



# Saskatchewan Underwater Council Inc.

Box 7651, Saskatoon, SK S7K 4R4

## S.U.C. Executive Meeting Saturday October 22<sup>nd</sup>, 2017 at 11:30am Scuba Guys Dive Shop

### In attendance:

Brent Burlingham	Brad Nelson	Fred Cardinal
Cliff Adolf	Charles Rigden	Curtis Temple
Scott Beck	Justin Rings (Phone)	Clifford Lange

1. The meeting was called to order at 12:26 pm.  
Scott Beck chaired the meeting.

2. **Minutes** of Saturday June 17<sup>th</sup>, 2017

#### 2.1. Errors & Omissions

Motion Curtis Temple moved to adopt minutes as presented. Seconded by Brent Burlingham. **Carried...**

3. **Additions to Agenda**

#### 3.1. Approval of Agenda

Change Sunday June 17<sup>th</sup>, 2017 to Saturday June 17<sup>th</sup>, 2017

Motion Cliff Adolf moved to adopt the Agenda as presented. Seconded by Fred Cardinal. **Carried...**

4. **Correspondence**

Clifford Lange attended SPRA Conference 2017 Warman, Saskatchewan October 19-21, 2017.

5. **Reports**

#### Publications-Justin Rings

The Scuba News published articles of diving in Saskatchewan. See Saskatchewan Underwater Council Facebook account or Thescubanews.com search "Saskatchewan".

#### Programs Director-Cliff Adolf

A report of program submissions of 4 clubs ran multiple DIP Sessions, 3 clubs ran multiple Youth Diver programs, 3 clubs ran multiple Special Initiatives- Visual Awareness Safety Education Program and 1 club hosted Diver Days.

#### Treasurer-Brent Burlingham

Attached See attached list of expenses.

Motion Brent Burlingham moved to pay the bills. Seconded by Charles Rigden.

**Carried...**

## 6. Old Business

Attached

### 6.1. SPRA-Funding Assessment Report Card 2017

See attached summary. Scored 4 out of 5. Good job.

### 6.2. Dive Sites Enhancements

Discussion of current placed dive signs and new locations for more diver awareness dive signs.

Discussion of a dive sites manual. Digitize the manual and have it accessible/downloadable to computer phones etc.

### 6.3. Dive Signs

Discussion of ordering more signs.

### 6.4. DAN – DFAP is the Diving First Aid for Divers

Discussion of sending 3 SUC members to become instructors of DAN-DFAP.

### 6.5. Tech Diver Programs

Discussion of courses available in the Tech Diver Industry.

## 7. New Business

Attached

### 7.1. 3 Year Grant Application 2018-2021 3% Increase

See attached budgets. 3-year grant submission deadline was October 14th, 2017. \$208,477.00 is the total submission.

### 7.2. Club Funding Disbursement 2017-2018

Reviewed and disbursed funds to club funded programs.

## 8. ADJOURNMENT

Brad Nelson - meeting adjourned 1:35pm.

NEXT ANNUAL GENERAL MEETING–Sunday March 25, 2018 11:30am  
North Battleford Don Ross Centre

**S.U.C. Executive Meeting**

<b>SASKATCHEWAN UNDERWATER COUNCIL</b>						
<b>FISCAL YEAR April 1, 2017 - March 31, 2018</b>						
July 2017			Chequing Account		Club Account	
	Date	Description	Debit	Credit	Debit	Credit
	→ 07/01/2017	Balance Forward	\$40,267.76	\$14,860.80	\$0.00	\$0.00
3293	→ 07/01/2017	Office Rent July-Dianne Zimmerman		\$300.00		
3294	→ 07/01/2017	Executive Assistant Contract-Clifford Lange		\$2,875.09		
3295	→ 07/01/2017	In Province Travel-Rick Jakes		\$93.60		
3296	→ 07/01/2017	In Province Travel-Brent Burlingham		\$184.00		
3297	→ 07/01/2017	In Province Travel-Cliff Adolf		\$184.00		
3298	→ 07/01/2017	In Province Travel-Trevor Mayo		\$184.00		
3299	→ 07/01/2017	In Province Travel-AI Kress		\$184.00		
	→ 07/11/2017	Deposit Membership	\$35.00			
3300	→ 07/19/2017	In Province Travel/Admin-Clifford Lange		\$364.99		
3301	→ 07/19/2017	Telephone Service-SaskTel		\$154.92		
3302	→ 07/19/2017	Buddylines-Diver Magazine		\$291.33		
	→ 07/23/2017	PayPal Deposit Membership	\$33.68			
	→ 07/29/2017	Service Charge		\$4.22		
	→ 07/31/2017	Month End Totals	\$40,336.44	\$19,680.95	\$0.00	\$0.00
	→ 07/31/2017	Balances	\$20,655.49		\$0.00	

