# YUKON COLLEGE FINANCIAL STATEMENTS

June 30, 2005

(audited)

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## YUKON COLLEGE Management Responsibility

The financial statements are the responsibility of management and the Board of Governors of the College. The financial statements have been prepared in accordance with Canadian generally accepted accounting principles for not-for-profit organizations. The financial statements include estimates based on the experience and judgement of management. The financial statements present fairly the financial position of the College as at June 30, 2005, and the results of its operations, changes in net assets and cash flows for the year then ended.

The College maintains books of account, financial and management control, and information systems, together with management practices designed to provide reasonable assurance that reliable and accurate financial information is available on a timely basis, that assets are safeguarded and controlled, that resources are managed economically and efficiently in the attainment of College objectives and that operations are carried out effectively.

These systems and practices are also designed to provide reasonable assurance that transactions are in accordance with the *College Act*, bylaws and policies of the College.

The Board of Governors is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control. The Board meets on a periodic basis with management and the independent external auditor to review the manner in which these groups are performing their responsibilities, and to discuss auditing, internal controls and other relevant financial matters. The Board of Governors has reviewed and approved the financial statements.

These financial statements for the year ended June 30, 2005 have been independently audited by the College's auditor, the Auditor General of Canada, and her report is included herein.

S. Webber President

W. Coghill

Director, Administrative Services

Jealversen

October 28, 2005



#### **AUDITOR'S REPORT**

To the Board of Governors

I have audited the statement of financial position of the Yukon College as at June 30, 2005 and the statements of operations, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the College's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the College as at June 30, 2005 and the results of its operations, the changes in its net assets and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Ronald C. Thompson, CA Assistant Auditor General

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for the Auditor General of Canada

Vancouver, Canada

October 28, 2005, except as to Note 14 which is as of November 15, 2005

## YUKON COLLEGE Statement of Financial Position as at June 30, 2005

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ADDE 10		
	<u>2005</u>	<u>2004</u>
Current Assets		
Cash and cash equivalents (Note 4)	\$ 14,976,373	\$ 15,160,117
Accounts receivable	1,063,960	702,867
Inventories	173,912	177,610
Prepaid expenses	13,369	15,266
	16,227,614	16,055,860
Other Assets	, ,	
Investments (Note 5)	1,978,301	1,907,923
Accrued pension benefit (Note 6)	3,824,100	3,251,600
Equipment and leasehold		, ,
improvements, net (Note 7)	<u>1,696,134</u>	1,642,720
	<u>\$ 23,726,149</u>	\$ 22,858,103
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 807,891	\$ 579,804
Deferred contributions (Note 8)	12,595,863	12,254,916
	13,403,754	12,834,720
Long -term Liabilities		
Other employee future benefits (Note 6)	2,315,900	2,108,000
Net Assets		
Net assets - capital (Note 7)	1 606 124	1 640 700
Net assets - endowment (Note 9)	1,696,134	1,642,720
Net assets – unrestricted	1,830,039	1,818,731
THE ASSESS - WITTESTITETED	4,480,322	4,453,932
	8,006,495 \$ 22,726,140	7,915,383
	<u>\$ 23,726,149</u>	<u>\$ 22,858,103</u>

Lease commitments (Note 13)

Approved by the Board of Governors

wt Chair

Member

## YUKON COLLEGE Statement of Operations for the year ended June 30, 2005

	<u> 2005</u>	<u>2004</u>
Revenues		
Contributions, Yukon Government	\$ 13,507,363	\$ 12,650,855
Third party contracts	6,214,895	5,786,804
Student assistance/scholarships	1,123,294	969,137
Sales, rentals and services	913,404	898,972
Tuition and registration fees	754,285	714,624
Interest income	251,869	240,082
Rebates and miscellaneous income	<u>729,897</u>	444,236
	<u>\$ 23,495,007</u>	<u>\$ 21,704,710</u>
Expenses (Note 10)		
Direct instruction	\$ 10,993,608	\$ 10,601,842
Direct instructional support	4,570,464	4,219,742
General administration	3,326,763	3,217,769
Facility services and utilities	1,119,213	1,138,300
Student assistance/scholarships	1,123,294	969,137
Research	952,492	948,631
Cost of sales	730,924	712,242
Amortization of equipment		
and leasehold improvements	302,343	353,012
Employee leave and termination benefits	201,038	150,900
Miscellaneous	<u>95,068</u>	<u>77,324</u>
	<u>\$ 23,415,207</u>	<u>\$ 22,388,899</u>
Operating surplus (deficit)	<u>\$ 79,800</u>	<u>\$ (684,189)</u>

