



# Annual Report

## 2022



actsafe   
Safety Association

# CONTENTS

<b>SNAPSHOT</b>	<b>3</b>
STAKEHOLDER VALUE METRICS (SVM)	4
OUTCOMES	5

<b>A MESSAGE FROM THE CHAIR &amp; CEO</b>	<b>6</b>
A MESSAGE FROM THE CHAIR	7
A MESSAGE FROM THE CEO	8

<b>ABOUT US</b>	<b>9</b>
ACTSAFE BOARD OF DIRECTORS	10
ACTSAFE ORGANIZATIONAL STRUCTURE	11
ACTSAFE COMMITTEES	12
ABOUT ACTSAFE	13
OUR GUIDING PRINCIPLES	15

<b>OUR INDUSTRIES</b>	<b>16</b>
MOTION PICTURE, COMMERCIAL, OR TV PRODUCTION	17
PERFORMING ARTS	18
ORGANIZING OR CONDUCTING SPECIAL EVENTS	19
LIVE PERFORMANCE VENUE	20

<b>YEAR-IN-REVIEW</b>	<b>21</b>
EDUCATION & TRAINING	22
PROGRAMS, SERVICES, & RESOURCES	26
MARKETING & COMMUNICATION	32
OPERATIONS & ADMINISTRATION	36

<b>FINANCIAL REPORT</b>	<b>38</b>
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## 2022 SNAPSHOT

### 1. Education & Training

- **8,913** participants joined Actsae courses and workshops in 2022

**2** New Courses

**4** New Webinars

### 2. Marketing

New website and mobile app, connecting over 22,000 users to safety resources, courses, forms, certificates and news, all in one convenient place.

### 3. Organizational Effectiveness

- 5-year strategy developed
- New performance management program
- New orientation/training program
- Financial systems assessment
- Contractor management program
- Annual governance calendar

### 4. Resources

**25+** New Resources Developed

### 5. Outreach

- 40+ one-on-one stakeholder meetings
- Vancouver Island & Okanagan industry outreach
- Industry social event
- L.A. industry stakeholder trip

### 6. Injury Claims

- **497** - Motion Picture, TV, or Commercial Production
- **30** - Live Performance Venue
- **17** - Special Event Production
- **8** - Performing Arts Production



### 7. Safety Services

- ActONE - 6 OHS programs reviewed
- ActTWO - OHS program development service, piloted and live
- 63 AED rentals
- Specialized service expansion study
- 30 hearing tests
- 11 respirator fit tests

### 8. Market Growth

The B.C. government believes the Arts and Entertainment industry will be one of the strongest employment sectors, with a 3.3% projected average annual employment growth rate from 2018 to 2023. In comparison, B.C.'s overall average annual employment growth rate is expected to be 1.1%.

### 9. Programs

**8.2** /10 Industry satisfaction with Actsae's programs

### 10. Industry Safety Demands

Over 70% of 1200+ industry members responded that they believe **workplace health and safety is improving**

## 2022 SNAPSHOT

## STAKEHOLDER VALUE METRICS (SVM)

SVMs are the primary measures Actsafa tracks throughout the year, SVMs give insight to stakeholders and the business into how well Actsafa is meeting targets for important activities.

SVM	2022 Target	2022 Actual	2021 Actual	2020 Actual
Engage productions to participate in ActONE (OHS program review).	10	6	3	2
Train workers, supervisors, managers with Actsafa e-learning and instructor-led courses.	6,000	4,881	6,752	4,659
Have a fiscally responsible budget with independent revenue generated from outside WorkSafeBC funding.	28%	28%	32%	27%
Engage workers and supervisors through outreach activities.	10,000	64,905	20,761	2,342
Ensure quality services, training, resources and products with a customer satisfaction rate of more than 80% across all feedback channels.	80%	84%	91%	84%
Improve employee engagement and HR metrics.	80% on GPTW	73% on GPTW*	83% on GPTW	NA
Have a minimum attendance rate for board and committee meetings.	65%	75%	71%	55%
Develop and publish new or updated resources in a timely manner.	15	25	24	24

\*Data is collected in March of the given year

## 2022 SNAPSHOT

## OUTCOMES

Outcomes are measureable results that Actsafes hopes to see embedded across the industry, they are about delivering real safety value from the outputs of Actsafes. Moving forward, Actsafes will continue to shift towards measuring outcome-based results.

Focus	Detail	Outcome
Safety		
OHS Programs	% of industry (with 20+ workers) stating their workplace has an OHS Program	38%
Joint Occupational Health and Safety Committee	% of industry (with 20+ workers) stating their workplace has a JOHSC	25%
Safety Rights	% of industry stating they are aware of their safety rights	60%
Risk Identification	% of industry stating their workplace effectively IDs hazards and assesses risks	38%
Pre-Production Safety Planning	% of industry stating safety is included in the pre-production planning process	32%
Strategic Initiatives		
New Worker	% of new workers stating they are provided with an adequate OHS orientation	29%
Psychological Safety	% of industry stating they have appropriate psychological support	29%
Customer Satisfaction		
Net Promoter Score	Likelihood for an industry member to recommend Actsafes	8.6/10
Industry Satisfaction	Industry satisfaction with Actsafes Programs	8.2/10



# A MESSAGE FROM THE CHAIR & CEO

## A MESSAGE FROM THE CHAIR



**Ted Violini**

### CHAIR

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Over the past 25 years of Actsife's existence, we've made tremendous strides in moving the needle to ensure that workplace health and safety are top of mind for everyone in the motion picture and performing arts industry. What began as a humble initiative has now turned into something that our industries can depend on—providing a high level of service to our members. This past year was no exception.

Under the leadership of our new CEO, Trina Pollard, we've responded to the constantly evolving changes and needs of the industry and provided information in innovative ways around best practices and training on new and emerging hazards. This also has informed our growth plans so that we're better positioned to serve our members, focusing our efforts and attention on the greatest safety issues impacting you and your teams.

Over the past year, I've enjoyed getting out from behind the Zoom screen and meeting many of you in person. Visiting you on-site and seeing your work in action has not only given me valuable insight into your perspectives on health and safety but also allowed me to witness first-hand how much you care about your work and everyone on set.

As Actsife enters its 25<sup>th</sup> year, I look forward to continuing to support our team in launching our new Strategic Plan and doing what it takes to ensure we're successful in that endeavour. That means being there for our members and the industry, listening to your concerns, and checking in regularly to ensure our priorities are in focus.

I'd like to thank all of you for your participation and feedback in the creation of this Strategic Plan. Your input has been invaluable in helping us shape the next steps for our organization to ensure our actions are driven by those we serve: all of you.

