



ANNUAL REPORT 2020

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MESSAGE FROM THE BOARD

Since early 2020, health and safety has been at the forefront of the global conversation. It has made for an exceptional year.

The impact of the COVID-19 pandemic has had a devastating effect on many lives and the economy. As directors of the Board for the Centre for Health & Safety Innovation (CHSI), we have been and will remain committed to the well-being of our community in this ever-changing environment.

CHSI is an exceptional purpose-built meeting facility, now open for 14 years. With the challenges of the past year necessitating the rise of virtual meetings, CHSI has been adapting its business to serve its customers.

Health and safety continues to be our number one priority. It is the focus of our mission as a unique meeting place for applied learning and innovation, and to inspire prevention within the community.

As neighbours, we believe strongly in the resilience of people, and send our heartfelt wishes to families and communities to remain healthy and safe during these disruptive times. We also extend condolences to those who have lost a loved one to COVID-19 and a special thank-you to our health care, first responder and food security champions who have been tirelessly supporting us all.

It is commitment to community that strengthens our love and support for each other. At CHSI, we will continue to lead by example in creating a healthy and safe environment.



LYNN BROWNELL

President & CEO, WSPS



ENZO GARRITANO

President & CEO, IHSA



SANDRA MILLER

Vice President, Strategy & Governance, WSPS



FATIMA LUIS

VP, Marketing & Finance, IHSA



MESSAGE FROM THE GENERAL MANAGER

2020 was a year unlike any other in recent history. With the COVID-19 pandemic taking hold for most of the year, it was a time of adjustment and unprecedented business activity. Many businesses, of varying magnitude, implemented business continuity plans to carry-on. Unfortunately, some businesses did not survive and some of our colleagues, friends, and family members suffered significant losses. Despite many of these challenges, all of us are working together to persevere.

At the Corporate Event Centre, our vision is to support and promote health and safety initiatives. We provide space and amenities for the incubation of new ideas and continuing existing programs and services. As we say good bye to 2020, we are optimistic that over the course of 2021 we will begin to see the smiling faces of our clients as they enter our building.

In the meantime, stay healthy and be well.

CHSI STAFF

(As of December 2020)

MICHAEL SMITH

General Manager

JACK MANGAL

*Tenant Services and Facilities
Manager*

MURRAY PARR

*Manager, Business
Development and Strategic
Initiative*

SERIE BUZMION

Finance and Admin Coordinator

ANDREW FERNANDES

*Tenant Services and Facilities
Coordinator*

ANNA SANTOLI

*Reservations & Guest Services
Coordinator*

BENJAMIN FRADE

Mailroom Coordinator

RYAN RAMRATTAN

Facilities Attendant



OUR COMMITMENT

The global pandemic caused by COVID-19 has forever altered our daily lives. On behalf of the entire CHSI Staff of dedicated team members, please know our hearts go out to all those who have been impacted by this crisis. These are unprecedented and challenging times and we continue to adapt our personal and professional lives accordingly.

However, our commitment to providing exceptional service will never change. CHSI truly values the ongoing partnership we have with you and we take our commitment to serve you very seriously. Undoubtedly, COVID-19 has and will continue to change every experience and the ways in which we provide service.

Our number one priority is your health, safety and well-being. Rest assured, our team has been monitoring the evolving global impact of the novel Corona Virus (COVID-19) and are paying close attention to recommendations from Ontario Public Health, IHSA, WSPS, WHO and Health Canada, as we take every additional measure to ensure your safety and protection as we prepare to re-open our doors.

We would like to thank you for the trust and support you have in us.



CORPORATE EVENT CENTRE AT CHSI COMPANY SNAPSHOT

The Centre for Health and Safety Innovation was built in 2006 and began with a vision of being a focal point for innovation and applied learning in the community. CHSI is the home of two Ontario's health and safety associations - Infrastructure Health and Safety Association and Workplace Safety and Prevention Services, as well as the multi-disciplinary Health Clinic High Point Wellness Centre.

The facility was originally built with meeting space but expanded in 2011 as a response to its changing vision. A 3,916-sqft Conference Centre was added to the Northwest end of the building transforming the centre into a true multi-purpose facility. The renovation significantly increased the centre's capacity which can now accommodate up to 288 guests.

CHSI's strategic goal remains the same:

“Create a unique meeting place that advances and promotes the mission of CHSI and supports its partners and stakeholders.”

Using this as a basis for business growth, CHSI created an extension of services called the Corporate Event Centre at CHSI. This brand helps CHSI in leveraging its competences in providing services to those who seek meeting, training, conference and event rental space. In creating the CEC brand and expanding the facility, CHSI can now accommodate a wider audience including corporate and Fortune 500 businesses, small businesses, associations meeting and event planners, film and television productions, non-profits and post secondary education institutions.





