



Saskatchewan Safety Council

1991

ANNUAL REPORT

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PRESIDENT'S REPORT

The past year has indeed been a challenging one, marked by a difficult economic climate that has affected all sectors of society, including the Saskatchewan Safety Council.

The Council met this challenge head on, thanks to the efforts of Council staff and its volunteers. The focus was on responsible stewardship of funds and efficient conduct of a wide range of program initiatives, enabling maximum benefit from available resources.

The Board of Directors nurtured and encouraged staff and volunteers alike to work with them in all aspects of Council operations including policy and program initiatives.

The Occupation Division's Industrial Safety Seminar was again a success, and it is encouraging to note the Traffic Division re-established the practice of hosting a Traffic Safety Seminar. Both seminars were well attended and received.

The Public Division participated in two major campaigns: Project Get Smoke-Alarmed and Spot the Hazard Day. Through the efforts of staff and division volunteers, funding was obtained to develop a Home Safety for Seniors program.

Likewise, the Farm Division staff and volunteers successfully raised over \$15,000 to facilitate the delivery of Pesticide Safety courses. The Council's Seatbelt program expanded to unprecedented levels.

SADD initiated the challenging and innovative Young Speakers program and Operation Lifesaver continued the promotion of railway safety activities throughout the province.

Local Safety Councils in Saskatoon and North Battleford continued to grow and flourish, providing inspiration to the rest of the province. Ground work was done in Prince Albert and Regina that will hopefully lead to establishment of local Councils. In addition a special Council Board meeting, involving local, concerned citizens was held in Swift Current, giving hope to the possible establishment of a council in that community in the future.

Without question, the vital role the Council plays in Saskatchewan is due to the commitment of both staff and volunteers as well as the continued confidence of our financial stakeholders.

It has been my pleasure and honour to be President of the Saskatchewan Safety Council for the year under review.

Gordon McGregor.

Executive Director's Report

1991 was a year of growth and change for the Council. A number of new programs were developed, with the largest of these being Roadeo'91. Our Students Against Drinking and Driving program (SADD) continued to expand, which resulted in the hiring of additional staff. And in response to the untimely passing of our Executive Director, Bob Rowley, a new Executive Director was appointed.

I would like to express my gratitude to the Executive for the confidence they have shown in me. I consider it a privilege and an honor to serve as the 4th Executive Director in the Council's 36 year history. I will do my utmost to fulfill my obligations and duties in the promotion of safety in the province of Saskatchewan.

I would also like to extend a sincere thank-you to the Council staff. Their experience, dedication and hard work were greatly appreciated.

My first year as Executive Director has been a rewarding year both in job satisfaction and as a learning experience.

I look forward to an exciting future for the Council.

Harley P. Toupin,
Executive Director.

IN MEMORIAM

ROBERT M. ROWLEY

Robert Rowley, Executive Director of the Saskatchewan Safety Council, passed away on Sunday, March 10, 1991 after a courageous battle with cancer.

Bob's supreme directorship and guidance enabled the Council to undertake a variety of projects. Students Against Drinking and Driving (SADD), a seatbelt awareness program, a child safety resource kit called On Your Own, a farm safety program and numerous program videos were just a few Council activities Bob had envisioned and initiated. His dedication to safety was inexhaustible, a quality that shone in his establishment of safety councils in North Battleford and Prince Albert and his participation in a variety of national and provincial safety boards and councils.

Bob provided solid leadership and was truly an inspiration to everyone whose lives he touched. Although disease ended his life, nothing could diminish his spirit.

Bob's presence, strength and counsel will be sadly missed by his family and co-worker friends.

HIGHLIGHTS FOR 1991

Roadeo'91, a safe driving competition for 16 - 19 year olds, was co-sponsored by the Saskatchewan Safety Council this year. The aim of the Roadeo was to help young drivers improve their driving and raise awareness of the specific driving problems young people face.

Students Against Drinking and Driving (SADD) continued to expand. Additional staff was hired and a number of new activities were planned.

Senior Safety continued to be a program in demand. The remainder of Seniors' DDC courses were delivered this year, and funding for a Home Safety course was provided by the Seniors Independence Program of Health and Welfare Canada.

The Seat Belt program proved to be highly successful this year. A number of new agencies joined the Buckle Up Baby program and more infant seats are being distributed than ever before. Vince and Larry, our two crash dummies, had a hectic tour of schools, malls, exhibitions and other events and 1992 looks equally busy for this duo.

The Farm Division embarked on a fundraising campaign. Over \$15,000 was raised, the bulk of which will be used to deliver Pesticide Safety courses in Saskatchewan in 1992. Several Pesticide courses were held in 1991 and the future of this program looks promising.

SASKATCHEWAN SAFETY COUNCIL
1991-92 EXECUTIVE AND BOARD OF DIRECTORS

Gordon McGregor,
Education Consultant,
Department of Education,
REGINA, Saskatchewan.