I would also like to thank Trina for her incredible work. Her dedication to serving the members can be seen in the massive amount she has been able to accomplish while getting to know all of you, the stakeholders, and making difficult decisions to ensure we are being as effective as possible in providing the highest quality service and creating a structure that will support the organization well into the future.

When I think about what's ahead for our organization over the next quarter century, I know we'll continue to move the dial on health and safety. Why? Because of all of you. Your passion, care, and dedication to your teams and your craft are what continue to fuel us to deliver results. We all want the same thing—for everyone to go home safely at the end of the shift. I look forward to accomplishing that goal together.

*Ted Violini*

## A MESSAGE FROM THE CEO



**Trina Pollard**

### CEO

Before the costumes and the makeup, the full theatre and the rave reviews, the best acts in history all started with one thing: a plan. From writing the script and casting to designing sets and rehearsals—creating a plan that serves as the foundation is an important first step to bringing any work of art to life.

Over the past year, we too have been busy designing a strong foundation for Actsafe. We have connected with and learned from industry, we've assessed and analyzed how we can improve programs and services, and we've brainstormed how we can work together to help ensure that those working in the arts and entertainment industry go home safely at the end of their shift. Building this stable foundation is a crucial step to ensuring we set our organization and ourselves up for success and are poised to accomplish the goals set out in our new Strategic Plan.

While we've tackled this important work, we've also been taking action to deliver additional resources that stem from the feedback we heard from workers, employers, and industry. The team created new Exposure Control Plan and Emergency Response Plan templates, updated several safety bulletins such as Firearms & Stage, Stage Combat & Stunts for the performing arts industry and created a new Partying Safely infographic for live events. We also created new resources for the motion picture industry such as toolbox talks on trailer egress, safety footwear, and transportation lift gates.

Our ActONE OHS Program Gap Analysis service saw increased demand and we supported many companies in identifying areas for improvement in their health and safety programs, while piloting a new ActTWO OHS Program Development service. We also conducted specialized services to better understand how we could expand safety services including AED rentals,

safety product sales, and hearing and respirator fit tests. We look forward to sharing the results of that research with you soon. We also piloted third-party training outside of the Lower Mainland—offering a firearm safety course on Vancouver Island as well as in the Okanagan.

A big focus of our work continues to be on education and training. Our team launched two new courses: Workplace Inspections and Incident Investigations, and also hosted a series of successful webinars on topics such as bullying and harassment, emergency preparedness, and heat-related illness.

A new online industry training matrix on Actsafe's STAR (Safety Training and Records) website portal was also launched to provide users with the ability to look up required and recommended courses based on a particular role, job description, or union affiliation. Employers can also access training records to ensure their workforce's requirements are up-to-date before beginning production or hiring for a new role. The matrix and all the new resources can be found on our newly re-designed website and new app.

In my first year as CEO of Actsafe, I'm proud of the work we've accomplished together to not only deliver value to our members but also provide tools that will help us create safer workplaces in British Columbia. As we celebrate Actsafe's 25<sup>th</sup> anniversary, I want to take time to celebrate our history and the work we've accomplished. Together, we've made great strides in creating safer workplaces for those working in the motion picture and performing arts industry. This work has led us to where we are today and I'm excited to see where the next 25 years take us.

Having taken the time over the past year to re-align our organizational structure, finetune roles, and add more team members, we are now in a better position to meet our industry's growing and changing needs. As we move forward to enact the goals set out in our Strategic Plan, I thank you for your engagement and trust. Hamilton and Boyhood weren't created in a day—good, important work takes time. By focusing on our values of safety, education, collaboration, innovation, and accessibility, and by leveraging the expertise and passion of all staff, members, and industry, we can make a difference to workers in B.C. I look forward to achieving this together.

*Trina Pollard*



# ABOUT US

**ACTSAFE BOARD OF DIRECTORS***as of 2022*

**Ted Violini**  
Chair



**Dr. Roslyn Kunin**  
Vice-Chair



**Michael Van Dijk**  
Treasurer



**Rob Larson**  
Motion Picture Worker Representative



**Tracey Wood**  
Motion Picture Employer Representative
















**Dave Wilson**  
Performing Arts Worker Representative



**Miles Muir**  
Performing Arts Employer Representative

## ACTSAFE ORGANIZATIONAL STRUCTURE

*as of 2022*

	<b>Trina Pollard</b> CEO
	<b>Lisa Wild</b> Manager Operations & Administration
	<b>Melissa Lamb</b> Operations Assistant
	<b>Janel Cruzada</b> Administrative Assistant
	<b>Harnak Lalli</b> Senior Accountant
	<b>Jennifer Lane</b> Manager Marketing & Communications
	<b>Gaurav Gupta</b> Membership, Engagement, & Marketing Coordinator
	<b>Eunice Chung</b> Digital Media & Graphic Design Coordinator
	<b>Anna Balliet</b> Training & Development Coordinator
	<b>Anand Kanna</b> Manager, Motion Picture
	<b>Natalli Dias</b> Safety Advisor, Motion Picture
	<b>Don Parman</b> Manager, Performing Arts
	<b>Will Heller</b> Safety Advisor, Performing Arts

# ACTSAFE COMMITTEES

*as of 2022*

**Actsafes operates through two standing committees:**

## **Performing Arts & Live Events:**

- Arts Club Theatre Company
- BC Alliance for Arts + Culture
- **BC Music Festival Collective (NEW)**
- BC Touring Council
- Canadian Actors' Equity Association (CAEA)
- Canadian Alliance of Dance Artists – BC Chapter (dba CADA/West)
- Canadian Institute for Theatre Technology (CITT)
- Dancer Transition Resource Centre (DTRC) BC Office
- International Alliance of Theatrical Stage Employees (IATSE)
- International Alliance of Theatrical Stage Employees (IATSE) 118
- International Alliance of Theatrical Stage Employees (IATSE) 168
- **Kelowna Community Theatre (NEW)**
- **Live Nation (NEW)**
- **Opera Mariposa (NEW)**
- Peter Boulanger
- Professional Association of Canadian Theatres (PACT)
- Riggitt Services Inc.
- The Dance Centre
- Vancouver Civic Theatres
- Vancouver Convention Centre
- Vancouver Musicians' Association (VMA) – Local 145
- Vancouver Symphony Orchestra

## **Motion Picture:**

- Alliance of Motion Picture and Television Producers (AMPTP)
- Association of Canadian Film Craftspeople (ACFC) West
- BC Council of Film Unions (BCCFU)
- Canadian Media Producers Association (CMPA) – BC Producers Branch
- **Commercial Production Association of Western Canada (CPAWC) (NEW)**
- Contract Services Administration Trust Fund (CSATF)
- Directors Guild of Canada (DGC) BC
- Disney
- International Alliance of Theatrical Stage Employees (IATSE)
- International Alliance of Theatrical Stage Employees (IATSE) 891
- International Cinematographers Guild – Local 669 / International Alliance of Theatrical Stage Employees (IATSE) 669
- NBCUniversal Canada
- Netflix
- Paramount Pictures Corporation (Canada) Inc.
- Sony Pictures
- Teamsters – Local 155
- Union of BC Performers (UBCP) / ACTRA
- Warner Bros.