VALUE PROPOSITION

CHSI's value proposition tells prospects why they should do business with us rather than our competitors and makes the benefits of products or services crystal clear from the start.

With a focus on generating awareness and action among our targeted business communities, all communication materials feature key messages:

WE ARE A FOCAL POINT:

A meeting place that serves as the nexus of health and safety in Ontario for applied learning in the prevention and elimination of workplace injuries and illnesses.

WE ARE A RESOURCE:

For key employers, employees and others seeking expertise and direction on how to make workplaces injury and illness free.

WE ARE COLLABORATIVE:

A space to cultivate new ideas, initiatives, partnerships and alliances in health and safety, facilitating the exchange of knowledge from its roots in research to application in the workplace.

ENGAGEMENT HIGHLIGHTS



**FACEBOOK
ENGAGEMENT:**
+20%



**INSTAGRAM
ENGAGEMENT:**
+30%



**TWITTER
ENGAGEMENT:**
+23%

The CEC brand continues to have an active presence on multiple platforms with the following platforms. Thanks to a re-focus on social media, we can engage with our guests on a real-time basis to answer their questions or address their concerns. We are listening and responding on Facebook, Twitter, LinkedIn and Instagram.

SOCIAL MEDIA STRATEGY

- Social media engagement
- Collaboration with not-for-profit organizations and business partners

"COLLABORATION WITH OTHER NON-PROFITS AND BUSINESS PARTNERS WILL HELP PUSH FORWARD ENGAGEMENT."

With the ubiquity of smartphones nowadays, we cannot deny the huge impact of social media in driving consumer behavior. That's why brands both big and small tap digital platforms in a bid to capture market share. Digital Media is one of the best ways to connect with clients who already love our brand. It's also important for reaching those who haven't heard of our business yet. With the help of Ankit Designs maintaining our fresh CEC and "mobile-first," AODA-compliant website we're focused on delivering superior value and connecting with the right audience.



ANNUAL REACH

Corporate Event Centre
at CHSI enjoyed 1.9K%
increase on audience
reach in both organic
and paid posts.

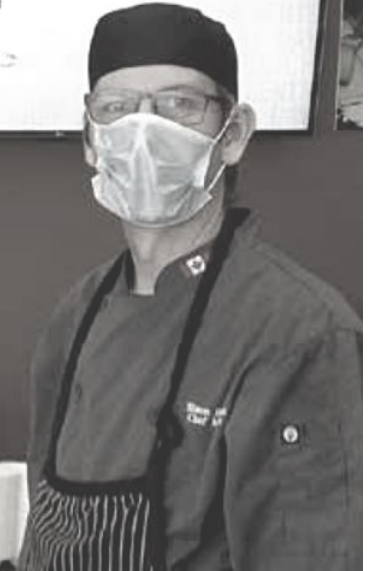


FOOD SERVICES

Dana

Hospitality LP

REOPENING PLAN



Dana Hospitality has always strived to provide the highest safety standard possible in every day operations. Safety does not occur by chance, it is the result of ongoing training and careful attention by every Dana employee, from culinary teams and operations directors to office staff. Our company has always, and will always work diligently to ensure that our cafés are safe and healthy places for customers and employees

Going forward, when any customer walks into Creekbank Café, our culinary behaviours will be our demonstration that our company has the highest standards of wellness and safety in place to protect employees and customers from a potential hazards such as COVID-19 type viruses, food borne illnesses and unsafe work practices. We thank you in advance for your trust as we begin to welcome back our valued guests!

Our reopening plan is to enhance safety measures for our people, the places our guests occupy and our scratch-made products.



PEOPLE

Our team is ready to get back to serving you! As we confirm your reopening date, expected population and hours of operation at your location, we will begin immediately reactivating our workforce with the appropriate staffing levels needed.



PLACES

We will begin by thoroughly cleaning and sanitizing all food production equipment and service areas. Implementation of additional protocols and procedures, detailed on the next page, will ensure a safe and healthy environment in your café, vending and micro market locations. Prior to reopening, we will also make any other necessary adjustments to meet new protocols.



PRODUCTS

We are working closely with our supplier-partners to source the necessary inventory of supplies and fresh ingredients we will need to serve our guests and expedite service in a safe manner. We are also significantly increasing inventories of disposable single-use packaging and safety-related products.



Continually providing effective and frequent communication is critical to the success of our safe reopening plan.

GUESTS

We have developed a series of guest-focused marketing collateral to ensure we welcome back our guests with clear communication of the safety protocols they can expect to experience. Daily and weekly menus will continue to be promoted on your cafés dedicated iCanEat website, on the Eat Fresh Rewards APP and in-café Digital Menu Boards. Your culinary team will continue to provide you with an assortment of made-from-scratch meals using fresh, locally sourced ingredients every day. The menu variety may reduce in the short-term in order to speed up service and balance supply chain shortages. If you have any questions, then please email changes@danahospitality.ca

TEAM MEMBERS AND CLIENTS

We are continually communicating with our team members on the new operating procedures in our café, vending and micro market locations. We will continue to keep you engaged and informed of our plans and any recommended actions related to your location.

