



2000 ANNUAL REPORT



*Working Together to Achieve
a Safe Saskatchewan*

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What Is The Saskatchewan Safety Council?

The Saskatchewan Safety Council is a non-government, non-profit charitable organization dedicated to the prevention of injuries and fatalities in this province. Injury prevention has been our focus since 1955.

Why are we needed? Injuries are a leading cause of death, disability and years of life lost, especially younger age groups. Consider these startling facts:

- Saskatchewan residents are second only to the Northwest Territories and Yukon for being injury prone, according to a report from the Canadian Institute for Health Information. Nationally, 62 people per 10,000 were admitted to hospital for injuries in 1998-99. In Saskatchewan, the number is 96.2. The rate for the Yukon and Northwest Territories combined is 116. Nova Scotia had the lowest rate at 51, slightly better than Ontario with 52.
- In Saskatchewan, children 1-4 and 15-19 years of age have the highest rates of injury death for children among all provinces in Canada. For children 5-9 and 10-14 years of age, Saskatchewan ranks second-highest among the provinces.
- Injuries are the number one cause of death and hospitalization for persons under 45 years of age.
- The economic burden resulting from all injuries has increased from \$11 billion in 1986 to \$14 billion in 1993.
- While increasing attention has been given to injury as a critical public health issue, the vast majority of our health care resources are directed at treating injuries rather than preventing them. Only 1% of Canadian research dollars go to study injury prevention.

By educating and informing, and by promoting safe policies and practices, the Saskatchewan Safety Council is committed to making this province a safer place in which to live, work and play. We invite you to work with us in creating a safe Saskatchewan.

Saskatchewan Safety Council History

The evolution of the Saskatchewan Safety Council began on November 15, 1955 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. Mr. Fines recognized the need for a safety agency that was independent from government and able to tap into a broader range of expertise. This became the basis for the Saskatchewan Safety Council vision. Mr. Fines initiated the process by calling 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 Public. 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 has approximately 500 members representing business, industry, government, organizations, and other groups and individuals. The Council offers over forty 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 various backgrounds.

The Council is supported financially by annual membership contributions, corporate and government sponsorship and 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 the Board of Directors. Council programs are administered by staff located in Regina, Saskatchewan.

Saskatchewan Safety Council Programs

The Saskatchewan Safety Council is dedicated to providing quality safety education and services for the people of Saskatchewan. Our offerings reflect the collective experience of our members and staff, making us one of the most respected safety and health authorities available. We are here to help. For more information please contact (306)757-3197 or email info@sasksafety.org.

Occupation Division:

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

Traffic Division:

- Annual Injury Prevention Symposium
- Community Traffic Safety Program
- Defensive Driving Course (DDC)
- DDC Instructor Course
- Driving Assessment Program (In Vehicle)
- 55 Alive
- Motorcycle Training
- Operation Lifesaver
- Professional Driver Improvement Course (PDIC)
- PDIC/DDC Instructor Course
- School Bus Driver Training
- Snowmobile Safety Course
- Winter Survival

Farm Division:

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

Home & Community Division:

- Babysitter Training
- Bicycle Safety
- Buckle Up Bby
- Elmer's Road Safety Video
- Fire Smart Video
- Home Safety for Seniors

Visit Our Web Site

www.sasksafety.org

- *Council Information*
- *Membership Information*
- *Courses and Programs*
- *Contact Staff*

Or ask for our free
Resource Guide

2000 - 2001 Executive and Board of Directors

President:	Joanne Hader Health Services Utilization Research Commission Saskatoon, Saskatchewan
Past President:	Dave Abbey, Regina, Saskatchewan
1st Vice President:	Dennis Harrison SaskTel, Regina, Saskatchewan
2nd Vice President:	Warren Bobbee SaskTel, Regina, Saskatchewan
Treasurer:	Byron Pointer SaskTel, Regina, Saskatchewan
Secretary:	Harley Toupin Saskatchewan Safety Council, Regina, Saskatchewan
Executive Members:	Wayne Summach Cameco Corporation, Saskatoon, Saskatchewan Naidene Thompson, Regina, Saskatchewan
Dr. Ronald Ailsby Sask. Medical Association, Regina, SK	Jim Berg University of Saskatchewan, Saskatoon, SK
Donna Brewer Sask. Labour, Regina, SK	Lorraine Bucsis North Valley Safety Council, Yorkton, SK
Joseph Chan Transportation Centre, Saskatoon SK	Ed Engele City of Weyburn, Weyburn, SK
Sharon Garratt Regina Health District, Regina, SK	S/Sgt. Chris Kaiser Battlefords Safety Council, North Battleford, SK
Lyle Karasiuk Parkland Ambulance, Prince Albert, SK	Corp. Al Knibbs RCMP, North Battleford, SK
Jack Lax Regina, SK	Jack Mathieson IPSCO Inc., Regina, SK
Doug Pawson SAHO, Regina, SK	Ken Pielak TransGas Limited, Regina, SK
Doug Simon SaskPower, Regina, SK	Craig Sluser Enbridge Pipelines, Edmonton, AB
Steve Wallace Heavy Construction Safety Assoc., Regina, SK	Jon Wyatt Sask. Highways & Transportation, Regina, SK