PRESIDENT

George Crawford
REGINA, Saskatchewan.

PAST PRESIDENT

Gerry Huber, President
and General Manager,
Percival Mercury Sales,
REGINA, Saskatchewan.

1ST VICE PRESIDENT

Don Grant, Director,
Occupational Health & Safety,
Saskatchewan Health Care Assoc.,
REGINA, Saskatchewan.

2ND VICE PRESIDENT

Stuart Bond,
Agricultural Services,
Royal Bank of Canada,
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Executive Director,
Saskatchewan Safety Council,
REGINA, Saskatchewan.

SECRETARY

Sharon Hobbs,
Safety Coordinator,
Regina General Hospital,
REGINA, Saskatchewan.

EXECUTIVE MEMBER

Jack Mathieson,
Safety Director,
IPSCO Inc.,
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EXECUTIVE MEMBER

Dave Abbey,
Highway Traffic Board,
REGINA, Sask.

Keith Castonguay,
RCMP,
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Ruth Robinson,
SASKATOON, Sask.

Dr. Ronald Ailsby,
Sask. Medical Assoc.,
REGINA, Sask.

Vic Kowalsky,
City of Saskatoon,
SASKATOON, Sask.

Keith Carlton,
NEVILLE, Sask.

Staff/Sgt. Nick Antonishyn,
Regina Police Service,
REGINA, Sask.

Jack Lax,
REGINA, Sask.

Phill Robinson,
SaskTel,
REGINA, Sask.

Larry Brandt,
SaskPower,
REGINA, Sask.

Paul Landry,
SGL,
REGINA, Sask.

Marjorie Linwood,
SASKATOON, Sask.

Garry Byers,
SASKATOON, Sask.

Al Popoff,
Traffic Safety Engineering,
Highways & Transportation,
REGINA, Sask.

Berks Porteous,
Saskatoon & Dist.
Safety Council,
SASKATOON, Sask.

Maryanne Stevens,
PRINCE ALBERT, Sask.

George Sveinbjornson,
North Battleford
Safety Council,
North Battleford, Sask.

COUNCIL STAFF

Executive Director	Harley P. Toupin
Office Manager	Dianne M. Molnar
Occupation Safety Coordinator	Stephen S. Wallace
Occupation Safety Assistant Coordinator	Bob J. Mitchell
Farm Safety Coordinator	Monica I. Zasada
Public Safety Coordinator	Monica I. Zasada
Traffic Safety Coordinator	Bill E. Missal
Students Against Drinking and Driving Coordinator	Michael A. Fedyk
Students Against Drinking and Driving Assistant Coordinator	Andrea J. Hnatiuk
Safety Belt Coordinator	Mike J. Lipka
Communications Coordinator	Linda M. Saliken
Safety Representative	Malcolm D. Lindeburgh
Receptionist/Secretary	Phyllis R. Shull
Secretaries	Dianne E. Wolbaum Doreen L. Boan Jean I. Gaudio
Instructors	Don McMorris Gord Waldbauer Jeanne Clive Lyn Armstrong Paul Wilkie

1991 Farm Division Report

1991 has been a year of transition for the Farm Division. Previously, funding for most divisional activities had been provided by the ADF (Agriculture Development Fund), but with the expiration of the contract, new sources of funding had to be found.

A funding drive targetted at agricultural chemical companies, ADD Boards and rural municipalities has raised approximately \$15,000. The drive encouraged sponsorship of pesticide safety courses which will be delivered in 1992.

The Farm Division delivered six Farm Safety Workshops for Women, seven Farm Safety Sessions for the Family, five Pesticide Safety Workshops and sixteen farm safety presentations. Other activities included: participating at the Western Canada Farm Progress Show, media campaigns and acting in a referral capacity for recommending speakers, requests for information, etc.

The Farm Accident Information Project, run in conjunction with the Hospital Services Branch of Saskatchewan Health and the Centre for Agricultural Medicine, continued to yield valuable information about farm accident injuries in Saskatchewan. Some findings include: most accidents occur when the victim is performing farm machinery maintenance followed by farm machinery operation; few accidents occur at night; and most victims attribute their accidents as being a result of either carelessness, haste, failure to observe safety practices and using improper safety equipment. To date, 519 questionnaires have been analyzed.

The Farm Safety Program Videotape remained unchanged during 1991. This program continues to be well received by rural audiences.

1991 Occupation Division Report

1991 was a good year for the Occupation Division, given the tough economic times.

Towards the end of 1991 both WHMIS and Forklift courses showed an increased demand, and it looks as if there will be a good demand for 1992.

The Industrial Safety Seminar was once again well received. Many of the delegates remarked about the high quality of speakers at the seminar.

Our third Shift Work Seminar was held, and the Ergonomics seminar will be planned for the latter part of 1992.

1991 Traffic Division Report

Defensive Driving Course

The number of Defensive Driving Courses held by the Saskatchewan Safety Council in 1991 dropped slightly and those held by other agencies were down significantly. The major reason for the drop was the change in government which was accompanied by a freeze on training. This had a large effect on a couple of our programs as we rely heavily on government agencies to train their people in these areas.

However, the last half of the Seniors' Defensive Driving Courses were completed in 1991 and this combined with our regular Defensive Driving Courses for the year made for a respectable total.

In 1990 we had received funding from Health and Welfare Canada's Seniors Independence Program to offer 30 Seniors' Defensive Driving Courses around the province.

With this commitment now complete we will be offering the 55 Alive program in place of the Seniors' DDC. This change was made due to the revision of the Canada Safety Council's 55 Alive program.

Professional Driver Improvement Courses

Although the Council's role in this area is mainly an administrative one, the number of courses did increase substantially in 1991. This number will not likely be as high in 1992.

Defensive Driving and Professional Driving Improvement Instructor Courses

The instructor courses will continue to be offered upon demand which usually amounts to 3 or 4 per year. Candidate instructors are monitored after completing the instructor training.

School Bus Program

As expected, after the revisions done in 1989 and promotions in 1990, we had a big increase in the number of School Bus courses in 1991. We expect to stay quite active in this area for some time to come.

Winter Survival Courses

This 3-hour course dropped substantially in numbers for two reasons. The main reason was that we usually do a lot of the courses for government agencies but because of the freeze on training, a lot of these courses were cancelled. Also, the mild winter played a part in the reduced number of courses.

We expect that things will improve in this area in 1992.

Driver Audit Program

This program involves an in-vehicle assessment with optional written, sign and vision tests.

The amount of in-vehicle time depends on the needs and wishes of the company.

A major audit program was done for Interprovincial Pipelines in 1991. Approximately 90 - 100 drivers were assessed.

Other options that can be added include braking techniques and collision avoidance maneuvers on ice.

Motorcycle Training Program

The Motorcycle Training Program continues to experience problems with obtaining bikes. Different avenues are being explored in the hopes of having a better supply of bikes for 1992.

Our total number of students is up from 1990. This is due in part from Honda loaning us "permanent" loaners. If we can manage to obtain more bikes, we should be able to slowly keep the course growing.

1991 Public Division Report

This may be the last time the Public Division is referred to as "Public" - the process has begun for a divisional name change to that of "Home and Community".

For 1991, divisional activities and highlights include:

Home Safety for Seniors - Funding provided by the Seniors Independence Program of Health and Welfare Canada has enabled the Council to develop a home safety program targetted for seniors. The Council will schedule 30 courses to be delivered province wide starting in January 1992. This will also serve as a "volunteer based" program as potential instructors will be recruited from the participants.

Project - Get (Smoke) Alarmed - Funding provided by Everyone Wins initiated a campaign designed to increase awareness of the importance of properly installed and maintained smoke alarms. Working in conjunction with several agencies this project involved the distribution of free smoke alarms to low income households and social service recipients. Three press conferences held concurrently designated the week of July 15 - 22 as "Smoke Alarm Week".

Spot - The - Hazard Day - The main activity in this playground safety campaign featured communities organizing events geared towards increasing awareness of equipment design, maintenance and safe behavior on playgrounds. Sixty-four communities participated in this year's event.

Strategic Planning Session - Held on June 24, 1991, the Strategic Planning Session was an exercise in discussing the division's purpose mandate and role within the Council. It was through this that the divisional name change was decided upon as well as a streamlining of activities, concerns and responsibilities.

Saskatchewan Coalition on Bicycle Safety - The Council has joined twenty-one organizations that have formed a coalition to promote safe cycling and bicycle helmet usage. Public education and advocacy will be priorities for the coalition.

SaskTel continues in its patronage of "On Your Own". This year the booklets printed with funding from SaskTel were distributed to elementary schools in Regina and Saskatoon. This brings the number of "On Your Own" to 40,000 copies.

Babysitting Course - More babysitting kits were sold this year than any other year that the program has been in existence. The Babysitting Course continues to be well received

and this year a committee will be reviewing the technical information to make sure it is up-to-date.

Other divisional programs such as Elmer, Metric Mile Swim and Block Parent continue with no major changes.

1991 Provincial Seatbelt Program Report

The mission of the Seatbelt program is to educate, motivate and enable the public of Saskatchewan to properly use safety belts and infant and toddler seats. The provincial usage level for adults was 92% in 1991. The proper usage level for infants was 17% and 52% for toddlers.

We have established a campaign plan for the next 3 years, the objective of which is to reach 95% usage by 1995 for all persons travelling in a vehicle.

The Seatbelt program's objectives are: community involvement in developing safety belt awareness, workplace, public service announcements and special appearances programs and the Buckle Up Baby rental/loaner program.