WELCOME
This café has adopted some new safety practices

_____ is the maximum number of guests allowed in the serving area at one time to ensure proper distancing



Please wait behind the line on the floor for one person at each station to be served at a time.



Our preference is to accept Debit/Credit and Dana Card Payments. Please minimize the usage of cash, but it is still accepted.



Reminder: Please wash / sanitize your hands prior to & after visiting the café.

Thank you for helping us keep everyone safe
Dana Murray

WELCOME
This café has adopted some new safety practices

 **Please "eat" with your eyes**
To help reduce "touch" points, for Fresh & Fast, beverages and convenience items, if you touch it then please take it. Don't put it back for the safety of all guests.

 **Please leave your lunch at home.**
Avoid bringing any containers in from home in order to keep the seating area clean and reduce the risk of contamination to all guests and staff.

 **Questions?**
Your culinary team will continue to provide you with an assortment of made-from-scratch meals using fresh, locally sourced ingredients every day. The menu variety may reduce in the short-term in order to speed up service. If you have any questions, then please email changes@danahospitality.ca

Thank you for helping us keep everyone safe
Dana Murray



We are dedicated to continuing to follow the facts. Our COVID-19 Response Team continues to remain active and vigilant in ensuring we provide the most accurate and up-to-date guidelines, standards and policies to our on-site teams across Canada.



GUIDELINES

As new government guidelines are released, Dana's team will quickly evaluate, adapt and update our standards and revise our standards of operations accordingly.

STANDARDS AND POLICIES

The COVID-19 situation is constantly evolving and we will continue to keep our management team abreast of new standards and policies.



Education is a critical element of our safe reopening plan. New trainings, protocols and procedures will protect our team members and those we serve.

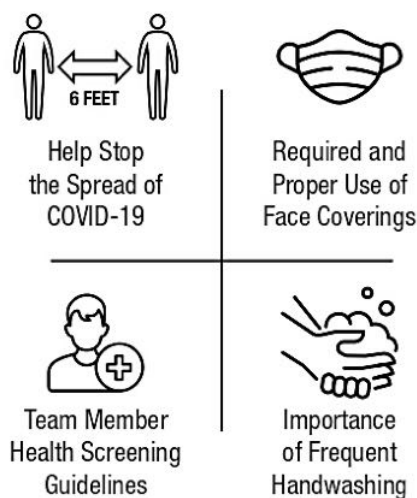
Our COVID-19 Response Team, which includes our Director of Health & Safety, has developed training to prepare our teams for reopening your café, vending and micro market locations. In addition, Dana has detailed operating procedures to ensure that we continue to serve our guests in accordance with our advanced health, food and physical safety standards.

Some of the changes that we are making to our safety processes include:

- Online training portal for all workers. The Portal will provide Infection Control back to work policy, Annual Safety Talks, new worker orientation training resources and we will be able to monitor employee safety training compliance.
- Infection Control Program – Standards, Standard Operating Procedures, tracking reports to ensure the safety of our culinary production and customer service.
- Infection control measures including temperature checking of employees prior to work, contactless cash, social distancing in front and back of the house so that we are able to monitor the wellness of our employees.
- Third party inspection platform to ensure compliance with our safety standards.
- New Personal Protective Equipment protocols including everyday wearing of nitrile gloves, masks, cashier station guards.
- Online TrainCan® food safety training, with proctoring by Julia Fawcett, an independent Food and Workplace Safety Auditor, so that we can ensure that all workers are provided with food safety certification.
- Return to Work Check-in Guide that will ensure that our employees returning to work after the current COVID-19 crisis are well and are provided with information on our new infection control processes.
- Customer facing education program of posters, materials, surveys, etc. that will demonstrate that we are providing our customers with a safe café.

TRAINING

The Dana safety team has enhanced the training requirements for each Dana Team Member to complete before they are authorized to return to work including, but not limited to the following:



VENDING AND MICRO MARKET PROTOCOLS

- Increase sanitation frequency of machines and touchpoints
- Ensure stock is replenished during off-peak hours to minimize contact with others
- Dana Team Members servicing accounts will maintain a 6-foot distance when replenishing stock
- Suspension of condiment packets, plates and flatware to reduce risk of open touch points

CAFÉ PROCEDURES

Each café will be required to:



- Encourage guests to please “eat with your eyes” rather than touch foods



- Provide visual reminders for guests to please wait behind the line on the floor for one person at each station to be served at a time.



- Introduce and promote the use of our Eat Fresh Rewards APP, so guests can order and prepay meals and dedicate a pickup time so they can avoid all lineups



- Inform guests that to speed up service, our preference is to accept Debit/Credit and Dana Card Payments. Please minimize the usage of cash, but it is still accepted.

