



Financial Statements

ACTRA Toronto

February 29, 2024

# Contents

|  | <b>Page</b> |
|--|-------------|
| Independent Auditor's Report             | 1 - 2       |
| Balance Sheet                            | 3           |
| Statement of Operations                  | 4           |
| Statement of (Deficit) Surplus and Funds | 5           |
| Statement of Cash Flows                  | 6           |
| Notes to the Financial Statements        | 7 - 14      |
| Schedule of Revenue                      | 15          |
| Schedule of Expenses                     | 16 - 19     |

# Independent Auditor's Report

---

Grant Thornton LLP  
Suite 400  
123 Commerce Valley Dr E  
Markham, ON  
L3T 7W8  
T +1 416 607 2656  
F +1 905 475 8906

To the Members of  
**ACTRA Toronto**

## Opinion

We have audited the financial statements of **ACTRA Toronto** (“the Organization”), which comprise the balance sheet as at February 29, 2024, and the statements of operations, (deficit) surplus and funds, 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 **ACTRA Toronto** as at February 29, 2024, 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 Organization 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 these 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 Organization'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 Organization or to cease operations, or has no realistic alternative but to do so.

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

*Grant Thornton LLP*

Markham, Canada  
June 3, 2024

Chartered Professional Accountants  
Licensed Public Accountants

# ACTRA Toronto

## Balance Sheet

February 29

2024

2023

### Assets

#### Current

|   |                      |                      |
|---|----------------------|----------------------|
| Cash and cash equivalents                         | \$ 566,367           | \$ 2,958,180         |
| Term deposits (Note 3)                            | 2,009,536            | 2,009,536            |
| Accounts receivable (Note 4)                      | 1,593,686            | 1,117,374            |
| Due from ACTRA Fraternal Benefit Society (Note 4) | 84,979               | 158,543              |
| Due from ACTRA National (Note 4)                  | 25,546               | -                    |
| Loans receivable (Note 5)                         | 51,857               | 104,516              |
| Prepaid expenses                                  | <u>148,248</u>       | <u>109,450</u>       |
|   | <b>4,480,219</b>     | <b>6,457,599</b>     |
| <br>  |                      |                      |
| Bonds held in trust for engagers                  | 4,000,079            | 6,264,666            |
| Investments (Note 6)                              | 9,152,552            | 9,043,001            |
| Property and equipment (Note 7)                   | <u>96,988</u>        | <u>151,764</u>       |
|   | <b>\$ 17,729,838</b> | <b>\$ 21,917,030</b> |

### Liabilities

#### Current

|   |                  |                  |
|---|------------------|------------------|
| Accounts payable and accrued liabilities (Note 8) | \$ 1,338,103     | \$ 1,212,070     |
| Due to ACTRA Fraternal Benefit Society (Note 4)   | 862,509          | 1,118,029        |
| Due to ACTRA National (Note 4)                    | <u>353,868</u>   | <u>351,163</u>   |
|   | <b>2,554,480</b> | <b>2,681,262</b> |
| <br>  |                  |                  |
| Deferred leasehold inducement                     | 62,031           | 97,337           |
| Due to engagers                                   | <u>4,000,079</u> | <u>6,264,666</u> |
|   | <b>6,616,590</b> | <b>9,043,265</b> |

#### Funds (Page 5)

##### Internally restricted

|  |                      |                      |
|--|----------------------|----------------------|
| Toronto Action / Defence Fund            | 6,103,688            | 6,103,688            |
| Toronto Emergency Operating Expense Fund | 5,188,599            | 5,188,599            |
| Computer Systems Development Fund        | 22,370               | 22,370               |
| Invested in Capital Assets Fund          | 96,988               | 151,764              |
| Council Surplus                          | <u>167,342</u>       | <u>167,342</u>       |
|  | <b>11,578,987</b>    | <b>11,633,763</b>    |
| (Deficit) surplus                        | <u>(465,739)</u>     | <u>1,240,002</u>     |
|  | <b>11,113,248</b>    | <b>12,873,765</b>    |
|  | <b>\$ 17,729,838</b> | <b>\$ 21,917,030</b> |

Commitments (Note 9)

On behalf of the Toronto Branch Council

\_\_\_\_\_ President \_\_\_\_\_ Treasurer

See accompanying notes to the financial statements.

