



North Bay Amateur Radio Club

2017 NBMCA Canoe Race

29 July 2017

Situation:

The North Bay-Mattawa Conservation Authority, hereinafter the 'organizer(s)', will be holding their annual North Bay to Mattawa canoe race on Saturday July 29th 2017. As suggested by the event name, this is a canoe race starting in North Bay and finishing in Mattawa.

Mission:

In support of the event organizers, the North Bay Amateur Radio Club (NBARC) will have licenced amateur radio operators in attendance to provide two-way voice communication via radio between checkpoints and the event finish area. Our mission is to assist the organizer in running an enjoyable, efficient and safe event.

Execution:

NBARC's primary task is that of voice radio communications between checkpoints on the canoe circuit and the base station located at the finish area.

Communications plan:

- Primary communication will be on VHF, the **NBR** repeater. **147.150+**
- **Tactical call signs** will be used throughout the event. See Appendix.
- Operators will need to call in boat numbers and times to the base station. Please format your message with time, followed by numbers twice. Speak slowly. Eg "At 10:35, boats 102 one zero two, 204 two zero four and SUP15 sierra uniform papa one five"

Emergencies

- Should you need to relay an emergency message, identify this to all operators by using the word "**EMERGENCY**". You will be given priority over air time.

Backup communications

- Given the long distances between checkpoints, there is no feasible alternative should the repeater in Mattawa fail.

Administration / Logistics:

- There will be a **pre-event meeting at 07:30** at the Tim Hortons on Seymour. We will depart from there around 08:00 to our checkpoints. This event **lasts all day long**.
- Maps will be provided, along with passes for Champlain Park.
- The organizers are providing sweeps: one from Trout Lake to Pimisi Bay, the other from Pimisi Bay to the finish line.
- Please bring your own refreshments for the day. A meal will be served at the arena at the end of the race, and volunteers are welcome to partake.
- Please wear your **blue reflective vest** overtop your outer garments.

Command and control:

- Bill (VE3TGI) is running the event for NBARC. Drew (VA3MAF) is Bill's alternate.
- Any problems or questions should be directed through **BASE** for an answer.
- Checkpoint duties are as follows:
 - CP1 – Pine Lake Rd portage – VE3CEA Chris – will need to cross-band repeat
 - CP2 – Pimisi Bay – VA3PC Paul – will need to canoe in, and cross-band repeat. **PFD required.**
 - CP3 – Samuel de Champlain Park – VE3TGI Bill
 - Base – Mattawa Island in the Mattawa River – VE3MAF Drew and VE3ESX Nelson

Post event:

Observations and suggestions on the event and/or this document are encouraged! Feedback will help us to better plan future events. Please note any comments on this sheet and hand to Bill at the dinner. Alternatively, you may send Bill an e-mail when you get home.

Appendix A - Tactical call signs

Industry Canada allows the use of tactical call signs for community and emergency events, provided that the requirement to transmit your licenced station identification every 30 minutes is met.

To allow for concise and unambiguous communications during the event, NBARC members shall use tactical call signs, and said call signs will indicate function and location.

Checkpoint and other duties are typically assigned the morning-of by the NBARC member-in-charge of the club's operation that day.

Examples of community event tactical call signs are:

- CHECKPOINT 1, 2, 3 etc.
- ROVER 1, 2, etc.
- BASE (typically the operator at the start/finish)
- RACE DIRECTOR – the operator shadowing the organizer

Alternatively, if the route of the race only crosses a given road in one location, we can use names similar to:

- LAKESHORE
- FERONIA RD

Checkpoint names selected for use should mirror what's on the event map so that everyone has the same common operating picture.

The callsign 'RACE DIRECTOR' must be used in full, and not shortened to 'director'. This position is typically *not* the same person or function as 'BASE'.

Note that the callsign 'COMMAND' is reserved for a specific individual at emergency or public safety incidents. It does not apply and shall not be used at community events.

Radio operators will call arriving at and departing from checkpoints. Examples:
"BASE, this is VE3ABC arriving at CHECKPOINT 2", and
"BASE this is VE3ABC. I am clear from CHECKPOINT 2"

The BASE operator or designate will log which operators have been assigned to which positions (checkpoints).

Appendix B – Radio operations

NBARC personnel are obliged to be familiar with the operation of their radio equipment. Further, members are to ensure that batteries are charged and the equipment is functional prior to deployment to any event or incident.

The following is a list of repeater and simplex frequencies commonly used by NBARC during community events.

Repeaters

Location	Callsign	Frequency	PL
Powassan	VE3ERX	147.030 +	107.2
North Bay	VE3NFM	147.300 +	107.2
Mattawa	VE3NBR	147.150 +	n/a

VHF Simplex

VHF calling	146.520
VHF operations 1	146.490
VHF operations 2	146.550

UHF Simplex

UHF calling	446.000
UHF operations 1	446.125
UHF operations 2	446.175

Note that if your radio has U.S. programming, it may try to apply a repeater offset (+/-) to the UHF operations channels.

We use these frequencies in simplex mode, so ensure that you remove any automatic offset.

VHF and UHF calling frequencies are nationally allocated and should be used for calling only. If operating an event on simplex, one of the 'operations' channels will be selected and used from the outset.

NBARC members should pre-program their radios with the repeaters, calling frequencies and the two selected frequencies in each band that we have designated for operations. Pre-programming allows us to select any of the above prior to or during an event, should circumstances require.

For repeater operation, including cross-band repeat, remember to pause briefly after keying your mic and before speaking to allow the repeater(s) to key up.

Appendix C – Personal equipment

NBARC members are expected to be self-supporting during deployments to events and incidents. Do not rely on anyone else to provide items you'll need.

Specifically, this means:

Come prepared for the weather with appropriate **outerwear**. Also consider a hat, bug spray, sunscreen and rain or cold-weather gear. Don't forget **footwear** suitable to the terrain and conditions.

Checkpoint duty can last all day. Bring your own folding **chair** or other such equipment should you desire one.

Ensure that your vehicle has **sufficient fuel** to make it there and back, and to run the engine as required while at your station.

Each individual is personally responsible for their own dietary and medical requirements. Past experience has shown that complimentary meals offered by the organizers don't always materialize. Come prepared for the duration of the event with sufficient **food** (lunch, snacks, coffee, water) and any required **medication**.

Typical NBARC duties at most events would require us to bring pen/pencil, paper, clipboard and wristwatch or other time piece.

Subject to change. NBARC in-charge member will have up-to-date information the morning of the event.

Notes:
