



Saskatchewan Underwater Council Board of Directors Meeting		
Date: 26Sept2021	Meeting Time: 19:00 hrs	Zoom Meeting
Meeting called by	Name	
Type of meeting	Saskatchewan Underwater Council Executive Meeting	
Facilitator	Justin Rings, President	
Note taker	Tracy Wilson, Secretary	
Timekeeper		
Attendees	Justin Rings (JR), Brad Nelson (BN), Sheldon Funk (SF), Tracy Wilson (TW), Donovan Onishenko (DO), Trevor Mayo (TM), Chris Peterson (CP), Shawn Silzer (SS), Richard Reed (RR), Dennis McCullough (DM), Brian Lanktree (BL), Cliff Adolf (CA), John Kennedy (JK)	
Regrets	Fred Cardinal (FC)	
Call to Order	Meeting Called to Order by JR at 19:05 hrs	
1. Call to Order		
19:05 hrs	JR called the meeting to order	
Discussion		
Motion		
2. Minutes of Sunday, March 14, 2021; Tuesday, March 23, 2021; and 10June2021		
Time allotted	Presenter	
Discussion		
Motion	The minutes from 14March2021, 23March2021 and 10June2021 be adopted as circulated (DM, SF) - CARRIED	
Action Items	Person Responsible	Deadline
Minutes and financials to be posted on the SUC website	TW	Date time
3. Additions to Agenda		
Time allotted	Presenter	



Discussion	
Motion	The Agenda be adopted with no additions (TW, RR) - CARRIED
Action Items	Person Responsible
	Deadline
	Date time

4. Correspondence

Time allotted	
Discussion	<ul style="list-style-type: none"> i. TW was contacted regarding possible having some divers assist with underwater invasive weed clean up in Spring 2022 ii. DIVER Magazine has not made any changes to its club pricing over the years, however it has come to the point that we can no longer sustain the significant losses we have incurred under the old pricing structure. <p>Accordingly we have had to reduce the discount previously offered from 76.8% to 46.0%. We have, on the other hand, been able to pass along a savings of \$13.86 on the shipping costs.</p> <p>The net result, based on the previous shipment to 66 of your members, is an invoice total of \$348.10 compared with the last invoice amount of \$214.30. It should be noted that the annual cost to each of your members is pre-tax \$20.00 compared with the annual non-member subscription price of \$25.00.</p> <p>Regards Bill Liddell</p>
MOTION	

5. Reports

Time allotted	Presenter
Discussion	
President's Report (JR)	i. Nothing to report
Vice President (FC)	i. FC was not in attendance and did not submit a report
Secretary (TW)	i. The audit took longer this year as it was required that we submit all of the SPRA eligibility documentation to the auditor prior to the audit being started; extra work was required as none of the bank



	<p>statements and none of the cancelled cheque images had been downloaded throughout the year and put into our financial binder; by providing the auditor with accurate information this year, there were additional requests for documentation</p> <ul style="list-style-type: none"> ii. A note on the “Club Accounts” that used to be a part of the financial ledger – As a board member, I was told that they were a requirement of SPRA and “were a zero balance”. This was not a requirement of SPRA. The auditor also believed that these club accounts meant that each of the clubs actually paid money to the SUC from their programs and were in turn reimbursed for the same amount creating the zero balance. iii. The ISC Annual Return will be completed with accurate information as soon as the board approves the audit and we receive the final copy. iv. Outside of the books, as an SUC board member, I have been attending club and SUC events and club work bees throughout the summer and making a point to promote the SUC as an active diver around the province v. I updated the photos on the website gallery to be those of Saskatchewan diving vi. I only received air fill information from Regina regarding Capital Fire and Saskatoon regarding the Diving Center – that information is on the website
Treasurer (SF)	<ul style="list-style-type: none"> i. Nothing to report ii. Financial statements for June, July, August and September to present sent out to Board
Grants Director (FC)	<ul style="list-style-type: none"> i. FC was not in attendance and did not submit a report
Program Director (BN)	<ul style="list-style-type: none"> i. Canada Day BBQ on July 1, 2021; well attended ii. Created a template for SUC programs report; iii. Updated the roster template iv. Updated the liability release form v. All of these have been circulated to the board vi. Pumpkin Dive scheduled for October 17, 2021
Publications Director (JR)	<ul style="list-style-type: none"> i. We have now have an Instagram and a twitter feed now ii. QR code on the facebook page to link to Instagram instantly iii. Air Fill Tab – Ed Lloyd will be sending info for air fill station in Prince Albert iv. Dive Buddies 4 Life Ali and Joey Postma, stopped in Saskatchewan on their cross Canada trip; BN and TW dove Greg & Mel’s Beach and Coteau Creek with them. Check out their social media. Hoping to