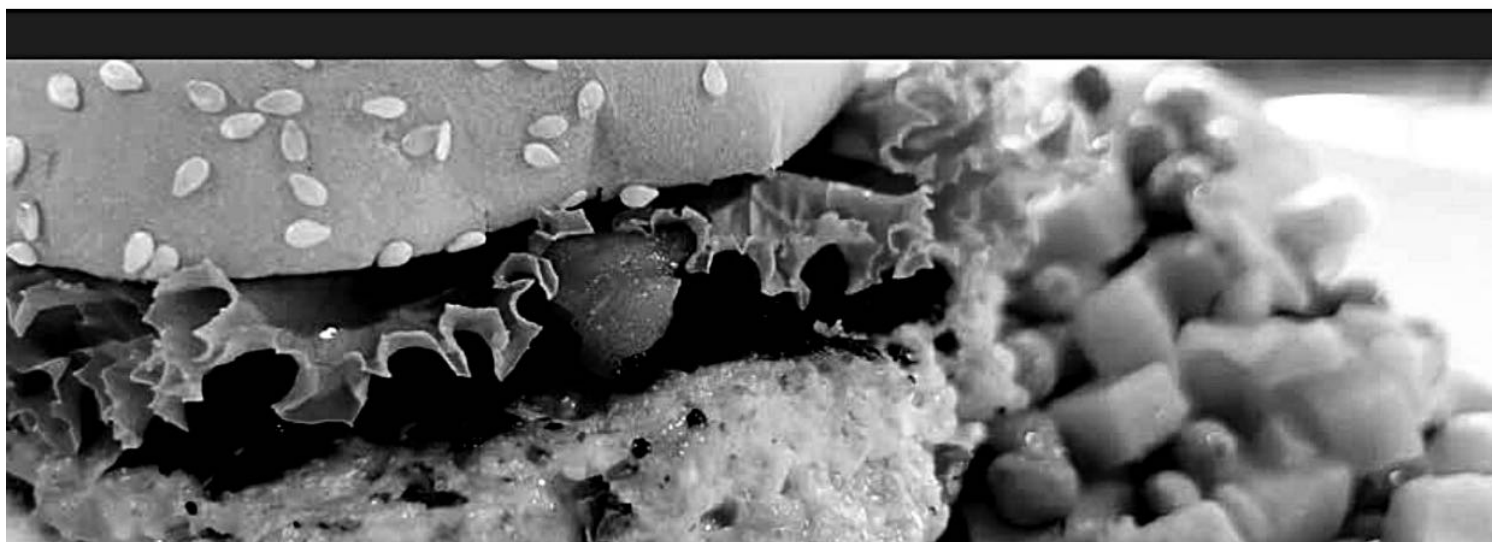


- Provide visual reminders for guests to please wash their hands prior to & after visiting the café

CAFÉ PROTOCOLS

To ensure the safety of our team members and guests, on-site managers will evaluate our culinary platforms and make adjustments accordingly. We have temporarily revised our culinary service standards to remove the risk of open touch points as outlined below.

Offer guests	Suspension of
Increased variety of Fresh & Fast packaged sandwiches, snacks and salads with tamper evident labels	Self-serve salad bars
Additional bottled beverages in our beverage merchandisers	Self-serve fountain drinks
Clearly-marked packaged selections	Self-serve pizza/pasta offerings
Full-service experience including complimentary samples served on request	Self-serve soup offerings
Full-service experience made fresh to order	Self-serve grill selections
Items distributed at point of service	Self-serve utensils, condiments, napkins
Full-service experience with single use cups	Self-serve hot beverages/reusable cups
Evaluated on case-by-case basis	Other self-serve stations





VIRTUAL OFFICE SOLUTIONS

With the current situation we are in, we can help you can change the way you work. Corporate Event Centre at CHSI has launched the Virtual Office Solutions that will work for you and your business. You can now efficiently manage your business regardless of your physical location. Work from anywhere you want and have your own professional business address and phone number. When you need office space you can rent by the day at our facility. Packages can include:

- Professional business address - A prestigious business address. Use the address on all your company documents, from business cards to Google/web listings
- Professional mail handling - We will handle your incoming mail which you can collect for free or choose from a daily, weekly or monthly mail forwarding package for one simple additional monthly cost
- Same-day Mail notification
- Local phone number and live professional receptionist to answer calls and transfer to an offsite number
- High speed internet access
- Access to a small office for 1 day or 8 hours once a month
- Access to onsite Café
- Access to Boardroom and Meeting Room at discounted rates