Community involvement now involves 97 communities through service clubs. Through these communities, awareness of seatbelts in the workplace is also beginning to develop.

Three Tribal Councils have shown particular interest and are actively engaged in the Seatbelt and Buckle Up Baby programs. These three Tribal Councils have a target population of approximately 55,000 people.

The Seatbelts in the Workplace program is continuing in several large organizations (private companies) and 2 government organizations, plus 2 private non-profit agencies.

The Buckle Up Baby program activities substantially increased in 1991 to 2536 rentals and by 4 new agencies. This is an increase of 800 rental seats in one year. This is more than was previously done in 3 years. One third of these seats were replacements.

The Kinettes and Abilities Councils have been more than generous in their time and money to enable more rental infant and toddler seats becoming available at a low rental fee.

Seatbelts in the workplace is taking on a new direction. Service clubs are taking on a role in this program that should bring more awareness in the workplace on the safety of proper seatbelt use.

We have increased the amount of public service announcements to unprecedented levels: 9 TV, 15 radio and 17 newspaper media have generously given us time to air PSA's portraying the Vince and Larry crash dummies. We have increased the number of PSA's by over 650% in 1991.

We have expanded and further developed the Vince and Larry Tour program. As of September 1991 the University of Regina Drama Department has agreed to offer guidance, training and use of the Council as a co-op student workplace. We trained three new second-year drama students in September 1991. On a selective basis we are now able to provide the Vince and Larry shows all year, with April 15 to September 11 being a full time tour period. In 1991 the Vince and Larry Show was presented to 55,000 students, 5 major Exhibitions, 187 schools, 900 teachers, several conferences, workshops, shopping malls, and health and trade fairs. The Vince and Larry Travelling Safety Show is now a major success and undertaking and is very much in demand.

Extensive occupant restraint information and literature were provided to the public. Over 20,000 individual pamphlets, brochures and flyers were mailed out.

Four newsletters were sent to 97 Buckle Up Baby agencies and 500 businesses and organizations. Some mail outs were done in conjunction with the Department of Health through their regional offices.

The seatbelt coordinator continues to give talks and workshops at conferences, service clubs and private companies.

1991 Students Against Drinking and Driving (SADD) Report

SADD continued its unprecedented success and expansion in 1991. The annual provincial conference attracted over 100 more delegates than the previous year's event. Twenty-five new schools joined and paid membership increased from 1025 in 1990 to 1507 in 1991.

SADD initiated the groundbreaking Young Speakers program which was SADD's greatest achievement to date. SADD Advisory Board developed positions on several legislative issues and plans more work in this area in the future.

SGI recognized the increasing size of SADD by providing a significant increase in funding to allow for the creation of a new full-time Assistant SADD Coordinator position. SGI also provided for increased funding for a year-round expanded Team SGI.

Operation Lifesaver 1991 Activities

During 1991 a concerted effort was made to step up activities in the railway crossing safety and railway trespassing areas.

An extensive plan of action has resulted in the following list of activities and accomplishments:

We have continued to tie in our many programs with Operation Lifesaver. Low cost Operation Lifesaver pens are given to course participants. Pamphlets, too, are made available. Our postage meter prints a brief Operation Lifesaver message on every outgoing piece of mail.

Concerns about railway crossing safety that have arisen at Safety Council Traffic Committee meetings have been forwarded to the National Operation Lifesaver office for their consideration and possible action.

Articles suitable for company newsletters and for printing in newspapers have been written and sent out. Letters were sent to all TV stations and cable companies encouraging them to use our 1990 PSA.

Efforts have been made to have the Operation Lifesaver message printed on milk cartons. We are on a waiting list and look forward to our turn.

In co-operation with C.N. and C.P. Police, mall displays have been planned or already held. These one week displays draw a lot of public attention. The display is very professionally done and is accompanied by electrified crossbuck signals.

Railway police and Barney Berting continue to visit dozens of schools in the province getting the message about trespassing and crossing safety to our young people. In 1991, Mr. Berting visited forty-five schools and entered several small town fair parades. The Saskatchewan Safety Council acts as co-ordinator and/or materials supply center for such programs.

A tour of Saskatchewan by outgoing National Director, Roger Cyr, and Benoit Levesque, new National Director of Operation Lifesaver, was planned in 1991 for January 13-15, 1992. This very successful visit drew much media attention. Both men expressed pleasure with Operation Lifesaver efforts here in Saskatchewan.

An effort to establish an Operation Lifesaver Speaker's Bureau

was begun in 1991. We have had a positive response and training sessions will take place in early 1992.

With increased grants from the National Office of Operation Lifesaver, the Safety Council plans to expand its railway safety program in 1992.

Mal Lindeburgh,
Operation Lifesaver Coordinator.