<b>SASKATCHEWAN UNDERWATER COUNCIL</b>						
<b>FISCAL YEAR April 1, 2017 - March 31, 2018</b>						
August 2017			Chequing Account		Club Account	
	Date	Description	Debit	Credit	Debit	Credit
	→ 08/01/2017	Balance Forward	\$40,336.44	\$19,680.95	\$0.00	\$0.00
3303	→ 08/01/2017	Office Rent August-Dianne Zimmerman		\$300.00		
3304	→ 08/01/2017	Executive Assistant Contract-Clifford Lange		\$2,875.09		
	→ 08/01/2016	Sask Trust Second 1/2 Annual Fund Payment	\$32,742.00			
3305	→ 08/01/2016	Dive Awareness 77 Signs-Clifford Lange		\$1,501.43		
3306	→ 08/01/2016	Postage for Machine-Pitney Works		\$1.05		
3307	→ 08/16/2017	In Province Travel/Admin-Clifford Lange		\$454.86		
3308	→ 08/16/2017	Telephone Service-SaskTel		\$77.46		
	→ 08/21/2017	PayPal Deposit Membership	\$28.83			
	→ 08/31/2017	Service Charge		\$4.00		
	→ 08/31/2017	Month End Totals	\$73,107.27	\$24,894.84	\$0.00	\$0.00
	→ 08/31/2017	Balances	\$48,212.43		\$0.00	

**S.U.C. Executive Meeting**

<b>SASKATCHEWAN UNDERWATER COUNCIL</b>						
<b>FISCAL YEAR April 1, 2017 - March 31, 2018</b>						
September 2017			Chequing Account		Club Account	
	Date	Description	Debit	Credit	Debit	Credit
	→ 09/01/2017	Balance Forward	\$73,107.27	\$24,894.84	\$0.00	\$0.00
3309	→ 09/01/2017	Office Rent September-Dianne Zimmerman		\$300.00		
3310	→ 09/01/2017	Executive Assistant Contract-Clifford Lange		\$2,875.09		
	→ 09/05/2017	PayPal Deposit Membership	\$38.54			
3311	→ 09/20/2017	Postage Meter Rental-Pitney Leasing		\$80.29		
3312	→ 09/20/2017	Buddylines-Diver Magazine		\$288.33		
3313	→ 09/20/2017	Disbursement of Insurance-Aon		\$72.51		
3314	→ 09/20/2017	Telephone Service-SaskTel		\$77.46		
3315	→ 09/20/2017	SPRA Conference-SPRA		\$25.00		
	→ 09/29/2017	PayPal Deposit Membership	\$38.54			
	→ 09/30/2017	Dive Into Pool-MJBSC Proceeds			\$1,452.78	
	→ 09/30/2017	Dive Into Pool-MJBSC Facility Rental				\$242.78
	→ 09/30/2017	Dive Into Pool-MJBSC Equipment Rental				\$999.00
	→ 09/30/2017	Dive Into Pool-MJBSC Advertising				\$111.00
	→ 09/30/2017	Dive Into Pool-MJBC Honorarium Mileage				\$100.00
	→ 09/30/2017	Youth Diver-MJBSC Proceeds			\$3,561.95	
	→ 09/30/2017	Youth Diver-MJBSC Pool Rental				\$1,000.00
	→ 09/30/2017	Youth Diver-MJBSC Material				\$471.75
	→ 09/30/2017	Youth Diver-MJBSC Equipment Rental				\$1,690.20
	→ 09/30/2017	Youth Diver-MJBSC Honorarium				\$400.00
	→ 09/30/2017	Be A Diver-MJBSC Proceeds			\$1,717.20	
	→ 09/30/2017	Be A Diver-MJBSC Facility Rental				\$546.00
	→ 09/30/2017	Be A Diver-MJBSC Equipment Rental				\$799.20
	→ 09/30/2017	Be A Diver-MJBSC Honorarium				\$150.00
	→ 09/30/2017	Be A Diver-MJBSC Travel				\$222.00
	→ 09/30/2017	Visual Awareness-MJBSC Proceeds			\$750.68	
	→ 09/30/2017	Visual Awareness-MJBSC Travel				\$90.20
	→ 09/30/2017	Visual Awareness-MJBSC Dive Sign				\$500.48
	→ 09/30/2017	Visual Awareness-MJBSC Materials				\$60.00
	→ 09/30/2017	Visual Awareness-MJBSC Equip. Rental				\$100.00
	→ 09/30/2017	Service Charge		\$4.00		
	→ 09/30/2017	Month End Totals	\$73,184.35	\$28,617.53	\$7,482.61	\$7,482.61
	→ 09/30/2017	Balances	\$44,566.83		\$0.00	