Council Staff

Executive Director:	Harley Toupin
Director of Operations:	Dianne Wolbaum
Accounts Manager:	Dianne Molnar
Communications Co-ordinator:	Linda Saliken
Farm Safety Promotions Administrator:	Patrick Kurtz
Occupational Safety Co-ordinator:	Will Putz
Traffic Safety Co-ordinator:	Randy Poole
Community Traffic Safety Administrator:	Jacquie Stark
Power Pac Program:	Judy George
Program Consultant:	Bob Mitchell
Chief Master Instructor/Administrator, Snowmobile Safety Program:	Peter Huebner
Project Manager, Safety Centre:	Al Hackman
Administrative Assistant:	Lynn Evans
Receptionist/Secretary:	Lynda Carlson
Part-time Secretary:	Enid Young

President's Message

It is again my honour to submit the President's report to the members of the Saskatchewan Safety Council. I won't deny it makes me a bit sad knowing it is my last. That said, I am really looking forward to imparting my learned wisdom as one of the august group of SSC past-presidents.

Last year I had the opportunity to tell you about all the new and exciting activities at the Council. Many have continued into this year, including our production of the updated Safety Resource Guide and the Saskatchewan "Safety Centre of Excellence" developmental activities. As you may recall, the concept of the centre is one site where safety training will be centralized in the province. In addition to providing industrial safety training, the site will house space for training courses for all the divisions, including a children's safety village. The site also will have classroom and office space for the SSC and other safety-related organizations.

This past year also saw:

- Two more off-site board meetings at the SAHO and SGI boardroom. Thanks to our hosts at both locations. Once again, give us the nod and we will be glad to return.
- The return of Dr. Robert Conn to Saskatchewan as a featured speaker at the Home and Community and Traffic Divisions' Injury Prevention Symposium held in October in Saskatoon.
- As anticipated, all previous attendance records broken by the 28th Annual Industrial Safety Seminar held in February in Regina.
- The acceleration of changes around the SSC office, with the launch of the SSC website www.sasksafety.org.
- The appointment of a part-time project manager, Al Hackman, to move the Centre of Excellence project into high gear.

In the next year we should see a lot of activity on the Safety Centre with Al charting our course. We are looking forward in anticipation to the new format, revamped, Injury Prevention Symposium, [date location held with the travellers get info from Randy]. Hopefully we will also see some new exciting initiatives coming from the Home and Community Division.

In closing, I would like to acknowledge the hard work of the Safety Council staff and volunteers that make all the council programs a success. Thank you. I look forward a continued association with you in the coming years.

Joanne Hader, President

Executive Director's Message

Since its inception in 1955, the Saskatchewan Safety Council has taken great pride in the programs and services it has offered, training thousands of people in injury prevention. In the year 2001, the Council is poised to begin a new era, carrying on a proud tradition of providing health and safety education services to the people of Saskatchewan.

The year 2000 was a year of looking back to where we were and looking forward to where we are going. This has resulted in the Council revamping programs such as our Babysitting Course, taking a new direction in the delivery of farm safety programs, and developing new programs and partnerships with the corporate world.

Occupational safety training continued to be the focus of our program delivery in 2000, with increased training in many programs.

The Council embarked on the biggest project in its 45 year history, the development of a state-of-the-art multifaceted training facility that would house the Safety Council and enable us to offer a wide range of safety programs. Stay tuned as we proceed on this initiative.

We developed a partnership with the Royal Bank and CAA Saskatchewan to deliver defensive driving courses for seniors throughout the province. The interest shown in this program has been beyond our expectations.

With assistance from SaskPower, our very successful farm safety program, Power Pac, has been expanded to include the development of an urban component which our teen safety ambassadors will begin to deliver in 2001.

Continuous review and development is essential to ensure our members and clients receive the best safety training that is available, which will assist them in developing the skills and attitudes needed to prevent injury. We plan to focus our energies in these areas over the next year.

I would be remiss if I did not acknowledge the hard work of the Board, volunteers and staff that make our programs a success. I would also like to take this opportunity to thank our outgoing president, Joanne Hader, for her support and expertise. It gives me great pleasure in being able to work with such a fine group of people who are so dedicated and willing to help us reach our goals. I am proud of our accomplishments in 2000 and look forward to capitalizing on the opportunities that await us. Thank you for your confidence and support.

Harley Toupin, Executive Director

Division Reports

Traffic Division:

The Traffic Division had a busy and productive year in 2000.

The Traffic Division Committee met three times in 2000. The Management Committee consisted of Chairman Dave Bodnar, Shannon Ell, and Dennis Harrison. Activities for the year included a review of division programs, completion of a traffic resource guide, promotion of the traffic safety award, discussion and follow up on cellular phones, snowmobile safety, recreational vehicles, graduated licensing and the orange zone.