North Battleford Safety Council
Annual Report - 1991

The North Battleford Safety Council organization structure remains the same. It is comprised of two sub-committees: a Public Awareness sub-committee and an Education sub-committee. At our February 1992 meeting a motion was passed to include a third sub-committee, titled the School Safety sub-committee. Terms of reference have not been completed; however, this group will foster school safety mainly regarding pedestrian and traffic concerns near and on school property. Our current membership stands at 16 people. The following are activities which our Safety Council was involved in:

1. Two coloring contests were held, one in April and one in September. Contest entry forms were published in the local newspapers. Local merchants sponsored the entries as well as the prizes. Entries included Traffic Safety themes such as seatbelt use and railway crossing safety. Three groups between 6 and 12 years participated. Approximately 65 entries for each contest were received. SADD judged the entries.
2. Our Safety Council members assisted in the Saskatchewan Safety Council/SGI Rodeo held in North Battleford on May 5 by judging participants at a number of locations on the track.
3. One new Defensive Driving Instructor, Cst. Jeff Bodner, was added to our ranks. He received his training in April at Saskatoon through the assistance and cooperation of the Saskatoon Safety Council.
4. The City of North Battleford introduced the Emergency 911 system in April, 1991. It should be noted that the North Battleford Safety Council had organized an information meeting with SaskTel and local civic leaders and elected officials in the spring of 1990.
5. On May 9, 1991 Defensive Driving Courses were given to the Grade XII students of John Paul II and the North Battleford Comprehensive High Schools. A total of 182 students received the course. The cost of these courses is sponsored by the North Battleford Lions Club.
6. North Battleford Safety Council hosted the Saskatchewan Safety Council Traffic Committee for their meeting of September 25. An attempt to get native participation was not successful.

7. Our weekly press releases on the accident picture has been discontinued in favor of a monthly safety message. Each month the John Paul II art class will prepare a picture in cartoon format depicting a traffic safety message appropriate to the season. The cartoon with a short verbal message will appear in the local newspapers who have agreed to cooperate.
8. Public Defensive Driving Courses were held on October 3/9. We continue to get a poor response for these courses. Only four persons registered for this course.
9. Our high school Defensive Driving courses will be held again in 1992. March 10 and 11 are the scheduled dates.

George Sveinbjornson,
President.

Saskatoon and District Safety Council
Annual Report - 1991

This year the Council held three Defensive Driving Courses and 1992 looks even more promising as we have four courses lined up already. Instructor evaluations were also conducted during the courses. Our Motorcycle Training Course had some success and some classes have been scheduled for 1992.

In addition we have been active in senior safety fairs this year. We hope to continue this activity in 1992 and become even more active in the future.

Berks Porteous,
President.

TRAFFIC DIVISION REPORT SUMMARY

	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>
<u>Defensive Driving Courses</u>				
Conducted by agencies in Saskatchewan				
Number of Courses	110	116	135	78
Number of Graduates	1,453	1,536	2,024	965
Conducted by Council Staff:				
Number of Courses	79	52	51	45
Number of Graduates	1,036	833	875	659
<u>Seniors DDC</u>				
Number of Courses			15	14
Number of Graduates			379	429
<u>Defensive Driving Instructor Development Courses</u>				
Number of Courses	3	4	4	3
Number of Graduates	14	32	18	16
<u>Professional Driver Improvement Courses</u>				
Conducted by agencies in Saskatchewan				
Number of Courses	84	49	40	52
Number of Graduates	1,236	609	632	641
Conducted by Council Staff:				
Number of Courses	3	2	3	12
Number of Graduates	46	16	37	195
<u>Motorcycle Training Program</u>				
Number of Courses	9	21	17	18
Number of Graduates	64	114	91	129
<u>School Bus Driver Program</u>				
Safety Presentations:				
Number of Courses	8	6	6	17
Number of Drivers	357	219	235	537
<u>Winter Survival Courses</u>				
Number of Courses	11	16	20	5
Number of Participants	198	226	280	81
<u>Winter Survival Kits Sold</u>	62	100	213	310

The Council continued to be a distributor of winter survival kits for the Saskatchewan Abilities Council.

PUBLIC DIVISION REPORT SUMMARY

	<u>1989</u>	<u>1990</u>	<u>1991</u>
Babysitting Course Student Kits	4279	4934	4767

Buckle Up Baby:

The Council offers grants to agencies who purchase car seats for non-profit rental.

Number of agencies	15	90	97
Number of seats purchased	89	84	800
Amount paid to agencies	\$3357	\$3600	\$2800

(\$7,000 of 1991 was raised through additional fundraising with Kinette Clubs of Saskatoon)

OCCUPATION DIVISION REPORT SUMMARY

	<u>Number of Courses</u>	<u>Number of Participants</u>
Fire Control School	3	93
Industrial Safety Seminar	1	240
Forklift Courses	2	36
Forklift Instructor Courses	2	8
Back Power Courses	26	447
Basic Occupational Health and Safety Course	1	12
WHMIS Courses	3	48
WHMIS Instructor Course	1	4
Accident Investigation Course	1	18

SPECIAL ACKNOWLEDGEMENTS

The following agencies/organizations made a special contribution to our Council in 1991.