# ACTRA Toronto

## Statement of Operations

Year ended February 29

2024

2023

|   |                  |                  |
|---|------------------|------------------|
| Revenue (Page 15)                           |                  |                  |
| Members                                     | \$ 5,087,803     | \$ 6,013,490     |
| Non-members                                 | 1,101,539        | 1,718,016        |
| Other                                       | 1,966,604        | 1,748,632        |
| Government subsidies                        | -                | 16,163           |
|   | <u>8,155,946</u> | <u>9,496,301</u> |
| Expenses (Pages 16, 17, 18 & 19)            |                  |                  |
| Union democracy and advocacy                | 415,322          | 404,512          |
| Personnel cost                              | 5,122,136        | 5,168,865        |
| Executive director's office                 | 15,327           | 14,224           |
| Communications unit                         | 126,319          | 126,922          |
| Membership services unit                    | 44,188           | 32,915           |
| Film, tv and digital media unit             | 36,307           | 50,368           |
| Commercial production unit                  | 1,060            | 1,762            |
| Finance unit                                | 511,431          | 499,038          |
| Occupancy and office                        | 950,524          | 924,665          |
| Data, statistics and information technology | 58,949           | 64,019           |
| Affiliations                                | 40,991           | 40,800           |
| Legal fees                                  | 53,515           | 60,013           |
| Transfers to ACTRA National                 | 2,540,394        | 2,549,256        |
|   | <u>9,916,463</u> | <u>9,937,359</u> |
| Deficiency of revenue over expenses         | \$ (1,760,517)   | \$ (441,058)     |

See accompanying notes to the financial statements.

# ACTRA Toronto

## Statement of (Deficit) Surplus and Funds

Year ended February 29

2024

2023

### Toronto Action / Defence Fund

|                            |                     |                     |
|----------------------------|---------------------|---------------------|
| Balance, beginning of year | \$ 6,103,688        | \$ 6,103,688        |
| Allocated during the year  | <u>-</u>            | <u>-</u>            |
| Balance, end of year       | <u>\$ 6,103,688</u> | <u>\$ 6,103,688</u> |

### Toronto Emergency Operating Expense Fund

|                            |                     |                     |
|----------------------------|---------------------|---------------------|
| Balance, beginning of year | \$ 5,188,599        | \$ 5,188,599        |
| Allocated during year      | <u>-</u>            | <u>-</u>            |
| Balance, end of year       | <u>\$ 5,188,599</u> | <u>\$ 5,188,599</u> |

### Computer Systems Development Fund

|                                    |                  |                  |
|------------------------------------|------------------|------------------|
| Balance, beginning and end of year | <u>\$ 22,370</u> | <u>\$ 22,370</u> |
|------------------------------------|------------------|------------------|

### Invested in Capital Assets Fund

|                            |                  |                   |
|----------------------------|------------------|-------------------|
| Balance, beginning of year | \$ 151,764       | \$ 154,940        |
| Fund transfer              | <u>(54,776)</u>  | <u>(3,176)</u>    |
| Balance, end of year       | <u>\$ 96,988</u> | <u>\$ 151,764</u> |

### Council Surplus

|                                    |                   |                   |
|------------------------------------|-------------------|-------------------|
| Balance, beginning and end of year | <u>\$ 167,342</u> | <u>\$ 167,342</u> |
|------------------------------------|-------------------|-------------------|

### Surplus (deficit)

|                            |                     |                     |
|----------------------------|---------------------|---------------------|
| Balance, beginning of year | \$ 1,240,002        | \$ 1,677,884        |
| Fund transfers             | 54,776              | 3,176               |
| Allocated during the year  | <u>(1,760,517)</u>  | <u>(441,058)</u>    |
| Balance, end of year       | <u>\$ (465,739)</u> | <u>\$ 1,240,002</u> |

See accompanying notes to the financial statements.

