# NOVA SCOTIA CONSTRUCTION SAFETY ASSOCIATION (OPERATING AS CONSTRUCTION SAFETY NOVA SCOTIA)

# FINANCIAL STATEMENTS

**DECEMBER 31, 2023** 



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#### INDEPENDENT AUDITORS' REPORT

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# To the Members of: **Nova Scotia Construction Safety Association**

#### Opinion

We have audited the financial statements of **Nova Scotia Construction Safety Association** ("the Association"), which comprise the statement of financial position as at December 31, 2023 and the statements of operations and changes in net assets and 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, 2023, and results of its 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 Auditors' 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.

#### Auditors' 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 auditors' 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 auditors' 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 auditors' 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.

Dartmouth, Nova Scotia April 30, 2024

Baker Tuly Nova Scotha Inc

**Chartered Professional Accountants** 



# NOVA SCOTIA CONSTRUCTION SAFETY ASSOCIATION (OPERATING AS CONSTRUCTION SAFETY NOVA SCOTIA) STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2023

	2023 Budget \$	2023 Actual \$	2022 Actual \$
<b>REVENUES</b> Membership (Note 11) Safety services Other (Note 12)	2,842,630 829,502 119,200	3,222,891 911,961 <u>329,595</u>	2,951,108 728,400 104,239
	3,791,332	4,464,447	3,783,747
EXPENSES			
Program Salaries and benefits	1,434,249	1,428,300	1,280,894
Contract operations	24,000	23,655	40,002
Online learning	11,200	1,176	11,030
Materials	53,000	100,590	54,840
Travel	79,500	80,797	62,468
Other	50,987	49,327	29,381
	1,652,936	1,683,845	1,478,615
Administrative			
Salaries and benefits	1,124,200	1,135,819	1,000,521
Marketing and promotion	118,644	257,545	98,691
Staff education	62,000	12,727	48,417
Board of directors	17,018	16,312	7,983
Interest and bank charges Travel	14,400	15,570	13,360
Research and innovation	17,200 24,300	18,048 7,599	26,364 5,716
Professional fees	24,300	253,377	99,363
IT services and subscriptions	205,904	205,002	161,218
Facilities	252,707	253,118	203,693
Office	50,200	49,502	47,570
Insurance	16,065	16,262	19,238
	2,104,007	2,240,881	1,732,134
	3,756,943	3,924,726	3,210,749
EXCESS OF REVENUES OVER EXPENSES BEFORE OTHER EXPENSES	24 280	E20 <b>Z2</b> 1	E72 009
BEFORE OTHER EXPENSES	34,389	539,721	572,998
AMORTIZATION OF CAPITAL ASSETS	90,000	92,757	90,336
AMORTIZATION OF INTANGIBLE ASSETS	50,000	53,238	62,925
LOSS ON DISPOSAL OF INTANGIBLE ASSET			23,714
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>( 105,611</u> )	393,726	396,023



# NOVA SCOTIA CONSTRUCTION SAFETY ASSOCIATION (OPERATING AS CONSTRUCTION SAFETY NOVA SCOTIA) STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2023

	Investment in Capital and Intangible Assets	Unrestricted	Internally Restricted (Note 9)	Total 2023	Total 2022
	\$	\$	\$	\$	\$
Net assets - beginning of year	1,395,081	2,066,353	255,603	3,717,037	3,321,014
Excess (deficiency) of revenues over expenses Acquisition of capital assets Acquisition of intangible assets Payments on obligation under capital lease	( 145,995) 78,610 - <u>10,498</u>	536,856 ( 78,610) - ( <u>10,498</u> )	2,865 - - -	393,726 - - -	396,023 - -
Net assets - end of year	1,338,194	2,514,101	258,468	4,110,763	3,717,037

# NOVA SCOTIA CONSTRUCTION SAFETY ASSOCIATION (OPERATING AS CONSTRUCTION SAFETY NOVA SCOTIA) STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31, 2023