G R A N T S

SGI

DEPARTMENT OF HIGHWAYS AND TRANSPORTATION

INSURANCE BUREAU OF CANADA

SENIORS INDEPENDENCE PROGRAM - HEALTH AND WELFARE CANADA

P R O G R A M A S S I S T A N C E

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AGRICULTURE DEVELOPMENT FUND

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SASK. LIQUOR BOARD
SASK. LOTTERIES
SASK. PARKS AND RECREATION ASSOCIATION
SASK. RURAL DEVELOPMENT
SASK. TEACHERS FEDERATION
SASK. TRIBAL COUNCIL
SASK. TRUCKING ASSOCIATION
SASK. WHEAT POOL
SASKENERGY
SASKOIL
SASKPOWER
SASKTEL
SASKATOON STAR PHOENIX
SEARS
SENIORS MECHANISM
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SHERATON CAVALIER
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We apologize if we have inadvertently omitted any organization from this list. We regret any inconvenience this may have caused.

SASKATCHEWAN SAFETY COUNCIL

FINANCIAL STATEMENTS

Year Ended December 31, 1991

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OFFICE OF THE PROVINCIAL AUDITOR

REGINA, SASKATCHEWAN

AUDITOR'S REPORT

To the Members of the Saskatchewan Safety Council:

I have examined the balance sheet of the Saskatchewan Safety Council as at December 31, 1991, and the statements of revenue, expenditure and fund balance and changes in financial position for the year then ended. These financial statements are the responsibility of the council's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Saskatchewan Safety Council as at December 31, 1991 and the results of its operations and the changes in its financial position for the year then ended in accordance with the basis of accounting as disclosed in Note 2 to the financial statements.

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Regina, Saskatchewan
March 13, 1992

W. K. Strelloff, C.A.
Provincial Auditor

SASKATCHEWAN SAFETY COUNCILBALANCE SHEETAs At December 31

	<u>1991</u>	<u>1990</u>
<u>ASSETS</u>		
Current Assets		
Cash and short-term deposits	\$248,631 ✓	\$169,937
Accounts receivable	25,443 ✓	40,454
Prepaid expenses	5,547 ✓	6,199
Inventories	<u>21,866 ✓</u>	<u>19,904</u>
	301,487	236,494
Investments held as reserves (Note 8)	50,000	---
Trust Assets (Note 4)	16,273 ✓	9,412
Fixed Assets (Note 3)	<u>16,891 ✓</u>	<u>25,965</u>
	<u>\$384,651</u>	<u>\$271,871</u>

LIABILITIES AND FUND BALANCE

Current Liabilities		
Accounts payable	\$ 31,001	\$ 32,927
Unearned revenue	<u>52,902</u>	<u>36,508</u>
	83,903	69,435
Trust liabilities (Note 4)	16,273	9,412
Fund Balance		
Unappropriated (Note 5) (Statement 2)	234,475	193,024
Appropriated (Note 8) (Statement 2)	<u>50,000</u>	<u>---</u>
	<u>\$384,651</u>	<u>\$271,871</u>

(See accompanying notes)

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SASKATCHEWAN SAFETY COUNCIL

STATEMENT OF REVENUE, EXPENDITURE AND FUND BALANCE

Year Ended December 31

	<u>1991</u>	<u>1990</u>
Revenue:		
Safety promotion and research projects (Schedule 1)		
Revenue (Note 7)	\$520,008	\$701,825
Expenditure	<u>430,906</u>	<u>551,457</u>
Net revenue	<u>89,102</u>	<u>150,368</u>
General operating grants		
Saskatchewan Government Insurance	100,000	100,000
Highway Traffic Board - Province of Saskatchewan	<u>70,200</u>	<u>78,000</u>
	<u>170,200</u>	<u>178,000</u>
Other grant revenue	<u>171,037</u>	<u>---</u>
Membership contributions		
Sponsored members	1,500	---
Insurance companies	2,700	2,650
Other associations and companies	12,815	13,900
Urban municipalities	2,800	2,500
Rural municipalities	2,450	1,250
Individual	840	1,920
Government departments	<u>2,435</u>	<u>---</u>
	<u>25,540</u>	<u>22,220</u>
Other revenue	<u>17,756</u>	<u>5,690</u>
Total Revenue	473,635	356,278
General operating expenditures (Schedule 2)	<u>382,184</u>	<u>322,078</u>
Excess of revenue over expenditure	91,451	34,200
Fund Balance, beginning of year	<u>193,024</u>	<u>158,824</u>
Fund Balance, before appropriation	284,475	193,024
Less: Appropriation (Note 8) (to Statement 1)	<u>(50,000)</u>	<u>---</u>
Fund Balance, Unappropriated, end of year (Note 5) (to Statement 1)	<u>\$234,475</u>	<u>\$193,024</u>