# ACTRA Toronto

## Statement of Cash Flows

Year ended February 29

2024

2023

(Decrease) increase in cash and cash equivalents

|   |                    |                     |
|---|--------------------|---------------------|
| <b>Operating</b>  |                    |                     |
| Deficiency of revenue over expenses                                 | \$ (1,760,517)     | \$ (441,058)        |
| Amortization  | 69,201             | 69,398              |
| Impairment of loans receivable                                      | 32,780             | 32,020              |
| Change in unrealized depreciation of investments                    | <u>(152,862)</u>   | <u>349,537</u>      |
|   | (1,811,398)        | 9,897               |
| Change in non-cash operating working capital                        |                    |                     |
| Accounts receivable   | (476,312)          | (760,545)           |
| Prepaid expenses  | (38,798)           | (79,910)            |
| Accounts payable and accrued liabilities                            | 126,033            | (131,106)           |
| Deferred lease inducement   | <u>(35,306)</u>    | <u>(35,306)</u>     |
|   | <u>(2,235,781)</u> | <u>(996,970)</u>    |
| <b>Financing</b>  |                    |                     |
| Advances from (to) ACTRA National, net                              | (22,841)           | 93,560              |
| Advances from (to) ACTRA Fraternal Benefit Society, net             | <u>(181,956)</u>   | <u>1,014,268</u>    |
|   | <u>(204,797)</u>   | <u>1,107,828</u>    |
| <b>Investing</b>  |                    |                     |
| Purchase of property and equipment                                  | (14,425)           | (66,222)            |
| Proceeds on sale of investments in Addenda Commercial Mortgage Fund | 500,000            | -                   |
| Purchase of investment in Addenda Commercial Mortgage Fund          | (456,689)          | (364,349)           |
| Repayments of loans receivable, net                                 | <u>19,879</u>      | <u>38,842</u>       |
|   | <u>48,765</u>      | <u>(391,729)</u>    |
| Decrease in cash and cash equivalents                               | (2,391,813)        | (280,871)           |
| Cash and cash equivalents, beginning of year                        | <u>2,958,180</u>   | <u>3,239,051</u>    |
| Cash and cash equivalents, end of year                              | <u>\$ 566,367</u>  | <u>\$ 2,958,180</u> |

See accompanying notes to the financial statements.



---

# **ACTRA Toronto**

## **Notes to the Financial Statements**

February 29, 2024

---

### **1. Nature of operations**

ACTRA Toronto (AT) is the largest branch of ACTRA (the Alliance of Canadian Cinema, Television and Radio Artists), the union representing performers in the film, radio, television and digital media industries.

---

### **2. Summary of significant accounting policies**

These financial statements have been prepared in accordance with accounting standards for not-for-profit organizations ("ASNPO"). ASNPO require entities to select policies appropriate for their circumstances from choices provided in the specific standards. The following are details of the choices selected by AT and applied in these financial statements.

#### **Use of estimates**

In preparing the financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenue and expenses during the reporting period. Actual results could differ from these estimates. The significant estimates in these financial statements have reflected the amounts recorded for impairment of investments, impairment of loans receivable and amortization of property and equipment.

#### **Cash and cash equivalents**

Cash and cash equivalents include cash on hand, balances with banks and short term deposits with original maturities of three months or less. Bank borrowings are considered to be financing activities.

#### **Investments in marketable securities**

Investments in marketable securities are equity instruments quoted in an active market and accounted for at fair value with changes in fair value recorded in net income.

---

# ACTRA Toronto

## Notes to the Financial Statements

February 29, 2024

---

### 2. Summary of significant accounting policies (continued)

#### Property and equipment

Property and equipment are recorded at cost and are amortized on a straight-line basis over their estimated useful lives as follows:

|                        |                    |
|------------------------|--------------------|
| Computer equipment     | 3 years            |
| Furniture and fixtures | 5 years            |
| Leasehold improvements | over term of lease |

AT tests for impairment when events or changes in circumstances indicate the carrying amount of an item, or class, of property and equipment may not be recoverable. The recoverability of long lived assets is based on the net recoverable amounts determined on an undiscounted cash flow basis. If the carrying amount of an asset exceeds its net recoverable amount, an impairment loss is recognized to the extent that fair value is below the asset's carrying amount. Fair value is determined based on quoted market prices when available, otherwise on the discounted cash flows over the life of the asset.

#### Deferred leasehold inducements

Deferred leasehold inducements are amortized into the statement of operations over the term of the lease.

#### Funds

##### Toronto Action / Defence Fund

This fund has been established for use in times of crisis such as an actor's strike to ensure the Branch remains solvent.

##### Toronto Emergency Operating Expense Fund

This fund has been established for use only if there is a shortfall in any budgetary year caused by extraordinary events that impacts the Branch's ability to remain solvent.