## YUKON COLLEGE Statement of Changes in Net Assets for the year ended June 30, 2005

		•			
				2005	2004
	Unrestricted	Capital	Endowment	Total	Total
Balance, beginning of year	\$ 4,453,932	\$ 1,642,720	\$ 1,818,731	\$ 7,915,383	\$ 8,576,486
Investment in equipment and leasehold improvements		355,757		355,757	286,179
Amortization of equipment and leasehold improvements		(302,343)		(302,343)	(353,012)
Change in net assets - capital Endowment contributions	(53,410)		44.000	(53,410)	66,833
Operating surplus (deficit)	79,800		11,308	11,308 79,800	23,086 (684,189)
Balance, end of year	<u>\$ 4,480,322</u>	\$ 1,696,134	<u>\$ 1,830,039</u>	<u>\$ 8,006,495</u>	<u>\$ 7,915,383</u>
		2005			
		<u> 2005</u>	<u>2</u>	<u>004</u>	
Determination of funds available for					
Unrestricted fund balance, end of y		\$ 4,480,322	•	53,932	
Add: Other employee future benefit	ts	2,315,900		<u>08,000</u>	
		<u>\$ 6,796,222</u>	<u>\$ 6,5</u>	61.932	

## YUKON COLLEGE Statement of Cash Flows for the year ended June 30, 2005

	<u>2005</u>	<u>2004</u>
Cash flows provided by (used in) operating activiti	ies:	
Operating surplus (deficit) Amortization of equipment	\$ 79,800	\$ (684,189)
and leasehold improvements	302,343	353,012
Decrease in non-cash working capital	213,540	1,321,650
(Increase) decrease in accrued pension benefit asset	(572,500)	968,800
Increase in other employee future benefit liabilities	207,900	150,900
Net cash provided by operating activities	231,083	2,110,173
Cash flows from financing activities:		
Endowment contributions	11,308	23,086
Total cash from financing activities	11,308	23,086
Cash flows used in investing activities:		
Equipment and leasehold improvements acquired	(355,757)	(286,179)
Increase in investments	(70,378)	(10,734)
Net cash used in investing activities	(426,135)	(296,913)
Change in cash:		
Net increase (decrease) in cash and cash equivalents	(183,744)	1,836,346
Cash and cash equivalents		
Beginning of year	15,160,117	13,323,771
End of year	\$ 14,976,373	\$ 15,160,117

#### 1. Purpose of the organization

Yukon College is a post-secondary educational institution and is incorporated under the *College Act*. The College is a not-for-profit organization and is a registered charity under the *Income Tax Act*. A significant portion of its funding is provided by the Government of the Yukon. The College is not an institution of the Government of the Yukon and, except to the extent an agency relationship is created by contracts with the Government, the College is not an agent of the Government.

The purpose of Yukon College is to provide excellent, relevant and accessible learning opportunities.

#### 2. Significant accounting policies

#### a) Basis of presentation

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles for not-for-profit organizations, and the accounting policies adopted are consistent with the recommendations of the Canadian Association of University Business Officers.

#### b) Cash and cash equivalents

Cash and cash equivalents include banker acceptance notes with an original maturity of less than 90 days with Canadian financial institutions.

#### c) Equipment and leasehold improvements

Purchased equipment and leasehold improvements are recorded at cost. Amortization is provided on the straight-line basis over the assets' estimated useful lives, which range from three to twenty years. No amortization is taken in the year of acquisition. A full year's amortization is taken in the year of disposal.