	touch base with them on their swing back through Saskatchewan mid to late October
Membership Director (DO)	i. Subscription is going up, reconsider increasing our membership rates at the next AGM
CP	Nothing to report; hoping to hook up with Dive Buddies 4 Life; historic vis at Lovering
RR	Visibility at Atton's is improving
SS	Trying to attend events around the province
TM	Nothing to report
Kelsey Skin & Scuba Club (CA)	i. Club is doing well, did some dives this summer, all is going well ii. Just members of the club diving
Battleford's Scuba Community (DM)	i. Quiet summer with covid and poor visibility, did do Women's Dive day with June 18, 2021 with 8 people in attendance; August 1, Drive and Dive, small attendance, dive was cancelled due to safety; AGM on October 20, 2021; pool sessions starting October 24, 2021 (10-12 Sunday); going back to pretty much normal operations - 1 st Sunday of the month is social and potluck brunch; Discover Scuba for 31October;2021; open water course scheduled for November 5 th -7 th
Moose Jaw Barracuda's (BL)	i. Started out good, visibility was decent and good attendance for Tuesday night dives til end of July; visibility called it off in August; been back out in September; clean up at Lovering and got the winch installed
Regina Scuba & Snorkel Club (JK)	i. Been a slower summer for the Regina club; two pool sessions and finishing off the first 2 open water referrals; up to about 30 members; in November we are starting regular pool members; sessions open to members and non-members for a small fee; looking at doing more students and get more people through our programs
DISCUSSION	i. JR - any twitches regarding covid? ii. DM - wear masks through the changerooms, but can take them off on the deck as it is a private event for the Sunday sessions iii. BN - in Provincial the guidelines, for each facility, they have to have a COVID-19 vaccination policy iv. JK - as far as U of R goes, it will be mandatory vaccine; working on logistics of who proof of vaccine is provided to v. BN - different policy for under 18 and over 18 vi. BL - clear at Lovering



Motion	Motion to adopt the reports as presented (TW, DO) - CARRIED		
Motion	Motion to circulate the invoice and pay the auditor when the bill is received (TW, DO) - CARRIED		
6. Ongoing Business			
6.1 Canada Day BBQ Program Report			
Time allotted	BN		
Discussion	<ul style="list-style-type: none"> i. Spoke to that in Program Director's report ii. 23 divers and some shore support iii. Very well attended iv. Programs report was submitted to the board v. Club reps can use whatever report, so long as it has the information that we need vi. Report needs to be typed and presented in a professional manner 		
Action Items		Person Responsible	Deadline
			Date time
			Date time
6.2 Overpayment of former Executive Assistant Cliff Lange			
Time allotted			
Discussion	<ul style="list-style-type: none"> i. Email sent to Cliff with respect to the overpayment ii. The response was not what we had hoped iii. Cliff Adolf discussed some of the history of payments to CL iv. The documentation going back to 2016 with CL's contract amounts and the cheques that fulfilled the contract each year were presented again. 		
Motion	<p>WHEREAS the Saskatchewan Underwater Council erroneously issued thirteen cheques in the 2020 fiscal year to Clifford Lange and this mistake has been noted by the Secretary in preparing the financial records for audit, and in turn noted by the auditor, and</p> <p>WHEREAS the Saskatchewan Underwater Council has contacted Clifford Lange concerning the overpayment and his response has been to say only that he worked in March and got paid in March without regard for the fact that thirteen cheques were issued to him, and</p>		