## ABOUT ACTSAFE

### History

In the late 1990s, members of British Columbia's motion picture, television and performing arts industries were brought together with a mandate to review occupational health and safety regulations and to provide guidance as to the applicability of regulations to these industries. The success of this collaboration between representatives from employers, workers and regulatory organizations resulted in the formation of SHAPE in 1998, which soon after became Actsafe, and it remains at the core of our governance model to this day.

### Who we are

Actsafes Safety Association (Actsafes) is a not-for-profit health and safety association supporting British Columbia's arts and entertainment industries. Since 1998, Actsafes has worked with workers, supervisors, employers, unions, and provincial government agencies to support the prevention and elimination of occupational disease, injuries, and illness. Actsafes supports the following classification units:

- Motion Picture, Commercial, or Television Production
- Organizing or Conducting Special Events
- Performing Arts
- Live Performance Venue

Actsafes is funded by industry through WorkSafeBC annual premiums and is governed by the industries it represents through a Board of Directors and two standing committees that represent both the motion picture and performing arts industries.

# 8.6/10

The average rating when industry was asked "how likely are you to recommend Actsafes to a colleague or industry member seeking safety information?", with 10 being very likely\*

## ABOUT ACTSAFE

### What we do

Actsafeworks with industry stakeholders to build a positive health and safety culture through the development and implementation of health and safety initiatives. By providing occupational health and safety programs, we serve our industry and get one step closer to achieving our mission to make British Columbia the safest place in the world for the production of motion pictures, television, live events and performing arts. The work Actsafedoes is represented through key occupational health and safety programs:

### Education and Training

This program provides industry with offerings such as courses, workshops and webinars to various online and in-person channels, tailored to the unique risks of the industry.

### Safety Services

This program provides our industry with safety resources, such as safety bulletins, checklists, toolbox talks and more that can supplement a production's OHS program. Safety services are also provided to industry to assist with any concerns or questions through safety advising of OHS program gap analysis and development and more.

### Operations & Administration

The Operations and Administration program provides Actsafewith the ability to build and strengthen internal activities that serve the industry, as well as empower and grow Actsafes's people. This consists of HR, finance, technology, governance, internal OHS, data, and more.

### Marketing and Communications

The marketing and communications department provides industry with new and tailored health and safety information. This consists of newsletters, campaigns, conference, website, app and Actsafe Injury Prevention Week.

# 8.2/10

The average rating industry provided when asked "how satisfied are you with Actsafes's health and safety programs?", with 10 being very satisfied\*

Job Role	Avg. Rating
Student	8.8
Volunteer	8.5
Other	8.4
Union Rep	8.3
Worker	8.3
Self-Employed	8.0
Semi-Retired	8.0
Contractor	7.9
Not Employed	7.8
Supervisor	7.6
Employer	7.4

*\*From Industry Survey Responses*

## OUR GUIDING PRINCIPLES

### Vision

The prevention and elimination of occupational disease, injuries and illness.

### Mission

To make British Columbia the safest place in the world for the production of motion pictures, television, live events and performing arts by providing trusted and reliable occupational health and safety education, training and resources to the employers, supervisors and workers we serve.

### Values

#### Collaboration

Only through the collaboration of all of our members, stakeholders, employers, unions and regulators can we create a workplace free of occupational injury and illness.

#### Innovation

We serve dynamic and creative industries. Innovation ensures we are constantly looking for new ways to improve our programs and services supporting industry stakeholders.

#### Accessibility

Our industries don't stand still. Workers and workplaces are constantly on the move and our programs and services need to be conveniently accessible to anyone who needs them.



## OUR INDUSTRIES

## MOTION PICTURE, COMMERCIAL, OR TV PRODUCTION

**Background**

The Motion Picture, Commercial, or TV Production industry consists of both major and over 150 independent production companies.

Data	5-Year Average	2022
Injury Rate	2.51	Not available
Time Loss Claims Count	545	497
Serious Injury Rate	0.42	Not available
Serious Injury Claims Count	90	66
Sprains & Strains Claims	305	178
Young Worker Claims	40	26
Mature Worker Claims	115	119
Ergonomic-related Claims	161	127
Work Days Lost	34,944	36,944

The **most** and **least** popular safety statements for this sector.

- Safety should never be compromised to improve production **53%**
- My workplace has an effective Safety Management System (SMS) **17%**

The **top high priority** safety topics for this sector

- Fatigue **53%**
- Communicable disease **17%**

*\*From Industry Survey Responses*

## OUR INDUSTRIES

## PERFORMING ARTS

**Background**

The Performing Arts industry consists of organizations focused on, but not limited to, opera, symphony, choir, theatre, concert, circus, and dance production societies/association.

Data	5-Year Average	2022
Injury Rate	0.71	Not available
Time Loss Claims Count	9	8
Serious Injury Rate	0.21	Not available
Serious Injury Claims Count	3	1
Sprains & Strains Claims	5	5
Young Worker Claims	1	0
Mature Worker Claims	2	0
Ergonomic-related Claims	2	1
Work Days Lost	686	468

The **most** and **least** popular safety statements among this sectors

- Safety should never be compromised to improve production **67%**
- My workplace has over 20 workers and has a JOHSC **8%**

The **top high priority** safety topics for this sector

- Psychological Safety **44%**
- Fatigue **41%**

*\*From Industry Survey Responses*

## ORGANIZING OR CONDUCTING SPECIAL EVENTS

### Background

The Special Events industry consists of various organizations focused on, but not limited to, festivals, event production, and more.

Data	5-Year Average	2022
Injury Rate	0.42	Not available
Time Loss Claims Count	9	17
Serious Injury Rate	0.14	Not available
Serious Injury Claims Count	3	2
Sprains & Strains Claims	5	5
Young Worker Claims	2	7
Mature Worker Claims	2	3
Ergonomic-related Claims	1	4
Work Days Lost	816	487

The **most** and **least** popular safety statements among this sectors

- Workplace health and safety is improving in my industry **38%**
- New workers are provided with adequate OHS orientation **0%**

The **top high priority** safety topics for this sector

- Fatigue **29%**
- New Workers **25%**

*\*From Industry Survey Responses*

## OUR INDUSTRIES

## LIVE PERFORMANCE VENUE

**Background**

The Live Performance Venue industry consists of organizations focused on, but not limited to, theatre, performing arts centres, halls, stages, show parks, and more.

