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Saskatchewan Safety Council  
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“Working Together to Achieve a Safe Saskatchewan”

# 1997 ANNUAL REPORT



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## **Saskatchewan Safety Council: Our History and Objectives**

On November 15, 1955 the Saskatchewan Safety Council was formed in Regina, Saskatchewan. Beginning as the Saskatchewan Highway Safety Council, the agency was developed primarily to help reduce the growing number of deaths and injuries on Saskatchewan streets and highways.

The Honourable C.M. Fines was the Minister in Charge of the Highway Traffic Board and S.G.I.O., two government agencies that had a direct interest in reducing the fatalities and economic cost of traffic collisions. He was convinced of the need for a safety agency that was independent from the government agency and able to tap into a broader range of expertise.

Mr. Fines called a meeting of select individuals who, besides being directly involved in safety, were active in the enforcement, education and engineering fields. This meeting, in Room 218 of the Saskatchewan Legislative Building, marked the birth of the Saskatchewan Safety Council. Mr. Fines served as interim chairman and Leonard Bowman, safety director for the Saskatchewan Motor Club and a 25-year veteran of the RCMP, was elected the first president and general manager.

By 1962, it became clear that other safety areas needed to be addressed. An all inclusive Council was officially launched on June 1, 1963. The Council added two new divisions, Farm and Home & Community. A fourth division, Occupation, was added in 1970. Each division actively adapted and developed programs to meet Saskatchewan needs and increase public awareness.

Today the Council is a central voice wherever safety education and promotion is concerned. The Council continues to operate as a non-profit charitable organization and now has approximately 500 members representing business, industry, government, organizations, and other groups and individuals. The Council offers over thirty comprehensive safety education programs throughout Saskatchewan at all levels of expertise. Expert training is provided by Council staff, industry specialists, on-call consultants, and executive members from a variety of backgrounds.

The Saskatchewan Safety Council is supported financially by annual membership contributions, corporate and government sponsorship and through the distribution of safety programs and materials. Funds are used to research, promote and sponsor safety programs to educate the public and other sectors on safety. Council policies are set by its Board of Directors. Council programs are administered by a staff in Regina, Saskatchewan.

# Saskatchewan Safety Council Programs

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For further information please contact the:

Saskatchewan Safety Council  
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Regina, Saskatchewan S4N 6E2  
Phone: (306)757-3197 Fax: (306)569-1907

## Traffic Division:

Annual Traffic Safety Seminar  
Defensive Driving Course  
DDC Instructor Course  
Driving Enhancement (In Vehicle)  
55 Alive  
55 Alive Instructor Course  
Motorcycle Training  
Operation Lifesaver  
Professional Driver Improvement Course  
PDIC Instructor Course  
Road Smart  
School Bus Driver Training Course  
Seat Belt/Child Restraint Program  
Snowmobile Safety Course  
Winter Survival

## Home and Community Division:

Babysitter Training Course  
Bicycle Safety  
Block Parent  
Buckle Up Baby  
Elmer the Safety Elephant  
Elmer's Road Safety Video  
FireSmart Video  
Home Safety for Seniors  
Metric Mile Swim  
On Your Own  
Playground Safety

## Occupation Division:

Accident Investigation  
Annual Industrial Safety Seminar  
Back Power  
Back Power Instructor Course  
Basic Occupational Health and Safety  
Customized Training Packages  
Fire Control School  
Firefighting with Hand Portables  
First Aid & CPR  
Introduction to Fire Extinguishers  
Forklift Operators Course  
Forklift Instructors Course  
Safety Audits  
Seasonal Workers Spring Training  
Snowmobile Safety  
Transportation of Dangerous Goods  
TDG/WHMIS Combined  
Violence Prevention & Risk Assessment  
WHMIS Training  
WHMIS Instructor Course  
Work Zone Traffic Safety Course

## Farm Division:

Child Safety on the Farm Videos  
Farm Safety for the Family  
Farm Safety School Presentations  
Farm Safety Speakers Bureau  
Farm Safety Workshops for Women  
Pesticide Safety Information Sessions

## 1997-98 Executive and Board of Directors

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<b>President:</b>	Dave Abbey Regina, Saskatchewan
<b>Past President:</b>	Naidene Thompson IPSCO Inc., Regina, Saskatchewan
<b>1st Vice President:</b>	Helga Fellehner Hafford, Saskatchewan
<b>2nd Vice President:</b>	Ron Smith Saskfor Products, Hudson Bay, Saskatchewan
<b>Treasurer:</b>	Al Popoff Saskatchewan Highways and Transportation Regina, Saskatchewan
<b>Secretary:</b>	Harley Toupin Saskatchewan Safety Council, Regina, Saskatchewan
<b>Executive Member:</b>	Byron Pointer SaskTel, Regina, Saskatchewan
Armand Aden SaskPower, Prince Albert, SK	Dr. Ronald Ailsby Saskatchewan Medical Association, Regina, SK
Jim Berg University of Saskatchewan, Saskatoon, SK	Warren Bobbee City of Regina, Regina, SK
Lorraine Bucsis North Valley Ag-Health Safety Council Yorkton, SK	Doug Byers Saskatoon & District Safety Council Saskatoon, SK
Alan Cockman Sask. Government Insurance, Regina, SK	Ed Engele City of Weyburn, Weyburn, SK
Sharon Garratt Regina Health District, Regina, SK	Dennis Harrison SaskTel, Regina, SK
Jack Lax Regina, SK	Jack Mathieson IPSCO Inc., Regina, SK
Robert Rowlett St. John Ambulance, Regina, SK	Craig Sluser Interprovincial Pipeline Inc., Edmonton, AB
Wayne Summach City of Saskatoon, Saskatoon, SK	

## Council Staff

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Executive Director:	Harley Toupin
Director of Operations:	Dianne Wolbaum
Accounting Manager:	Dianne Molnar
Communications Co-ordinator:	Linda Saliken
Special Projects Co-ordinator:	Bill Missal
Farm, Home and Community Safety Co-ordinator:	Monica Zasada
Occupational Safety Co-ordinator:	Will Putz
Traffic Safety Co-ordinator:	Don McMorris
Road Smart Co-ordinator:	Jacque Stark
Operation Lifesaver Co-ordinator/Program Consultant:	Bob Mitchell
Snowmobile Safety Co-ordinator:	Kim Becker
Administrative Assistant:	Lynn Evans
Receptionist/Secretary:	Phyllis Shull
Secretary:	Allyson Eckert
Instructors:	Lee Carlson
	Grant Chzyk
	Brent Coombs
	Lynn Dionne
	Delphine McKaeff
	Deanna McKinnon
	Gord Waldbauer

## President's Message

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I am pleased to present my first report to members of the Saskatchewan Safety Council assembled for our annual general meeting. Since last June I have been honoured to serve as your president. I will outline a few of our activities since last summer and then make a few comments about the future.