The Injury Prevention Symposium was held October 11 – 13, 2000. This is the first year it wasn't held after the Industrial Safety Seminar. Although attendance didn't increase, it was felt the move was a good one. Next year's conference – "Roads, Routes and Responsibilities" – will be held August 26 – 29, 2001 in Regina in conjunction with the Western Canada Traffic Association's annual meeting. It is expected to have approximately 250 delegates and a trade show.

Once again the Snowmobile Safety Course was extremely popular – over 80 courses with 100 – plus instructors across the province. New initiatives included a new 2000 student manual, a greater effort to promote the safety course in the north, and developing quality instructors by instructor assessments. The successful relationship with the Saskatchewan Snowmobile Association and SGI ensures that the program operates very effectively. Promotion of the course continues to be a priority for the program.

The Motorcycle Training Program sponsored by the Saskatchewan Safety Council and the Saskatoon and District Safety Council offered 20 courses. The course length was a minimum of 22 hours. There were 291 participants with 125 tested and qualified with the M endorsement. The "Ride On" motorcycle fundraiser raised approximately \$2800. New fundraising initiatives are being investigated for future years. It is important that the Safety Council develop a motorcycle replacement strategy.

The 55 Alive senior driver refresher program received \$10,000 sponsorship from the Royal Bank and CAA Saskatchewan to deliver courses across the province. The courses will begin in February 2001 and will be offered at no charge to groups willing to host them. In 2000, five courses were delivered.

The Operation Lifesaver program had one committee meeting in 2000. The Safety Council was involved in the following activities:

- Working with the Department of Education and driver educators in getting resource materials (i.e. videos into school libraries).
- Snowmobile Safety Week concentrated on railroad safety.
- Continued railroad safety in snowmobile safety courses.
- Lobby campaign for reflective material on the back of crossbuck signs and posts.
- Operation Lifesaver activity booklets remains popular for students and as handouts at trade shows.

The main objective of the Operation Lifesaver Committee is to develop promotional activities for railroad safety.

The driving programs include Safe Winter Driving, Defensive Driving and In-Vehicle Assessments. There were 56 Defensive Driving courses in 2000. We are currently working with SGI and drivers who are mandated to take a DDC. This has been very successful and we are getting some very positive feedback. We are also offering programs for grade 11 and 12 students in the Northwest Health District and Outlook School Division. We hope to get other school divisions involved as well.

Other activities included school bus safety promotion campaign, the development of a new school bus manual, the maintenance of PDIC and DDC Instructor courses and No Zone.

Occupation Division:

The major project of the Occupation Division was the 27th Annual Industrial Safety Seminar which was held on February 7 - 9, 2000. The event has grown steadily since 1991. Because of the steady increase in attendance, there are no hotels in Regina or Saskatoon large enough to host the event, so in 2000, the 27th annual show was moved to the Centennial Auditorium in Saskatoon.

The move proved to be a good choice, and with the extra space, the Industrial Safety Seminar has grown to be the largest show of it's type in western Canada. A total of 619 registered delegates attended a total of 20 educational sessions. In addition, 41 different agencies and companies displayed their products and services in a total of 53 display booths.

Educational sessions included presentations on topics such as Disease Transmission, Stress, Shiftwork Hazards and Ergonomics. Presentations on the Swiss Air 111 Crash, Drug & Alcohol Testing and Legal Issues were also well attended. Keynote presentations were

delivered by Dr. Louis Francescutti, who spoke on the importance of funding research on injury reduction, Tim Vandenbrink, who delivered a lively presentation on fire prevention and the importance of safe attitudes and Chris Johnson (a.k.a. Dr. Laugh) who closed the conference with a humorous session on the importance of keeping humour in our lives.

With the continued growth of the event, a larger and larger amount of staff and volunteer time is going into it's production. In 2000, over 1200 hours of staff and volunteer time were dedicated to the show. The Industrial Safety Seminar is currently the Saskatchewan Safety Council's largest single project.

A special "Thank You" is extended to the steering committee, the sponsors, the delegates and the displayers for helping keep the Industrial Safety Seminar one of the premier safety shows in Canada.

The second major area of activity for the Occupation Division was fee for service program delivery. Programs experienced an increase of over 25% overall over 1999. A total of 179 training courses were offered throughout the province with a total of 1520 participants. The following is a listing of the courses and participants:

Work Zone Traffic Accommodation Supervisor	13 courses	320 participants
Transportation of Dangerous Goods	4 courses	18 participants
Workplace Hazardous Materials Information System	19 courses	193 participants
WHMIS Instructor	1 course	8 participants
First Aid/CPR	9 courses	173 participants
Forklift Operation (Council delivered)	16 courses	99 participants
Forklift Operation (in-house delivered)	104 courses	487 participants
Forklift Instructor	5 courses	25 participants
Fire Control School	2 courses	24 participants
Fire Fighting with Hand Portables	1 course	17 participants
Introduction to Fire Extinguishers	4 courses	148 participants
Spring Training	1 series	8 participants

Additional Activities:

1. In 2000, the Council began to seriously pursue the Safety Centre of Excellence project. The Occupation Division took part in some of the initial meetings and negotiations with various companies and agencies in an effort to secure support for the project. It is anticipated that the Occupation Division will continue to play a key role in this exciting project.
2. North American Occupational Safety & Health Week continues to grow each year and the Saskatchewan Safety Council, Occupation Division again played a key role. The kick off event in May 2000 was a demonstration of the "skid monster". This is a device that converts a conventional front wheel drive vehicle

into a skid simulator. When the device is activated by the instructor, the vehicle simulates a skid.