Data	5-Year Average	2022
Injury Rate	1.47	Not available
Time Loss Claims Count	21	30
Serious Injury Rate	0.224	Not available
Serious Injury Claims Count	3	4
Sprains & Strains Claims	11	11
Young Worker Claims	3	5
Mature Worker Claims	3	9
Ergonomic-related Claims	6	9
Work Days Lost	1,152	1,041


The **most** and **least** popular safety statements among this sectors

- I feel it is important to encourage others to use safe practices **71%**
- My workplace has an effective Safety Management System (SMS) **13%**

The **top high priority** safety topics for this sector

- Young Workers **37%**
- Fatigue **35%**

*\*From Industry Survey Responses*



# 2022 YEAR-IN-REVIEW

5

2022  
Year-in-Review

# Building Safety Knowledge Through Education & Training

Courses and other formats providing education and training on safety related topics are core work for Actsafe. In 2022, the education and training program developed and updated several courses and webinars, which are now available to support industry. Below is a summary of our accomplishments in 2022.

## Highlights

### New Courses

Two new courses were developed over 2022:

- Workplace Inspections
- Incident Investigations

### Updated Courses

Three courses were updated to meet changing regulations or to improve accessibility:

- Safety for Supervisors\*
- JOHSC\*
- MP General Safety Awareness\*\*

### New Webinars

- Bullying & Harassment Prevention for Supervisors
- Emergency Preparedness & Response Planning
- Preventing Extreme Heat Exposure
- WorkSafeBC's Rate Consultation Session

### Regional Training

**First ever:** Actsafe piloted third-party training in a region outside the Lower Mainland - Firearm Safety training was conducted on the Island and in the Okanagan.

\*updated to meet changing regulation

\*\*updated to meet changing regulation and improve accessibility

## EDUCATION & TRAINING

### Courses & Workshops

Actsafes offers in-person, virtual, and self-directed online courses and workshops on a wide array of occupational health and safety topics.

Course	5-Year Participation Average	2022 Participation	
Motion Picture Safety Awareness*	1986	1721 ↓	1
Motion Picture Industry Orientation (MPIO)	568	1639 ↑	2
MPIO Exam	914	1485 ↑	3
Workplace Hazardous Materials Information System (WHMIS)	735	752 ↑	4
COVID-19 Safety*	701	438 ↓	5
Anti-Bullying and Harassment (NEW)*	N/A	412 ↑	
Occupational First Aid (OFA) Level One	179	373 ↑	
Firearms Safety Level One*	107	358 ↑	
Reel Green Climate and Sustainable Production Training	141	310 ↑	
Fall Protection	352	243 ↓	
Aerial Lift	360	221 ↓	
Joint Health and Safety Committee*	124	188 ↑	
Motion Picture Safety for Supervisors*	219	187 ↓	

\*Free Courses

## EDUCATION & TRAINING

Course	5-Year Participation Average	2022 Participation
Counterbalanced Forklift	162	144 ↓
Performing Arts Safety Awareness*	108	124 ↑
Transportation of Dangerous Goods (TDG)	172	97 ↓
Performing Arts Safety for Supervisors*	41	77 ↑
Telehandler	55	48 ↓
Hazard Identification* (NEW)	N/A	33 ↑
Propane Heater Safety*	38	32 ↓
Live Performance Electrical Certification* (LPEC)	11	21 ↑
Skid Steer	16	7 ↓
<b>TOTAL</b>	<b>6991</b>	<b>8913</b>

## Top 5

new courses  
industry members  
requested to be  
developed\*\*

- Mental Health at Work: For Workers **31%**
- Environmental Safety **30%**
- Mental Health First Aid **28%**
- Mental Health at Work: For Managers, Supervisors, and Union Leaders **24%**
- Emergency Preparedness: For Employers **21%**

\*Free Courses

\*\*From Industry Survey Responses

“I took the Motion Picture Industry Orientation training and did the test through Vancouver Film School, which helped my peers and I understand safety on set. We now have a safer work environment.”

**- Worker, Motion Picture**

“A strength for Actsafe is their Motion Picture Safety Awareness (online) and Occupational First-Aid (in-person) courses.”

**- Business Owner,  
Motion Picture**

# Enabling Safety Outcomes Through Programs, Services, & Resources

Providing industry assistance through services and resources is core work for Actsafe. In 2022, the services and resource program, led by Safety Advisors, developed several new resources and conducted outreach activities to industry, which are available upon request. Below is a summary of 2022's accomplishments.

## Highlights

Top Resources Downloaded	Industry Outreach	Safety Consulting	Specialized Safety Services
<ul style="list-style-type: none"><li>• Equipment Safety Inspection Checklist</li><li>• Workplace Incident Flowchart</li><li>• LPEC Application Kit</li><li>• Safety with Firearms Motion Picture Bulletin</li><li>• Stunts Motion Picture Bulletin</li></ul>	<ul style="list-style-type: none"><li>• 30 industry employer meetings &amp; site visits</li><li>• 40+ industry partner meetings</li><li>• 25+ industry events attended</li></ul>	<ul style="list-style-type: none"><li>• 6 completed ActONE offerings conducted a gap analysis for OHS programs</li><li>• ActTWO successfully piloted, building OHS programs</li></ul>	<ul style="list-style-type: none"><li>• 11 respirator fit tests</li><li>• 30 hearing tests</li><li>• 63 AED rentals</li><li>• Specialized services feasibility report completed</li></ul>

## PROGRAMS, SERVICES, & RESOURCES

### Outreach

Actsafes offers safety outreach in the form of providing services on-site at production locations, hosting and attending industry events and committees, leading employer meetings, partner meetings, and site visits, and managing industry round tables.

#### Employer Meetings & Site Visits

#### Examples

0 Motion  
Picture

- N/A

30 Performing  
Arts & Live  
Events

- Bard on the Beach
- Laketown Ranch
- Revelstoke Performing Arts Centre
- Capitol Theatre
- Cowichan Community Theatre

When asked “how can Actsafes **turn the dial on safety,**” industry members responded:

- “Taking the perspective that physical and psychological safety are equally important, this will only improve safety and reduce stigma.”
- “Safety starts with culture, we need to make it normalized as a basic component of doing one’s job.”
- “Building safety awareness for new and young workers, as well as making them a priority for leaders.”
- “By continuing to help workers understand their rights so they feel they are able to speak up when they do not feel safe.”