(See accompanying notes)

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SASKATCHEWAN SAFETY COUNCILSTATEMENT OF CHANGES IN FINANCIAL POSITIONYear Ended December 31

	<u>1991</u>	<u>1990</u>
Cash provided by (used in):		
Operating Activities:		
Excess of revenue over expenditure	\$ 91,451	\$ 34,200
Add (deduct) items not affecting cash:		
Depreciation expense	10,446	11,253
Changes in non-cash working capital:		
Decrease (increase) in accounts receivable	15,011	(9,521)
Decrease in prepaid expenses	652	96
(Increase) in inventories	(1,961)	(3,281)
(Decrease) increase in accounts payable	(1,927)	13,066
Increase in unearned revenue	<u>16,394</u>	<u>5,715</u>
Cash provided by operations	<u>130,066</u>	<u>51,528</u>
Investing Activities:		
Purchase of fixed assets and leasehold improvements	(1,372)	(6,945)
Financing Activities:		
Investments held in reserve	<u>(50,000)</u>	<u>---</u>
Increase in cash and short-term deposits	78,694	44,583
Cash and short-term deposits, beginning of year	<u>169,937</u>	<u>125,354</u>
Cash and short-term deposits, end of year	<u>\$248,631</u>	<u>\$169,937</u>

(See accompanying notes)

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SASKATCHEWAN SAFETY COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1991

1. Incorporation of Saskatchewan Safety Council

The Saskatchewan Safety Council is incorporated pursuant to The Non-profit Corporations Act, Chapter N-4.1 of the Statutes of Saskatchewan, 1979.

2. Significant Accounting Policies

- i) These financial statements have been prepared on the accrual basis of accounting and include the following significant accounting policies.

ii) Fixed Assets

Each fixed asset purchase costing more than \$200 is capitalized and depreciated on a straight line basis over its useful life. Donated assets are recorded at fair market value, and depreciated on a straight line basis over their useful lives.

Leasehold improvements which cost more than \$200 are capitalized and amortized on a straight line basis over the lesser of the useful life of the improvements or the remaining lease term.

iii) Safety Promotion and Research Projects - Development Costs

The council follows the policy of charging to current year's expenditure project development costs.

iv) Safety Promotion and Research Project Expenditures

Expenditures include only direct charges including depreciation charges relating to the projects. With the exception of Seat Belt, Students Against Drunk Driving, Occupational Safety, Industrial Safety, Backpower and Farm Safety Workshop where grant proceeds are received to fund salary expenditures of these projects, salary and other administrative costs are reflected as general operating expenditures.

v) Unearned Revenue

Unearned revenue represents the amount of cash received during the year in respect of film rentals for the portion of the rental periods extending beyond the fiscal year end. The cash received for seminars to be conducted after year end and the amount of funding received for expenses to be incurred after the year end for research projects are also included in unearned revenue.

vi) Inventory

The inventory of pamphlets and manuals is valued at cost, determined on a first-in, first-out basis.

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3. Fixed Assets

	<u>1991</u>		<u>1990</u>	
	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Office & Safety				
Promotion Equipment	\$81,738	\$65,811	\$15,927	\$24,271
Film	8,744	8,096	648	1,207
Leasehold Improvements	<u>3,107</u>	<u>2,791</u>	<u>316</u>	<u>487</u>
	<u>\$93,589</u>	<u>\$76,698</u>	<u>\$16,891</u>	<u>\$25,965</u>

Total depreciation expense including amounts classified as project expenditures during 1991 was \$10,446 (1990 - \$11,253).

4. Funds Held in Trust

Amounts received by way of memorial and other donations, plus interest, are kept separate for use in special research and safety programs in accident prevention. Certain council board members have been appointed as trustees to administer these funds. No disbursements have been made during the year ended December 31, 1991.

5. Fund Balance

Fund balance represents the accumulated excess of revenue over expenditure which, by resolution of the Board of Directors, is held for future program development and operating losses.

6. Commitments

At December 31, 1991, the Council had the following commitments:

a) Leased Premises

The council is committed to the following future lease payments in the remaining years of a five year lease agreement for its new office premises:

<u>Year</u>	<u>Amount</u>
1992	\$19,560
1993	<u>16,300</u>
Total future lease payments	<u>\$35,860</u>

b) Leased Equipment

The council is committed to lease agreements for office equipment which requires a future lease payment in 1992 for \$2,551.

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7. Grant Revenue

In addition to the general operating grants received, grants were also received or receivable for Safety Promotion projects totalling \$230,517 (1990 - \$250,297) of which \$39,470 (1990 - \$19,062) has been included in unearned revenue.