EXCLUSIVE SPEAKER SERIES

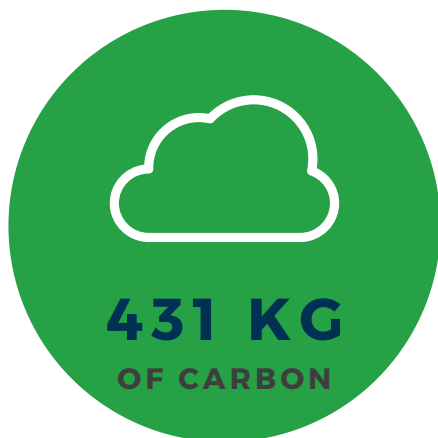
Complex times call for serious solutions. These are complex times. Effective Managers™ can now deliver all of its programs virtually so that organizations can get the support they need, when they need it. Whether you are coming to grips with the impact of COVID-19 on your business, or preparing to bounce back during the recovery period, we can help.

This year we launched our Virtual Speaker Series in Partnership with Effective Managers™ and CSPN.

Corporate Event Centre at CHSI hosted webinar series that provides an understanding of the fundamentals of improving organization performance. Some organizations do well in some areas, and not so well in others. This workshop will help you to understand the causes of under performance, and what to do about it. Don't worry if you missed it, the recorded sessions are available for purchase on our website.



CHSI'S ENVIRONMENTAL SAVINGS



HOW WE CALCULATE OUR ENVIRONMENTAL IMPACT

Our calculations for environmental impact associated with reduced paper use are based on our use of DocuSign. We estimate the number of pieces of paper saved by looking at three factors: (1) Number of envelopes sent (2) Number of pages per envelope (3) Number of recipients per envelope. Our model assumes that each recipient of a document would print it once, on average, and that the paper used would contain 10% recycled content. Some environmental impact estimates were made using the Environmental Paper Network Paper Calculator Version 4.0. Please note that all environmental impact estimates presented herein are provided solely for illustration and informational purposes and should not be relied on as a completely accurate representation of the environmental benefits of or impact derived from reducing paper usage by using DocuSign.



FINANCIAL REPORT



Edward & Manning ^{LLP}
Chartered Professional Accountants

Centre for Health & Safety Innovation

December 31, 2020

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Edward & Manning LLP
Chartered Professional Accountants

Independent Auditors' Report

To the Members of
Centre for Health & Safety Innovation

Opinion

We have audited the accompanying financial statements of Centre for Health & Safety Innovation (the "Centre"), which comprise the statement of financial position as at December 31, 2020, and the statements of operations and net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Centre for Health & Safety Innovation as at December 31, 2020, and the results of operations and net assets 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 Centre 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.

Other Matter

The prior year financial statements were audited by another firm, who expressed an unqualified opinion in their report dated April 9, 2020.



Edward & Manning LLP
Chartered Professional Accountants

Independent Auditors' Report

continued

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 Centre'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 Centre or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Community'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.



Edward & Manning LLP
Chartered Professional Accountants

Independent Auditors' Report

continued

- 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 Community'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 Centre'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 Centre 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.

Edward & Manning LLP

Chartered Professional Accountants
Licensed Public Accountants

Toronto, Ontario
April 16, 2021

Centre for Health & Safety Innovation

Statement of Financial Position

As At December 31, 2020

	Note	2020	2019
Assets			
Current Assets			
Cash and cash equivalents		\$ 1,289,354	\$ 3,354,724
Short term investment	(3)	450,000	-
Accounts receivable		40,254	242,726
Taxes recoverable		30,756	8,807
Prepaid		12,260	35,838
Current portion of straight-line rent		26,683	160,101
Total Current Assets		1,849,307	3,802,196
Capital assets	(4)	392,886	201,384
Lease deposit	(5)	326,196	311,563
Long-term portion of straight-line rent		-	26,683
Total Assets		\$ 2,568,389	\$ 4,341,826
Liabilities and Net Assets			
Current Liabilities			
Accounts payable and accrued liabilities		\$ 101,929	\$ 49,461
Government remittances payable		25,326	32,216
Current portion of straight-line rent		90,193	160,101
Due to members	(6)	1,661,431	486,868
Total Current Liabilities		1,878,879	728,646
Long-term portion of straight-line rent		317,550	407,743
Tenant deposits	(5)	249,684	243,129
Total Liabilities		2,446,113	1,379,518
Net Assets			
Unrestricted		(1,297,352)	157,370
Replacement reserve	(7)	368,551	1,753,861
Members' capital investment	(11)	1,051,077	1,051,077
Total Net Assets		122,276	2,962,308
Total Liabilities and Net Assets		\$ 2,568,389	\$ 4,341,826

Approved on Behalf of the Board:

, Director

, Director

The accompanying notes are an integral part of these financial statements.