Various government and non-government agencies and all 3 television stations attended the event. Many of the attendees, including the Minister of Labour, were able to drive the simulator and improve their driving skills.

A special thank you is extended to the Manitoba Safety Council for their assistance with this project.

3. The Occupation Division continued negotiations with the Workers' Compensation Board in an effort to secure ongoing funding and possible joint ventures.
4. The Division also participated on various committees to investigate possible training opportunities and expanding the division's training capabilities.

Farm Division:

With the backing of SaskPower and Saskatchewan Labour, the Power Pac farm safety team has emerged as the leading program directed by the Farm Division.

The Power Pac program originated as a way to help reduce the toll of injuries and fatalities on our farms. Every year an average of 20 people die on Saskatchewan farms – almost one person every two weeks and every year approximately 600 are injured.

One major part of our farm safety strategy has been to develop the Power Pac team. This innovative group of teen speakers is recruited from across the province and trained to give farm safety presentations to students from kindergarten through high school. They are highly effective safety ambassadors and we have found that "students teaching students" is an excellent way to communicate the safety message. Seventy-five schools from all across the province have requested visits with over 190 presentations and 8500 students reached. School packages were also prepared by the Safety Council with a wide variety of farm safety materials for teachers and students and left at each school by Power Pac members.

Other division highlights:

- In co-operation with SARM, the division has been actively campaigning to have all railway crossing crossbucks better reflectorized. We are pleased that CP Rail will be conducting a pilot project in the spring of 2001.
- The division participated in displays at Agribition and the Western Canada Farm Progress Show, and was involved in Farm Safety Week and other promotions.

- A new full-time farm safety promotions position was created with funding from the CASP program. Patrick Kurtz was hired as the Farm Safety Promotions Administrator in January 2001.

The challenge of the future is to nurture growth in this division, to ensure continued support of present programs, to evaluate what we do well and to determine what we could be better at.

Home and Community Division:

The Home and Community Division highlights for 2000 included continued popularity of long established programs and partnerships with other agencies in safety related endeavours:

- The development of an Urban Safety program is in the works with assistance from SaskPower. Overheads and information on injury prevention has been compiled. Topics include electricity, falls, burns, water, playgrounds, sports, vehicles, and fire. This program will be piloted in Regina with 9 students trained to deliver these presentations. There are plans to expand this program to other urban centres in the province in the fall of 2001.
- Long established programs such as the Babysitter Training program and Elmer's Road Safety Video distribution continue to do well. In 2000, a complete review of our popular Babysitter Training program took place. This resulted in revisions to the course and materials. A launch of the new babysitting program is planned for 2001.
- As an active partner with the Regina Health District's Injury Prevention Partners, the Division helped in organizing a "Walk a Child to School Day". This event encourages schools and residents to take an active role in teaching children about traffic safety and to promote physical activity for a health future.
- Opportunities to revitalize the On Your Own program are being investigated.
- Media interviews were given on many safety related topics. We have developed excellent relationships with the media and look forward to further opportunities in 2001.
- The Division continued its representation with the Saskatchewan Coalition for Bicycle Safety and the Regina School Pedestrian Traffic Safety Committee.

A review of the Home & Community Division mandate and direction for the future is planned for 2001.

Memorial Trust Fund

One of the Council's lesser known programs in the Memorial Trust Fund.

The fund was established approximately 25 years ago, following a tragic farm incident that resulted in a death, and the people in the victim's community made donations to the Council.

A trust fund was established and each year the revenue generated from donations, interest income and fundraising activities is distributed. The major fundraiser for the Memorial Trust Fund is the Council's annual Christmas Silent Auction. This year it raised over \$1800.

A bequest was given to the Council's Memorial Trust Fund. This \$2,000 came from the Dorothy Christie in memory of her father, the late J.A. Christie. Mr. Christie was actively involved in the Safety Council and the promotion of traffic safety in Saskatchewan in the late 1950's and 60's.

Each year the Council also puts out a call for proposals to groups or individuals who want to develop a safety-related project. The Council's policy is to disperse up to 80% of the fund's revenue. Based on 2000's revenue, \$5250 will be dispersed in the year 2001 to the following agencies:

- Deshayes School Playground Improvement Project (Regina) - \$2000 to upgrade their present equipment and grounds.
- River Bend Industries (Prince Albert) - \$750 to train 10 people in First Aid.
- Village of Roche Percee - \$1000 to upgrade their fire fighting capabilities.
- St. John Ambulance - \$1500 to assist in their pilot project "First Aid on the Farm".