Members will recall that in the spring of 1997, there was considerable "angst" over the future of the Council. Proposed cutbacks in provincial funding meant we had spent some time operating in a crisis mode. To its credit, the 1996-97 board saw fit to take a step back and look at our Council's structure and operation. Just prior to last year's annual meeting, the executive committee of the Council decided to hold a Future Search Conference.

In June 1997 some two dozen Council staff and volunteers attended a two-day Future Search Conference. The participants outlined several future directions for the Council. Harley Toupin will outline specific details for those who wish further information. The September 1997 Board of Directors meeting approved a recommendation from the executive director that the recommendations from the Search Conference serve as a guide for future directions of the Council. In January 1998 the Board received a report from Harley on some of the administrative changes made since the Search Conference.

A major preoccupation of my time and that of other board members has been the whole area of board-staff relationships. Last summer I became acquainted with the writings of John Carver, who suggests a new method of operations for boards of non-profit organizations. Essentially the board deals with very high level ends, executive limitations, board-staff relations, and governance issues. All administrative means are the responsibility of staff. At board meetings in September and January, we had productive discussions on this issue. In January, board members Helga Fellehner, Ron Ailsby, Bob Rowlett, and myself were directed to review all our existing policies to determine if they should remain as board policies.

One of my long time beliefs is that as president I should not stay in Regina. We have tried in the past to build and strengthen regional safety councils. Presently we have councils in North Battleford, Prince Albert, Saskatoon, Regina, Weyburn, and north of the Qu'Appelle Valley. I have made a decision to try to attend one regional council meeting each year. For the past year I was able to attend regional council meetings in Saskatoon and Weyburn. Job and family circumstances

prevented my attending meetings in North Battleford and Prince Albert. I want to attend at least one meeting of each of the regional councils in 1998.

I wish to speak a little about one of the recommendations from the Search Conference dealing with technology. I am personally pleased that our organization is moving towards a greater use of electronic forms of communication. All organizations, particularly those in the non-profit sector, must adapt to new ways of communicating with each other. I personally believe this applies to our administrative apparatus as well as our programs. I hope we can continue to adapt our activities to the new reality of communication.

You will hear reports from divisions at this meeting. My belief is the decision by our Traffic and Home and Community Divisions to jointly organize the Injury Prevention Symposium for 1998 demonstrates the importance of partnering - an initiative also highlighted at the Search Conference. As we move to a new millennium, we must build partnerships with like-minded organizations.

Our recent Industrial Safety Seminar broke attendance records. Mind you this is what we expect from the most successful industrial safety seminar in western Canada. Mind you this is what we expect from a well organized group of people such as the industrial safety seminar steering committee. I know the committee is reviewing the location of the seminar as it is growing beyond the capacity of hotels in this province. I believe the importance of our safety message is too critical to deny any person or group the opportunity to benefit from the message.

Finally a word about our staff. Harley and his staff continue to provide yeoman service for members and friends of the Saskatchewan Safety Council. We are indeed fortunate to have such a hard working group of men and women working for us.



*Dave Abbey*

*Dave Abbey, President*



## **Executive Director's Message**

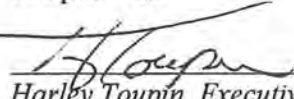
Over its forty-two year history, the Saskatchewan Safety Council has shared its injury prevention message with thousands of people - concerned companies, corporations, associations, governments, and individuals. 1997 was no exception.

When it became clear that the pool of funds was becoming shallower, we were prepared to take a new approach. We now actively seek alliances and partnerships with organizations that have complimentary goals and expertise. The investment of time and energy is beginning to pay off. In 1997 alone, we began to deliver two exciting new programs, Road Smart and Snowmobile Safety Training. Interest in occupational safety services is at an all time high with record attendance numbers in many of our programs. These initiatives have proven to be extremely popular, and will help maintain public awareness of safety in this province whether we are at work, at play, or on the road.

1997 was also a year of reflection for the Saskatchewan Safety Council, as the world is changing at a more rapid rate than ever before. In June, Council staff, the board, and volunteers worked together to develop guidelines for our future that will allow us to focus on our goals while remaining flexible in the tactics we adopt to accomplish them. We now have a strategy with which to lead us into the 21st century and rededicate ourselves to our mission of "working together to achieve a safe Saskatchewan".

As we enter our 43rd year of safety education and promotion, our sphere of influence has grown in this province. Our expertise in program development is increasingly acknowledged and sought after. Our greatest strength lies in the relationships we have cultivated over the years. We will strive to ensure that the quality and relevance of our work remain pre-eminent as the scope of our activities continues to increase. The issue of safety is, and will always be, worthy of our energy and attention. Our challenge will be to continue to develop effective programs, maintain public awareness of safety, and seek new alliances.

To conclude, I would like to thank each of you for your support. Looking back on the past year, all of our efforts have contributed in some way to the fulfilment of our objectives. I hope you feel the same sense of pride that I do in the realization that our efforts are worthwhile and that the Council will continue to play a significant role in reducing the number of injuries and fatalities in this province.



*Harley Toupin, Executive Director*

## Traffic Division

Effective programming aimed at reducing the toll of traffic collisions remains the cornerstone of the Council's Traffic Division. Road crashes are still the leading cause of death and disability to Canadians under the age of 40, underscoring the need for effective prevention programs. Our activities in the past year demonstrate our continued commitment to address that fact in Saskatchewan.

