fairly, in all material respects, the financial position of Paramedic Association of New Brunswick as at December 31, 2023, 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.

Saint John, N.B.  
September 4, 2024

  
Chartered Professional Accountant  
Licensed Public Accountant



# 2024 ANNUAL REPORT

William E. Marr  
Chartered Professional Accountant

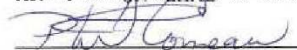

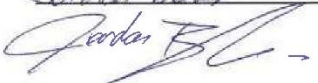
William E. Marr  
Chartered Professional Accountant

## PARAMEDIC ASSOCIATION OF NEW BRUNSWICK

### STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31, 2023

	<u>ASSETS</u>	
	<u>2023</u>	<u>2022</u>
Current		
Cash	\$ 420,560	\$522,840
Accounts receivable	3,284	3,980
Prepaid expenses	<u>2,483</u>	<u>2,484</u>
	426,327	529,304
Capital assets (note 3)	<u>626,240</u>	<u>391,596</u>
	<u>\$1,052,567</u>	<u>\$920,900</u>
	<u>LIABILITIES</u>	
Current		
Accounts payable and accrued liabilities	\$ 21,745	\$ 25,959
Deferred revenue	487,021	478,939
Current portion of long term debt	<u>6,083</u>	<u>-</u>
	<u>514,849</u>	<u>504,898</u>
Long term debt		
Brunswick Credit Union (Note 7)	70,261	-
	<u>ACCUMULATED SURPLUS</u>	
Accumulated surplus	<u>467,457</u>	<u>416,002</u>
	<u>\$1,052,567</u>	<u>\$920,900</u>

APPROVED ON BEHALF OF THE BOARD:

 Director  
 Director  
 Unaudited

## PARAMEDIC ASSOCIATION OF NEW BRUNSWICK

### STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2023

	<u>2023</u>	<u>2022</u>
INCOME		
Membership	\$547,368	\$519,196
Other	<u>304,350</u>	<u>187,806</u>
	<u>851,718</u>	<u>707,002</u>
EXPENDITURES		
Exam costs	20,732	19,369
Subcontract	65,358	30,364
Bank charges	11,649	13,554
Board and chapter expenses (schedule 1)	46,314	71,399
Staff expenses	16,927	27,004
Office expenses (schedule 1)	78,645	94,337
Amortization	24,381	15,094
Miscellaneous	1,297	-
Translation services	2,350	2,495
Legal	153,144	127,812
Accounting	7,852	5,600
Dues and fees	25,481	23,617
Directors insurance	2,860	2,860
Non-refundable HST	37,734	33,563
Wages and benefits	214,547	183,119
AGM and general meeting expense	25,297	26,491
Committee expenses (Schedule 1)	38,786	31,583
Interest on long term debt	3,501	-
Property taxes	22,408	20,075
Bursaries and scholarships	<u>1,000</u>	<u>6,400</u>
	<u>800,263</u>	<u>734,736</u>
Excess of income over expenditures - (Expenditures over income)	51,455	(27,734)
Accumulated surplus, beginning of year	<u>416,002</u>	<u>443,736</u>
Accumulated surplus, end of year	<u>\$467,457</u>	<u>\$416,002</u>

Unaudited



# 2024 ANNUAL REPORT

William E. Marr  
Chartered Professional Accountant

William E. Marr  
Chartered Professional Accountant

## PARAMEDIC ASSOCIATION OF NEW BRUNSWICK

### STATEMENT OF CASH FLOWS FOR THE YEAR ENDING DECEMBER 31, 2023

	<u>2023</u>	<u>2022</u>
Net inflow (outflow) of cash related to the following activities		
Operating		
Excess on income over expenditures - (expenditures over income)	\$ 51,455	\$(27,734)
Item not affecting cash:		
Amortization	<u>24,381</u>	<u>15,094</u>
	75,836	(12,640)
Changes in non-cash operating working capital items:		
Prepaid expenses and accounts receivables	697	(3,946)
Accounts payable and accrued liabilities	(8,082)	(6,648)
Deferred revenue	<u>(4,214)</u>	<u>6,421</u>
	80,401	(16,813)
Purchase of building	(259,025)	-
Financing		
Mortgage proceeds (payments)	<u>76,344</u>	-
Net cash inflow	(102,280)	(16,813)
Cash position, beginning of year	<u>522,840</u>	<u>539,653</u>
Cash position, end of year	<u>\$420,560</u>	<u>\$522,840</u>