Centre for Health & Safety Innovation

Statement of Operations

For the Year Ended December 31, 2020

	Note	2020	2019
Revenue			
Building rental	(6)	\$ 1,291,571	\$ 3,080,841
Food services	(12)	205,514	922,469
Room rental		203,325	757,181
Interest income		38,693	57,310
Operating cost recoveries	(6)	25,818	30,634
Other		7,869	6,794
Total revenue		1,772,790	4,855,229
Operating expenses			
Rental		2,801,183	3,024,947
Salaries and benefits	(10)	785,143	768,606
Utilities		257,378	342,782
Office services and equipment		193,700	185,563
Amortization		160,080	162,679
Repairs and maintenance		158,835	262,386
Food services	(12)	145,546	692,872
Cleaning		114,814	128,327
Professional fees		51,644	49,027
Mailroom		37,334	53,531
Bad debt expense		11,699	-
Security		10,262	15,438
Advertising		6,393	10,027
Travel expenses		1,175	2,021
Special events		653	988
Wage subsidy		(174,254)	-
Total operating expenses		4,561,585	5,699,194
Deficiency of revenues over expenses for the year		\$ (2,788,795)	\$ (843,965)

The accompanying notes are an integral part of these financial statements.

Centre for Health & Safety Innovation

Statement of Changes in Net Assets

For the Year Ended December 31, 2020

	Unrestricted net assets	Replacement reserve (note 5)	Members' capital investment	2020 Total	2019 Total
Balance, beginning of year	\$ 157,370	\$ 1,753,861	\$ 1,051,077	\$ 2,962,308	\$ 3,823,244
Deficiency of revenues over expenditures	(2,788,795)	(51,237)	-	(2,840,032)	(860,936)
Interfund transfer (note 7)	1,334,073	(1,334,073)	-	-	-
Balance, end of year	\$ (1,297,352)	\$ 368,551	\$ 1,051,077	\$ 122,276	\$ 2,962,308

The accompanying notes are an integral part of these financial statements.

Centre for Health & Safety Innovation

Statement of Cash Flows

For the Year Ended December 31, 2020

	2020	2019
Cash flows from operations:		
Deficiency of revenues over expenses	\$ (2,840,032)	\$ (860,936)
Amortization	211,317	179,649
Decrease (increase) in accounts receivable	202,472	(43,976)
(Increase) decrease in sales tax recoverable	(21,949)	15,165
Decrease in prepaid expenses	23,578	259,048
Increase (decrease) in accounts payable and accrued liabilities	52,470	(219,667)
(Decrease) increase in government remittances payable	(6,890)	20,799
Increase (decrease) in tenant deposits	(8,078)	149
Total net cash flows from operations	(2,387,112)	(649,769)
Cash flows from investing activities:		
Increase in short-term investments	(450,000)	-
Decrease in long-term investments	-	200,000
Capital asset additions	(402,821)	(48,725)
Net cash provided in (used by) investing activities	(852,821)	151,275
Cash provided by financing activities:		
Increase in due to members	1,174,563	-
Increase in long-term portion of straight-line rent	-	381,060
Cash provided by financing activities	1,174,563	381,060
Net cash decrease during the year	(2,065,370)	(117,434)
Cash at beginning of year	3,354,724	3,472,158
Cash at end of year	\$ 1,289,354	\$ 3,354,724

The accompanying notes are an integral part of these financial statements.

Centre for Health & Safety Innovation

Notes to the Financial Statements

For the Year Ended December 31, 2020

(1) About Centre for Health & Safety innovation

Centre for Health & Safety Innovation (the "Centre") is a not-for-profit organization incorporated on September 8, 2004, under the Ontario Corporations Act without share capital. The Centre's purpose is to create a focal point for innovation and applied learning in the prevention of workplace injuries and illnesses and to act as a key resource for employers, employees and other seeking expertise and direction on how to make workplaces safer. The Centre is exempt from income taxes.

The Centre's members include Workplace Safety & Prevention Services, ("WSPS") and the Infrastructure Health Association of Ontario ("IHSA"). Approximately 69% (2019 - 59%) of the Centre's revenue is generated from these members. WSPS and IHSA contributed 74.4% and 25.6% of the members' capital investment respectively.

(2) Significant Accounting Policies

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

(a) Fund accounting

For financial reporting purposes, the accounts have been classified into the following funds:

- (i) Operating Fund - The Operating Fund accounts for the Centre's general programs.
- (ii) Replacement Reserve Fund - The Replacement Reserve Fund reports amortization of major repair and replacements and expenses related to the Centre's capital assets.

(b) Cash and cash equivalents

Cash and cash equivalents includes current cash accounts and short-term investments with a maturity date of three months or less. These are valued at cost which approximates market value.

(c) Marketable securities

Marketable securities that are quoted in an active market are recorded at their fair value. Changes in fair value are recorded in the statement of operations. All other financial instruments that are not quoted in an active market and debt securities are recorded at cost.