In February, the 6th Annual Traffic Safety Seminar was held in Regina with a little change in format. For the first time, the seminar was held separate from the Occupation Division's Industrial Safety Seminar. The Saskatchewan Trucking Association joined forces with us to help organize and host the event. Unfortunately the seminar registrations did not increase as expected. A small trade show was also part of the seminar. A highlight of the seminar, however, was the presentation of our annual traffic safety award to Andy Nagy of the STA. SGI was the banquet sponsor. We also appreciate the efforts of the steering committee and everyone else who helped organize the event.

Plans for the 1998 seminar are already underway and further format changes will take place. The name will be changed to the Injury Prevention Symposium, and the Traffic Division will organize and host the event along with the Council's Home and Community Division. The symposium will be held in Saskatoon.

In the area of public awareness, two of our more widely visible accomplishments this year was Emergency Medical Services Week (May 18-22) and School Bus Awareness Week (September 8-12). The Traffic Division and EMS Regina worked together to inform the driving public what to do when confronted with an emergency vehicle on the road. A media conference was planned along with a demonstration of proper driving techniques around emergency vehicles. All three television networks, as well as print and radio, covered the event.

During the week of September 8-12, 1997, we held our second annual School Bus Awareness Week. The theme was "Flashing Red Lamps and Stop Arm: Do You Know What They Mean?". Another issue that was addressed was school buses stopping at all controlled and uncontrolled railroad crossings. A school bus ride-along was arranged for the media in both Regina and Saskatoon. Once again, the media coverage was great!

In addition to the above public awareness campaigns, numerous interviews with print, radio, and television media were conducted throughout the year. Topics included winter survival, hypothermia, school bus safety, seat belts, impaired driving pertaining to Grey Cup celebrations, driving in adverse weather conditions, traffic collisions, and many others. Over the years we have cultivated excellent working relationships with the various media, and it is heartening to have them respond to our safety messages.

### **Defensive Driving Courses**

In 1997, 81 DDC courses were conducted with approximately 1000 people attending. Forty-six of these courses were conducted by Council staff. These numbers are comparable with those of 1996.

The majority of DDC courses are conducted by companies for their employees. These employees evaluated the course and deemed it "very useful", "a great refresher", and "every driver should take this course". Unfortunately, the general public does not show much interest in DDC mainly because they do not realize any monetary gain by taking the course. Demand for DDC would definitely increase among the driving public if government would recognize the course as a means of improving driving skill and knowledge and ultimately reducing collisions.

### **Professional Driver Improvement Courses**

The Council's role in PDIC remains primarily as a supplier of materials. In 1997, 60 PDIC courses were conducted in Saskatchewan, all by non-Council instructors. The number of drivers attending (780) and the number of courses in 1997 were almost identical to those of 1996.

### **DDC/PDIC Instructor Courses**

Two instructor development courses were held this year, which was the same as 1996. Four instructor upgrading courses were also held. Any instructor that is currently certified through the Canada Safety Council must attend an upgrade course to maintain certification. There were seventy driver improvement course instructors at the beginning of 1997. Twenty-nine instructors attended upgrade courses in 1997. Instructors who have not attended upgrades by June 30, 1998 will be decertified.

### **Driving Enhancement (In Vehicle)**

The partnership between Advance Driving Systems and the Council remains in place. Due to the work demand, extra instructors were hired. Lynn Dionne (owner of Advance Driving Systems), Delphine McKaeff, Deanna McKinnon, Ron Read and Orville Nichols all spent time instructing on a contract basis.

If there was a negative side to the in-vehicle programs in 1997, it was the weather. With the amount of snow received in January, February and March, it was almost impossible keeping ice surfaces clean for the skid control course.

A third component was developed for companies interested in in-vehicle training. A collision avoidance skill course has been added to the Driver Audit and Skid Control Course. This program is conducted in a closed setting (i.e. parking lot).

### **55 Alive**

This course continues with limited success although a few courses are offered through the University of Regina's Senior Extension department.

### **Motorcycle Training**

The motorcycle training program was once again very active. A total of 206 students participated in the program, with an additional 92 taking part in the on-road portion.

The Council has a total of 35 motorcycle instructors who are very dedicated to their work. A sincere THANK YOU is extended to all of the volunteers who have helped train so many new (and not so new) motorcycle riders.

For the second year in a row, the Regina course put on a fun wrap-up ride and fundraiser on August 9. About 20 motorcyclists participated in the "Ride On" event. After two months of fantastic weather, Mother Nature played a trick on us. However, the cool wet weather didn't dampen the riders' spirits. A number of sponsors helped us as well. Bill Toffan from WOLF 104.9 radio rode a Harley Davidson borrowed from Prairie Motorcycle. M & M Meat Shops put on a great barbecue and Schwann's supplied ice cream. Other prize donors were Bubba's Sport and Leisure, Alsport Sales Ltd., Design Cycle, Northgate Kawasaki, Reed Leisure Products, Regina Motorcycle Salvage, and A & W Restaurant. We raised twice as much money as we did in 1996. With two years under our belt and most of the glitches worked out, Ride On '98 should be even better.

### **Operation Lifesaver**

Operation Lifesaver is a continuous public information and education program to help create public awareness of potential hazards at rail/highway crossings, and improve driver and pedestrian behaviour at these intersections.

Although Saskatchewan statistics have improved, we cannot relax in efforts to eliminate those needless incidents. OL continues to concentrate its efforts on building a network of

people who are willing to assist in distributing information and materials to all age groups. This year we continued to provide materials to schools and other interested groups, speakers to elementary and high schools, promotional materials at seminars and courses, and information to print, radio and television media. No major changes are expected for the program in 1998.

### **Road Smart**

With a grant from Saskatchewan Government Insurance, the Saskatchewan Safety Council created a brand new program called Road Smart. This program has two basic parts: community liaison and child passenger safety.

The community liaison portion involves offering assistance to communities in developing local traffic safety and injury prevention projects. Two Community Action for Traffic Safety (CATS) workshops were held this year in Unity and Wilkie. At these workshops local people gathered to discuss some concerns they had within their community and find local solutions.

Another part of this program focuses on the children and youth of Saskatchewan. School bus, pedestrian, seatbelts, and airbag safety were the topics discussed at 15 schools with more than 1700 students taking part. Presentations on the new driver and the drinking and driving legislation was also offered to high schools.