Unaudited

## PARAMEDIC ASSOCIATION OF NEW BRUNSWICK

### STATEMENT OF EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2023

<u>SCHEDULE 1</u>	<u>2023</u>	<u>2022</u>
Board and chapter expenses		
Travel	\$17,153	\$33,794
Meals	4,862	10,076
Other	6,862	6,819
Wage replacement	<u>17,437</u>	<u>20,710</u>
	<u>\$46,314</u>	<u>\$71,399</u>
Office expenses		
Postage and publications	\$ 3,194	\$ 3,080
Rent and occupancy costs	15,201	22,244
Telecommunications	7,164	10,638
Insurance	1,737	3,937
Supplies	8,198	7,985
Equipment leases	4,600	4,858
Corporate support	1,000	2,700
Computer software and hardware	<u>37,551</u>	<u>38,895</u>
	<u>\$78,645</u>	<u>\$94,337</u>
Committees		
Conduct and competency	\$ 5,025	\$10,749
Education	1,835	3,968
Honours and awards	2,295	4,216
Public relations	<u>29,631</u>	<u>12,650</u>
	<u>\$38,786</u>	<u>\$31,583</u>

Unaudited



# 2024 ANNUAL REPORT

William E. Marr  
Chartered Professional Accountant

William E. Marr  
Chartered Professional Accountant

## PARAMEDIC ASSOCIATION OF NEW BRUNSWICK

### NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2023

#### 1. Purpose of the organization

The Paramedic Association of New Brunswick is a not-for-profit organization whose objective is to promote pre-hospital care as a profession, promote and advance the interest of Pre-hospital Care Professionals in New Brunswick and to comply with the Paramedic Act of New Brunswick, and such to protect the profession of paramedicine and the public whom it serves. The Association also, encourages and facilitates communication, education and cooperation among Pre-hospital Care Professionals in New Brunswick, and promote communication and co-operation with other similar groups having an interest in pre-hospital care. It's the duty of the PANB to develop and promote the highest ethical, educational and clinical standards for all Paramedics.

#### 2. Significant accounting policies

##### a) Basis of Accounting

The organization has prepared its financial statements in accordance with Canadian Accounting Standards for Not-For-Profit Organizations.

##### b) Capital assets

Capital assets are recorded at cost. Amortization is provided using the diminishing balance method at the following annual rates:

Furniture and equipment	20%
Computer	30%
Buildings	4%

##### c) Revenue recognition

The organization recognizes income in accordance with the deferral method. That is, excess of income over expenditure in a year are not restricted as to the use in a future period.

Membership dues are collected based on the calendar year, January to December. It is the Association's policy to defer the recognition of income, for dues collected, until the year to which they relate.

Late, paid dues are recognized in the year payment is received.

Unaudited

## PARAMEDIC ASSOCIATION OF NEW BRUNSWICK

### NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2023

#### 2. Significant accounting policies (cont'd)

##### d) Income taxes

The company is a registered not for profit organization and therefore is exempt from taxes under para. 149(1) of the income tax act.

##### e) Use of estimates and measurement uncertainty

The preparation of financial statements in conformity with Generally Accepted Accounting Principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and other reported amounts in the financial statements and the related notes. After results may differ from those estimates.

#### 3. Capital Assets

		2023		2022	
		Cost	Accumulated Amortization	Net	Net
Land		\$ 75,000	\$ -	\$ 75,000	\$ 75,000
Buildings	4%	705,500	159,559	545,941	309,652
Furniture and equipment	20%	59,339	55,828	3,511	4,389
Computers	30%	<u>38,228</u>	<u>36,440</u>	<u>1,788</u>	<u>2,555</u>
		<u>\$878,067</u>	<u>\$251,827</u>	<u>\$626,240</u>	<u>\$391,596</u>

#### 4a. Financial Instruments

- Cash and cash equivalents are classified as an "Asset held to maturity". They are measured at cost and any gains or losses resulting from subsequent disposition, are recognized in net earnings at that time;
- Accounts receivable are classified as "Loans and receivables" and are recorded at cost, which upon their initial measurement is equal to their fair value. Subsequent measurement of trade receivables is at amortized cost, which usually corresponds to the amount initially recorded less any allowance for doubtful accounts; and
- Accounts payable are accrued liabilities are classified as "Other financial liabilities". They are initially measured at fair value and the gains and losses resulting from their subsequent measurement, at the end of each period, are recognized in earnings.