In the calendar year 2000, \$2500 was distributed as follows:

- The Saskatchewan Council for Water Safety - \$500 towards the publishing of a calendar of water safety programs.
- The Canadian Red Cross - \$1000 for the training of 10 Saskatoon school lunchroom attendants in First Aid and CPR.
- The Saskatchewan Aboriginal Injury Prevention Program - \$1000 towards the organization of a May 2000 conference entitled "A Journey: Strengthening Aboriginal Communities Through Injury Prevention".

Report from the Weyburn & Area Safety Council

This year our Council of twelve members had a good year promoting safety in our community. The following is a summary of the activities our Council participated in over the year:

- **Fundraisers.** Our annual fundraiser is the magic and variety show co-sponsored by the Council and the Weyburn Police Service in January which raised \$1200.
- **Injury Prevention Presentation – Dr. Louis Francescutti.** Our Council brought Dr. Louis Francescutti to give an injury prevention presentation on May 9 to the public and to our local Comprehensive students. We want to thank the following financial sponsors for making this possible: SaskPower, Jerry Mainil Ltd., Pan Canadian, SaskEnergy, Southeast Community College and Acquired Brain Injury.
- **School Bicycle Rodeo.** Our Council wants to thank the Weyburn Police Service for doing a great job with encouraging bicycle safety in the schools. This is an annual event which encourages safe bicycling by all students.
- **Safe Kids Canada Week (May 29 – June 4).** Our Council again participated in this national program with this year's theme "Playground Safety" being taken seriously. The Council gave a donation of \$250 to each of the three local playground areas to help install new play structures.
- **KISS (Kids in Safety Seats).** Our Council helped sponsor this year's clinic on May 27. A total of 54 car seats were checked, only 8 were installed properly. Helmets and a new car seat were given away as prizes.
- **Heroes Program (November 24).** Our Council helped to jointly sponsor with Pan Canadian, Weyburn Comprehensive School and Human Resources Department of Canada the Heroes program to about 1050 students.
- **Red Wing Tickets.** This year in December the Weyburn Police Service handed out free Red Wing tickets to anyone showing good driving practice. A total of 50 tickets were donated by our local Weyburn Red Wings hockey team.
- **SADD.** Our Council participated with this promotion by asked local business to hand out ribbons to customers. Five hundred ribbons were given out.

Our local Council had a successful year and we are working on new ideas for next year.

Ed Engele, Chairman, Weyburn & Area Safety Council

Report from the Saskatoon & District Safety Council

The volunteers of the Saskatoon and District Safety Council have had another successful year. Some programs and activities continued from other years and others were begun. We thank the City of Saskatoon for providing space for our meetings and for an annual grant. We also thank the Saskatchewan Safety Council for its support and encouragement. Our activities included:

- **Defensive Driving Courses.** It has been a very busy year for the instructors. Fortunately, one has returned and we have a new person. Many courses have been given – guess is 100. This increase is thanks to the SGI Driver Improvement Program, Ag Canada and some other commercial enterprises. Many of the courses have been held at the office of Butler Byers Insurance. To show our appreciation, the S&DSC placed an ad in the Star Phoenix thanking them for their contribution.
- **Motorcycle Training Course.** Ten courses were held with one in Swift Current. 153 students passed the course and 96 were tested for M endorsement with 95 passing. We were pleased that three Saskatoon instructors were able to take training in Ottawa. Syd Petersen is now Chief Instructor and plans are underway for next year.
- **55 Alive Mature Driving Course.** With funding from CAA and the Royal Bank of Canada arranged by the Saskatchewan Safety Council, the Saskatoon Council held 3 courses (75 students) with cooperation from the Saskatoon Council on Aging, McClure United Church and McClure Place. There is a great demand for the course and we will continue to offer them. We are lucky to have a new member, Al Reichert, who has coordinated and taught these courses.
- **Bicycle Helmet Use.** A survey of cyclists and their helmet use was done in partnership with the MVA, City of Saskatoon, Saskatchewan Institute on Prevention of Handicaps and Saskatoon District Health.
- **Playgrounds.** Our direct involvement with the playground workshop project has ended although we are still part of the broad consultation group. Partnering with the Institute on Prevention of Handicaps, the workshop workbook has been revised and will be used across the province this summer to provide training on playground inspection.
- **Community Involvement.** Marion Dutton has assisted with car seat clinics and attended the Injury Prevention Symposium on our behalf.

Neil Ledray is the speaker at our Annual Meeting in April 2001. He will be talking about Saskatoon Kiwanis safety projects, Safety City and Grade 10 CPR and First Aid.

Ruth Robinson, President, Saskatoon & District Safety Council

Saskatchewan Safety Council

Financial Statements
Year Ended December 31, 2000

Office of the Provincial Auditor
Regina, Saskatchewan

Management Responsibility for Financial Reporting

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.