	2023	2022
	\$	\$
ASSETS		
CURRENT	1 000 500	007 0(0
Cash Cash internally restricted (Nate 0)	1,226,530	887,269
Cash - internally restricted (Note 9)	8,202	1,922 150,000
Cash - externally restricted (Note 10) Term deposits	- 727,028	725,000
Term deposits - internally restricted (Note 9)	250,000	250,000
Accounts receivable (Note 3)	742,553	669,749
Prepaids	<u>75,821</u>	60,965
1	3,030,134	2,744,905
CAPITAL ASSETS (Note 4)	1,217,141	1,231,288
INTANGIBLE ASSETS (Note 5)	132,116	185,354
	4,379,391	4,161,547
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities (Note 6)	189,535	221,597
Deferred revenue (Note 7)	68,030	201,352
Current portion of obligation under capital lease	11,063	10,498
	268,628	433,447
<b>OBLIGATION UNDER CAPITAL LEASE (Note 8)</b>		11,063
	268,628	444,510
NET ASSETS		
INVESTMENT IN CAPITAL AND INTANGIBLE		
ASSETS	1,338,194	1,395,081
UNRESTRICTED	2,514,101	2,066,353
INTERNALLY RESTRICTED (Note 9)	258,468	255,603
	4,110,763	3,717,037
	4,379,391	4,161,547

Approved by the Board Milton Howley Director Donald Maillet Director

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# NOVA SCOTIA CONSTRUCTION SAFETY ASSOCIATION (OPERATING AS CONSTRUCTION SAFETY NOVA SCOTIA) STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2023

CASH PROVIDED BY (USED FOR):	2023 \$	2022 \$
<b>OPERATING</b> Excess of revenues over expenses	393,726	396,023
Items not affecting cash Amortization of capital assets Amortization of intangible assets Loss on disposal of intangible asset	92,757 53,238 	90,336 62,925 <u>23,714</u>
Changes in non-cash working capital items Accounts receivable Prepaids Accounts payable and accrued liabilities Deferred revenue	539,721 ( 72,804) ( 14,856) ( 32,062) ( 133,322)	572,998 ( 136,051) 17,111 86,438 152,575
<b>FINANCING</b> Payments on obligation under capital lease	<u>    286,677</u> ( <u>    10,498</u> )	<u>693,071</u> ( <u>7,521</u> )
<b>INVESTING</b> Acquisition of term deposits Proceeds on term deposits Acquisition of capital assets Acquisition of intangibles	(977,028) 975,000 (78,610) -	( 975,000) 942,063 ( 24,073) ( 34,112) ( 01,122)
CHANGE IN CASH CASH - beginning of year	<u>(        80,638</u> ) 195,541 <u>    1,039,191</u>	( <u>91,122</u> ) 594,428 <u>444,763</u>
CASH - end of year	1,234,732	<u>    1,039,191</u>
Cash consists of:		
Cash Cash - internally restricted Cash - externally restricted	1,226,530 8,202	887,269 1,922 <u>150,000</u>
	1,234,732	<u>    1,039,191</u>

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#### 1. OPERATIONS

The Nova Scotia Construction Safety Association ("the Association") was incorporated under the Societies Act of Nova Scotia on May 21, 1993. It is committed to providing quality, accessible and affordable safety services. As an Association founded by and responsible to the construction industry, the Association is dedicated to developing a positive occupational health and safety culture within the province's construction sector and it's communities of interest. The Association is a non-profit organization and is exempt from income taxes under Section 149.1(1) of the Income Tax Act.

# 2. SIGNIFICANT ACCOUNTING POLICIES

#### Basis of accounting

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

#### Net asset funds

#### Investment in Capital and Intangible Assets Fund

The Investment in Capital and Intangible Assets Fund is used to account for capital and intangible assets, including their acquisition, financing, amortization and disposal. Operating costs of capital assets are accounted for by the Investment in Capital and Intangible Assets Fund.

#### **Unrestricted Fund**

The Unrestricted Fund is used for the Association's day-to-day ongoing activities. This fund includes the assets, liabilities, revenues and expenses other than those related to the Investment in Capital and Intangible Assets Fund and Internally Restricted Fund.

#### Internally Restricted Fund

The Internally Restricted Fund was created by the Board of Directors for the purpose of financing the cost of specific future capital asset replacements.

#### Cash and internally restricted cash

Cash and internally restricted cash consists of cash on hand and bank balances held with a financial institution.



## 2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Capital assets

Capital assets are recorded at cost. Amortization is provided for using the following rates and methods over their estimated useful lives as follows:

Assets under capital lease	Term of lease	Straight line
Building	4%	Diminishing balance
Computer equipment - administrative	30%	Diminishing balance
Computer equipment - services	30%	Diminishing balance
Office equipment	20%	Diminishing balance
Paving	8%	Diminishing balance
Sign	10%	Diminishing balance
Training equipment	20%	Diminishing balance

One half year's amortization is taken in the year of acquisition and year of disposal.

