

**NANAIMO PORT AUTHORITY**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2012**  
**INDEX TO FINANCIAL STATEMENTS**

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## INDEPENDENT AUDITORS' REPORT

**To: The Board of Directors of the Nanaimo Port Authority**

### *Report on Financial Statements*

We have audited the accompanying financial statements of Nanaimo Port Authority, which comprise the statement of financial position as at December 31, 2012 and the statements of equity, income and comprehensive income, and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards, and for such internal controls as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Nanaimo Port Authority as at December 31, 2012 and the results of its operations and cash flows for the year then ended in accordance with International Financial Reporting Standards.



Victoria, BC  
May 23, 2013

Chartered Accountants

# NANAIMO PORT AUTHORITY

## STATEMENT OF FINANCIAL POSITION

DECEMBER 31,

2012  
\$

2011  
\$

### ASSETS

#### CURRENT ASSETS

Cash and cash equivalents (Note 3)	634,074	1,454,512
Investments	125,267	93,436
Accounts receivable	2,916,479	2,071,007
Inventories	16,093	9,432
Prepaid expenses	312,368	257,997
Deferred pension benefit (Note 4)	-	158,300

4,004,281 4,044,684

HARBOUR DEVELOPMENT FUND (Note 5)

2,000,000 2,000,000

MORTGAGE RECEIVABLE (Note 6)

124,463 140,924

PROPERTY AND EQUIPMENT (Note 7)

27,656,335 28,712,070

33,785,079 34,897,678

### LIABILITIES

#### CURRENT LIABILITIES

Accounts payable and accrued liabilities	1,147,333	1,782,071
Deferred revenue	1,445,891	1,040,362
Deferred pension liability (Note 4)	177,900	-

2,771,124 2,822,433

### EQUITY

CONTRIBUTED CAPITAL

24,991,263 24,991,263

RETAINED EARNINGS

5,236,392 5,807,382

RESERVE FOR HARBOUR DEVELOPMENT

2,000,000 2,000,000

ACCUMULATED OTHER COMPREHENSIVE (DEFICIENCY)

(1,213,700) (723,400)

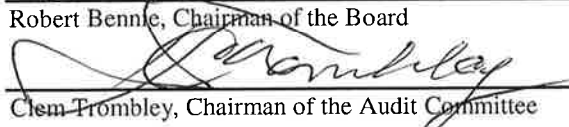
31,013,955 32,075,245

33,785,079 34,897,678

CONTINGENT LIABILITIES (Note 9)

APPROVED BY THE BOARD:

  
Robert Bennle, Chairman of the Board

  
Clem Trombley, Chairman of the Audit Committee

See notes to financial statements

# NANAIMO PORT AUTHORITY

## STATEMENT OF EQUITY

YEAR ENDED DECEMBER 31, 2012

	<b>Contributed Capital</b>	<b>Retained Earnings</b>	<b>Reserve for Harbour Development</b>	<b>Accumulated Other Comprehensive Income</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Balance, January 1, 2011	24,991,263	3,478,652	4,000,000	(731,600)	31,738,315
Comprehensive income	-	328,730	-	8,200	336,930
Transfer for property and equipment expenditures	-	6,288,600	(6,288,600)	-	-
Appropriation from surplus	-	(4,288,600)	4,288,600	-	-
Balance, December 31, 2011	24,991,263	5,807,382	2,000,000	(723,400)	32,075,245
Comprehensive (loss)	-	(570,990)	-	(490,300)	(1,061,290)
Balance, December 31, 2012	24,991,263	5,236,392	2,000,000	(1,213,700)	31,013,955

See notes to financial statements

# NANAIMO PORT AUTHORITY

## STATEMENT OF INCOME AND COMPREHENSIVE INCOME

YEAR ENDED DECEMBER 31,	2012	2011
	\$	\$
REVENUE	8,853,010	8,120,867
EXPENSES		
Salaries, wages and benefits	3,816,807	3,122,126
Operating	1,883,547	1,474,570
Marketing and community contributions	742,996	663,450
Maintenance	676,691	561,609
Professional fees	387,903	382,323
	7,507,944	6,204,078
INCOME FROM OPERATIONS BEFORE AMORTIZATION	1,345,066	1,916,789
Amortization	1,795,591	1,612,420
Gross revenue charge	177,073	163,087
	1,972,664	1,775,507
NET OPERATING (LOSS) PROFIT	(627,598)	141,282
Investment income	40,108	53,445
Gain on disposal of assets	16,500	134,003
NET (LOSS) PROFIT	(570,990)	328,730
OTHER COMPREHENSIVE INCOME (LOSS)		
Net actuarial (losses) gains on defined benefit pension plans	(490,300)	8,200
TOTAL COMPREHENSIVE (LOSS) INCOME	(1,061,290)	336,930