The child passenger safety portion has shown a lot of progress over the year. The Council was involved in 10 clinics in 1997 with SGI and the University of Saskatchewan's Transportation Department. Because the numbers show that most parents do not use their child restraint completely correct, the demand for the service has increased. With the Council's involvement in the Canadian Coalition for Child Passenger Safety and the provincial program, the next year promises to be full of new opportunities.

### **School Bus**

Five sessions continue to be offered: professional driving skills, creating a safe school bus environment, basic first aid (non-certification), CPR, and introduction to fire extinguishers. The number of courses conducted in 1997 were at the same levels as in previous years.

### **Snowmobile Safety Course**

In a province where snow is plentiful and winters are long, it's no surprise that snowmobiling is a popular winter sport. As with any other activity involving a vehicle, the Saskatchewan Safety Council is committed to keeping snowmobilers safe.

In 1997 the Council introduced a new snowmobile safety

program. Training courses are being co-ordinated by the Council through a network of 92 trained instructors in 29 locations across the province. The course stresses the importance of a responsible attitude and responsible use of snowmobiles. It also covers common sense, ensuring the snowmobile is ready to ride and what safety equipment is necessary, and hands-on driving skills and techniques. The course includes six hours of instruction and the fees are very reasonable: \$30 per person or \$60 per family, plus GST. The courses are popular: 48 courses have been conducted for 523 participants of all ages.

With changes to Saskatchewan's Snowmobile Act in 1998, we will continue to be very busy. The changes include mandatory use of helmets for all snowmobile riders (exceptions are licensed trappers, commercial fishermen, prospectors while conducting business, and people on their own private property) and mandatory training for operators 12 through 15 years of age. Although we target training to underage operators, snowmobilers of all ages are encouraged to attend.

Several agencies and volunteers played a large role in establishing this province-wide training network, and developing regulations to support the legislation. A provincial snowmobile safety committee was struck in 1995 in response to a dramatic increase in snowmobile-related deaths and injuries. A great deal of consultation went into the committee's recommendations for the legislation, so we are pleased to see them implemented. The legislation will become effective January 1, 1998.

## **Winter Survival**

The demand for this course increased in 1997. After two tough winters in 1995-96 and 1996-97, many companies felt the need to educate their employees on how to survive winter and what to do if they become stranded.

## **Occupation Division**

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1997 was a very active year for the Council's Occupation Division. Training has been very busy and several new projects were undertaken.

The most notable event was the 24th Annual Industrial Safety Seminar. The 1997 seminar set a new attendance record with a total of 443 registered delegates. The seminar featured 15 educational sessions and one of the largest safety equipment shows in western Canada. Thirty-seven different organizations and companies displayed the latest in safety products and services in a total of 48 display booths.

A special thank you is extended to the seminar steering committee, sponsors, delegates and displayers for helping to keep the Council's Industrial Safety Seminar one of the premier safety shows in Canada.

### **Spring Training**

One of the new projects that was piloted in 1997 was our Spring Training event. A group of our most popular programs was assembled and marketed to organizations and companies who hire summer workers. In many cases summer workers are high school and university students who generally do not receive much specific safety training and tend to experience more on the job injuries. The event was moderately successful and will be offered again 1998 with some improvements.

### **Transportation of Dangerous Goods**

Another new offering in 1997 was Transportation of Dangerous Goods training. Again, because of requests for combined training packages, the courses were offered. Close to 150 participants were trained in a total of 10 courses. In addition, approximately 75 school bus drivers attended first aid and CPR presentations as part of the School Bus Program.

### **Accident Investigation**

Accident Investigation courses were offered again in 1997. Five courses were held with a total of 87 participants.

### **Back Power**

Direct delivery of Back Power courses has been slow. The one course had to be cancelled due to lack of registrations. In-house instructors trained about 275 people using Saskatchewan Safety Council materials.

### **Fire Control School**

Two Fire Control Schools were offered again as in past years. Thirty-three participants attended the 2-day programs and received hands-on experience extinguishing approximately 15 gasoline and propane fires each.

**Forklift Training**

Forklift training has been extremely busy. A total of 106 people were trained in 17 courses in safe forklift operation. In addition, 24 in-house instructors were trained in 3 instructor courses. Many companies also have in-house instructors using the Saskatchewan Safety Council's forklift program. About 375 participants were trained in their own companies in 1997.

**WHMIS**

WHMIS was very active in 1997 as well. Over 200 students attended 14 courses and 24 instructors were trained in 3 instructor workshops. Over 150 people were trained by in-house instructors as well.

**Work Zone**

Eleven Work Zone Traffic Accommodation courses were delivered to a total of 214 participants in 1997. The results of this course are becoming more visible with more consistent signage in the "orange zones" on our highways.

In addition to the regular programs offered by the Occupation Division, seminars or workshops on popular topics are also offered. This past year, noted sleep researcher Jon Shearer was contracted to present a series of half-day and full-day sessions on shiftwork. A total of 198 participants attended the 6 presentations. Thank you to Producers PipeLines, IPSCO Inc., Consumers' Co-op Refinery/Upgrader Complex and SaskPower for their generous support of the workshops.



## Farm Division

1997 was a year of transition for the Saskatchewan Safety Council's Farm Division.

The year began with a speaker development workshop for the four new recruits that were added to the Farm Safety Team. However, Morris Industries was lost as a sponsor of the team. For most of the year, team members were keeping a low profile, only delivering presentations that had been previously scheduled and not deliberately seeking out new ones. Funding from a Canadian Agriculture Safety Program (CASP) is being used to sustain this program. The Children's Health Foundation is seeking new sponsors for this program on our behalf.

On the positive side, in 1997 the Farm Safety Team delivered presentations to 90 different schools in Saskatchewan and reached approximately 9000 students.