**S.U.C. Executive Meeting**

<b>SASKATCHEWAN UNDERWATER COUNCIL</b>						
<b>FISCAL YEAR April 1, 2017 - March 31, 2018</b>						
October 2017			Chequing Account		Club Account	
	Date	Description	Debit	Credit	Debit	Credit
	→ 10/01/2017	Balance Forward	\$73,184.35	\$28,617.53	\$7,482.61	\$7,482.61
3316	→ 10/01/2017	Office Rent October-Dianne Zimmerman		\$300.00		
3317	→ 10/01/2017	Executive Assistant Contract-Clifford Lange		\$2,875.09		
3318	→ 10/11/2017	Buddylines-Diver Magazine		\$294.34		
3319	→ 10/11/2017	Office Supplies/Comm.-Clifford Lange		\$1,195.31		
3320	→ 10/11/2017	BSC Sign Installation-Attons Lake Regional		\$70.00		
3321	→ 10/11/2017	BSC Sign Paint Decal-Dennis McCullough		\$118.34		
	→ 10/11/2017	Visual Awareness-BSC Proceeds			\$1,103.82	
	→ 10/11/2017	Visual Awareness-BSC Dive Sign				\$500.48
	→ 10/11/2017	Visual Awareness-BSC Equipment Rental				\$303.34
	→ 10/11/2017	Visual Awareness-BSC Travel				\$300.00
3322	→ 10/22/2017	In Province Travel-Clifford Lange		\$636.20		
3323	→ 10/22/2017	In Province Travel-Fred Cardial		\$60.00		
3324	→ 10/22/2017	In Province Travel-Scott Beck		\$184.00		
3325	→ 10/22/2017	Telephone Service-SaskTel		\$77.46		
3326	→ 10/22/2017	In Province Travel-Curtis Temple		\$148.18		
3327	→ 10/22/2017	Dive Into Pool-MJBSC		\$372.55		
3328	→ 10/22/2017	Youth Diver-MJBSC		\$521.99		
3329	→ 10/22/2017	Be A Diver-MJBSC		\$234.91		
3330	→ 10/22/2017	Visual Awareness-MJBSC		\$234.91		
3331	→ 10/22/2017	Sports and Leisure Show Booth-SWF		\$892.50		
3332	→ 10/22/2017	Diver Days Youth Diver-TBSC		\$1,069.94		
3333	→ 10/22/2017	Visual Awareness-TBSC		\$521.99		
3334	→ 10/22/2017	Dive Into Pool-TBSC		\$372.55		
3335	→ 10/22/2017	Visual Awareness-TBSC		\$234.91		
3336	→ 10/22/2017	Youth Diver-KSSC		\$521.99		
3337	→ 10/22/2017	Dive Into Pool-KSSC		\$372.55		
3338	→ 10/22/2017	Dive Into Pool-SIAC/KSSC		\$372.55		
3339	→ 10/22/2017	Visual Awareness-MJBSC		\$234.91		
	→ 10/31/2017	Service Charge		\$11.00		
	10/31/2017	Month End Totals	\$73,184.35	\$40,545.70	\$8,586.43	\$8,586.43
	10/31/2017	Balances	\$32,638.66		\$0.00	