Joanne Hader, President



Harley P. Toupin, Executive Director



Provincial Auditor Saskatchewan

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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, 2000 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, 2000 and the results of its operations and its cash flows for the year then ended in accordance with generally accepted accounting principles.

Regina, Saskatchewan
March 2, 2001

Fred Wendel, CMA, CA
Acting Provincial Auditor

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

	<u>2000</u>	<u>1999</u>
ASSETS		
Current assets		
Cash	\$ 359,428	\$ 262,254
Temporary investments and accrued interest	129,818	160,625
Long-term investments due within one year	26,000	44,200
Accounts receivable	24,520	28,236
Inventories	14,505	18,815
Prepaid expenses	<u>14,034</u>	<u>9,650</u>
	<u>568,305</u>	<u>523,780</u>
Long-term investments	<u>210,304</u>	<u>184,682</u>
Capital assets (Note 6)	<u>32,577</u>	<u>16,081</u>
	<u>\$ 811,186</u>	<u>\$ 724,543</u>
LIABILITIES AND FUND BALANCE		
Current liabilities		
Accounts payable	\$ 32,925	\$ 25,901
Contingent liability (Note 12)	18,000	—
Accrued salaries and benefits	41,127	42,258
Deferred revenue (Note 9)	<u>120,421</u>	<u>63,320</u>
	<u>212,473</u>	<u>131,479</u>
Fund balance		
Appropriated (Note 3)	260,478	256,098
Unappropriated (Note 5) (Statement 2)	<u>338,235</u>	<u>336,966</u>
	<u>598,713</u>	<u>593,064</u>
	<u>\$ 811,186</u>	<u>\$ 724,543</u>

(see accompanying Notes to the Financial Statements)

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

	Budget 2000 (Note 11)	Operating 2000	Appropriated Funds 2000	Total 2000	Total 1999
Revenue:					
Safety promotion and research projects	\$ 589,118	\$ 483,173	\$ —	\$ 483,173	\$ 492,523
General operating grants					
Saskatchewan Government Insurance					
Operating	100,000	100,000	—	100,000	100,000
Snowmobile	20,000	10,000	—	10,000	15,000
RoadSmart	56,000	56,000	—	56,000	54,400
Dept. of Highways	10,000	10,000	—	10,000	10,000
Other grant revenue	30,500	84,226	—	84,226	87,344
Membership contributions	41,000	40,419	—	40,419	36,036
Investment income	19,800	21,099	13,723	34,822	27,854
Other revenue	22,400	32,965	—	32,965	45,489
Donations	9,000	25,205	4,133	29,338	47,010
Total Revenue (Schedule 1)	897,818	863,087	17,856	880,943	915,656
Expenses:					
Advertising and Publicity	40,460	32,996	—	32,996	42,372
Amortization	4,180	8,306	—	8,306	9,560
Bad Debt	—	—	—	—	7,715
Bingo	—	8,400	—	8,400	15,356
Conferences and Meetings	82,350	62,548	—	62,548	55,855
Equipment, Maintenance and Supplies	43,960	56,025	—	56,025	53,091
Insurance Premium	8,500	7,893	—	7,893	7,019
Memorial Trust	—	—	2,500	2,500	2,200
Other	6,925	23,236	—	23,236	2,983
Printing and Postage	33,440	25,806	—	25,806	18,885
Professional fees	57,060	38,578	—	38,578	66,974
Memberships	1,300	2,004	—	2,004	1,755
Rent	43,273	46,843	—	46,843	26,860
Salaries	399,629	400,647	—	400,647	377,104
Travel	39,850	45,697	—	45,697	62,617
Utilities	16,820	12,068	—	12,068	12,850
Vehicle	9,380	9,245	—	9,245	9,760
Instructor fees	90,200	65,797	—	65,797	75,282
Program Development and Supplies	19,700	26,705	—	26,705	43,131
Total expenses (Schedule 1)	897,027	872,794	2,500	875,294	891,369
Excess (deficiency) of revenue over expenses	\$ 791	(9,707)	15,356	5,649	24,287
Fund balance, beginning of year		336,966	256,098	593,064	568,777
Transfers					
Contingency reserve (Note 3(a))		10,976	(10,976)	—	—
Fund balance, end of year		\$ 338,235	\$ 260,478	\$ 598,713	\$ 593,064

(see accompanying Notes to the Financial Statements)