Other division highlights for the year include:

- Being designated the lead agency in promoting National Farm Safety Week in the province. Special promotions included provincial news releases which resulted in numerous interviews with radio, television and print media. Presentations and displays were set up at John Deere Days in Regina, Avonlea and Weyburn. A public service announcement on hearing conservation was produced and distributed to all television and cable stations in the province. The psa aired extensively especially during Farm Safety Week.
- Crystal Zimmer being featured in CBC's nationally broadcast episode of "Country Canada". Crystal is a member of our Farm Safety Team.
- Participation with the Alliance for Agricultural Health and Safety. This agency is responsible for initiating the agriculture health and safety corner at the Western Canada Farm Progress Show and providing booth space for a display at no charge for the Council.
- Representation at the Canadian Coalition for Agricultural Health and Safety Conference held in Victoria, B.C.

## Home and Community Division

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The Council's Home and Community Division had an interesting year as several new initiatives had begun while other "older" programs were maintained.

For the first time, the Home and Community Division participated on a steering committee to plan and organize a major conference. Working together with the Council's Traffic Division to revamp the Traffic Safety Seminar, we hope that the Injury Prevention Symposium for Road, Home and Community will address a broader range of injury prevention issues.

We applied for and received from SGI and the Acquired Brain Injury Pilot Project Community Grant Program funding to bring "Heroes" to Prince Albert in late November, 1998. "Heroes" is a multi-media injury prevention program by the Smartrisk Foundation. SGI has also requested the Council to co-ordinate the "Heroes" program in Melfort, Nipawin and Hudson Bay.

Another new project was the marketing of our new video, "Fire Smart", which completed production in the spring of 1997. Marketing agreements were negotiated with Fire Prevention Canada and the Saskatchewan Professional Fire Fighters Association Burn Unit Fund. These agreements allow the Council to market the video provincially to other provincial safety councils and the National Safety Council in Chicago. To date, 78 copies of the video have been sold. Half of the monies raised from the purchase of the video will be allocated to the Burn Unit Fund.

The second annual Halloween-O-Rama took place in Regina and Saskatoon. This is a fun and safe alternative to "traditional" trick or treating. Many volunteers were needed to help stage this event, and from all reports, they did an excellent job. Approximately 500 children were in attendance.

The division also promoted Summer Safety Week and School Safety Week. For the latter, "Elmer's Road Safety Video" was promoted through flyers distributed by Saskatchewan Education to all the schools in the province. Eighty-six copies of the video have been sold thus far.

The Babysitter Training program continues to be popular. During 1997, 4327 graduates of this program will be ready

to begin the babysitter stage of their earning years.

The Home and Community Division continues to be active with the Saskatchewan Coalition on Bicycle Safety. The coalition has recently upgraded its position paper regarding legislative proposals regarding bicycles and bicycle helmets. The coalition is planning to renew its lobbying attempts directed towards the provincial government and municipalities.

The division also continues to be the provincial co-ordinator of the Block Parent program.

## **Report from the Regina & Area Safety Council**

The Regina and Area Safety Council was inactive in 1997. President David Lapchuk and Secretary-Treasurer Dave Abbey were too occupied with other commitments to plan any activities. However, we are somewhat optimistic we can reactivate the Council in 1998.

Late in 1997 (and early in 1998) we had an indication of several individuals who wished to see a more active Council in Regina. One of these people, Sharon Garratt, has now replaced Joan Lapchuk as our representative to the Board of Directors of the Saskatchewan Safety Council.

*Submitted by Dave Abbey*

## **Report from the Saskatoon & District Safety Council**

Saskatoon & District Safety Council active members are all volunteers. We have two divisions, Traffic and Home and Community. As well, representatives attend the City of Saskatoon Special Traffic Safety Committee meetings and the Bicycle Safety Coalition meetings.

Throughout the year traffic safety education tips were provided to various local media. As well, a presentation was made to a widows support group. Letters of commendation were written to Sherwood Chev-Olds about a child car seat clinic held in the spring of 1997, in response to a letter in the Star Phoenix about parental irresponsibility when transporting children who are not safely restrained, and to MD Ambulance Services Ltd. about their new child car seat clinic service.

The 1997 Annual Meeting featured Deputy Chief Ray Wachter of Saskatoon Fire and Protection Services who spoke about the

water safety measures the department has developed to protect the public on and around the South Saskatchewan River within the City boundaries.

Recommendations about traffic safety concerns at several intersections were passed on to the City Transportation Services Department.

An ad was placed in the 1997 Spring Leisure services guide promoting DDC and MTC. For the first time in our 35 year history, we have a phone book listing and a cell phone number, 227-1185, where we can be readily accessed by the general public.

#### **Traffic Division Report:**

1. DDC courses were taught in May, October, November and March to both the general public and specific businesses with fleets. Seniors driving tips are incorporated in these sessions when a senior is enrolled in a course, instead of offering a separate 55 Alive course.
2. 107 students enrolled in the Motorcycle Training Courses offered between May and July. Sixty-one students were road tested. The instructors have contracted for billboard advertising. Every spring a booth promoting the course is always staffed at the Draggins Rod and Custom Show. Plans are well in hand for the 1998 training season.

#### **Home and Community Division Report:**

1. Conducted a display and made a presentation on prevention of falls in April at a seniors health and safety conference.
2. Gave a prevention of falls presentation to day care seniors at Parkridge Centre.
3. Are continuing to work on a playground safety project with the public health inspectors of the Saskatoon District Health Board.
4. Viewed a CAA Video on seniors safe driving tips.
5. Provided editorial comments to a North Battleford group

who are creating a seniors home safety video.

6. The Bicycle Safety Coalition reported proposals for safety legislation are being prepared.
7. One member participated in the Saskatchewan Safety Council's Halloween-O-Rama in Saskatoon.
8. Several members regularly attended the quarterly Saskatchewan Safety Council's Home and Community Division meetings.

*Submitted by Doug Byers, Chairman*

Saskatchewan Safety Council

**Financial Statements**  
**Year Ended December 31, 1997**

Office of the Provincial Auditor  
Regina, Saskatchewan

## **Management Responsibility for Financial Reporting**

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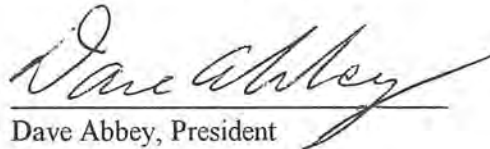
To the members of the Saskatchewan Safety Council:

Management has the responsibility for preparing the accompanying financial statements and ensuring that all information in the annual report is consistent with the statements.