(d) Capital assets

Amortization is provided for using the straight-line method over the estimated useful lives for the major classes of assets. Amortization in the year of acquisition is recorded at one-half of the normal rate. The following rates apply:

Computer hardware	3 years
Leasehold improvements	Lease term + one renewal period
Furniture and fixtures	5 years

Centre for Health & Safety Innovation

Notes to the Financial Statements

For the Year Ended December 31, 2020

(2) Prior period adjustment continued

(e) Revenue recognition

The Centre's principal sources of revenue and recognition of these revenues for financial statement purposes are as follows:

- i) Building rent is recognized on a straight-line basis over the term of the respective lease agreements.
- ii) Food services and room rental revenue are recognized as the services are provided.
- iii) Revenue from operating cost recoveries and other incidental income is recognized in accordance with the terms of the sub-tenant lease agreements in the period to which it relates.

(f) Financial instruments and risk management

Financial assets and liabilities are carried at cost, which approximates their fair value. It is management's opinion that the Community is not exposed to significant risk relating to financial instruments.

(g) Use of estimates

The preparation of the 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 contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates and may have impact on future periods.

(h) Related parties

Parties are considered related to the Centre if the Centre has the ability to, directly or indirectly, control the party or exercise significant influence over the party in making financial and operating decisions or vice versa, or where the Centre and the party are subject to common control or common significant influence. Related parties may be either entities or individuals. Related party transactions are recorded at fair value.

(i) Straight-line rent

The Centre leases space and subleases it to the members and other parties. Rent free periods and step-rent increases are amortized on a straight-line basis, over the term of the respective leases.

(j) Investment in joint arrangements

The Centre accounts for its investment in joint arrangements as jointly controlled operations. The Centre records all assets and liabilities it directly incurs, as well as its proportionate share of revenues and expenses for the fiscal year.

Centre for Health & Safety Innovation

Notes to the Financial Statements

For the Year Ended December 31, 2020

(3) Short term investment

Short term investment consists of the following:

	2020	2019
Guaranteed investment certificate, maturing April 2021 bearing interest of 0.70%	\$ 450,000	\$ -

(4) Capital assets

Capital assets consist of the following:

	Cost	Accumulated Amortization	2020 Net Book Value	2019 Net Book Value
Computer hardware	\$ 441,430	\$ (429,427)	\$ 12,003	\$ 31,006
Leasehold improvements	1,857,623	(1,502,139)	355,484	166,935
Furniture and fixtures	443,497	(418,098)	25,399	3,443
Total	\$ 2,742,550	\$ (2,349,664)	\$ 392,886	\$ 201,384

Total amortization of capital assets for the year was \$211,317 (2019 - \$179,649).

(5) Lease and tenant deposits

In 2006, the Centre paid a deposit of \$761,583 to its landlord. As at December 31, 2020, a total of \$589,650 (2019 - \$589,650) has been amortized as rent expense. The remainder of this lease deposit will be amortized as rent expense in the last month of the term as per the lease agreement. The deposit is interest bearing at the Bank of Canada's prime rate, compounded annually. As at December 31, 2020, included in lease deposits is accrued interest totaling \$154,263 (2019 - \$139,631).

In 2005, members provided funding of \$736,671 to be used as a lease deposit on behalf of the Centre's subtenants. As at December 31, 2020, a total of \$589,650 (2019 - \$589,650) has been amortized as building rental revenue. The remainder of the lease deposit will be amortized as building rental revenue in the last month of the term as per the lease agreement. The deposit is interest bearing at the Bank of Canada's prime rate, compounded annually. As at December 31, 2020, included in tenant deposits is accrued interest totaling \$94,828 (2019 - \$88,333) and other deposits totaling \$7,833 (2019 - \$7,774).

Centre for Health & Safety Innovation

Notes to the Financial Statements

For the Year Ended December 31, 2020

(6) Related party transactions

During the year, the Centre collected building rent and operating cost recoveries in the amounts of \$1,225,630 (2019 - \$2,855,493) and \$ nil (2019 - \$2,342) respectively from its members. These transactions are in the normal course of operations and are recorded at the exchange amount. The exchange amount is the amount of the consideration established and agreed to by the related parties. The Centre's members are related by virtue of the composition of the Centre's Board of Directors, which consists entirely of Executives from each of the member organizations.

As at December 31, 2020, included in accounts payable and accrued liabilities are amounts payable to related parties of \$27,771 (2019 - \$1,744).

The amounts due to members are unsecured, non-interest bearing and have no fixed terms of repayment.

(7) Replacement reserve fund

The replacement reserve is an internally restricted fund designated for funding the renewal of the building as directed in the Capital Expenditure Plan completed in December 2018. Expenditures to the replacement reserve fund are formally approved by the Board of Directors through the Capital Renewal Expenditure Plan. Included in repairs and maintenance for the year are expenditures allocated to the replacement reserve fund totaling \$ nil (2019 - \$ nil) and amortization totaling \$51,237 (2019 - \$16,970).