Works of Art are capitalized at cost and no amortization is recorded.

#### d) Employee future benefits

#### Pension benefits

The Yukon College Employees' Pension Plan is a contributory defined benefit pension plan. The pension plan fund provides mandatory pension benefits for all full-time employees and optional benefits for part-time employees of Yukon College. The College's pension plan provides for defined retirement benefits based on an employee's years of service and average final earnings, in accordance with the Federal Pension Benefits Standards Act, and is indexed in accordance with the change in Consumer Price Index for 12 months ending September 30<sup>th</sup>. The College is responsible for any unfunded pension liability and contributes the balance of the costs of the plan as determined by the actuary. Contributions by the College are recorded in the financial statements using an accrued benefit method. The College has contracted with external organizations to provide the services of trustee, administrator, and investment manager for the pension plan. The pension plan assets are held by a trustee and separate financial statements are prepared for the pension plan.

## 2. Significant accounting policies (continued)

## d) Employee future benefits (continued)

#### Pension benefits (continued)

The College accrues its obligations under the pension plan and the related costs, net of plan assets.

The cost of pension benefits earned by employees is actuarially determined using the projected benefit method prorated on service and management's best estimate of expected plan investment performance, inflation rates, salary escalation, and retirement ages of employees.

For the purpose of calculating the expected return on plan assets, those assets are valued at fair value. Past service costs from plan amendments are amortized on a straight-line basis over the average remaining service period of employees active at the date of amendment.

The excess of the net actuarial gain (loss) over 10% of the greater of the benefit obligation and the fair value of plan assets is amortized over the average remaining service period of active employees. The average remaining service period of the active employees covered by the pension plan is 10 years.

#### Other non-pension benefits

The cost of benefit plans, other than pension, including severance benefits, sick leave and managers' accrued leave is actuarially determined using the projected accrued benefit method prorated on employment services using management's best estimate of inflation rates, salary escalation, retirement ages of employees, and is recognized over the period in which the benefits are earned. The College accrues vacation and severance benefits for employees as earned.

The excess of the net actuarial gain (loss) over 10% of the benefit obligation is amortized over the average remaining service period of active employees. The average remaining service period of the active employees covered by these plans is 10 years.

#### e) Deferred contributions

Yukon College follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Revenues received for a future period are deferred until the services are provided.

#### f) Revenue recognition

Revenues received without restrictions include tuition and related fees, and sales of services and products. These are recognized as revenue at the time the product or services are delivered.

Unrestricted contributions, such as operating grants, are recognized as revenue when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted contributions are recognized in an amount equal to the amount reported as expenditures under the terms of the restrictions.

## 2. Significant accounting policies (continued)

#### f) Revenue recognition (continued)

Endowment contributions, including interest earned, are recognized as direct increases in endowment net assets.

#### g) Net assets

The unrestricted net assets are composed of unspent funds on an overall College basis including unspent balances on specific projects. The entire balance of unrestricted net assets has been internally appropriated by the Board of Governors for anticipated fiscal requirements not funded from other sources (see note 12).

Capital net assets are funds that are committed to equipment and leasehold improvements.

Endowment net assets are funds set aside for specific purposes. The principal must remain unexpended, but associated investment income may be expended in accordance with the various purposes established by the donors or the Board of Governors.

#### h) Internal appropriations

Internal appropriations are established under the authority of the Board of Governors, by appropriation from unrestricted net assets to provide for anticipated fiscal requirements not funded from other sources.

## 3. Financial instruments

Accounts receivable, accounts payable and accrued liabilities are the result of the transactions incurred in the normal course of business, have no significant credit risks, and are non-interest bearing. The carrying amounts of each approximate fair values because of their short maturity.