Unaudited



# 2024 ANNUAL REPORT

William E. Marr  
Chartered Professional Accountant

William E. Marr  
Chartered Professional Accountant

## PARAMEDIC ASSOCIATION OF NEW BRUNSWICK

### NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2023

#### 4b. Financial instruments risk management

The Board of Directors has overall responsibility for the determination of the associations risk management objectives and policies.

- Credit Risk  
Credit risk is the risk of loss resulting from the failure of a member or counter party to honour a financial obligation. The association receives revenue from its members in the form of membership fees. The association mitigates credit risk by only recognizing membership at time of payment.
- Liquidity Risk  
Liquidity risk is the risk the association cannot meet a demand for cash or fund its obligation when due. The association has accounts payable and bank debt in the amount of \$98,089. The ability to meet these obligations is based on being able to generate sufficient funds from membership and other sources. The association mitigates this risk by an annual budgeting process and monitoring by the board of directors.

#### 5. Related Party Transaction

The Associations related parties include key management, as those persons having authority and responsibility for planning, directing and controlling the activities of the Association, including board members and management. Unless otherwise stated, none of the transactions with related parties incorporate special terms and conditions. Outstanding balances are settled in cash.

Board Members are entitled to be reimbursed for expenses occurred during activities required to carry out their duties on behalf of the Paramedic Association of New Brunswick.

The Board, in accordance with accepted standards within the health professional regulatory community, shall annually decide the rate at which mileage expenses are reimbursed.

The rate at which all other expenses are reimbursed, Board education/training, allowances for wage maintenance for directors who have lost wages in order to attend to their duties on behalf of the Association, all other transportation costs or limits for meals shall be decided upon by Board motion.

Unaudited

## PARAMEDIC ASSOCIATION OF NEW BRUNSWICK

### NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2023

#### 5. Related Party Transaction (cont'd)

The comparative transactions are disclosed in statement of expenses schedule 1.

The Executive Director is reimbursed for expenses incurred according to policy as set by the Board of Directors. The Executive Director's remuneration is in accordance with an employment contract signed by the Board of Directors.

#### 6. Legal Fees

The Association utilizes legal counsel to conduct much of its Conduct and Competency work. Even though there is an understood ceiling of costs that have been budgeted in each fiscal year, the costs are directly affected by the quantity and complexity of the work, which is difficult to estimate. To date the amount and complexity appears to be somewhat cyclical and levels out over a period of years.

#### 7. Long term debt

Brunswick Credit Union

Fixed rate demand loan in the amount of \$80,000 for the purchase of 300 Main St., Fredericton.

Secured by land and building.

Rate of 6.60% for 120 months, with biweekly payments of \$421.00.

First payment May 2023.

Balance at December 31,, 2023	\$76,344
Less current portion	<u>6,083</u>
	<u>\$70,261</u>

Unaudited

# 2024 ANNUAL REPORT

## COMMITTEE REPORTS

### Mandated Committees (as of 31-12-23)

#### Administration and Finance

- Treasurer (Chair) - Courtney Fillmore
- President - Phil Comeau
- Past President -
- Auditor - William Marr
- E.D./Registrar - Chris Hood

#### Public Relations

- Chair - Courtney Fillmore
- Phil Comeau
- Andrew Trecartin
- Eric Grant
- Chris Hood

#### Legislation

- Vice President (Chair) - Jordon Baker
- Margaret Dukes
- Gene Boles
- Phil Comeau

#### Complaints

- Nominated Association Members
- Public Representatives

#### Discipline

- Nominated Association Members
- Public Representatives

### Ad Hoc Committees (as of 31-12-23)

#### Honours and Awards

- Chair - Gene Boles
- Board - Michael Killcollins
- Paramedics - David Trafford
- Medavie Health - Robin O'Hara
- Private Employers - Chris Wall
- E.D./Registrar - Chris Hood

#### Registration Process

- Chair - Phil Comeau
- Vicki Tozer-Butler
- Courtney Fillmore
- Jordon Baker
- Curtis McIntyre
- Chris Hood

#### Paramedic Monument

- Dep. Reg. (Chair) - Derek Cassista
- Courtney Fillmore
- Eric Grant
- Chris Hood

# 2024 ANNUAL REPORT

## Administration and Finance Committee

This year has seen stable operations and is reflected in the financial health of the organization. Overall, we have worked diligently to ensure transparency, accountability, and strategic management of the organization's finances.