##### Computer Systems Development Fund

This fund has been established for ongoing upgrades to the Branch's computer systems.

##### Invested in Capital Assets Fund

This fund represents the carrying value of the capital assets held by the Branch.

##### Council Surplus

This fund has been established for extraordinary or emergency special council projects.

---

# ACTRA Toronto

## Notes to the Financial Statements

February 29, 2024

---

### 2. Summary of significant accounting policies (continued)

#### Financial instruments

AT's financial instruments consist of cash and cash equivalents, term deposits, bonds held in trust for engagers, accounts receivable, loans receivable, investments, accounts payable, and amounts due (to) from related parties and amounts due to engagers.

##### *Initial measurement*

AT's financial instruments are measured at fair value when issued or acquired. For financial instruments subsequently measured at cost or amortized cost, fair value is adjusted by the amount of the related financing fees and transaction costs. Transaction costs and financing fees relating to financial instruments that are measured subsequently at fair value are recognized in operations in the year in which they are incurred.

##### *Subsequent measurement*

At each reporting date, AT measures its financial assets and liabilities at cost or amortized cost (less impairment in the case of financial assets), except for equities quoted in an active market, which must be measured at fair value. AT has also irrevocably chosen to measure its investments in bonds and other fixed income instruments at fair value. All changes in fair value of AT's investments in equities quoted in an active market are recorded in the statement of operations. AT uses the effective interest rate method to amortize any premiums, discounts, transaction fees and financing fees to the statement of operations for items measured at cost or amortized cost. The financial instruments measured at amortized cost are cash and cash equivalents, term deposits, accounts receivable, loans receivable, bonds held in trust for engagers, accounts payable, and amounts due from related parties.

For financial assets measured at cost or amortized cost, AT regularly assesses whether there are any indications of impairment. If there is an indication of impairment, and AT determines that there is a significant adverse change in the expected timing or amount of future cash flows from the financial asset, it recognizes an impairment loss in the statement of operations. Any reversals of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

##### Financial instruments in related party transactions

Financial assets and financial liabilities in related party transactions are initially measured at cost, with the exception of certain instruments which are initially measured at fair value. AT does not have any financial assets or financial liabilities in related party transactions which are initially measured at fair value.

Gains or losses arising on initial measurement differences are generally recognized in net income when the transaction is in the normal course of operations, and in equity when the transaction is not in the normal course of operations, subject to certain exceptions.

Financial assets and financial liabilities recognized in related party transactions are subsequently measured based on how AT initially measured the instrument. Financial instruments initially measured at cost are subsequently measured at cost, less any impairment for financial assets. Financial instruments initially measured at fair value, of which AT has none, would be subsequently measured at amortized cost or fair value based on certain conditions.

# ACTRA Toronto

## Notes to the Financial Statements

February 29, 2024

### 2. Summary of significant accounting policies (continued)

#### Revenue recognition

Revenue is recognized when pervasive evidence of an arrangement exists, services have been rendered, and there are no significant obligations remaining, the price is fixed or determinable and collectability is assured.

#### Government assistance

AT recognizes government assistance toward current expenses in the statement of operations in the fiscal year in which they are earned. When assistance relates to future expenses, AT defers the assistance and recognizes it in the statement of operations as the related expenses are incurred. AT has elected to present the government assistance received separately in the statement of operations.

### 3. Term deposits

|  | <u>2024</u>                | <u>2023</u>                |
|--|----------------------------|----------------------------|
| Creative Arts Financial* – bears interest at 5%,<br>matured September 30, 2023 | \$ -                       | \$ 2,009,536               |
| Creative Arts Financial* – bears interest at 4.80%,<br>matures March 31, 2024  | <b>1,004,768</b>           | -                          |
| Creative Arts Financial* – bears interest at 5.20%,<br>matures August 6, 2024  | <b>1,004,768</b>           | -                          |
|  | <b><u>\$ 2,009,536</u></b> | <b><u>\$ 2,009,536</u></b> |