## PROGRAMS, SERVICES, &amp; RESOURCES

## Outreach

Industry Events Hosted,  
Participated, or Attended

## Examples

25+ Events

- ABCDE Conference (Association of BC Drama Educators)
- BC Touring Council Pacific Contact Conference
- Canadian Institute for Theatre Technology (CITT) Conference
- Event Safety Alliance (ESA) Conference
- Festivals Training Week

"1 on 1 Partner Meetings"

## Examples

16 Motion  
Picture

- Alliance of Motion Picture and Television Producers (AMPTP)
- Directors Guild of Canada (DGC)
- BC Council of Film Unions (BCCFU)

19 Performing  
Arts & Live  
Events

- Canadian Institute of Theatre Technology (CITT)
- Vancouver Civic Theatres
- Greater Vancouver Professional Theatre Alliance (GVPTA)

## PROGRAMS, SERVICES, & RESOURCES

### Resources

Actsafes offers safety resources in a wide selection of tools, documents, and recommendations to help industry develop production-specific programs. Resources are often developed for specific departments, topics, and services.

#### 2022 New Resources

#### Examples

**15+** Motion  
Picture

- Extreme Heat Control Plan
- Investigation Policy Procedure
- Emergency Response Plan Template
- Trailer Egress Toolbox Talk
- Safety Footwear Toolbox Talk

**6+** Performing  
Arts & Live  
Events

- Firearms & Stage Bulletin
- Stage Combat & Stunts Bulletin
- Hiring Children Bulletin
- Performing Flying Bulletin
- Partying Safely Infographic

The top 3 **Motion Picture** safety resources being requested by industry

- Blank & Live Ammunition **33%**
- Safety Awareness **23%**
- Stunts **19%**

The top 3 **Performing Arts & Live Events** safety resources being requested by industry

- Safety with Firearms **27%**
- Atmospheric Fog & Haze **24%**
- Stage Combat & Stunts **23%**

## PROGRAMS, SERVICES, & RESOURCES

### Safety Advising, Safety Consulting, & Specialized Services

Actsafes offers **safety advising**, which provides production, venue, or workplace visits from our Safety Advisors. On-site Safety Advisors can provide advice on safety concerns you may have. You can book a visit through Actsafes's [website](#).

Actsafes offers **safety consulting**, which is focused on helping the industry build workplace health and safety programs that meet regulatory requirements.

**Specialized services** are currently supported by Actsafes in several areas – AED rental, hearing tests, respirator FIT tests, and working alone technology. In 2022, Actsafes gathered input from industry to complete a specialized services feasibility report that allowed for a better understanding of supply and demand throughout the industry. Over 2023, Actsafes will assess how to continue to build access to desired specialized safety services that are in short supply.

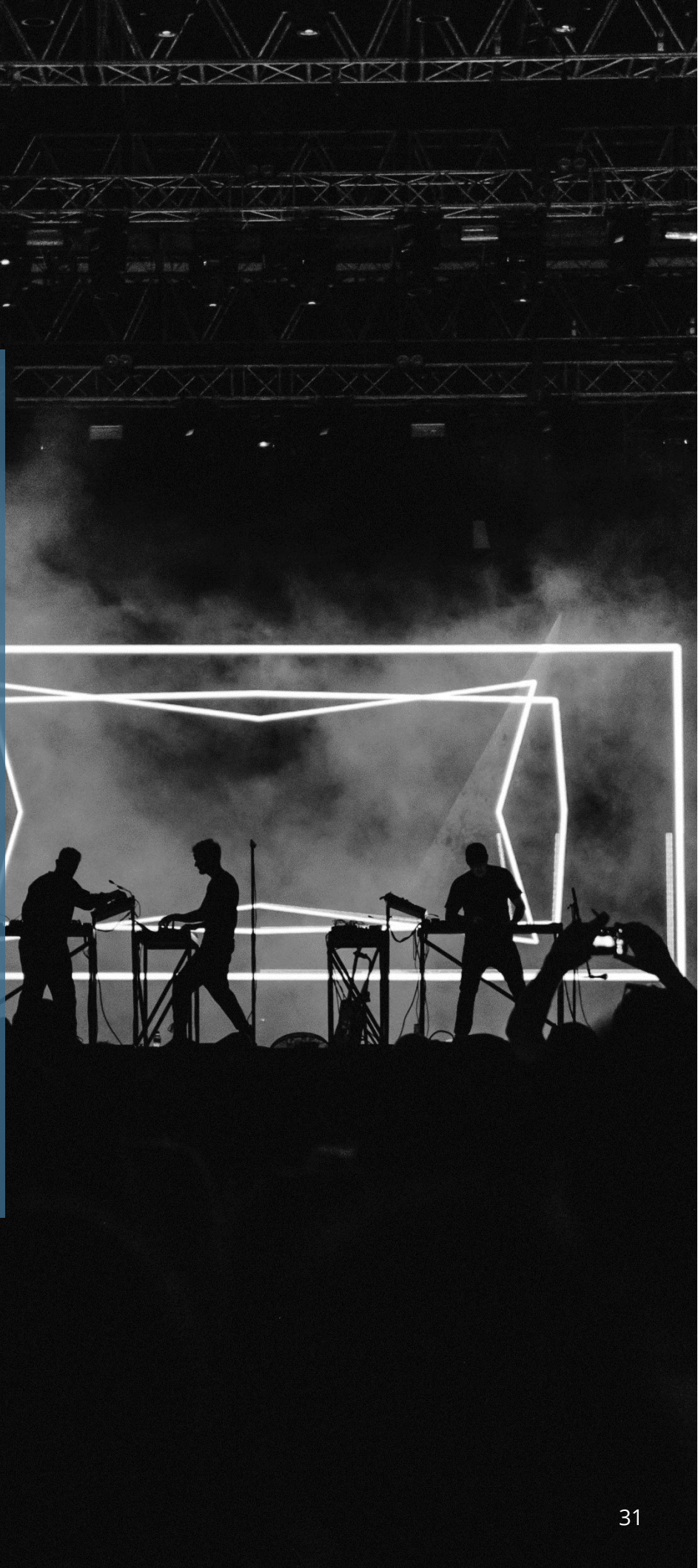
Activity	Outcomes
<b>ActONE</b> A gap analysis provided by the Actsafes Safety Team to identify areas for improvement in your workplace health and safety program.	6
<b>ActTWO</b> Newly created and allows industry to work together with the Actsafes Safety Team to build from scratch or update an existing workplace health and safety program.	Fully piloted, now live!
<b>Automated External Defibrillator (AED)</b> AED equipment and training is offered through rental or purchase options to equip organizations in case of sudden cardiac arrest.	63 rentals
<b>Hearing Testing</b> Hearing tests are provided through a third-party organization to monitor impacts of noise exposure.	30 tests
<b>Respirator Fit Testing</b> Fit tests are provided to ensure an effective seal is being produced for those required to wear respirators.	11 tests

“Actsafes brings an excellent understanding of the reality of the job and job-site.”