## Provincial Recreation Association Report Card

	Outcomes	Qualitative Criteria (50%)	Quantitative Criteria (50%)	Weighted Outcome Score
A. Governance	1. <u>Prioritize and improve the governance of the PRAs to meet the standards of SPRA</u>	4.0	N/A	4.0
B. Support the establishment and maintenance of recreation environments that provide quality recreation activities	2. <u>Increase volunteer participation</u>	2.0	2.0	4.0
	3. <u>Create and support partnerships and networks with other PRAs, recreation organizations</u>	2.0	2.0	4.0
	4. <u>Increase participation of PRAs in community networks and partnerships</u>	2.1	2.0	4.1
	5. <u>Support the maintenance and establishment of recreation environments that provide quality recreation opportunities and activities</u>	2.3	2.0	4.3
	6. <u>Promote and improve safety and responsible behaviour during recreation activity</u>	2.5	2.0	4.5
	7. <u>Communicate to the public on the role of recreation organizations and on the role of the Saskatchewan Lotteries, and advocate for the important role of recreation networks</u>	2.0	2.0	4.0
	C. Respond to the recreation needs of Saskatchewan's aging population	8. <u>Expand the numbers and/or type of recreation activities for seniors</u>	0.0	0.0
9. <u>Increase the number of seniors participating in recreation activities</u>		0.0	0.0	0.0
D. Increase the number of Saskatchewan residents that are physically active	10. <u>Increase physical activity of children, youth, families, seniors and/or Newcomers (select a target group)</u>	2.0	2.0	4.0
E. Improve access to recreation initiatives through barrier reduction	11. <u>Increase participation of Newcomers in recreation programs</u>	0.0	0.0	0.0
	12. <u>Increase participation of Newcomers in governance of recreation programs</u>	0.0	0.0	0.0
	13. <u>Work toward removing barriers to participation in recreation activities, including cost of programs and access to programs</u>	0.0	N/A	0.0
F. Increase leadership development opportunities and participation levels of First Nations and Métis people in recreation	14. <u>Increase participation of First Nations and Métis people in governance of recreation programs</u>	1.5	1.5	3.0
	15. <u>Increase participation of First Nations and Métis people in recreation programs</u>	2.3	2.0	4.3
G. Improve the leadership skills of youth while increasing the opportunity for youth to develop and practice such skills	16. <u>Provide increased opportunities for youth to practice and to use their leadership skills by implementing programs either specifically directed to youth leadership or with a leadership development component</u>	1.5	1.5	3.0
<b>Total Score</b>				

S.U.C. Executive Meeting

**Saskatchewan Underwater Council  
Budget 2018-2019**

<b>Income:</b>				
	Operating Capital Membership Fees/Donations			\$27,300.65
	Participant Fees			\$10,549.08
	Sask Lotteries Trust Fund			\$67,449.00
				<u>\$105,298.73</u>
<b>Expenses:</b>				
	Communications			
	Newsletter			\$5,617.62
	Postage/Courier/Photocopying			\$578.60
	Web Site			\$3,094.54
				\$9,290.76
	Organisational Development			
	Board/Comm. Meetings			\$5,106.73
	Conferences			\$1,338.31
				\$6,445.04
	Administration			
	Telephone/Fax			\$1,306.27
	Auditor & Insurance			\$3,916.19
	Office Rent			\$4,021.78
	Office Supplies			\$503.23
				\$9,747.47
	Program Development	<u>SUC Budget</u>	<u>Clubs Budget</u>	
	Youth Diver	\$7,398.96	\$2,599.64	\$9,998.60
	Diver Alert	\$4,017.84	\$1,411.68	\$5,429.52
	Diver Days	\$4,636.61	\$1,629.08	\$6,265.69
	Dive In Pool Sessions	\$7,262.49	\$2,551.69	\$9,814.18
	Regional Workshop & Seminar	\$2,734.38	\$960.73	\$3,695.11
				\$35,203.10
	Personnel Services			\$35,536.12
			GST	\$2,132.17
				\$37,668.29
	Special Initiatives	<u>SUC Budget</u>	<u>Clubs Budget</u>	
	Dive Sites Enhancements	\$5,138.61	\$1,805.46	\$6,944.07
				<u>\$105,298.73</u>