Our finances were reviewed by an independent auditor, Bill Marr, and I am pleased to report that the audit found no significant issues with our financial controls or practices. The full audit report is available for review published within our Annual Report.

During the year, the board made several key financial decisions, including:

The development and construction of The New Brunswick Paramedic Monument, which can be viewed and visited at the Government House in Fredericton.

In conclusion, The Paramedic Association of New Brunswick is in a strong financial position as of the end of the fiscal year. We remain committed to transparency and effective stewardship of the resources entrusted to us.

I would like to thank the board, staff, and all members for their continued dedication and support throughout the year. If you have any questions or require further details, please feel free to contact me.

Respectfully submitted,

Courtney Fillmore

Treasurer

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# 2024 ANNUAL REPORT

## Public Relations Committee



I am pleased to present the Paramedic Association of New Brunswick's Public Relations Annual Report for the fiscal year 2024. This report highlights our efforts to enhance the visibility of paramedics, foster meaningful relationships with our communities, and contribute to our overall goals to promote our profession. The public relations team has been very busy this past year.

Her, Honour Brenda Murphy, graciously hosted us as we celebrated the unveiling of our Provincial Paramedic Monument in October. We made an ask to Members of Legislature to support our vision of the Paramedic Monument during our Lobby Days in May of 2023, this is a big accomplishment to have seen it come to fruition with their support.

We also met with 40 of the 49 sitting Members of Legislature in June of 2024, where we continued to advocate and lobby for the profession. This year we advocated for paramedics in non-traditional roles in response to the health care crisis and paramedic's abilities to adapt to the needs of our communities. We continue to advocate for thrombolytics and support for expansion of our paramedic referral program looking to enhance upstream solutions such as direct patient referrals to primary care and encouraging interprofessional collaboration.

We would like to extend our deepest gratitude to our PR team, Members of Legislature and the support of our board members who contributed to the success of our public relations efforts this year. We also thank all our members and the community for their ongoing support and trust, as we continue promoting the profession and engaging with allied health care agencies.

Respectfully submitted,

Courtney Fillmore

Public Relations Chair



# 2024 ANNUAL REPORT

## Conduct and Competency Committee

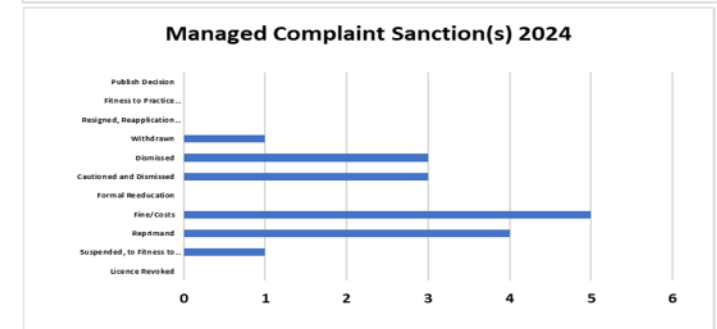
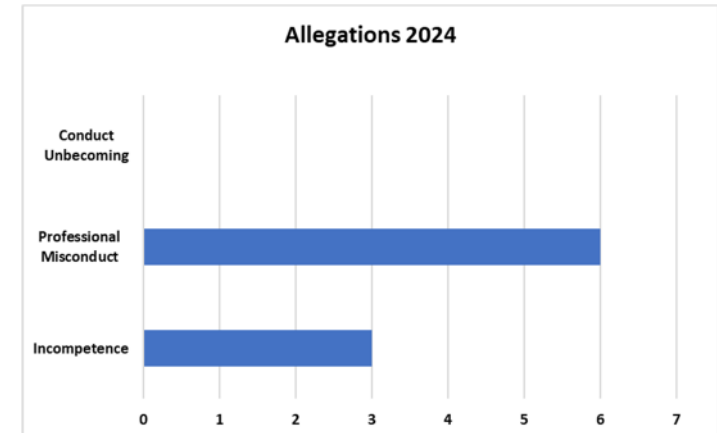
In 2024, the Paramedic Association of New Brunswick (PANB) received nine new complaints involving 13 practitioners. These complaints were categorized into professional misconduct (6 cases) and incompetence (3 cases), with no reports of dishonesty or DUI/criminal offense. The complaints originated from various sources, including employers (3), fellow members (2), and the public (4). No complaints were initiated by the Registrar. As of February 11, 2025, nine cases remain ongoing, with three currently on hold.