See notes to financial statements

# NANAIMO PORT AUTHORITY

## STATEMENT OF CASH FLOW

YEAR ENDED DECEMBER 31,	2012	2011
	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Net (loss) profit for the year	(570,990)	328,730
Items not affecting cash:		
Amortization of property and equipment	1,795,591	1,612,420
Other comprehensive income (loss)	(490,300)	8,200
Gain on disposal of assets	(16,500)	(134,003)
Decrease (increase) in deferred pension benefit	336,200	(86,300)
	<u>1,054,001</u>	<u>1,729,047</u>
Changes in non-cash operating working capital items (Note 8)	<u>(1,135,713)</u>	<u>3,010,996</u>
	<u>(81,712)</u>	<u>4,740,043</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
(Increase) decrease in investments	(31,831)	526,010
Decrease in mortgage receivable	16,461	15,779
Acquisition of property and equipment (net of funding)	(739,856)	(6,288,600)
Proceeds from disposal of property and equipment	16,500	311,134
Contribution from Harbour Development Fund	-	2,000,000
	<u>(738,726)</u>	<u>(3,435,677)</u>
CASH AND CASH EQUIVALENTS (DECREASE) INCREASE FOR THE YEAR	(820,438)	1,304,366
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>1,454,512</u>	<u>150,146</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u><u>634,074</u></u>	<u><u>1,454,512</u></u>

See notes to financial statements

# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 1. STATUTES OF INCORPORATION AND NATURE OF OPERATIONS

The Nanaimo Port Authority (the "Port Authority") was incorporated on July 1<sup>st</sup>, 1999 in accordance with Section 10 of the Canada Marine Act and by the Letters Patent of Continuance issued by the Minister of Transport.

The Port Authority has the mandate to administer, control and manage the harbour, waters and foreshore of the Georgia Strait in an area adjacent to Nanaimo, British Columbia, Canada.

The Port Authority generates revenue through a variety of operations including a deep-sea shipping port, property leases and general harbour administration.

### 2. SIGNIFICANT ACCOUNTING POLICIES

#### **Basis of presentation**

The financial statements have been prepared in accordance with International Financial Reporting Standards (IFRS). The Port Authority's accounting policies and financial information are consistent with the recommendations of the IASB (International Accounting Standards Board). The financial statements were prepared on the historical cost basis and include the following significant accounting policies which have been applied consistently in all material respects:

#### *a) Use of Estimates*

The preparation of financial statements in conformity with IFRS requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of income and expenses during the reporting period. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in profit or loss in the period in which they become known. Accounting estimates will, by definition, seldom equal the actual results. Items for actual results may differ materially from these estimates are the following:

#### *i) Employee Future Benefits*

The Port Authority has a defined benefit plan providing pension benefits to covered employees. The determination of expense and obligations associated with employee future benefits requires the use of assumptions such as the expected return on assets available to fund pension obligations, the discount rate to measure obligations, the expected mortality and the expected rate of future compensation. Because the determination of the cost and obligations associated with employee future benefits requires the use of various assumptions, there is measurement uncertainty inherent in the actuarial valuation process. Actual results could differ from those estimates.

#### *b) Financial Instruments*

The Port Authority aggregates its financial instruments into classes based on their nature and characteristics. Management determines the classification when the instruments are initially recognized, which is normally the date of purchase into the following categories:

# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### *i) Financial Assets at Fair Value through Profit or Loss*

This category involves financial instruments held for the purpose of selling them in the short-term. All of the financial instruments in this category meet the definition of financial assets held for trading. The instruments classified in this category are classified in current assets and include cash and equivalents, investments and mortgage receivable.

Financial assets classified in this category are initially recognized at fair value and the transaction costs are expensed to the income statement. Subsequently, financial assets at fair value through profit or loss are measured at fair value with all gains and losses, realized and unrealized, measured on the basis of market transactions, are recognized directly through profit and loss.

#### *ii) Loans and Receivables*

This category involves non-derivative financial instruments with fixed or determinable payments that are not quoted in an active market. They include current assets when they will be realized within 12 months of the reporting date, otherwise they are classified as non-current. The instruments classified in this category are accounts receivable.

Loans and receivables are measured at amortized cost using the effective interest rate method less an appropriate allowance for doubtful receivables.