S.U.C. Executive Meeting

**Saskatchewan Underwater Council  
Budget 2019-2020**

<b>Income:</b>				
	Operating Capital Membership Fees/Donations			\$28,120.14
	Participant Fees			\$10,865.55
	Sask Lotteries Trust Fund			\$69,472.00
				<u>\$108,457.69</u>
<b>Expenses:</b>				
	Communications			
	Newsletter			\$5,786.15
	Postage/Courier/Photocopying			\$595.96
	Web Site			\$3,187.38
				\$9,569.48
	Organisational Development			
	Board/Comm. Meetings			\$5,259.93
	Conferences			\$1,378.46
				\$6,638.39
	Administration			
	Telephone/Fax			\$1,345.46
	Auditor & Insurance			\$4,033.68
	Office Rent			\$4,142.43
	Office Supplies			\$518.33
				\$10,039.89
	Program Development	<b>SUC Budget</b>	<b>Clubs Budget</b>	
	Youth Diver	\$7,620.93	\$2,677.63	\$10,298.56
	Diver Alert	\$4,138.38	\$1,454.03	\$5,592.41
	Diver Days	\$4,775.71	\$1,677.95	\$6,453.66
	Dive In Pool Sessions	\$7,480.37	\$2,628.24	\$10,108.61
	Regional Workshop & Seminar	\$2,816.41	\$989.55	\$3,805.96
				\$36,259.19
	Personnel Services			\$36,602.20
			GST	\$2,196.13
				\$38,798.34
	Special Initiatives	<b>SUC Budget</b>	<b>Clubs Budget</b>	
	Dive Sites Enhancements	\$5,292.77	\$1,859.62	\$7,152.39
				<u>\$108,457.69</u>



S.U.C. Executive Meeting

**Saskatchewan Underwater Council  
Budget 2020-2021**

<b>Income:</b>				
	Operating Capital Membership Fees/Donations			\$28,963.90
	Participant Fees			\$11,191.52
	Sask Lotteries Trust Fund			\$71,556.00
				<u>\$111,711.42</u>
<b>Expenses:</b>				
	Communications			
	Newsletter			\$5,959.73
	Postage/Courier/Photocopying			\$613.84
	Web Site			\$3,283.00
				\$9,856.57
	Organisational Development			
	Board/Comm. Meetings			\$5,417.73
	Conferences			\$1,419.81
				\$6,837.54
	Administration			
	Telephone/Fax			\$1,385.82
	Auditor & Insurance			\$4,154.69
	Office Rent			\$4,266.71
	Office Supplies			\$533.88
				\$10,341.09
	Program Development	<b>SUC Budget</b>	<b>Clubs Budget</b>	
	Youth Diver	\$7,849.56	\$2,757.95	\$10,607.51
	Diver Alert	\$4,262.53	\$1,497.65	\$5,760.18
	Diver Days	\$4,918.98	\$1,728.29	\$6,647.27
	Dive In Pool Sessions	\$7,704.78	\$2,707.08	\$10,411.86
	Regional Workshop & Seminar	\$2,900.91	\$1,019.24	\$3,920.14
				\$37,346.97
	Personnel Services			\$37,700.27
			GST	\$2,262.02
				\$39,962.29
	Special Initiatives	<b>SUC Budget</b>	<b>Clubs Budget</b>	
	Dive Sites Enhancements	\$5,451.55	\$1,915.41	\$7,366.96
				<u>\$111,711.42</u>