The disciplinary actions taken in response to complaints varied. The Complaints Committee issued one intent to suspend, dismissed six complaints (three with cautions), and were advised of one withdrawal. The Discipline and Fitness to Practise Committees issued four reprimands and imposed fines and costs on five cases, amounting to a total of \$14,500. No licenses were revoked, and no conditions for registration were imposed. Additionally, two complaints were dismissed by Discipline and Fitness to Practice Committee.

Financially, the average cost per case—including fees, disbursements, and taxes—was \$6,544.74. Individual case costs ranged from \$945.99 to \$16,168.43, with higher expenses linked to more complex or prolonged investigations. These figures highlight the significant financial and operational burden associated with professional conduct reviews. The Association remains committed to upholding high standards in paramedic practice while ensuring a fair and transparent disciplinary process.

Respectfully submitted,

Derek Cassista, Deputy Registrar



# 2024 ANNUAL REPORT

## Honours and Awards Committee

The Paramedic Association of New Brunswick's (PANB) Honours and Awards Committee is tasked to ensure that all members are considered for recognition of their contribution to the provision of emergency care and ongoing health of the citizens and visitors to our Province. We also administer the distribution of grants and bursaries for the education of current and potential members of the Healthcare team. To do this, the committee is comprised of representatives of the Association Board, the membership, employers, and the public.

The awards we administer on a provincial basis are the Emergency Medical Services Exemplary Service Medal, the Paramedic Association of New Brunswick Long Service Medal, the Contribution to Paramedicine Award, and the Contribution to Community Award. We have five Healthcare Education Bursaries, ten grants for Continuing Education and three grants to assist attendance at a Canadian EMS Conference.

This year, through the Paramedic Association of Canada, PANB received fifteen (15) King Charles III Coronation Medals to for deserving members. A call for recommendations of worthy recipients was sent the membership, the committee vetted the submissions. Received, and submitted the names for Chancellery to ensure that one person did not receive duplicate medals. As well, our Public Representative on our Board of Directors received a medal through our Patron, Lt. gov. Brenda Murphy and five (5) members received the medal form the Paramedic Association of Canada.

The Emergency Medical Services Exemplary Service Medal is a National Award administered by the Chancellery of Honours branch of the Secretary of the Office of the Secretary to the Governor General and considers recommendations from Provincial Committees. The Exemplary Service Medals recognize those persons in high-risk professions who have dedicated themselves to preserving Canada's public safety through long and outstanding service. The awards are national in scope and are part of the Canadian honours system. These and other similar medals instituted by the Governor General are awarded in recognition of service rendered to the country.

The Paramedic Association of New Brunswick Long Service Medal is presented to members that have the required years of Active Service as a Paramedic, emergency or non-emergency, in New Brunswick, current membership in the Paramedic Association of New Brunswick, no regulatory actions in the previous two (2) years, and no active regulatory investigations.

The Contribution to Paramedicine Award is to recognize Paramedic Association of New Brunswick current or past members in good standing for their activities that promote awareness of and that further the development of the Paramedic profession or any person, as deemed appropriate by the Honours and Awards Committee and the Board of Directors, making a significant contribution to Paramedicine in New Brunswick.

The Contribution to Community Award recognizes Paramedic Association of New Brunswick current or past members in good standing for their activities that support and enhance their community.

Congratulations to all recipients of Medals, Awards and Grants and THANK YOU to all members for their dedicated service. The lists of recipients are on the following pages.

Respectfully Submitted

Eugene Boles, Chair

# 2024 ANNUAL REPORT

## 2024 Recipients

### King Charles III Coronation Medal



Tara Babineau	Melissa Berry	Eugene Boles	Derek Cassista	Phil Comeau
Cheryl Crain	Margaret Dukes	Zachary Hallihan	Crystal Hart-Drake	Mary-Ann Henderson
Norma Hicks	Christopher Hood	Jennifer Jennex	Serge LeBlanc	Ovil Mazerolle
Troy McQuinn	Tresa O'Hara	Jean-Pierre Savoie	Timothy Stairs	Victoria Tozer
David Trafford				

# 2024 ANNUAL REPORT

## Exemplary Service Medal & Bars



40 Years

Donald Campbell	Shelly Culford
Edgar R. Goulette	



30 Years

Troy McQuinn	Craig Pierre
Maurice Poirier	Victoria Tozer



20 Years

Charles Dallaire	Tiffany Good	Adam Hache
Lorena Mack	Wyatt Morrell	Chris Oakley
Trent Piercy		