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

	<u>2000</u>	<u>1999</u>
Cash flows from:		
Operating Activities:		
Excess of revenue over expenses	\$ 5,649	\$ 24,287
Add (subtract) items not affecting cash:		
Amortization expense	<u>8,306</u>	<u>9,561</u>
	<u>13,955</u>	<u>33,848</u>
Changes in non-cash working capital:		
Decrease in accounts receivable	3,716	32,809
(Increase) in prepaid expenses	(4,384)	(3,331)
Decrease in inventories	4,310	8,838
Increase (decrease) in accounts payable	7,024	(2,108)
(Decrease) increase in accrued salaries and benefits	(1,131)	14,783
Increase in deferred revenue	57,101	27,611
Increase in contingent liabilities	<u>18,000</u>	<u>—</u>
	<u>84,636</u>	<u>78,602</u>
Cash provided by operations	<u>98,591</u>	<u>112,450</u>
Investing Activities:		
Purchase of capital assets and leasehold improvements	(24,805)	(1,136)
Purchase of long-term investments	(173,278)	(111,716)
Sale of long-term investments	147,659	61,600
Decrease (increase) in temporary investments	30,807	(90,641)
Decrease in long-term investments due within 1 year	<u>18,200</u>	<u>25,075</u>
	<u>(1,417)</u>	<u>(116,818)</u>
Increase (decrease) in cash	97,174	(4,368)
Cash, beginning of year	<u>262,254</u>	<u>266,622</u>
Cash, end of year	<u>\$ 359,428</u>	<u>\$ 262,254</u>

(see accompanying Notes to the Financial Statements)

**SASKATCHEWAN SAFETY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
December 31, 2000**

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) Revenue Recognition

The Saskatchewan Safety Council uses the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue of the appropriate fund in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue of the appropriate fund when received or receivable if the amount to be received can be reasonably estimated and collection can be reasonably assured.

b) Fund Accounting

Revenues and expenses related to program delivery, membership, and administration activities are reported in the operating fund.

Revenues and expenses related to donations, special research and safety programs are reported in the appropriated funds. See also note 3.

c) 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.

d) **Safety Promotion and Research Projects - Development Costs**

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

e) **Safety Promotion and Research Project Expenditures**

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

f) **Deferred Revenue**

Deferred 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.

g) **Inventory**

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

h) **Investments**

Investments are valued at cost.

3. Appropriated Fund Balance

The appropriated funds consist of cash and the investments shown in Note 4.

- a) **Contingency Reserve.** The contingency reserve is for unforeseeable expenses. The objective of the reserve is to maintain a balance of \$200,000. Up to 15% may be invested in low risk, high quality, non-guaranteed investments.
- 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 2000	Total 1999
Appropriated fund balance, beginning of year	\$ 206,286	\$ 49,812	\$ 256,098	\$ 227,370
Transfers from (to):				
Unappropriated fund balance	(10,976)	—	(10,976)	(8,497)
Interest	10,822	2,901	13,723	10,502
Donations	—	4,133	4,133	28,923
Expenses	—	(2,500)	(2,500)	(2,200)
Appropriated fund balance, end of year	<u>\$ 206,132</u>	<u>\$ 54,346</u>	<u>\$ 260,478</u>	<u>\$ 256,098</u>

4. Investments

Investments consist of term deposits, bond coupons, bonds, and low risk, high quality, non-guaranteed investments. 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, 2000 is \$365,960 (1999 - \$388,702).

	2000		1999	
	Carrying Value	Effective Rate	Carrying Value	Effective Rate
Temporary investments	<u>\$ 129,818</u>	—	<u>\$ 160,625</u>	—
Long-term investments due within one year	<u>26,000</u>	6.05%	<u>44,200</u>	4.43-9%
Bonds				
Province of Saskatchewan				
Callable bond due December 1, 2002	—	—	7,991	13%
- Series V, due July 15, 2001	—	—	33,400	5.5%
- Series VIII, due July 15, 2004	14,500	5.75%	103,200	5%
- Series IX, due July 15, 2005	172,600	5.75%	—	—
Ontario Hydro, due June 7, 2008	—	—	17,565	5.13%
Government of Canada				
- CS50 Escalator, due Nov. 1, 2007	1,000	4.85%	1,000	4.0%
- CS51 Escalator, due Nov. 1, 2008	1,000	6.5%	1,000	6.0%
Mutual Funds				
- Manulife Fidelity Canada	10,000		10,000	
- Ethical Balanced Fund	<u>11,204</u>		<u>10,526</u>	
Total long-term investments	<u>210,304</u>		<u>184,682</u>	
Total investments	<u>\$ 366,122</u>		<u>\$ 389,507</u>	

5. Unappropriated Fund Balance

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

6. Capital Assets

	2000		1999	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Office & Safety				
Promotion Equipment	\$ 109,711	\$ 86,071	\$ 23,640	\$ 15,781
Film	512	512	---	---
Leasehold Improvements	15,294	15,294	---	---
Donated Capital Assets	11,730	2,793	8,937	300
	<u>\$ 137,247</u>	<u>\$ 104,670</u>	<u>\$ 32,577</u>	<u>\$ 16,081</u>

Total amortization expense including amounts classified as project expenditures during 2000 was \$8,306 (1999 - \$9,561).

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 non-payment 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 accounts receivable and accounts payable the carrying amounts approximate fair value due to the immediate or short-term nature of these financial instruments.

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

8. Accrued Salaries and benefits

The Council recognizes banked vacation and time in lieu of overtime in the period that it is earned by the employee.

9. Deferred Revenue

As of December 31, 2000, deferred revenue was \$120,421 (1999 - \$63,320). This amount includes a SaskPower grant of \$75,000. The remaining \$45,421 consists of revenue received from various organizations for courses and services being offered in 2001.