The Board approved an interfund transfer of \$1,334,073 from the replacement reserve fund to the unrestricted fund.

	2020	2019
Balance, beginning of year	\$ 1,753,861	\$ 1,770,831
Amortization	(51,237)	(16,970)
Less interfund transfer	(1,334,073)	-
Balance, end of year	\$ 368,551	\$ 1,753,861

Centre for Health & Safety Innovation

Notes to the Financial Statements

For the Year Ended December 31, 2020

(8) Commitments

The Centre's total obligations, under operating lease for occupied premise, exclusive of realty taxes and other occupancy charges, are as follows:

2021	\$ 1,798,141
2022	1,778,280
2023	1,778,280
2024	1,905,300
2025	1,930,704
Thereafter	321,784
Total	\$ 9,512,489

(9) Financial instruments and risk

The Community does not face significant credit, currency, interest rate, liquidity or market risk exposure. The fair values of items that meet the definition of financial instruments approximate their carrying values. These items include cash, short term investment, accounts receivable, sales tax recoverable, prepaid, deposit, and accounts payable and accrued liabilities.

Exposure to credit risk

The Community is exposed to normal credit risk resulting from the possibility that a counterparty to a financial instrument defaults on their financial obligations.

The maximum exposure to credit risk, as represented by the carrying amount of the financial assets, was:

	2020	2019
Cash	\$ 1,289,354	\$ 3,354,724
Short term investment	450,000	-
Accounts receivable	40,254	242,726
Taxes recoverable	30,756	8,807
Total	\$ 1,810,364	\$ 3,606,257

Centre for Health & Safety Innovation

Notes to the Financial Statements

For the Year Ended December 31, 2020

(10) Salaries and benefits

Salaries and benefits consists of the following amounts:

	2020	2019
Salaries - full time	\$ 631,286	\$ 494,042
Salaries - part time	46,846	158,953
Payroll taxes	55,354	53,936
Group benefits	51,657	61,675
Total	\$ 785,143	\$ 768,606

(11) Members' capital investment

In prior years, the Centre's members contributed funds to pay for initial capital expenditures not covered by other sources of funds, as well as the sub-tenant build out, fences, and installation of automatic doors. These amounts are reflected as members' capital investment within net assets.

	2020	2019
Workplace Safety & Prevention Services	\$ 781,581	\$ 781,581
Infrastructure Health & Safety Association of Ontario	269,496	269,496
Total	\$ 1,051,077	\$ 1,051,077

(12) Investment in joint arrangements

The Food Services Arrangement between the Centre and Dana Hospitality LP ("Dana"), provides catering and cafeteria services within the premises, is a jointly controlled operation effective May 16, 2016. There are no assets or liabilities directly attributable to the Food Services Arrangement. Operating results have been recorded in the Centre's financial statements as follows:

	% Operations
Revenue - Food services	87%
Expenses - Food Services	87%

Dana is responsible for managing and providing a food service program, employing and training all personnel, offering a variety of menu items to promote healthy and nutritious eating, implementing scheduling, safe food handling, arranging for licensing and permits, collection of cash, and cleaning of food preparation surfaces.

The Centre is responsible for providing all necessary equipment and space in the premises, utilities for the operation, and all repairs, maintenance and cleaning required.

Centre for Health & Safety Innovation

Notes to the Financial Statements

For the Year Ended December 31, 2020

(13) Going concern

These financial statements have been prepared on the basis of accounting principles applicable to a going concern, which assumes that the Centre will continue to operate in the foreseeable future and will be able to realize its assets and discharge its liabilities in the normal course of operations. Should the Centre be unable to continue as a going concern, the basis of reporting the carrying values of assets may be adjusted.

(14) Prior period adjustment

A prior period adjustment has been made to the 2018 year to account for a reduction rental income that was not earned by the Centre. The effects of the Centre's restatement on previously reported financial statements and for the periods ended December 31, 2019 and December 31, 2018 are summarized below:

	2019			2018		
	As Previously Reported	Adjusted	As Restated	As Previously Reported	Adjusted	As Restated
Statement of Operations						
Building rental	\$ -	\$ -	\$ -	\$3,080,841	\$ (486,868)	\$ 2,593,973
Deficiency of revenue over expenses	-	-	-	(47,463)	(486,868)	(534,331)
Balance Sheet						
Due to members	\$ -	\$ 486,868	\$ 486,868	\$ -	\$ 486,868	\$ 486,868
Total liabilities	892,650	486,868	1,379,518	861,465	486,868	1,348,333
Unrestricted net assets	644,238	(486,868)	157,370	1,488,204	(486,868)	1,001,336
Total net assets	\$3,449,176	\$ (486,868)	\$ 2,962,308	\$4,310,112	\$ (486,868)	\$ 3,823,244



THANK YOU

Contact us at info@corporateeventcentre.ca