	<p>WHEREAS Clifford Lange has not responded to the allegations of other financial improprieties made in the complaint laid with the SPRA, and</p> <p>WHEREAS Clause 8.6 of the Bylaws of the Saskatchewan Underwater Council states that “the Board of Directors, by special resolution, may suspend or expel any member whose conduct is such as to bring discredit to the Council”, and</p> <p>WHEREAS there is a higher degree of trust and ethical conduct expected between an employee (Clifford Lange) and his employer (the Saskatchewan Underwater Council) than between an organization and a member,</p> <p>THEREFORE BE IT RESOLVED THAT the return of the funds in question be turned over to the Small Claims Court of the Provincial Court of Saskatchewan, and when a judgment is obtained that judgment be turned over to a Collection Agency of the SUC’s choosing for settlement, and</p> <p>THEREFORE BE IT RESOLVED THAT Clifford Lange be expelled from membership in the Saskatchewan Underwater Council permanently (DM, SS)</p>	
<p>Motion</p>	<p>Move that the motion be tabled until a special executive meeting/hearing to be held no later than October 31, 2021, (DM,SS) - vote - 10 for, 1 against, 1 abstain - CARRIED</p>	
<p>Action Items</p>	<p>Person Responsible</p>	<p>Deadline</p>
<p>CL will be contacted with all information and invited to schedule a hearing</p>	<p>JR/TW</p>	<p>Date time</p>
<p>Small claims court package will be prepared and filed</p>		
<p>6.3 Audit and SPRA Eligibility Review</p>		
<p>Time allotted</p>	<p>TW</p>	
<p>Discussion</p>	<p>i. Everyone has received a draft copy of the auditor’s report and the package that came with it</p> <p>ii. SPRA Eligibility review – we should be hearing something by the end of the month pending the final approved auditor’s report</p>	
<p>Action Items</p>	<p>Person Responsible</p>	<p>Deadline</p>
<p>Provide feedback by end of business on Wednesday</p>	<p>All Directors/Reps</p>	<p>Date time</p>



6.4 Information required by CIBC to change signing authority		
Time allotted	BN	
Discussion	<ul style="list-style-type: none"> i. The corporate office will be doing an audit of all non-profit accounts, they require a list of information (as was sent out in an email) ii. If we don't have this information on file, they will suspend our account 	
Action Items	Person Responsible	Deadline
Needs to be completed by October 31, 2021		
BN will touch base with bank this week	BN	
7. New Business		
7.1 Pumpkin Dive		
Time allotted	BN	
Discussion	<ul style="list-style-type: none"> i. October 17, 2021 ii. Posters circulated iii. Media releases will be sent out iv. Cost \$20 for non-members 	
Action Items	Person Responsible	Deadline
		Date time
7.2 Club Funding Policy Revisions		
Time allotted	BN	
Discussion	<ul style="list-style-type: none"> i. BN disseminated an updated club funding policy ii. Change is that for a club to be eligible for funding, they must be open to members from the public iii. All clubs already do this, except for KSSC iv. Discussion with BN and CA 	



Motion	Move that the club funding policy be adopted as circulated - (TW,DM) CARRIED; (9 for, 3 against)		
Action Items	Person Responsible	Deadline	
		Date time	
		Date time	
7.3 Conflict of Interest			
Time allotted	TM		
Discussion	<ul style="list-style-type: none"> i. TM asked that JR read the information send in verbatim: ii. From TM - Friday, Sept 24, 2021, 7:38 AM; Hi Justin and Fred, as president and vice president of the SUC board I am requesting this Sunday's meeting to be a closed one due to the sensitive nature of the topics to be discussed. If either of you are able to provide a secure connection in your names, please send out a new mailing request and cancel the other. I ask that we bring to the meeting forefront the possible conflict of interest with two of our board members and deal with this before the board reviews any other topics. With all boards, the two people at the center of the possible conflict will not be permitted to participate while the remaining board members discuss and find resolutions. iii. Reply JR - Saturday, September 25, 2021, 10:30 AM; Hi Trevor, good to hear from you, hope you got some bottom time logged this summer. To follow up with you regarding a closed meeting I would need some more information before we move forward with something like that. Your concern regarding the possible conflict of interest has been added to the agenda and will be discussed. If there is some information I am missing, please get me up to speed, but right now this is still just a concern that we can address in our regular board meeting. Fred, any objections or thoughts on this from Trevor? iv. Reply TM - Saturday, September 25, 2021. 10:55 AM; The concern is the connection runs through Brad and Tracy's Zoom account. This should be hosted by one of you two. How can we have a discussion without them as they should not be present while we discuss the conflict. Also due to the seriousness of this I think we should include board members thus the request for a closed meeting. If the relationship predates the election we have concerns as Tracy acted as the sole returning officer while her partner was a candidate. How many meetings occurred where they were a couple and voted without knowledge. My concern is they are both highly educated people and their relationship announcement only came about after I tabled the conflict of interest addition. They have not answered my question as 		