\*A division of FirstOntario Credit Union

### 4. Related party transactions

|   | <u>2024</u>                 | <u>2023</u>                 |
|---|-----------------------------|-----------------------------|
| The Branch had the following transactions with related parties:                         |                             |                             |
| (a) Transfers to (from) ACTRA National  |                             |                             |
| Per capita payments   | \$ 2,540,394                | \$ 2,549,256                |
| Other revenue   | <b>(207,403)</b>            | <b>(223,397)</b>            |
|   | <b><u>\$ 2,332,991</u></b>  | <b><u>\$ 2,325,859</u></b>  |
| (b) Transfers to ACTRA Fraternal Benefit<br>Society RRSP, health and insurance premiums | <b><u>\$ 13,770,228</u></b> | <b><u>\$ 19,902,285</u></b> |

---

# ACTRA Toronto

## Notes to the Financial Statements

February 29, 2024

---

#### 4. Related party transactions (continued)

Included in accounts receivable is an amount of \$47,795 (2023 - \$37,781) due from other affiliated branches of ACTRA National and Creative Arts Financial, a division of FirstOntario Credit Union ("CAF") (formerly "Creative Arts Savings & Credit Union Limited").

The amounts due from/to related parties consist of deposit re-allocations and reimbursements to affiliated branches of ACTRA National, as well as amounts due from/to ACTRA National itself. These amounts are non-interest bearing and are due on demand.

These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

---

#### 5. Loans receivable

|                                    | <u>2024</u>      | <u>2023</u>       |
|------------------------------------|------------------|-------------------|
| Loans receivable                   | \$ 51,857        | \$ 104,516        |
| Less: provision for impaired loans | <u>-</u>         | <u>-</u>          |
|                                    | <u>\$ 51,857</u> | <u>\$ 104,516</u> |

The term loans mature over a 5-year period. Interest on loans ranges from 0% to 11%.

In 2018 AT purchased a portfolio of 67 unsecured personal loans from Creative Arts Financial, a division of FirstOntario Credit Union ("CAF") (formerly "Creative Arts Savings & Credit Union Limited"), at their face value of \$606,277 through a Personal Loan Sale and Administration Agreement. During the year, CAF received total net principal repayments of \$19,879 (2023 - \$38,892), and interest of \$6,512 (2023 - \$16,981), on behalf of AT. In fiscal 2023, the loans have all been classified as current.

---

#### 6. Investments

|                                      | Number<br>of Units | Average<br>Cost | <u>2024</u><br><u>Fair Value</u> | <u>2023</u><br><u>Fair Value</u> |
|--------------------------------------|--------------------|-----------------|----------------------------------|----------------------------------|
| Addenda Corporation<br>Mortgage Fund | 841,130            | \$ 9,292,475    | <u>\$ 9,152,552</u>              | <u>\$ 9,043,001</u>              |

# ACTRA Toronto

## Notes to the Financial Statements

February 29, 2024

### 7. Property and equipment

|                        | <u>Cost</u>                | <u>Accumulated<br/>Amortization</u> | <b>2024<br/>Net<br/>Book Value</b> | <b>2023<br/>Net<br/>Book Value</b> |
|------------------------|----------------------------|-------------------------------------|------------------------------------|------------------------------------|
| Computer equipment     | \$ 765,150                 | \$ 735,069                          | \$ 30,081                          | \$ 51,288                          |
| Furniture and fixtures | 392,182                    | 378,163                             | <b>14,019</b>                      | 10,256                             |
| Leasehold improvements | <u>976,280</u>             | <u>923,392</u>                      | <b><u>52,888</u></b>               | <u>90,220</u>                      |
|                        | <b><u>\$ 2,133,612</u></b> | <b><u>\$ 2,036,624</u></b>          | <b><u>\$ 96,988</u></b>            | <b><u>\$ 151,764</u></b>           |

### 8. Accounts payable and accrued liabilities

Included in accounts payable and accrued liabilities are government remittances payable of \$27,523 (2023 – \$6,888).

### 9. Commitments

AT has entered into an agreement to lease its premises through July 31, 2025. Minimum payments for the premises for each of the next two years through the end of the lease term, are as follows:

|      |                          |
|------|--------------------------|
| 2025 | \$ 412,889               |
| 2026 | <u>172,037</u>           |
|      | <b><u>\$ 584,926</u></b> |

### 10. Awards

|                             | <u>2024</u>              | <u>2023</u>        |
|-----------------------------|--------------------------|--------------------|
| Awards expenditures         | \$ -                     | \$ -               |
| Less: sponsorships received | <u>1,225</u>             | <u>-</u>           |
| Awards, net                 | <b><u>\$ (1,225)</u></b> | <b><u>\$ -</u></b> |

---

# ACTRA Toronto

## Notes to the Financial Statements

February 29, 2024

---

### 11. Financial risk management

In the normal course of business, AT's activities expose it to a variety of risks associated with financial instruments, as follows: market risk (including price risk, currency risk and interest rate risk), credit risk, and liquidity risk.