**- Worker, Performing Arts**

“When it comes to making sure that the staff on set and facility employees are safe, Actsafes is very attentive.”

**- Photographer, Multiple Industries**



5

2022  
Year-in-Review

# Strengthening Safety Participation Through Marketing & Communication

Marketing provides timely health and safety news to the arts and entertainment sectors. In 2022, the Marketing and Communication Program upgraded foundational communication channels and provided tailored health and safety information at appropriate times. Below is a summary of 2022's accomplishments.

## Highlights

### New Marketing Tools

- A new **website** was launched with improved design, search, accessibility, and functionality
- A new **app** was launched providing instant access to all Actsafe resources

### Hosted Events

- Actsafe Entertainment Safety Conference
- Safety in Entertainment Awards
- Actsafe Injury Prevention Week

### Newsletters

Newsletters had 3,081 subscribers and a 4.5/5 satisfaction rating

- Winter: Slips, trips, and falls
- Spring: Health & safety programs
- Summer: Emergency preparedness
- Fall: Supervising safety

### New Digital Followers

- Facebook: 1,322
- Instagram: 546
- LinkedIn: 1,233
- Twitter: 1,566
- Live Chat: 773

## MARKETING & COMMUNICATION

### Hosted Events

#### Actsafes Injury Prevention Week

The Actsafes Injury Prevention (AIP) Week had a goal of bringing safety awareness and knowledge to the topic of Emergency Preparedness. Actsafes's Safety Café travelled to three locations to meet with the industry. Over 200 individuals were engaged in conversation about Emergency Preparedness, including live first-aid demo sessions.

- 3 Locations
- Topic: Emergency Preparedness
- 200+ Participants

#### Actsafes Entertainment Safety Conference

In its sixth year, the Actsafes Entertainment Safety Conference (AESC) was held remotely over two days from February 25-26. The event saw great success with 96% of attendees responding they would recommend it to their colleagues. Other event highlights included:

- 19 Sessions
- 25+ Speakers
- 385 Participants

The top 5 **safety campaign topics** being requested by industry

1

Fatigue

4

Young Workers

2

New Workers

5

Slips, Trips, Falls

3

Psychological Safety

6

Supervisors

## MARKETING &amp; COMMUNICATION

27,354

Active STAR Users  
(Learning Management System -  
LMS)14% increase from 2021  
user base of 23,985

In addition to receiving over \$36,000 in event sponsorship funding, Actsafe also sponsored several groups and events over 2022.

- Dancer Transition Resource Centre
- BC Touring Council
- Event Safety Alliance
- Powell River Digital Film School
- CITT / ICTS
- Greater Vancouver Food Bank

The most viewed **web pages** of 2022:

**1** Motion Picture General Safety Awareness Course

**2** Motion Picture Industry Orientation Course

**3** Actsife Courses and Workshops Page

**4** COVID-19 Updates and Resources Page

“Actsafes excels in communication with industry, which is helping them grow and build awareness for their trainings.”

**- Worker, Motion Picture**

“Actsafes is consistent at getting the message of safety out to all those working in the Film industry.”

**- Actor, Motion Picture**

# Building Capabilities Through Operations & Administration

The operations team provides Actsafe the internal expertise to analyze, plan, manage, and monitor strategic activities. In 2022, the Operations and Administration program built long-term assets, capabilities, and improvements within technology, governance, finance, HR, and more.

Below is a summary of 2022's accomplishments.

## Highlights

### Business Planning

- Developed a new 5-year (2023-2027) Strategic Plan
- 2023 Business Plan
- 2021 Annual Report
- A current-state report providing up-to-date details of the industry

### Governance

- Hosted a successful hybrid AGM & Pre-AGM social event
- Standing Committee member update
- BOD orientation manual developed
- Annual governance calendar developed

### Technology & Processes

- Improvement of STAR functionality – user experience and interface
- Learning Management System (LMS) Training Matrix – soft launch
- Contractor management standardization & organization
- Full financial system assessment

### People First

- Developed a new employee orientation and training program
- Developed a new performance management program

“An important capability Actsafe brings is their energy and dedication to keeping up to trends happening industry, provincial and federal policies, technology, and social issues.”

**- Volunteer, Live Venue**

“Actsafe provides great accessibility to their products and services.”

**- Student, Post-Production**



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Actsafes Safety Association  
Financial Statements  
December 31, 2022

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## Independent Auditor's Report

To the Board of Directors of Actsafe Safety Association

### Report on the Audit of the Financial Statements

#### Opinion

We have audited the financial statements of Actsafe Safety Association (the "Association"), which comprise the statement of financial position as at December 31, 2022, and the statement of operations, statement of changes in net assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2022, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

#### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.



### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### Report on Other Legal and Regulatory Requirements

As required by the *Societies Act* (British Columbia), we report that, in our opinion, the accounting principles in the Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.

Vancouver, B.C.  
March 29, 2023

**Chartered Professional Accountants**

# Actsae Safety Association

## Statement of Financial Position

December 31, 2022

	2022	2021
	\$	\$
<b>Assets</b>		
Current assets		
Cash and cash equivalents	1,364,526	749,495
Term deposit (Note 3)	230,000	230,000
Accounts receivable	42,807	27,286
GST/HST receivable	5,462	13,429
Interest receivable	10,854	6,405
Prepaid expenses and deposits	<u>66,709</u>	<u>132,011</u>
	1,720,358	1,158,626
Property and equipment (Note 4)	192,776	111,224
Rental equipment (Note 5)	<u>16,209</u>	<u>24,787</u>
	1,929,343	1,294,637
<b>Liabilities</b>		
Current liabilities		
Accounts payable and accrued liabilities	101,377	98,818
Deferred revenue (Note 6)	933,450	120,822
Current portion of deferred lease inducements (Note 7)	9,523	9,523
Current portion of obligations under capital leases (Note 8)	<u>4,003</u>	<u>9,208</u>
	1,048,353	238,371
Obligations under capital leases (Note 8)	2,058	6,125
Deferred lease inducements (Note 7)	<u>3,968</u>	<u>13,490</u>
	<u>1,054,379</u>	<u>257,986</u>
Commitments under operating leases (Note 9)		
<b>Net assets</b>		
Internally restricted (Note 10)	744,000	750,000
Unrestricted	<u>130,964</u>	<u>286,651</u>
	<u>874,964</u>	<u>1,036,651</u>
	1,929,343	1,294,637