	<p>to when their relationship started and that leads me to believe that is not a new relationship. I do not have any further trust in either of them and feel they should be removed as board members.:</p> <ul style="list-style-type: none"> v. Reply JR – Sunday, September 26, 2021, 1:43 PM; Hi Trevor, regarding the Zoom account, I checked and it is Brad Nelson’s account. This is a good point, I know we touched on this a couple of meetings ago. I know the point was made that the SUC should have its own Zoom account. This is something that need to be brought back up. I think it’s important that we have everyone present to discuss what exactly a conflict of interest is and how it affects all of us. For this reason I am not going to call a closed meeting at tonight’s board meeting. See you both this evening. vi. There was no correspondence from FC. vii. TM stated that with this relationship between board members there is no transparency . viii. TW – for the election, yes, I was the sole returning officer ; at the end of that election, when I send out the results, I included a list of everyone who voted and who they voted for; with that email, I provided every single board member with the opportunity to see all the ballots. Not one board member asked to see those ballots. ix. DISCUSSION continued x. JR put an end to the discussion as the scope of the discussion was way outside of a non-profit board meeting and this is digging into people’s personal lives, and it is way off base and as President will not allow this to continue. xi. TM left the meeting xii. DM – this comes down to a definition of conflict of interest and it has to be a material or promotional gain and I don’t see that in either case. The point is moot. xiii. JR – I agree and that’s why my responses were what they were. I discussed this with a diver who is also a lawyer and this relationship does not constitute a conflict. 	
<p>Motion</p>	<p>Motion that we table this discussion to the next meeting when vice president Fred Cardinal can be present. (CA</p>	
<p>Motion</p>	<p>Being as the definition of a conflict of interest was not demonstrated, the matter of a relationship between Brad Nelson and Tracy Wilson is not subject to further discussion at these meetings or in correspondence (DM, SS) – CARRIED – 11 for, 1 against</p>	
<p>Action Items</p>	<p>Person Responsible</p>	<p>Deadline</p>
		<p>Date time</p>



7.4 Instructor Roster		
Time allotted	DM	
Discussion	<ul style="list-style-type: none"> i. DM proposed the creation of an Instructor Roster to be placed on the SUC website ii. SS – let’s circulate this and have all the members add things to it iii. JR – could we put it in google docs iv. Make sure we include a disclaimer 	
Motion		
Action Items	Person Responsible	Deadline
DM will get into a little more detail and go through it a little more at the next meeting	DM	Date time
DM and BN will liaise on this	DM/BN	
7.5 SIAC		
Time allotted	DM	
Discussion	<ul style="list-style-type: none"> i. SIAC shows up on the website, but nothing really there to say it does anything, let’s just remove it as it is misleading 	
Motion	Remove all club members that are not SUC club members – (TW,SF) - CARRIED	
Action Items	Person Responsible	Deadline
		Date time
7.6 Disciplinary Action		
Time allotted	DM	
Discussion		
Motion	<p>WHEREAS the Saskatchewan Underwater Council had filed a complaint with the Saskatchewan Parks and Recreation Association with regard to the operation of the Kelsey Skin and Scuba Club and its agent Cliff Adolf,</p> <p>AND WHEREAS the Kelsey Skin and Scuba Club and Cliff Adolf have not responded to the allegations contained in that complaint when offered</p>	



the opportunity other than to make personal attacks on the individuals who prepared the complaint,

AND WHEREAS the clubs operating under the auspices of the Saskatchewan Polytechnic Student's Association are required to operate their bank accounts under the umbrella of the association, and the funds were deposited to an outside account,

AND WHEREAS the funding issued to the Kelsey Skin and Scuba Club operating under the auspices of the Saskatchewan Polytechnic Student's Association were for the 2020 operating year and the account to which the funds were deposited was established after that operating year,

AND WHEREAS that newly created entity was not a member club of the Saskatchewan Underwater Council and did not meet the requirements of the SUC's Member Club Funding Policy at that time,

AND WHEREAS Clause 8.6 of the Bylaws of the Saskatchewan Underwater Council states that "the Board of Directors, by special resolution, may suspend or expel any member whose conduct is such as to bring discredit to the Council".