The allowance for doubtful receivables represents the Port Authority's estimates of incurred losses arising from the failure or inability of customers to make payments when due. These estimates are based on the ageing of customer balances, specific credit circumstances and the Port Authority's historical bad debt experience.

#### *iii) Held-to-Maturity Investments*

This category involves non-derivative financial assets with fixed or determinable payments and fixed maturity that the Port Authority has the positive intention and ability to hold to maturity other than those that the Port Authority upon initial recognition designates as at fair value through profit or loss, available for sale, and those that meet the definition of loans and receivables. The Port Authority does not have any instruments classified in this category.

Held to maturity investments are measured at amortized cost using the effective interest method less any allowance for impairment.

#### *iv) Available-for-sale Financial Assets*

This category involves non-derivative financial instruments that are either designated as such upon initial recognition or are not classified in any of the other categories. The Port Authority does not have any instruments in this category.

Available-for-sale assets are measured at fair value with unrealized gains and losses recognized in other comprehensive income or loss. When the asset is sold, the accumulated gains or losses in other comprehensive income are classified in the income statement.



# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

v) *Financial Liabilities at Fair Value through Profit or Loss*

This category involves financial liabilities held for trading. Financial liabilities classified in this category are measured at fair value with unrealized gains and losses recognized through profit and loss. The Port Authority does not have any instruments classified in this category.

vi) *Other Financial Liabilities*

This category includes accounts payable and accruals. These liabilities are initially recognized at their fair value which is approximated by the instrument's initial cost in a transaction between unrelated parties. Transactions to purchase or sell these items are recorded on the trade date, and transaction costs are immediately recognized in income. Total interest expense, calculated using the effective interest rate method, is recognized in net income.

Fees incurred on an exchange of financial liabilities or a modification of the terms of financial liabilities that is accounted for as an extinguishment, and any other related costs incurred are recognized in net income. All fees and costs incurred on the exchange or modification of a financial liability not accounted for as an extinguishment are included in the carrying amount of the modified financial liability and amortized over its remaining expected life. Any other related costs incurred are recognized in net income.

Other financial liabilities are subsequently measured at amortized cost using the effective interest method. Under this method, estimated future cash payments are exactly discounted over the liability's expected life, or other appropriate period, to its net carrying value. Amortized cost is the amount at which the financial liability is measured at initial recognition less principal repayments, and plus or minus the cumulative amortization using the effective interest method of any difference between that initial amount and the maturity amount. Net gains and losses arising from changes in fair value are recognized in net income upon derecognition or impairment.

*Financial Asset Impairment*

The Port Authority assesses impairment annually of all its financial assets, except those classified as fair value through profit or loss. Management considers whether the issuer is having significant financial difficulty; whether there has been a breach of contract, such as a default or delinquency in interest or principal payments, etc. in determining whether objective evidence of impairment exists. Impairment is measured as the difference between the asset's carrying value and its fair value. Any impairment which is not considered temporary is included in net income.

c) *Cash and Equivalents*

The Port Authority's policy is to disclose bank balances under cash and equivalents, including bank overdrafts with balances that fluctuate frequently from being positive to overdraft and short-term investments with a maturity period of three months or less from the date of acquisition.

d) *Inventories*

Inventories are stated at the lower of cost and net realizable value, with cost being determined using the FIFO (first in, first out) method. Net realizable value is the estimated selling price in the ordinary course of business, less applicable variable selling expenses.

# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

The cost of inventories comprises all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition. The costs of purchase include the purchase price, import duties and non-recoverable taxes, transport, handling and other costs directly attributable to the acquisition of finished goods, materials or services. The costs of conversion include direct material and labour costs, and a systematic allocation of fixed and variable overheads incurred in converting materials into finished goods.

e) *Unbilled handling charges*

Unbilled handling charges estimates the amount for services rendered on goods in transit at the Port facilities. The estimate includes wages, operating and other overhead costs.

f) *Property and Equipment*

Property and equipment are stated at historical cost, less any accumulated amortization and any impairment losses. The original cost and related accumulated amortization of existing assets were transferred from the Nanaimo Harbour Commission. Historical cost includes all costs directly attributable to the acquisition. Land is not amortized. Amortization of other items of property and equipment is provided on parts that have homogenous useful lives by using the straight-line method so as to depreciate the initial cost down to the residual value over the estimated useful lives, as follows:

<u>Asset</u>	<u>Term</u>
Terminal Facilities	5 - 40 years
Commercial Inlet Facilities	15 - 40 years
Harbour Operations	10 - 15 years
Harbour Properties	5 - 50 years
Pioneer Waterfront Plaza	10 - 50 years
Seaplane Terminal	5 - 20 years
Visiting Vessel Facilities	20 - 40 years
Administrative Facilities	4 - 50 years

Useful lives, components, the amortization method and residual amounts are reviewed annually. Such a review takes into consideration the nature of the assets, their intended use and the evolution of the technology.