#### 4. Cash and cash equivalents

	<u>2005</u>	<u>2004</u>
Cash	\$ 275,623	\$ 660,068
Bankers acceptances	14,700,750	14,500,049
Total cash and cash equivalents	<u>\$ 14,976,373</u>	\$ 15,160,117

The carrying value of cash and cash equivalents approximates their fair market values due to the relatively short-term maturity of these financial instruments.

The College is exposed to interest rate risk arising from fluctuations in interest rates on its cash and equivalents. In addition, the College is also exposed to credit and concentration risk for its cash and equivalents. Credit risk is minimized substantially by ensuring that these financial assets are placed with credit-worthy counter-parties and Canadian chartered banks. The average annual return on investments for  $2005 ext{ is } 2.1\%$  (2004 - 2.6%).

#### 4. Cash and cash equivalents (continued)

The College has, if needed, an operating demand line of credit with its banker that allows the College to borrow up to \$500,000 at bank prime. The credit line was unused at year-end. The College's credit facility interest rates are subject to fluctuations in the prime rate.

#### 5. Investments

	<u>2005</u>	<u>2004</u>
Short-term deposits	\$ 311,509	\$ 259,281
Bankers acceptances	<u>1,666,792</u>	1,648,642
	<u>\$ 1,978,301</u>	\$ 1,907,923

The carrying value of short-term deposits and bankers acceptances approximates their fair market values due to the relatively short-term maturity of these financial instruments.

The College is exposed to interest rate risk arising from fluctuations in interest rates on its short-term investments. In addition, the College is also exposed to credit and concentration risk for its short-term investments. Credit risk is minimized substantially by ensuring that these financial assets are placed with credit-worthy counter-parties and Canadian chartered banks. The average annual return on investments for 2005 = 2.1% (2004 - 2.6%)

A portion of the investments is internally restricted cash of which \$1,830,039 (2004 - \$1,818,731) is related to endowments.

#### 6. Employee future benefits

#### a) Employee future benefits - pension benefits

Assets in the Yukon College Employees' Pension Plan are based on fair value as reported by the custodian of the funds as at June 30, 2005, adjusted for known contributions/payments in transit at that date.

The Actuary calculated his values using appropriate principles for the profession as follows:

	<u>2005</u>	<u>2004</u>
Fair value of plan assets	\$ 38,021,700	\$ 32,784,700
Accrued benefit obligation	<u>36,610,200</u>	_30,646,600
Funded status – plan surplus	1,411,500	2,138,100
Unamortized net actuarial loss	1,929,600	550,000
Unamortized past service costs	483,000	563,500
Accrued pension benefit asset	<u>\$ 3,824,100</u>	<u>\$ 3,251,600</u>

The actuarial valuation for funding purposes performed by the actuary as of June 30, 2004 established the College's required contributions as 271% of employee contributions. Under the economic and demographic assumptions used in these calculations, this level of College contributions together with the employee contributions is sufficient to fund the current service cost of the plan benefits.

## 6. Employee future benefits (continued)

## a) Employee future benefits - pension benefits (continued)

The College contribution rate will be revised following the completion of the next actuarial valuation for funding purposes as at June 30, 2005, due to be filed with the federal pension regulator by December 31, 2005. Total benefit payments made in 2005 were \$620,800 (2004 - \$895,900).

The annual pension cost and change in accrued benefit asset are as follows:

	<u>2005</u>	<u>2004</u>
Accrued benefit asset, beginning of year Less: Annual pension cost Add: Contributions by College	\$ 3,251,600 (1,164,800) 1,737,300	\$ 4,220,400 (1,487,500) 518,700
Accrued benefit asset, end of year	\$ 3,824,100	<u>\$ 3,251,600</u>

The elements of defined pension plan benefit costs recognized in the year are as follows:

	<u>2005</u>	<u>2004</u>
Current service cost, net of employee contributions	\$ 1,478,200	\$ 1,365,400
Interest cost	1,960,200	1,795,100
Actual return on plan assets	(3,545,800)	(5,301,000)
Actuarial losses (gains)	2,571,300	(372,300)
Elements of employee future benefit costs before		
adjustments to reflect long-term nature of employee		
future benefit costs	2,463,900	(2,512,800)
Adjustments to recognize long-term nature of employee	. ,	( ) , , , , , ,
future benefit costs:		
Difference between expected return and actual return on		
plan assets for year	1,191,700	3,382,700
Difference between actuarial loss (gain) recognized for ye	ar	
and actual actuarial loss (gain) on accrued benefit		
obligation for year	(2,571,300)	537,100
Difference between amortization of past service costs	•	•
for year and actual plan amendments for year	80,500	80,500
Defined benefit costs recognized	<u>\$ 1.164,800</u>	<u>\$ 1,487,500</u>

## 6. Employee future benefits (continued)

## a) Employee future benefits - pension benefits (continued)

The plan assets are comprised of the following:

•	<u>2005</u>	<u>2004</u>
Equities		
Canadian	27.60%	38.26%
Foreign	20.94%	20.60%
Total equities	48.54%	58.86%
Fixed income - Canadian		
Government	36.39%	28.29%
Corporate	8.96%	8.26%
Total fixed income	45.35%	<u>36.55%</u>
Short term investments		
Canadian	5.55%	4.50%
Total securities	99.44%	99.91%
Cash	0.11%	0.09%
Accrued income	45%	
Total plan assets	100.00%	100.00%

Refer to Note 14 for information on the actuarial valuation for funding purposes.

## b) Employee future benefits - other non-pension benefit plans

These benefits are not funded. The actuarial valuation of the accrued benefit liability as at June 30, 2005 is as follows:

		<u>2005</u>		<u>2004</u>
Accrued benefit obligation, end of year	\$	(2,524,500)	\$	(2,205,000)
Unamortized actuarial loss	-	208,600		97,000
Accrued benefit liability, end of year	<u>\$</u>	(2,315,900)	<u>\$</u>	(2.108,000)

The annual benefit plan cost and change in accrued benefit liability are as follows:

	<u>2005</u>		<u>2004</u>
Accrued benefit liability, beginning of year	\$ (2,108,000)	\$	(1,957,100)
Add: Annual benefit plan cost	(405,600)		(341,800)
Less: Benefits paid by College	<u> 197,700</u>	_	190,900
Accrued benefit liability, end of year	<b>\$</b> (2,315,900)	<u>\$</u>	(2,108,000)

## 6. Employee future benefits (continued)

# b) Employee future benefits - other non-pension benefit plans (continued)

The significant actuarial assumptions adopted in measuring the College's accrued benefit obligations are as follows (weighted-average assumptions as of June 30 <sup>th</sup> ):	<u>2005</u>	<u>2004</u>
Accrued benefit obligation as of June 30th:		
Discount rate	5.25%	6.25%
Rate of compensation increase	4.00%	4.00%
Benefit costs for years ended June 30th:		
Discount rate	6.25%	6.25%
Expected long-term rate of return on plan assets	7.00%	7.00%
Rate of compensation increase	4.00%	4.00%

# 7. Equipment and leasehold improvements

		2005				2004		
	-	Cost		ccumulated mortization		Net Book Value	]	Net Book Value
Equipment – general Leasehold improvements Equipment – EDP Furniture & fixtures Art Vehicles	\$	1,346,585 1,185,798 275,896 60,210 52,349 28,331	\$	794,120 344,977 69,827 32,779 - 11,332	\$	552,465 840,821 206,069 27,431 52,349 16,999	\$	670,747 786,604 75,555 34,800 52,349 22,665
Net assets - capital	<u>\$</u>	2,949,169	<u>\$</u>	1,253,035	<u>\$</u>	1,696,134	\$	<u>1,642,720</u>

#### 8. Deferred contributions

These represent unspent resources which have been received and relate to expenditures that will occur in subsequent periods, and are therefore not amortized. The unrestricted portion relates to the timing of receipt of the government contributions. These are received on an annual basis on or about April 1 of each year and therefore a significant portion must be deferred. The restricted portion includes funds received for donations, scholarships, bursaries and other purposes.