#### Intangible assets

Intangible assets are accounted for at cost. Amortization is provided for using the following rates and methods over their estimated useful lives as follows:

Curriculum development	10 years	Straight-line
LMS software system	5 years	Straight-line
Website	5 years	Straight-line

One half year's amortization is taken in the year of acquisition and year of disposal.

#### Impairment of long-lived assets

Long-lived assets are tested for impairment whenever events or changes in circumstances indicate that their carrying value may not be recoverable. An impairment loss is recognized when the carrying amount of the asset exceeds the sum of the undiscounted cash flows resulting from its use and eventual disposition. Any impairment loss is measured as the amount by which the carrying amount of the long-lived asset exceeds its fair value.

#### Revenue recognition

#### Membership revenue

Membership revenue relating to the Workers' Compensation Board of Nova Scotia ("WCB") levy is recorded based on amounts provided by WCB as per Note 11. Associate membership revenue is recorded when billed, at the beginning of the membership term, provided collection is reasonably assured.



# 2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Revenue recognition (continued)

#### Safety services

Safety services revenue is recognized when the service has been provided to the member, provided the price is fixed or determinable and collection is reasonably assured.

#### Other revenue

Other revenue, consisting of investment, rental and other, is recognized on a monthly basis, when earned, provided the price is fixed or determinable and collection is reasonably assured.

#### **Financial instruments**

#### Measurement of financial instruments

The Association initially measures its financial assets and financial liabilities at fair value.

The Association subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, guaranteed investment certificates and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and obligation under capital lease.

#### Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of any write down is recognized in the excess of revenues over expenses. Any previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of any reversal is recognized in the excess of revenues over expenses.

# 2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Use of estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingencies at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Estimates are used when accounting for items and matters such as allowance for uncollectible accounts receivable, WCB levy receivable, useful lives of capital assets and intangible assets, certain accrued liabilities and contingencies. Actual results could differ from those estimates.

The main item for which a significant estimate was made is accounts receivable for a levy received from WCB. To estimate this amount, management is required to make various assumptions that it considers reasonable. Any changes to the assumptions could have a significant impact on the Association's excess of revenues over expenses and financial position. As a result, the membership revenue of the Association could increase or decrease in upcoming years as described in Note 11.

#### Government assistance

The Association recognizes government assistance when the conditions under which the assistance was approved have been met and collection is reasonably assured. Government assistance related to non-capital expenditures are recognized as revenue in the period in which the related expenses were incurred. Capital asset grants are accounted for as a reduction of the cost of the related asset.

3.	ACCOUNTS RECEIVABLE	2023 \$	2022 \$
	Trade receivables	117,847	139,702
	Workers Comp Levy	573,387	538,148
	HST recoverable	70,002	10,582
	Allowance for doubtful accounts	<u>( 18,683</u> )	( 18,683)
		742,553	669,749

4.	CAPITAL ASSETS	Cost \$	Accumulated Amortization \$	Net 2023 \$	Net 2022 \$
	Land	128,565	-	128,565	128,565
	Assets under capital lease	49,949	44,954	4,995	14,985
	Building	1,427,273	768,615	658,658	686,102
	Computer equipment -				
	administrative	284,841	244,533	40,308	27,258
	Computer equipment -				
	services	382,447	379,316	3,131	4,474
	Office equipment	277,578	207,072	70,506	36,228
	Paving	412,014	133,248	278,766	303,007
	Sign	27,461	19,124	8,337	9,263
	Training equipment	201,713	177,838	23,875	21,406
		3,191,841	1,974,700	1,217,141	1,231,288
5.	INTANGIBLE ASSETS		Accumulated	Net	Net
		Cost	Amortization	2023	2022
		\$	\$	\$	\$
	Curriculum development	304,290	233,648	70,642	101,051
	LMS software system	118,176	56,702	61,474	83,609
	Website	6,945	6,945	-	694
		429,411	297,295	132,116	185,354

#### 6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2023 \$	2022 \$
Trade payables Accrued liabilities	50,057 <u>139,478</u>	36,608 <u>184,989</u>
	189,535	221,597