## Paramedic Association of New Brunswick Long Service Medals and Bars

42 Years

Joseph Furrow	Yves Goudreau
Davey MacFawn	Ovil Mazerolle
Michael Phillips	

32 Years

Stephen Baird	Sarah Clark	John Foster	Elizabeth Garvey	Stephanie Godin
Arthur LeClair	Maurice Poirer	Keith Porter	Jean-Yves Raymond	Gilles Roy
Robert Roy	Jean-Pierre Savoie	Allison Stites		

22 Years

Karen Bamford	Leah Beveridge	Gwynneth Boye	Opalee Budd	Will Cobbett	Julie Costello	Mathew Cogle
Serge Doucette	Denis Frenette	Bruno Frenette	Denis Losier	Adam Peters	Bruno Poirier	Pascal Savoie
Denis Sonier	Donald Taylor	Joe Trevors				

# 2024 ANNUAL REPORT

## 12 Years

Melanie Arsneault	Douglas Barton	Martin Beaudin	Chris Bethune	Michel Blanchard	Jessie Brady	Isabelle Bujold
Farrah Burrell	Michel Caouette	Krista Clark-True	Stephen Colford	Brad Cormier	David Craft	Raphael Cyr
Tracey Daigle	Barbara Duncan	Crysral Dunphy	Crystal Dunphy	Derek Furguson	Sissi Fortin	Leo Fortin
Jason Gallant	Joshua Gaudet	Ghislaine Guerette	Cassie Hudson	Andrew Hudson	Dayle Johnson	Pierre Lavoie
Benjamin LeBlanc	Michael Love	Tony Mallet	Shane Mathews	Jordon Maxwell	Alyssa Mazerolle	Cara McKinney
Marcel Metti	Marc Michaud	Brittany O'Blenes	Danik Ouellette	Amanda Paris	Matthew Phillips	Pierre-Luc Poirer
Stephane Richard	Mike Robichaud	Eric Sloan	Kyle Stewart	Vicky Theriault	Marcus Webster	Chris Wright
Shane York						



# 2024 ANNUAL REPORT

## Registration Process Committee

The Registration Process Committee is an ad hoc committee of the Association that is charged with providing advice and recommendations to the Board of Directors regarding policy and operational issues related to all aspects of the registration process. This can include issues like entry to practice process, examination processes, registration renewal processes etc.

In 2024, most of the work of this committee was undertaken by consultants and subject matter experts in two areas. There was an identified need to review and make necessary adjustments to the entry to practice examination questions at the Advanced Care Paramedic level. This work was completed by an expert committee with staff available to assist with the process.

The second area of focus in 2024 was around Jurisprudence. With changes to the requirements for Internationally Educated Paramedics, the development of a relationship between the Canadian Armed Forces and the realignment of PANB's regulatory practices we are excited to say that we have launched a new EMT/Paramedic Jurisprudence program and examination that will provide applicants and members who need to complete a jurisprudence program the opportunity, through a completely virtual platform and examination portal, in an asynchronous format, thereby eliminating any wait time. This will mean individuals will have the ability to expedite licensure now, where previously they would be required to wait until a preset examination date.

Respectfully submitted

Chris Hood, Registrar

# 2024 ANNUAL REPORT

## Paramedic Monument Committee



In the Spring of May 2023, members of PANB met with members of the NB Paramedic Memorial Committee to discuss the future of the project. It was agreed upon that PANB would take over the project in its entirety. Discussions were held in proceeding board meetings to determine how best to complete this endeavour. A committee formed to oversee the tasks associated with this project and its completion.

Members of PANB approached members of the Provincial Government, at various levels, to advocate for support of this creation. During our annual Advocacy Day as well as private meetings, throughout the year, discussions continued about how to best support this project. We received astounding support and strong commitment from all levels of government. In addition, a survey was developed and sent to all paramedics in the province. The committee was asking for their input on what they felt would best represent their profession so this could be considered for the future design of the monument. We received great feedback and sent the ideas to the supplier/designer so that their vision would be captured.

Follow-up meetings were then held with the Lieutenant Governor and her office to decide on an appropriate location.

In June of 2024 construction began the Government House in Fredericton to pour the foundation for the monument, with the monument being placed in late August.

In October, a formal unveiling Ceremony was hosted by the Lieutenant Governor to honor the paramedics of New Brunswick and celebrate the completion of the New Brunswick Paramedic Monument.

Respectfully submitted,

Eric Grant

Committee Member



# 2024 ANNUAL REPORT

## CONTACT US

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