2005	Unrestricted	Restricted	2004 <u>Total</u>	<u>Total</u>
Balance, beginning of year	\$ 11,275,895	\$ 979,021	\$ 12,254,916	\$ 11,114,470
Less: amount recognized as revenue for the period Add: amounts related to	(11,275,895)	(979,021)	(12,254,916)	(11,114,470)
future periods	11,707,533	888,330	12,595,863	12,254,916
Balance, end of year	<u>\$ 11,707,533</u>	<u>\$ 888,330</u>	<u>\$ 12,595,863</u>	<u>\$ 12,254,916</u>
9. Endowment				
		<u>2005</u>	<u>200</u>	<u>4</u>
Balance, beginning of year		\$ 1,818,731	\$ 1,795,645	
Endowment contributions, in Balance, end of year	icluding interest	11,308 \$ 1,830,039	<u>23,086</u> \$ 1,818,731	
10. Expenditure by object				
		<u>2005</u>	<u>20</u>	004
Salaries, wages and benefits		\$ 16,407,442	\$ 15,850	0,871
Contract services		1,604,178	1,489,990	
Other		1,169,468	1,050,063	
Student assistance/scholarships		1,123,294	969,137	
Materials and Supplies		1,080,848	1,102,603	
Cost of sales and ancillary services Utilities and communications		730,924	712,242	
Utilities and communications Travel		402,826 392,846	246,302 463,779	
Amortization of equipment a	nd '	372,040	40.	J, 1 1 <del>J</del>
leasehold improvements	110	302,343	359	3,012
Employee leave and terminat	ion benefits	201,038		0,900
	344444	\$ 23,415,207	\$ 22,388	

## 11. Related party transactions

The College receives mail processing and postage, and certain insurance coverage without charge, as well as rent of facilities, from the Government of Yukon. The estimated value of these services is listed below:

	<u>2005</u>	<u>2004</u>
Mail services	\$ 30,000	\$ 30,000
Insurance coverage	25,000	25,000
Rent of facilities	1,130,000	1,130,000
	\$ 1,185,000	\$ 1.185.000

#### 12. Internal appropriations

The total of the unrestricted funds available for operations in future years has been internally appropriated and the balances allocated for the following:

	<u>2005</u>	<u>2004</u>
Equipment replacement	\$ 757,124	\$ 652,676
Human resource contingency	800,000	753,488
Lease obligations	313,220	313,220
Program development	430,057	430,057
First Nations programs	400,000	385,283
NRI contingency	146,721	146,721
Actuarial reserve	-	503,887
Accrued pension benefit asset	3,824,100	3,251,600
Residence reserve	25,000	25,000
Self insurance reserve	100,000	100,000
	\$ 6,796,222	\$ 6,561,932

#### 13. Lease commitments

The following is a schedule of future minimum payments under operating leases and system maintenance contracts entered into for more than one year:

2005-2006	\$ 338,072
2006-2007	\$ 210,299
2007-2008	\$ 131,041
2008-2009	\$ 133,140
Thereafter	\$ 498,289

#### 14. Subsequent events

Subsequent to year-end, the College has received the preliminary results of the actuarial valuation for funding purposes on the Yukon College Employees' Pension Plan as of June 30, 2005.

The significant points are:

- the surplus on an ongoing basis has increased since the last valuation (June 30, 2004) from \$3,220,100 to \$4,446,000.
- the deficit on a solvency basis has increased since the last valuation from \$752,800 to \$2,638,000.
- assuming the member contributions remain at the rates in effect July 1, 2005, the minimum required contribution for the College is 253% of members' contributions plus annual special payments of \$623,600.

At the October 22, 2005 meeting of the Yukon College Board of Governors, a motion was passed to defer any additional payments to the Pension Plan including the payment due October 31, 2005 (of approximately \$330,000), pending the outcomes of several options that are being investigated to address the solvency matter. As at November 15, 2005 the College had contributed, and will continue in the interim to contribute, at the rate of 150% of member contributions.