THEREFORE BE IT RESOLVED THAT the Kelsey Scuba Diving Club and Cliff Adolf be suspended from membership for a period of one year pending their response to the SUC Board of Directors to the complaint filed with the SPRA, such response to deal with the specific allegations within that complaint to the satisfaction of the board members,

AND THEREFORE BE IT RESOLVED THAT the suspension will be reviewed after a period of one year and if the matter has not been dealt with to the satisfaction of the Board, Kelsey Scuba Diving Club and Cliff Adolf be expelled from membership in the SUC permanently. (DM, SS)

Motion	Move that the motion be tabled pending the right to a hearing prior to October 31, 2021, (DM, CP) – CARRIED – 7 yes, 2 abstain, 2 nay
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Action Items	Person Responsible	Deadline
		Date time

8. Schedule for Next Meeting

Time allotted	Presenter
Discussion	Sunday, October 24, 2021, 7pm (Tentative)
	Rescheduled to Sunday, November 7, 2021, 7 pm

9. Adjournment

Time allotted	Presenter
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Discussion	Motion to adjourn the meeting (TW,SF) - CARREID
	JR adjourned the meeting at 8:58 pm

June 2021



LEGEND

DC = Debit Card
 ATM = Automated Teller Withdrawal
 AD = Automatic Deposit
 AP = Automatic Payment
 BP = Online Bill Pay
 TR = Online or Phone Transfer

CURRENT BALANCE

\$9,168.99

CHECK/CODE	DATE	TRANSACTION	DESCRIPTION	WITHDRAWAL	DEPOSIT	BALANCE
	2021-06-01	CIBC	Opening Balance		\$9,061.12	\$9,061.06
AP	2021-06-01	SaskTel	Phone Bill	\$78.17		\$8,982.89
AD	2021-06-03	PayPal	Membership (1)		\$28.83	\$9,011.72
AD	2021-06-06	E-Transfer	Donation of T-shirt Profits		\$107.21	\$9,118.93
AD	2021-06-08	E-Transfer	RSSC Membership Fee		\$50.00	\$9,168.93
AW	2021-06-30	CIBC	Balance Fee	\$4.00		\$9,164.93
AD	2021-06-30	CIBC	Balance Fee Waiver		\$4.00	\$9,172.93
Totals				\$82.17	\$9,251.16	\$9,168.99
		Transaction count: 7				

July 2021



LEGEND

DC = Debit Card
 ATM = Automated Teller Withdrawal
 AD = Automatic Deposit
 AP = Automatic Payment
 BP = Online Bill Pay
 TR = Online or Phone Transfer

CURRENT BALANCE

\$8,875.84

CHECK/CODE	DATE	TRANSACTION	DESCRIPTION	WITHDRAWAL	DEPOSIT	BALANCE
	2021-07-01	CIBC	Opening Balance		\$9,168.99	\$9,168.99
AP	2021-07-02	SaskTel	Phone Bill	\$78.85		\$9,090.14
232	2021-07-05	Diver Magazine	Subsctiption for Members	\$214.30		\$8,875.84
AW	2021-07-31	CIBC	Balance Fee	\$4.00		\$8,871.84
AD	2021-07-31	CIBC	Balance Fee Waiver		\$4.00	\$8,875.84
						\$8,875.84
Totals	Transaction count: 5			\$297.15	\$9,172.99	\$8,875.84

August 2021



LEGEND

DC = Debit Card
 ATM = Automated Teller Withdrawal
 AD = Automatic Deposit
 AP = Automatic Payment
 BP = Online Bill Pay
 TR = Online or Phone Transfer

CURRENT BALANCE

\$8,672.85

CHECK/CODE	DATE	TRANSACTION	DESCRIPTION	WITHDRAWAL	DEPOSIT	BALANCE
	2021-08-01	CIBC	Opening Balance		\$8,875.84	\$8,875.84
AP	2021-08-01	SaskTel	Phone Bill	\$78.85		\$8,796.99
233	2021-08-03	Pitney Bowes	Postage Meter Rental (KAA)	\$80.29		\$8,716.70
234	2021-08-19	ISC	Board of Directors update/address change	\$20.00		\$8,696.70
AD	2021-08-20	Deposit	Donation from KSSC		\$55.00	\$8,751.70
AP	2021-08-31	SaskTel	Phone Bill	\$78.85		\$8,672.85
AW	2021-08-31	CIBC	Balance Fee	\$4.00		\$8,668.85
AD	2021-08-31	CIBC	Balance Fee Waiver		\$4.00	\$8,672.85
Totals		Transaction count: 8		\$261.99	\$8,934.84	\$8,672.85