Approved by the Board

\_\_\_\_\_, Director

\_\_\_\_\_, Director

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# Actsafes Safety Association

## Statement of Operations

Year ended December 31, 2022

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	2022	2021
	\$	\$
<b>Revenue</b>		
WorkSafeBC funding	1,600,000	1,600,000
Course fees	268,392	379,968
Interest income	13,890	10,061
Other income (Note 14)	<u>122,398</u>	<u>124,457</u>
	<u>2,004,680</u>	<u>2,114,486</u>
<b>Expenses</b>		
Advertising and sponsorships	14,462	17,425
Board and committee (Note 13)	22,950	19,050
Conference and meetings	67,829	33,240
Consultants and contractors	360,332	418,192
Furniture and equipment (Note 11)	81,688	54,871
Interest on capital leases	1,194	2,144
Miscellaneous	19,913	25,335
Office supplies	43,091	22,790
Professional fees	56,202	26,694
Property taxes and general insurance	11,758	9,538
Publication and materials	16,303	11,072
Rent	180,656	155,003
Repairs and maintenance	2,091	2,375
Salaries and benefits (Note 12)	1,126,450	1,025,029
Technology	119,423	181,002
Telecommunications and freight	13,810	14,254
Training - staff	850	2,363
Travel	<u>27,365</u>	<u>7,791</u>
	<u>2,166,367</u>	<u>2,028,168</u>
<b>Excess (deficiency) of revenue over expenses for the year</b>	(161,687)	86,318

# Actsafes Safety Association

## Statement of Changes in Net Assets

Year ended December 31, 2022

2022			
	Total \$	Internally restricted \$	Unrestricted \$
Balance, beginning of year	1,036,651	750,000	286,651
Excess (deficiency) of revenue over expenses for the year	(161,687)	-	(161,687)
Transfers			
Additions to internally restricted fund	-	(6,000)	6,000
Balance, end of year	874,964	744,000	130,964

2021			
	Total \$	Internally restricted \$	Unrestricted \$
Balance, beginning of year	950,333	750,000	200,333
Excess revenue over expenses for the year	86,318	-	86,318
Balance, end of year	1,036,651	750,000	286,651

# Actsae Safety Association

## Statement of Cash Flows

Year ended December 31, 2022

	2022	2021
	\$	\$
<b>Cash flows from operating activities</b>		
Excess (deficiency) of revenue over expenses for the year	(161,687)	86,318
Items not affecting cash		
Amortization of deferred lease inducement	(9,522)	(17,641)
Amortization of rental equipment	12,058	12,697
Amortization of property and equipment	51,756	24,689
Amortization of equipment under capital leases	6,495	6,683
Changes in non-cash working capital		
Accounts receivable	(15,521)	60,508
GST/HST receivable	7,967	(10,439)
Interest receivable	(4,449)	1,693
Prepaid expenses and deposits	65,302	(79,798)
Accounts payable and accrued liabilities	2,559	35,509
Deferred revenue	<u>812,628</u>	<u>105,722</u>
	<u>767,586</u>	<u>225,941</u>
<b>Cash flows from (used in) investing activities</b>		
Acquisition of property and equipment	(139,804)	(23,965)
Acquisition of rental equipment	<u>(3,479)</u>	<u>(12,532)</u>
	<u>(143,283)</u>	<u>(36,497)</u>
<b>Cash flows from (used in) financing activity</b>		
Repayments of capital lease obligations	<u>(9,272)</u>	<u>(4,932)</u>
<b>Increase in cash and cash equivalents during the year</b>	615,031	184,512
Cash and cash equivalents, beginning of year	<u>749,495</u>	<u>564,983</u>
<b>Cash and cash equivalents, end of year</b>	<u>1,364,526</u>	<u>749,495</u>
<b>Cash and cash equivalents consists of:</b>		
Cash	844,526	109,495
Cashable term deposits	<u>520,000</u>	<u>640,000</u>
	<u>1,364,526</u>	<u>749,495</u>

# Actsafes Safety Association

## Notes to the Financial Statements

December 31, 2022

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### 1. Organization and economic dependence

Actsafes Safety Association (the "Association") was incorporated under the *Society Act* (British Columbia) on March 23, 1998. The Association's mandate is to promote health and safety in the motion picture, theatre, music and other performing arts industries. The Society continued under the *Societies Act* (British Columbia) on July 17, 2018.

The Association is exempt from income taxation pursuant to Section 149 of the *Income Tax Act* (Canada) as long as certain criteria continue to be met.

The Association is funded by the employers in BC's motion picture and performing arts industries through a levy on their WorkSafeBC assessments. These funds provide the operating funding for the Association's work as an industry-funded industry safety association. A change in this funding structure could have a significant impact on the Association's future operations.

On March 11, 2020, the World Health Organization declared COVID-19 a pandemic. Measures taken by various governments to contain the virus have affected, and may continue to affect, economic activity. The effect on the Association's future operations and financial position remains uncertain.

### 2. Significant accounting policies

#### Basis of presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations which necessarily involves the use of estimates. The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of significant accounting policies summarized below.

#### Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Actual results may differ from those estimates.

#### Revenue recognition

Revenue from WorkSafeBC is recognized in the period to which it relates in accordance with the funding agreement with WorkSafeBC. Payments from WorkSafeBC received in advance of the fiscal year to which they relate are recorded as deferred revenue.

Revenue from course fees is recognized on the delivery of the courses to attendees. Revenue from AED rentals is recognized when earned. Funding received under terms of agreements is recognized as revenue in the year in which the related expenses are incurred.

Investment and other revenue are recorded when earned and when collection is believed to be reasonably assured.

#### Cash and cash equivalents

Cash and cash equivalents consists of cash and guaranteed investment certificates with a maturity of less than 90 days at the time of purchase.

# Actsae Safety Association

## Notes to the Financial Statements December 31, 2022

### 2. Significant accounting policies - continued

#### Deferred lease inducements

Lease inducements received are deferred and amortized on a straight-line basis over five years, being the term of the lease on the Association's premises, and is offset against rent expense.

#### Property and equipment

Property and equipment are recorded at cost and amortized over their estimated useful lives using the following methods and rates:

Leasehold improvements	- 20% straight-line
Office equipment	- 20% declining balance
Furniture and fixtures	- 20% declining balance
Mobile application	- 20% declining balance

#### Leases

Leases are classified as either capital or operating leases. A lease that transfers substantially all the benefits and risks incidental to the ownership of property is classified as a capital lease. All other leases are accounted for as operating leases wherein rental payments are amortized on a straight-line basis over the term of the lease to rental expense. At the inception of a capital lease, an asset and an obligation is recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair value at the beginning of such lease.