In the year of acquisition only one-half of the normal rate is applied.

g) *Deferred Government Contributions*

Property and equipment grants are accounted for as deferred government contributions and amortized on the same basis as the related assets. They are presented in the statement of financial position by deducting the grant in arriving at the carrying amount of the asset.

h) *Gross Revenue Charge*

In order to maintain its Letters Patent in good standing, the Port Authority is required to annually pay the Minister of Transport a charge on gross revenues. The charge is calculated by reference to gross revenues at a rate of 2% on the first \$10 million and at variable rates thereafter.

# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

i) *Employee Future Benefits*

The Port Authority has defined benefit pension plans for both its union and non-union employees. Both plans are funded by contributions from the Port Authority and from plan members. Pension benefits are based on length of service and final average earnings, and for the non-union plan, are partially indexed for inflation after retirement. Pension costs are actuarially determined using the projected benefit method prorated on services and management's best estimate assumptions. Pension fund asset values are calculated using market values at year-end. The expected return on pension assets is determined based on market-related values. The market-related values are determined in a rational and systematic manner so as to recognize asset gains and losses over time. When the Port Authority's net actuarial gain (loss), less the actuarial gain (loss) not yet included in the market-related value of the plan assets, exceeds 10% of the greater of the accrued benefit obligation and the market-related value of the plan assets, an amount equal to the excess divided by the average remaining service period (ARSP) is amortized. The difference between pension expense and pension funding is recorded as a deferred asset or accrued liability on the statement of financial position.

When reporting under IAS 19, the Port Authority has decided to recognize actuarial gains and losses immediately in other comprehensive income in the period in which they occur.

j) *Revenue Recognition*

The Port Authority recognizes cargo handling revenue, wharfage, berthage and passenger fees when services are rendered and collection is reasonably assured. Revenue from leases is recognized in the month in which the rent is earned.

k) *Impairment of Long-Lived Assets*

Long-lived assets consist of property and equipment. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The Port Authority performs impairment testing on long-lived assets held for use whenever events or circumstances indicate that the carrying value of an asset, or group of assets, may not be recoverable. An impairment loss is recognized for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of the fair value less costs to sell and value in use. Non-current assets other than goodwill that have been impaired are reviewed for possible reversal of the impairment loss at the reporting date.

### 3. CASH AND CASH EQUIVALENTS

The Port Authority's cash and cash equivalents are held with commercial banks and investment members in fixed and guarantee income securities as required by the Canada Marine Act per Port Authorities' management regulation. Cash and cash equivalents is comprised of:

	2012	2011
	\$	\$
Cash	634,074	1,425,102
Short-term investments	-	29,410
	<u>634,074</u>	<u>1,454,512</u>

**NANAIMO PORT AUTHORITY**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2012**

**4. EMPLOYEE FUTURE BENEFITS**

The most recent valuation of the non-union and union pension plans for funding purposes was conducted as of January 1, 2012. The next actuarial valuation date for funding purposes is scheduled as at January 1, 2013.

The following tables present information on a calendar year basis concerning the employee pension plan.

	Union \$	Non-Union \$	2012 Totals \$	2011 Totals \$
<b>Accrued Benefit Obligation</b>				
Balance - January 1	1,236,600	3,505,900	4,742,500	4,256,000
Employer current service cost	58,600	160,300	218,900	151,000
Interest cost	64,600	183,400	248,000	242,000
Benefits paid	(116,200)	(85,800)	(202,000)	(121,100)
Employee Contributions	33,400	58,000	91,400	48,100
Actuarial loss	148,200	504,300	662,500	166,500
Balance - December 31	<u>1,425,200</u>	<u>4,326,100</u>	<u>5,751,300</u>	<u>4,742,500</u>
<b>Fair Value of Plan Assets</b>				
Balance - January 1	1,167,700	3,789,500	4,957,200	4,746,800
Actual return on plan assets	95,200	304,100	399,300	102,700
Employer Contributions	114,000	213,500	327,500	180,700
Employee Contributions	33,400	58,000	91,400	48,100
Benefits paid	(116,200)	(85,800)	(202,000)	(121,100)
Balance - December 31	<u>1,294,100</u>	<u>4,279,300</u>	<u>5,573,400</u>	<u>4,957,200</u>
Plan surplus end of year	(131,100)	(46,800)	(177,900)	214,700
Unrecognized plan assets (1)	-	-	-	(56,400)
Accrued benefit (liability)-December 31	<u>(131,100)</u>	<u>(46,800)</u>	<u>(177,900)</u>	<u>158,300</u>
(1) Unrecognized plan assets represent the plan surpluses deemed not recoverable as the Port Authority cannot reduce future contributions to utilize the surpluses. These amounts are not included in the statement of financial position.				
<b>Pension Expense</b>				
Current service cost	58,600	160,300	218,900	151,000
Interest on accrued benefits	64,600	183,400	248,000	242,000
Less: expected return on plan assets	(69,600)	(223,900)	(293,500)	(290,400)
Total recognized in profit	<u>53,600</u>	<u>119,800</u>	<u>173,400</u>	<u>102,600</u>
<b>Comprehensive Income</b>				
Actuarial losses	122,600	424,100	546,700	354,200
Effect of asset ceiling	-	(56,400)	(56,400)	(362,400)
Total recognized in other comprehensive income	<u>122,600</u>	<u>367,700</u>	<u>490,300</u>	<u>(8,200)</u>