#### Market risk

AT's investments in marketable securities are subject to market risk which is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices.

#### Price risk

AT is exposed to price risk, which is the risk that the fair value of investments in marketable securities will fluctuate because of changes in market prices (other than those arising from currency risk or interest rate risk), whether caused by factors specific to an individual investment or all factors affecting all investments traded in a market or market segment. All investments present a risk of loss of capital. The maximum risk resulting from financial instruments held by AT is determined by their fair value. Financial instruments held are susceptible to fair value fluctuations arising from uncertainties about future market prices of the instruments.

A 5% fluctuation in market prices of AT's investments in marketable securities with all other factors remaining constant would have an impact on the excess of revenue over expenses of \$457,628.

#### Currency risk

Currency risk is the risk that the value of investments in marketable securities denominated in currencies, other than the Canadian dollar, will fluctuate due to changes in foreign exchange rates. As at February 29, 2024, AT did not hold any investments denominated in foreign currencies.

#### Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in interest rates. AT is exposed to interest rate risk through its investment in term deposits.

#### 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. AT's main credit risks are its accounts receivable and loans receivable.

#### Liquidity risk

Liquidity risk is the potential that AT will encounter difficulty in meeting the obligations associated with its financial liabilities. AT is exposed to this risk mainly in respect of its accounts payable and due to related parties. AT reduces exposure to liquidity risk by ensuring it maintains adequate cash reserves to pay trade creditors and amounts due to related parties.

---

# ACTRA Toronto

## Notes to the Financial Statements

February 29, 2024

---

### 12. Fair value measurement and disclosures

AT's assets recognized at fair value have been categorized based upon a fair value hierarchy.

AT classifies fair value measurements within a hierarchy which gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). The three levels of the fair value hierarchy are:

Level 1: Quoted price (unadjusted) in active markets for identical assets or liabilities that the Investment Manager can access at the measurement date;

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly;

Level 3: Inputs are unobservable for the asset or liability and require significant management judgment or estimation.

If different levels of inputs are used to measure an asset's or liability's fair value, the classification within the hierarchy is based on the lowest level of input that is significant to the fair value measurement. Changes in valuation methods may result in transfers into or out of an investment's assigned level. The following table illustrates the classification of AT's investments measured at fair value within the fair value hierarchy:

|                          | Investments |              |         |              |
|--------------------------|-------------|--------------|---------|--------------|
|                          | Level 1     | Level 2      | Level 3 | Total        |
| As at                    |             |              |         |              |
| <b>February 29, 2024</b> | \$          | \$ 9,152,552 | \$      | \$ 9,152,552 |
| February 28, 2023        | \$ -        | \$ 9,043,001 | \$ -    | \$ 9,043,001 |

All fair value measurements above are recurring. Fair values are classified as Level 1 when the related security or derivative is actively traded and a quoted price is available. If an instrument classified as Level 1 subsequently ceases to be actively traded, it is transferred out of Level 1. In such cases, instruments are reclassified into Level 2, unless the measurement of its fair value requires the use of significant unobservable inputs, in which case it is classified as Level 3.

#### Short-term investments

Short-term investments are stated at amortized cost, which approximates fair market value.

There were no transfers between levels during reporting periods.