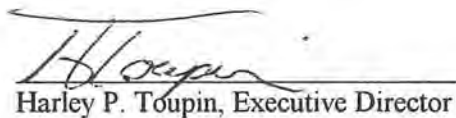
This responsibility includes selecting appropriate accounting principles and making objective judgements in accordance with generally accepted accounting principles.

In discharging its responsibilities for the integrity and fairness of the financial statements and for the accounting systems from which they are derived, management maintains the necessary system of internal controls designed to provide assurance that transactions are authorized, assets are safeguarded and proper records are maintained.

While ultimate responsibility for financial statements lies with the Board of Directors, auditors are appointed. They have full and free access to the records of the Council as well as all staff. These auditors report directly to the members and their report follows.



Dave Abbey, President



Harley P. Toupin, Executive Director

## AUDITOR'S REPORT

To the Members of the Saskatchewan Safety Council

I have examined the Statement of Financial Position of the Saskatchewan Safety Council as at December 31, 1997 and the statements of operations and changes in fund balance and cash flows 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, 1997 and the results of its operations and the changes in its financial position for the year then ended in accordance with generally accepted accounting principles.

Regina, Saskatchewan  
March 2, 1998



W. K. Streliaff, CA  
Provincial Auditor



**SASKATCHEWAN SAFETY COUNCIL  
STATEMENT OF FINANCIAL POSITION  
As at December 31**

	1997	1996
		(Note 10)
<b>ASSETS</b>		
Current assets		
Cash	\$ 308,487	\$ 313,158
Accounts receivable	76,646	43,856
Inventories	24,312	20,345
Prepaid expenses	8,297	8,394
	417,742	385,753
Cash and investments held as appropriated funds (Note 5 & 6)		
Contingency reserve	204,095	86,206
Memorial and other donated funds	25,909	25,656
	230,004	111,862
Capital assets (Note 3)	28,352	32,758
	\$ 676,098	\$ 530,373
<b>LIABILITIES AND FUND BALANCE</b>		
Current liabilities		
Accounts payable	\$ 37,934	\$ 36,492
Unearned revenue	43,317	24,639
	81,251	61,131
Fund balance		
Appropriated (Note 5)	230,004	111,862
Unappropriated (Statement 2, Note 4)	364,843	357,380
	594,847	469,242
	\$ 676,098	\$ 530,373

(See accompanying notes to the financial statements)

**SASKATCHEWAN SAFETY COUNCIL**  
**STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE**  
**Year Ended December 31**

	Budget 1997	Operating 1997	Appropriated Funds 1997	Total 1997	1996
	(Note 9)				(Note 10)
Revenue:					
Safety promotion and research projects (Schedule 1)					
Revenue	\$ 482,700	\$650,087	\$ ---	\$ 650,087	\$ 785,030
Expenditure	<u>(319,885)</u>	<u>(382,716)</u>	<u>---</u>	<u>(382,716)</u>	<u>(682,138)</u>
Net revenue	<u>162,815</u>	<u>267,371</u>	<u>---</u>	<u>267,371</u>	<u>102,892</u>
General operating grants					
Saskatchewan Government Insurance					
Operating	100,000	100,000	---	100,000	100,000
SADD	42,800	---	---	---	85,600
Seatbelt	---	---	---	---	62,000
Highways	21,730	22,000	---	22,000	---
RoadSmart	---	22,765	---	22,765	---
Highways grant	<u>32,600</u>	<u>32,600</u>	<u>---</u>	<u>32,600</u>	<u>65,200</u>
	<u>197,130</u>	<u>177,365</u>	<u>---</u>	<u>177,365</u>	<u>312,800</u>
Other grant revenue	<u>2,000</u>	<u>1,200</u>	<u>---</u>	<u>1,200</u>	<u>1,200</u>
Membership contributions	36,000	36,554	---	36,554	33,018
Other revenue	9,000	12,411	7,975	20,386	32,037
Donations	<u>9,100</u>	<u>17,229</u>	<u>237</u>	<u>17,466</u>	<u>17,334</u>
	<u>54,100</u>	<u>66,194</u>	<u>8,212</u>	<u>74,406</u>	<u>82,389</u>
Total Revenue	416,045	512,130	8,212	520,342	499,281
General operating expenditures (Schedule 2)	<u>(419,294)</u>	<u>(393,337)</u>	<u>(1,400)</u>	<u>(394,737)</u>	<u>(433,196)</u>
Excess of revenue over expenditure	(3,249)	118,793	6,812	125,605	66,085
Fund balance, beginning of year (Note 11)	357,380	357,380	111,862	469,242	300,470
Transfers					
Contingency reserve	---	(111,330)	111,330	---	(8,918)
Memorial and other donated funds	---	---	---	---	(257)
Fund balance end of year	<u>\$ 354,131</u>	<u>\$ 364,843</u>	<u>\$ 230,004</u>	<u>\$ 594,847</u>	<u>\$ 357,380</u>

(See accompanying notes to the financial statements)

**SASKATCHEWAN SAFETY COUNCIL**  
**STATEMENT OF CASH FLOWS**  
**Year Ended December 31**

	<u>1997</u>	<u>1996</u>
		(Note 10)
Cash provided by (used in):		
Operating Activities:		
Excess of revenue over expenditure	\$ 125,605	\$ 66,085
Add (subtract) items not affecting cash:		
Amortization expense	12,857	11,884
Gain on sale of capital assets	<u>---</u>	<u>(649)</u>
	<u>138,462</u>	<u>77,320</u>
Changes in non-cash working capital:		
(Increase) in accounts receivable	(32,790)	(4,947)
Decrease (increase) in prepaid expenses	97	(2,294)
(Increase) in inventories	(3,967)	(940)
Increase (decrease) in accounts payable	1,442	(7,943)
Increase (decrease) in unearned revenue	<u>18,678</u>	<u>(58,617)</u>
	<u>(16,540)</u>	<u>(74,741)</u>
Cash provided by operations	<u>121,922</u>	<u>2,579</u>
Investing Activities:		
Purchase of capital assets and leasehold improvements	(8,451)	(10,549)
Proceeds on disposal of capital assets	---	1,548
Increase in cash and investments held as appropriated funds	<u>(118,142)</u>	<u>(9,175)</u>
	<u>(126,593)</u>	<u>(18,176)</u>
(Decrease) in cash	(4,671)	(15,597)
Cash, beginning of year	<u>313,158</u>	<u>328,755</u>
Cash, end of year	<u>\$ 308,487</u>	<u>\$ 313,158</u>

(See accompanying notes to the financial statements)

**SASKATCHEWAN SAFETY COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**December 31, 1997**

**1. Incorporation of Saskatchewan Safety Council**

The Saskatchewan Safety Council (the Council) is incorporated pursuant to *The Non-profit Corporations Act*, Chapter N-4.1 of the Statutes of Saskatchewan, 1979. The Council is a registered Charity dedicated to preventing injuries and fatalities in the Province.