#### Rental equipment

Rental equipment consists of automated external defibrillators ("AEDs") that are rented on a cost-recovery basis. The AEDs are recorded at cost and amortized over their five year estimated life on a straight-line basis.

### 3. Term deposit

Term deposit of \$ 230,000 (2021 - \$ 230,000) maturing January 27, 2023, earning interest at annual rates of 1.5%, 2.0% and 2.5% respectively for the three-year term.

### 4. Property and equipment

2022  
\$

	Cost	Accumulated amortization	Net
Leasehold improvements	259,276	241,515	17,761
Office equipment	140,844	100,408	40,436
Furniture and fixtures	99,463	75,844	23,619
Mobile application	<u>138,700</u>	<u>27,740</u>	<u>110,960</u>
	638,283	445,507	192,776

# Actsae Safety Association

## Notes to the Financial Statements

December 31, 2022

### 4. Property and equipment - continued

2021  
\$

	<u>Cost</u>	<u>Accumulated amortization</u>	<u>Net</u>
Leasehold improvements	258,183	227,027	31,156
Office equipment	140,844	90,300	50,544
Furniture and fixtures	<u>99,463</u>	<u>69,939</u>	<u>29,524</u>
	498,490	387,266	111,224

Included in property and equipment are assets under a capital lease with a cost of \$ 70,580 (2021 - \$ 70,580) and accumulated amortization of \$ 44,602 (2021 - \$ 38,107).

### 5. Rental equipment

2022  
\$

	<u>Cost</u>	<u>Accumulated amortization</u>	<u>Net</u>
Rental equipment	115,272	99,063	16,209

2021  
\$

	<u>Cost</u>	<u>Accumulated amortization</u>	<u>Net</u>
Rental equipment	111,792	87,005	24,787

### 6. Deferred revenue

Deferred revenue consists of prepaid course fees of \$ 4,075 (2021 - \$ 3,425), deferred revenue for the 2022 Actsae Entertainment Safety Conference of \$ Nil (2021 - \$ 5,522), deferred BC Arts Council funding of \$ 89,375 (2021 - \$ 111,875), and Worksafe BC funding for January - June 2023 of \$ 840,000 (2021 - \$ Nil).

### 7. Deferred lease inducements

2022  
\$

2021  
\$

Lease inducements received	173,603	173,603
Accumulated amortization	<u>160,112</u>	<u>150,590</u>
Balance of deferred lease inducements	13,491	23,013
Less: Current portion	<u>9,523</u>	<u>9,523</u>
	3,968	13,490

# Actsae Safety Association

## Notes to the Financial Statements December 31, 2022

### 8. Obligations under capital leases

The Association leases office and computer equipment under capital leases that expire during the fiscal years ending December 31, 2023 to 2024. The following is a schedule of the future minimum lease payments required under the capital leases:

	\$
2023	4,687
2024	<u>2,226</u>
Total minimum lease payments	6,913
Less: GST input tax credits	329
Less: Imputed interest at 7.57%	<u>523</u>
	6,061
Less: Current portion	<u>4,003</u>
	2,058

### 9. Commitments under operating leases

The Association leases its premises and equipment under operating leases that expire in 2024 and 2025. The Association is obligated to make the following minimum lease payments under its operating leases:

	\$
2023	96,551
2024	42,714
2025	<u>4,259</u>
	143,524

The Association is also obligated to pay its share of property taxes and operating expenses, which was \$ 77,484 in the current year (2021 - \$ 73,299).

### 10. Internally restricted net assets

The Association has reserved \$ 400,000 (2021 - \$ 400,000) as permitted under the WorkSafeBC funding agreement, as a reserve fund. The Association has also reserved \$ 344,000 (2021 - \$ 350,000) for unplanned project and operational expenses in the Special Purpose Fluctuation reserve fund.

These internally restricted amounts are not available for other purposes without approval from the Board of Directors.

	2022 \$	2021 \$
WorkSafeBC reserve fund	400,000	400,000
Special Purpose Fluctuation reserve fund	<u>344,000</u>	<u>350,000</u>
	744,000	750,000

# Actsae Safety Association

## Notes to the Financial Statements December 31, 2022

11. Furniture and equipment	2022 \$	2021 \$
Amortization of equipment under capital lease	6,495	6,683
Amortization of property and equipment	51,746	24,689
Amortization of rental equipment	12,058	12,696
Furniture and equipment purchases	515	5,164
Furniture and equipment rental	10,874	4,272
Product sales purchases	<u>-</u>	<u>1,367</u>
	81,688	54,871

### 12. Remuneration paid to employees and contractors

Under the *Societies Act* (British Columbia), the Association is required to disclose the total number of employees and contractors earning over \$ 75,000 and total remuneration paid during the fiscal year. During the 2022 fiscal year, 7 employees (2021 - 5 employees) earned over \$ 75,000 and were paid a total of \$ 675,969 (2021 - \$ 507,647).

### 13. Remuneration paid to directors

Under the *Societies Act* (British Columbia), the Association is required to disclose any remuneration paid to directors during the fiscal year. Honoraria paid to directors were as follows:

	2022 \$	2021 \$
Chair	4,500	-
Former Chair	3,000	5,500
Vice Chair	1,500	2,200
Treasurer	3,000	2,750
Director, Employer Representative - Performing Arts	3,000	1,850
Director, Worker Representative - Performing Arts	3,000	2,500
Director, Worker Representative - Motion Picture	<u>3,000</u>	<u>2,300</u>
	21,000	17,100

### 14. Other income

Other income includes the following:

	2022 \$	2021 \$
First aid kit sales	996	343
AED rentals	42,438	63,865
Service sales	7,800	7,766
Actsae Entertainment Safety Conference	48,663	39,358
BC Arts Council Grant	<u>22,501</u>	<u>13,125</u>
	122,398	124,457

# Actsafes Safety Association

## Notes to the Financial Statements

December 31, 2022

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### 15. Financial instruments

Financial instruments consist of cash and cash equivalents, term deposit, accounts receivable and accounts payable and accrued liabilities.

#### **Credit risk**

The Association is exposed to credit risk in respect of its cash and cash equivalents, term deposit and accounts receivable due to the potential for counterparties to default on their contractual obligations to the Association. The maximum potential loss on these financial instruments is equal to the carrying amounts of these items. Credit risk exposure is minimized by dealing with counterparties who are believed to be creditworthy.

#### **Interest rate risk**

The Association's investments bear interest at fixed rates and are therefore subject to interest rate price risk as fluctuations in the market rates of interest may increase or decrease their fair value.