# ACTRA Toronto

## Schedule of Revenue

Year ended February 29

2024

2023

|                                     |                     |                     |
|-------------------------------------|---------------------|---------------------|
| Members                             |                     |                     |
| Basic dues                          | \$ 1,957,575        | \$ 1,937,487        |
| Working dues                        | 2,287,837           | 3,068,799           |
| Initiation                          | 430,035             | 526,546             |
| Withdrawal fees                     | 9,592               | 11,060              |
| Reinstatement fees                  | 25,910              | 30,172              |
| Members fines                       | 1,000               | 250                 |
| Apprentice dues and initiation fees | 215,465             | 227,510             |
| Apprentice permits                  | 135,308             | 189,287             |
| AABP dues                           | 25,081              | 22,379              |
|                                     | <u>5,087,803</u>    | <u>6,013,490</u>    |
| Non-members (work permit fees)      |                     |                     |
| Resident                            | 662,211             | 1,011,221           |
| Non-resident                        | 439,328             | 706,795             |
|                                     | <u>1,101,539</u>    | <u>1,718,016</u>    |
| Other                               |                     |                     |
| Administrative fees - IPA           | 571,858             | 727,746             |
| Other                               | 105,524             | 89,211              |
| Contract service fees               | 46,792              | 57,250              |
| 10% service charges                 | 155,408             | 245,799             |
| Other income                        | 63,061              | 298,567             |
| Transfer from National (Note 4(a))  | 207,403             | 223,397             |
| Interest                            | 663,696             | 454,199             |
| Change in fair value of investments | 152,862             | (347,537)           |
|                                     | <u>1,966,604</u>    | <u>1,748,632</u>    |
| Government Subsidies                |                     |                     |
| Canada emergency wage subsidy       | -                   | 16,163              |
|                                     | <u>\$ 8,155,946</u> | <u>\$ 9,496,301</u> |

# ACTRA Toronto

## Schedule of Expenses

Year ended February 29

2024

2023

### Union Democracy and Advocacy

#### Honorarium

|                                       |                |                |
|---------------------------------------|----------------|----------------|
| President, Treasurer, & VP Honorarium | \$ 131,250     | \$ 125,894     |
| Advocate & Ombudsperson Honorarium    | 26,845         | 21,918         |
| Council & Committees                  | 93,709         | 97,741         |
| Insurance & Retirement                | 18,539         | 20,997         |
| President's Expenses & Travel         | 4,951          | 9,807          |
| Council & Stunt Elections             | 2,793          | -              |
| Diversity & Outreach Partnerships     | 12,757         | 2,750          |
|                                       | <u>290,844</u> | <u>279,107</u> |

### Stakeholder Committees & Caucuses

|   |            |              |
|---|------------|--------------|
| Act Your Age                            | 407        | 605          |
| Diversity & Inclusion Committee         | 477        | 5,015        |
| OutACTRAto Committee                    | -          | 220          |
| TAWC                                    | 609        | 324          |
| Voice Committee                         | (1,508)    | 1,505        |
| YEAA                                    | 856        | 16           |
| FMBG/Apprentice/AABP Meeting & Workshop | 54         | -            |
|   | <u>895</u> | <u>7,685</u> |

### Annual Events and Standing Committees

|   |               |                |
|---|---------------|----------------|
| ACTRA Awards                              | (1,225)       | -              |
| Editorial Board (Performers Publications) | 1,679         | 732            |
| Events, Festivals and Conferences         | 38,286        | 6,504          |
| Member Conferences and Town Hall Meetings | 10,825        | 90,740         |
| Pride and Labour Day Parades              | 11,994        | 4,607          |
| ASL Interpreters                          | 2,550         | 3,653          |
| Childcare Subsidy                         | 11,200        | 9,751          |
|   | <u>75,309</u> | <u>115,987</u> |

### ACTRA online new membership system

1,217 -

### Council Initiatives & Projects

#### Focus on Canada

Government Relations Committee/Lobbying and Campaign

47,057 1,733

415,322 404,512

### Personnel Cost

|                 |                  |                  |
|-----------------|------------------|------------------|
| Salaries        | 4,019,226        | 4,005,853        |
| Health Benefits | 670,879          | 726,862          |
| RRSP            | 432,031          | 436,150          |
|                 | <u>5,122,136</u> | <u>5,168,865</u> |