**2. Significant Accounting Policies**

These financial statements have been prepared in accordance with generally accepted accounting principles. Significant accounting policies are summarized as follows:

a) Capital Assets

Each capital asset purchase costing more than \$500 is capitalized and amortized on a straight line basis over its useful life (5 years). Donated capital assets are recorded at fair market value, and amortized on a straight line basis over their useful lives (5 years).

Leasehold improvements which cost more than \$500 are capitalized and amortized on a straight line basis over the lesser of the useful life of the improvements or the remaining lease term.

b) Safety Promotion and Research Projects - Development Costs

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

c) Safety Promotion and Research Project Expenditures

Expenditures include only direct charges including amortization charges relating to the projects. With the exception of Seat Belt, Students Against Drinking and 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.

d) Unearned Revenue

Unearned revenue represents the cash received for seminars and conferences to be conducted after year end. It also includes funding received for research projects occurring in the following year.

e) Inventory

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

f) Investments

Investments are valued at cost.

3. Capital Assets

	1997		1996	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Office & Safety				
Promotion Equipment	\$ 84,312	\$ 61,956	\$ 22,356	\$ 25,326
Film	924	565	359	544
Leasehold Improvements	15,294	11,401	3,893	5,925
Donated Capital Assets	2,961	1,217	1,744	963
	<u>\$ 103,491</u>	<u>\$ 75,139</u>	<u>\$ 28,352</u>	<u>\$ 32,758</u>

Total amortization expense including amounts classified as project expenditures during 1997 was \$12,857 (1996 - \$11,884).

4. Unappropriated Fund Balance

The unappropriated funds represents the accumulated excess of revenue over expenditure which have not been designated for specific purposes by resolution of the Board of Directors.

5. Appropriated Fund Balance

The appropriated funds consist of cash and the investments shown in Note 6.

- a) **Contingency Reserve.** The contingency reserve is for unforeseeable expenses. The objective of the reserve is to establish a balance of \$200,000. The Council's Reserve Policy requires a minimum of 1% of each month's net income be contributed to the contingency reserve.
- b) **Memorial and Other Donated Funds.** The Council's Memorial Trust Fund Policy requires memorial and other donations, plus interest, to be kept separate from other funds. These are used for special research and safety programs in accident prevention. Certain Council board members have been appointed as trustees to administer these funds.

Changes to the appropriated fund balance during the year are as follows:

	Contingency Reserve	Memorial & Other Donated Funds	Total 1997	Total 1996 (Note 10)
Appropriated fund balance, beginning of year	\$ 86,206	\$ 25,656	\$ 111,862	\$ 102,687
Transfers from (to) unappropriated fund balance:				
Interest	6,559	1,416	7,975	9,817
Net Income	111,330	---	111,330	6,609
Donations	---	237	237	808
Expenditures	---	(1,400)	(1,400)	(8,059)
	<u>117,889</u>	<u>253</u>	<u>118,142</u>	<u>9,175</u>
Appropriated fund balance, end of year	<u>\$ 204,095</u>	<u>\$ 25,909</u>	<u>\$ 230,004</u>	<u>\$ 111,862</u>

## 6. Cash and Investments

Investments consist of term deposits, bond coupons and bonds. Details of their significant terms and conditions and effective interest rates are shown below. The carrying values are essentially the same as the principal values and therefore the effective rates are not materially different from the coupon rates. The fair value of the investments at December 31, 1997 is \$165,789 (1996 - \$117,608).

	1997		1996	
	Carrying Value	Effective Rate	Carrying Value	Effective Rate
Investments due within one year	\$ ---	0%	\$ 8,036	2.8%
Long term investments				
Province of Saskatchewan Savings Bonds				
- Series III, due July 15, 1999	25,075	8.0%	25,075	8.0%
- Series IV, due July 15, 2000	18,200	6.75%	18,200	6.75%
- Series V, due July 15, 2001	33,400	5.5%	28,500	5.5%
- Series VI, due July 15, 2002	53,500	4.0%	---	---
SaskTel Credit Telebond 2, due March 1, 1999	15,000	6.5%	15,000	6.5%
Canada Savings Bonds				
- RS49 Escalator, due Nov. 1, 2006	15,000	6.79%	15,000	7.5%
- CS50 Escalator, due Nov. 1, 2007	1,000	6.0%	1,000	6.0%
- CS51 Escalator, due Nov. 1, 2008	1,000	3.0%	1,000	3.0%
Total long term investments	<u>162,175</u>		<u>103,775</u>	
Total investments	162,175		111,811	
Add cash held as appropriated funds	<u>67,829</u>		<u>51</u>	
Total cash and investments held as appropriated funds	<u>\$ 230,004</u>		<u>\$ 111,862</u>	

## 7. Financial Instruments

A financial instrument is any contract that gives rise to both a financial asset of one party and a financial liability or equity instrument of another party. The Saskatchewan Safety Council has the following financial instruments: cash, accounts receivable, investments, and accounts payable. The following paragraphs disclose the significant financial aspects of these financial instruments.

### a) Significant Terms and Conditions

There are no significant terms and conditions associated with the financial instruments that may affect the amount, timing, and certainty of future cash flows.

### b) Interest Rate Risk

There is no interest rate risk associated with cash, accounts receivable, or accounts payable. Due to the short term nature of the term deposits and bond coupons, the interest rate risk is minimal.