10. Commitments

In December of 1999, the Council entered into a new 5-year lease agreement. The Council is committed to future lease payments of:

2001	17,500
2002	17,500
2003	17,500
2004	16,042

11. Budget

The budget was approved by the Council's Board of Directors on September 21, 2000.

12. Contingent Liability

The Council is currently undergoing mediation to resolve an issue regarding severance pay for a former employee. The council's estimate of the likely settlement is recorded in the financial statements as a liability. However, this amount is subject to change pending final settlement of the issue. It is the opinion of management that the resolution of this matter is unlikely to have an adverse effect on the council's financial position.

13. Comparative Information

Certain 1999 balances have been reclassified to conform with the current year's presentation.

Schedule 1

**SASKATCHEWAN SAFETY COUNCIL
TOTAL OPERATING EXPENSES
SCHEDULE OF REVENUE AND EXPENSES BY DIVISION
Year Ended December 31**

	Budget 2000 (Note 11)			Actual 2000			Actual 1999
	Revenue	Expenses	Net Income (Loss)	Revenue	Expenses	Net Income (Loss)	Net Income (Loss)
Administration	\$ 232,700	\$ 295,534	\$ (62,834)	\$ 224,956	\$ 354,547	\$(129,591)	\$(151,106)
Farm General	25,743	17,513	8,230	10,289	24,841	(14,552)	(23,778)
Farm Safety	50,000	45,940	4,060	60,004	31,435	28,569	47,175
Home & Community General	1,000	29,713	(28,713)	746	14,797	(14,051)	(12,018)
Babysitter Training	17,950	8,860	9,090	16,780	9,994	6,786	11,066
Elmer	570	320	250	155	98	57	565
On Your Own	5,285	4,000	1,285	164	—	164	285
Seniors' Safety	2,000	970	1,030	—	—	—	(1,334)
Occupational General	—	80,532	(80,532)	244	61,083	(60,839)	(54,443)
Accident Investigation	2,000	1,000	1,000	308	4	304	4,562
Fire Control	2,000	1,000	1,000	11,294	8,116	3,178	2,516
Fire Control School	16,000	9,000	7,000	10,640	9,100	1,540	6,266
First Aid & CPR	10,000	8,000	2,000	10,270	8,061	2,209	1,223
Forklift Instructors	5,000	1,500	3,500	9,929	2,964	6,965	7,743
Forklift Operators	22,000	6,500	15,500	30,666	13,023	17,643	12,858
Industrial Seminar	150,000	95,000	55,000	170,867	104,616	66,251	56,496
Occupational, Health & Safety	2,000	1,000	1,000	—	4	(4)	(229)
Occupational Workshops	10,000	5,000	5,000	470	1,386	(916)	1,656
Safety Audits	1,000	500	500	—	—	—	(479)
Safe Lifting	1,500	500	1,000	240	4	236	(202)
Transportation Dangerous Goods	1,000	500	500	750	1,212	(462)	1,058
TDG/ WHMIS	1,000	500	500	—	3	(3)	1,057
WHMIS	10,000	4,200	5,800	7,697	1,780	5,917	1,805
WHMIS Instructor	1,000	500	500	1,838	55	1,783	3,785
Work Zone	12,000	5,000	7,000	52,898	18,333	34,565	5,922
Traffic General	—	53,242	(53,242)	—	43,220	(43,220)	(38,090)
55 Alive	1,700	1,460	240	13,017	2,405	10,612	56
Defensive Driving Course	46,500	24,240	22,260	32,281	15,184	17,097	14,460
DDC/ PDIC Instructor Expense	5,500	3,000	2,500	7,050	5,766	1,284	4,013
Driver Audit	75,000	52,650	22,350	12,576	8,935	3,641	21,487
Injury Prevention Symposium	33,000	20,650	12,350	18,010	18,458	(448)	4,035
Motorcycle Training	21,900	13,650	8,250	22,629	13,651	8,978	6,252
Operation Lifesaver	7,000	6,900	100	7,731	1,276	6,455	4,632
PDIC	6,120	3,500	2,620	3,912	2,079	1,833	1,917
Ride On	5,500	1,500	4,000	3,363	717	2,646	3,072
School Bus Training	7,500	3,650	3,850	4,166	2,887	1,279	5,603
Winter Survival	5,350	3,050	2,300	6,994	4,200	2,794	568
Snowmobile	45,000	40,140	4,860	54,153	42,558	11,595	16,574
Road Smart	56,000	44,813	11,187	56,000	45,413	10,587	20,934
Buckle Up Baby	—	1,500	(1,500)	—	589	(589)	(900)
Metric Mile	—	—	—	—	—	—	—
Unallocated Budgeted Salaries	—	—	—	—	—	—	—
	<u>\$ 897,818</u>	<u>\$897,027</u>	<u>\$ 791</u>	<u>\$ 863,087</u>	<u>\$ 872,794</u>	<u>\$ (9,707)</u>	<u>\$ (12,938)</u>