8. Appropriated Fund Balance

A contingency fund was established for unforeseeable expenses. The objective of the fund is to establish a balance of \$200,000 over a three year period, beginning 1991. During 1991, a \$50,000 investment was purchased for this purpose.

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SASKATCHEWAN SAFETY COUNCILSAFETY PROMOTION AND RESEARCH PROJECTSSCHEDULE OF REVENUE AND EXPENDITURE BY PROJECTYear Ended December 31

	<u>1991</u>		<u>1990</u>
	<u>Revenue</u>	<u>Expenditure</u>	<u>Net Revenue (Loss)</u>
Accident Investigation	\$ 1,128	\$ 1,046	\$ 82
Back Power	18,332	12,534	5,798
Basic Occupational Health & Safety	1,285	776	509
Buckle-Up Baby	158	11,848	(11,690)
Circle Check Program	188	(28)	216
CVA Contracts	---	---	---
Defensive Driving Course	32,559	21,792	10,767
Defensive Driving Instructor Course	1,653	1,160	493
"Elmer" Safety Project	1,214	1,000	214
Everyone Wins	21,429	4,824	16,605
Farm Safety Program	---	93	(93)
Farm Safety Course	708	320	388
Farm Safety Workshops	14,919	9,628	5,291
Fire Control School Program	13,976	9,549	4,427
Fork Lift Program	16,005	8,703	7,302
Home Babysitting Course	17,746	9,711	8,035
Industrial Safety Seminar	44,405	32,669	11,736
Mile Swim Awards	109	(75)	184
Motorcycle Course	9,341	5,310	4,031
New Drivers Program	---	423	(423)
N.S.C. Orders	5,090	4,243	847
Occupation Safety	---	4,778	(4,778)
Occupation Workshops	6,609	4,946	1,663
On Your Own	9,602	7,836	1,766
Operation Lifesaver	6,563	10,267	(3,704)
Other Safety Programs	---	---	---
Professional Driver's Instructor Course	8,312	6,407	1,905
Public Safety	---	1,364	(1,364)
Rodeo 92 (91)	45,597	38,828	6,769
Students Against Drunk Driving (S.A.D.D.)	66,160	60,647	5,513
S.A.D.D. Members	13,082	9,304	3,778
S.A.D.D. National Conference	72,998	66,712	6,286
Safe Driving Week	---	100	(100)
Safety Audit Program	23,958	13,690	10,268
Safety Pamphlet Program	4,200	4,055	145
School Bus Project	15,133	9,506	5,627
Seat Belt Campaign	17,299	36,239	(18,940)

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SASKATCHEWAN SAFETY COUNCILSAFETY PROMOTION AND RESEARCH PROJECTSSCHEDULE OF REVENUE AND EXPENDITURE BY PROJECTYear Ended December 31

	<u>1991</u>		<u>1990</u>
	<u>Revenue</u>	<u>Expenditure</u>	<u>Net Revenue (Loss)</u>
Senior Fairs	83	585	(502)
Senior's DDC	12,908	9,273	3,635
Survival Course	1,329	804	525
Survival Kits	5,272	3,298	1,974
Traffic Safety	117	660	(543)
Traffic Safety Audit	6,017	3,467	2,550
Traffic Safety Workshop	2,515	1,957	558
Workplace Hazardous Materials			
Information Systems	<u>2,009</u>	<u>657</u>	<u>1,352</u>
	<u>\$520,008</u>	<u>\$430,906</u>	<u>\$ 89,102</u>
			<u>\$150,368</u>

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SASKATCHEWAN SAFETY COUNCILSCHEDULE OF GENERAL OPERATING EXPENDITURESYear Ended December 31

	<u>1991</u>	<u>1990</u>
Advertising and publicity	\$ 171	\$ ---
Annual meeting	2,125	2,464
Canada Pension Plan	4,632	3,234
Depreciation expense	2,751	3,065
Equipment rentals	5,519	5,511
Equipment repairs and maintenance	3,518	2,481
Film and library expense	239	377
Group life insurance	729	842
Insurance premiums	5,832	3,442
Interest and bank charges	411	65
Marketing	1,105	---
Memberships	608	922
Minor office and safety equipment purchases	2,053	124
Miscellaneous	4,492	3,149
Newsletter	825	863
Office maintenance	3,223	3,856
Postage and express	10,898	12,680
Printing and stationery	9,982	8,075
Registered Retirement Savings Plan contributions	12,015	11,200
Rent	19,635	19,560
Safety meetings and conferences	2,953	3,040
Salaries	273,036	224,109
Staff training and development	1,160	417
Telecommunications	5,077	6,427
Travel	399	431
Unemployment insurance	8,796	5,744
Total General Operating Expenditures	<u>\$382,184</u>	<u>\$322,078</u>

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