# ACTRA Toronto

## Schedule of Expenses (continued)

Year ended February 29

2024

2023

|  |                |                |
|--|----------------|----------------|
| Executive Director's Office                  |                |                |
| Travel & expenses                            | 14,635         | 13,279         |
| Industry relations expenses                  | -              | 500            |
| Consultants and projects                     | 692            | 445            |
|  | <u>15,327</u>  | <u>14,224</u>  |
| Communications Unit                          |                |                |
| Director expenses                            | 289            | -              |
| Marketing and Outreach                       | 78,406         | 84,252         |
| Sponsorships                                 | 37,020         | 16,150         |
| Subscriptions and periodicals                | 4,525          | 6,016          |
| Promotional items                            | 6,079          | 12,811         |
| Member education                             | -              | 7,693          |
|  | <u>126,319</u> | <u>126,922</u> |
| Membership Service Unit                      |                |                |
| Director expenses                            | 917            | 376            |
| HAVEN  | 36,439         | 32,539         |
| Member education                             | 6,832          | -              |
|  | <u>44,188</u>  | <u>32,915</u>  |
| Film, Television & Digital Media Unit        |                |                |
| Business Representative expenses             | 1,992          | 203            |
| OSLO per diems                               | 12,142         | 16,217         |
| OSLO expenses                                | 3,449          | 8,058          |
| Stunt Community Liaison                      | 10,307         | 16,617         |
| Director expenses                            | 8,417          | 9,017          |
| FT&DM Settlements and COVID contract support | -              | 256            |
|  | <u>36,307</u>  | <u>50,368</u>  |
| Commercial Production Unit                   |                |                |
| OSLO per diems                               | 498            | 768            |
| OSLO expenses                                | 88             | 580            |
| Director expenses                            | 474            | 414            |
|  | <u>1,060</u>   | <u>1,762</u>   |

# ACTRA Toronto

## Schedule of Expenses (continued)

Year ended February 29

2024

2023

|  |                |                |
|--|----------------|----------------|
| Finance Unit                                 |                |                |
| Accounting and auditing costs                | 102,175        | 66,624         |
| Office supplies                              | 29,203         | 34,688         |
| Letterhead and other printing                | -              | 2,166          |
| Postage                                      | 25,687         | 23,635         |
| HST expenses                                 | 102,555        | 105,949        |
| Health benefits for retirees                 | 65,321         | 83,189         |
| Sundries                                     | 3,818          | 4,636          |
| Staff development                            | 18,592         | 4,178          |
| Visa charges                                 | 62,395         | 69,771         |
| MasterCard charges                           | 35,816         | 50,199         |
| AMEX charges                                 | 9,195          | 10,436         |
| Bank charges                                 | 21,859         | 10,575         |
| Impairment of loan receivable                | 32,780         | 32,020         |
| Courier                                      | 1,035          | 445            |
| Director expenses                            | 1,000          | 527            |
|  | <u>511,431</u> | <u>499,038</u> |
| Occupancy                                    |                |                |
| Rent and property taxes                      | 781,252        | 759,921        |
| Office equipment contracts and leases        | 24,728         | 23,121         |
| Telephone                                    | 37,269         | 36,349         |
| Insurance                                    | 61,817         | 58,291         |
| Leased Assets                                | 37,333         | 37,333         |
| Furniture capital costs (incl. Depreciation) | 8,125          | 9,650          |
|  | <u>950,524</u> | <u>924,665</u> |
| Data Processing                              |                |                |
| Amortization - hardware                      | 27,089         | 26,372         |
| Maintenance                                  | 3,950          | 3,012          |
| Data communications                          | -              | 1,398          |
| Software, supplies, programming              | 25,110         | 27,484         |
| Security systems                             | 2,800          | 5,753          |
|  | <u>58,949</u>  | <u>64,019</u>  |

## ACTRA Toronto

### Schedule of Expenses (continued)

Year ended February 29

2024

2023

|                                     |                       |                     |
|-------------------------------------|-----------------------|---------------------|
| Affiliations                        |                       |                     |
| Ontario Federation of Labour        | \$ 7,560              | \$ 7,560            |
| Film Ontario                        | 30,000                | 30,000              |
| Toronto District and Labour Council | 3,336                 | 3,240               |
| Ontario Green Screen                | 95                    | -                   |
|                                     | <u>40,991</u>         | <u>40,800</u>       |
| Legal fees                          | <u>53,515</u>         | <u>60,013</u>       |
| Total Branch Expenses               | <u>\$ 7,376,069</u>   | <u>\$ 7,388,103</u> |
| Transfers to ACTRA National         |                       |                     |
| Per capita payments (Note 4(a))     | <u>\$ 2,540,394</u>   | <u>\$ 2,549,256</u> |
| Total Revenues                      | 8,155,946             | 9,496,301           |
| Total Branch Expenses               | 7,376,069             | 7,388,103           |
| Transfers to ACTRA National         | <u>2,540,394</u>      | <u>2,549,256</u>    |
| Deficiency of revenue over expenses | <u>\$ (1,760,517)</u> | <u>\$ (441,058)</u> |