7.	DEFERRED REVENUE	2023 \$	2022 \$
	Safety services Deferred grants LSI grant (Note 10)	62,530 5,500 - <u>68,030</u>	51,352 - <u>150,000</u> <u>201,352</u>
8.	OBLIGATION UNDER CAPITAL LEASE Xerox Canada Ltd, repayable in quarterly instalments	2023 \$	2022 \$
	of \$2,858 until December 2024, including interest at 5.27% per annum, secured by office equipment with a net book value of \$14,985.	11,063	21,561
	Less current portion	11,063	10,498
			11,063

Future minimum lease payments due over the next year on obligations under capital lease are as follows:

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		\$
20	24	11,430
Less amount representin	g interest	367
	Balance	11,063

# 9. INTERNALLY RESTRICTED NET ASSETS

The Association has established a capital reserve fund held in an interest bearing account and guaranteed investment certificates for the purpose of financing the cost of specific future capital asset replacement. Annual funding and the specific projects that are to be financed by the capital reserve fund are decided by the Board.

# **10. EXTERNALLY RESTRICTED ASSET**

The Association has received a grant from Nova Scotia Labour, Skills and Immigration to deliver a Fall Protection Campaign. The grant has project milestones which are anticipated to be completed from January to September of 2023. As the project was completed at December 31, 2023 the grant has been recorded as revenue during the year (Note 7).



#### **11. MEMBERSHIP REVENUE**

Included in membership revenue is the industry-wide levy received by the Association from construction contractors. At each year end, the Association records an amount receivable for this levy based on amounts provided by WCB. The levy is calculated based on \$0.17 per \$100 of estimated payroll for employers in the construction and ready-mix concrete industries. Any amounts received in excess of the prior year's receivable are recorded as revenue in the year in which they are received.

	2023 \$	2022 \$
Levy assessed relating to the current fiscal year	3,198,850	2,956,352
Levy received relating to the prior years in excess (deficiency) of estimate Associate membership revenue	15,241 <u>8,800</u>	( 12,651) 7,407
	3,222,891	2,951,108
<b>12. OTHER REVENUE</b>	2023 \$	2022 \$
Investment	72,612	14,318
Rental	49,100	46,800
Grants	202,000	40,000
Other	5,883	3,121
	<u>329,595</u>	104,239

#### **13. OPERATING LINE OF CREDIT**

The Association has an operating line of credit authorized in the amount of \$250,000, secured by a general security agreement over all assets of the Association, bearing interest at the Bank's prime rate plus 1.00% per annum. As of December 31, 2023 the balance on the operating line of credit was \$NIL (2022 - \$NIL).

## **14. FINANCIAL INSTRUMENTS**

#### Risks and concentrations

The Association is exposed to various risks through its financial instruments. The following analysis provides a measure of the Association's risk exposure and concentrations at December 31, 2023.

# 14. FINANCIAL INSTRUMENTS (Continued)

It is management's opinion that the Association is not exposed to significant currency or interest rate risks from its financial instruments. The risks arising on financial instruments are limited to the following:

#### Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. Financial instruments that potentially subject the Association to concentrations of credit risk consist of cash, accounts receivable and investments. The Association deposits its cash and purchases investments from a reputable financial institution and therefore believes the risk of loss to be remote. The Association is exposed to credit risk from accounts receivable. Approximately 85% (2022 - 82%) of the Association's accounts receivable balance is due from WCB. The Association believes this credit risk is minimized as the Association has a close business relationship and no collection issues with WCB in the past. A provision for impairment of accounts receivable is established when there is objective evidence that the Association will not be able to collect all amounts due.

#### Liquidity risk

Liquidity risk is the risk that the Association will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its accounts payable and accrued liabilities and obligation under capital lease. The Association has sufficient financing facilities are in place should cash requirements exceed cash generated from operations.

#### Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Association is exposed to this risk mainly in respect of its investments.

## **15. BUDGET AMOUNTS**

The budget amounts disclosed on the statement of operations are unaudited and are provided for information purposes only.



# **16. ECONOMIC DEPENDENCE**

The Association is economically dependent on monies collected from employers in the construction sector in the form of a levy. The levy is collected on the Association's behalf by WCB. There is an agreement in place between the Association and WCB regarding this levy. The agreement was renewed on September 1, 2020 and ends on August 31, 2024.

# **17. COMPARATIVE FIGURES**

Certain figures presented for comparative purposes have been reclassified to conform with the financial statement presentation adopted for the current year.