The Council is exposed to interest rate risk from the potential change in value of long term investments due to fluctuations in market interest rates. As market interest rates fluctuate the market value of bonds move in the opposite direction.

### c) Credit Risk

There is no credit risk associated with cash or accounts payable.

The Saskatchewan Safety Council is exposed to credit risk from potential nonpayment of accounts receivable. Most of the Council's receivables are from provincial and federal governments. Therefore, the credit risk related to receivables is minimal.

All of the Council's investments are provincial and federal government term deposits, bond coupons and bonds. Therefore, credit risk for investments is minimal.

### d) Fair Value

For the following financial instruments, the carrying amounts approximate fair value due to the immediate or short-term nature of these financial instruments:

Accounts receivable  
Accounts payable

For investments, fair value is considered to approximate the quoted market values on recognized stock exchange based on the latest bid price.

**8. Commitments**

The Council is committed to future lease payments of \$33,750 for the remaining two years of the six year lease agreement for its office premises.

1998	\$ 16,250
1999	<u>17,500</u>
	<u>\$ 33,750</u>

**9. Budget**

The budget was approved by the Council's Board of Directors.

**10. Comparative Figures**

Certain prior year's figures have been reclassified to conform with the current year's presentation.

**11. Correction of Prior Period Error**

Due to an oversight, the Contingency Reserve Fund has been overstated. The correction has been made retroactively and results in cash increasing and the Contingency Reserve decreasing by \$83,784.

	<u>Unappropriated</u>	<u>Appropriated</u>
Fund balance, beginning of year	\$273,596	\$195,646
Correction of prior period error	83,784	(83,784)
Fund balance, beginning of year as restated	<u>\$357,380</u>	<u>\$111,862</u>



**SASKATCHEWAN SAFETY COUNCIL**  
**SAFETY PROMOTION AND RESEARCH PROJECTS**  
**SCHEDULE OF REVENUE AND EXPENDITURE BY PROJECT**  
**Year Ended December 31**

	Budget 1997 (Note 9)			Actual 1997			Actual 1996
	Revenue	Expenditure	Net	Revenue	Expenditure	Net	Net
			Revenue (Loss)			Revenue (Loss)	Revenue (Loss)
Accident Investigation	\$ 2,000	\$ 900	\$ 1,100	\$ 5,305	\$ 2,481	\$ 2,824	\$ 2,113
Back Power	1,800	800	1,000	4,760	2,953	1,807	767
Bingo/Nevada	4,000	3,000	1,000	14,193	999	13,194	12,055
Brighter Futures	16,125	15,500	625	11,787	2,533	9,254	3,760
Buckle-Up Baby	---	---	---	---	2,218	(2,218)	(1,347)
Defensive Driving Program	27,750	18,350	9,400	48,020	29,804	18,216	7,120
Drug Strategy	---	---	---	---	---	---	(8,255)
Farm Safety Program	67,000	41,650	25,350	40,607	10,957	29,650	14,837
Fire Control School Program	17,900	8,700	9,200	18,620	8,463	10,157	9,130
First Aid Program	---	---	---	13,733	11,248	2,485	---
Fork Lift Program	23,625	6,625	17,000	38,541	11,696	26,845	16,797
Home Babysitting Course	14,200	9,210	4,990	18,871	6,702	12,169	14,841
Industrial Safety Seminar	120,000	70,000	50,000	113,421	58,282	55,139	47,215
Motorcycle Course	9,400	4,525	4,875	16,812	11,854	4,958	4,585
Occupation Program	100	3,400	(3,300)	28,945	16,759	12,186	6,281
Operation Lifesaver	7,700	7,400	300	7,588	1,172	6,416	5,905
Professional Driver's Instructor Course	11,800	8,860	2,940	9,172	3,918	5,254	1,619
Road Smart Program	---	---	---	---	22,765	(22,765)	---
SADD Program	22,075	28,660	(6,585)	28,612	20,428	8,184	(40,289)
Safety City	---	---	---	---	5,066	(5,066)	---
School Bus Project	6,750	3,380	3,370	6,471	3,044	3,427	1,934
Seat Belt Campaign	---	---	---	---	(320)	320	(37,969)
Senior's Program	6,800	3,510	3,290	1,117	2,776	(1,659)	(1,872)
Snowmobile	---	---	---	30,284	19,992	10,292	1,041
Survival Program	11,925	8,925	3,000	7,619	4,759	2,860	1,212
Traffic Safety Program	72,000	61,000	11,000	111,907	88,918	22,989	12,383
Workplace Hazardous Materials Information Systems	8,200	750	7,450	17,006	4,570	12,436	9,428
Workzone Course	22,300	6,850	15,450	43,818	18,842	24,976	22,539
Other	9,250	7,890	1,360	12,878	9,837	3,041	(2,938)
	<u>\$ 482,700</u>	<u>\$ 319,885</u>	<u>\$ 162,815</u>	<u>\$ 650,087</u>	<u>\$ 382,716</u>	<u>\$ 267,371</u>	<u>\$ 102,892</u>

**SASKATCHEWAN SAFETY COUNCIL**  
**SCHEDULE OF GENERAL OPERATING EXPENDITURES**  
**Year Ended December 31**

	Budget <u>1997</u>	Actual <u>1997</u>	Actual <u>1996</u>
	(Note 9)		
Salaries	\$ 323,744	\$ 295,825	\$ 336,786
Rent	25,260	28,559	27,740
Office and equipment maintenance	12,540	12,251	12,789
Council van	—	1,006	9,185
Office supplies	11,160	3,771	7,831
Insurance premiums	5,200	4,726	5,154
Postage and express	6,880	3,888	5,093
Other	3,040	7,808	6,172
Memberships	6,790	10,087	4,638
Fundraiser	3,200	3,336	3,433
Amortization expense	—	3,038	2,242
Utilities	4,220	2,434	2,649
Travel	1,500	1,540	1,528
Conference and meetings	3,500	5,793	4,063
Memorial trust expenses	7,000	1,400	500
Advertising and publicity	3,700	8,160	3,125
Equipment purchases	<u>1,560</u>	<u>1,115</u>	<u>268</u>
Total general operating expenditures	<u>\$ 419,294</u>	<u>\$ 394,737</u>	<u>\$ 433,196</u>