**NANAIMO PORT AUTHORITY**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2012**

**4. EMPLOYEE FUTURE BENEFITS (continued)**

	Union \$	Non-Union \$	2012 Totals \$	2011 Totals \$
<b>Accumulated Comprehensive Income</b>				
Balance actuarial loss – January 1	205,100	461,900	667,000	312,800
Actuarial losses recognized in year	122,600	424,100	546,700	354,200
Balance actuarial loss – December 31	327,700	886,000	1,213,700	667,000
Balance of asset ceiling – January 1	-	56,400	56,400	418,800
Effect of the asset ceiling for year	-	(56,400)	(56,400)	(362,400)
Balance of asset ceiling–December 31	-	-	-	56,400
Total accumulated comprehensive income at December 31	327,700	886,000	1,213,700	723,400

**Plan Assets by Category**

The invested assets of the pension plan by asset category as are as follows:

	Union	Non-Union	2012 Totals	2011 Totals
Equity securities	53%	53%	53%	55%
Debt securities	45%	45%	44%	45%
Other	2%	2%	3%	0%
Total	100%	100%	100%	100%

**Actuarial Assumptions**

	Defined Benefit Pension Plans			
	2012		2011	
	Union	Non-Union	Union	Non-Union
Discount rate	5.15%	5.15%	5.7%	5.6%
Expected long-term rate of return on plan assets (a)	5.8%	5.8%	5.6%	6.1%
Rate of compensation increase	3.0%	3.0%	3.0%	3.0%

a) Expected long-term rate of return on plan assets

The Port Authority must make assumptions about the expected long-term rate of return on plan assets, but there is no assurance that a plan will be able to earn the assumed rate of return. The expected return on plan assets is based on the fair value of plan assets.

**Contributions**

In 2013, the Port Authority expects to contribute approximately \$361,000 (union - \$90,400; non-union \$270,600) to all its plans in accordance with normal funding policy.

# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 4. EMPLOYEE FUTURE BENEFITS (continued)

The following summarizes the history of the plan obligations, plan assets and experience adjustments for the current annual period and the previous four annual periods:

	2012	2011	2010	2009	2008
	\$	\$	\$	\$	\$
Present value of plan obligations	5,751,300	4,742,500	4,256,000	3,544,400	3,083,500
Fair value of plan assets	5,573,400	4,957,200	4,746,800	4,107,500	3,387,100
Surplus (deficit)	(177,900)	214,700	490,800	563,100	303,600
Experience losses on plan obligations	(12,500)	(166,500)	(531,200)		
Experience gains (losses) on plan assets	105,800	(187,700)	218,400		

### 5. HARBOUR DEVELOPMENT FUND

The Harbour Development Fund was established by the Board of Directors to finance capital restoration and development of the Port Authority's assets. The Board of Directors approves transfers to and from the reserve. The Port Authority strives to maintain sufficient working capital and funded reserve balances to meet operating and capital requirements and to finance unforeseen difficulties or emergencies.

The fund was adequately funded by cash of \$2,000,000 (2011 – cash of \$2,000,000) at the end of the year.

### 6. MORTGAGE RECEIVABLE

The Port Authority holds a second mortgage secured by property at Stewart Avenue, Nanaimo, BC, combined with a personal guarantee. The mortgage is due November 30, 2013 and bears interest at prime rate + 1% per annum with monthly payments of \$1,818.

**NANAIMO PORT AUTHORITY**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2012**

**7. PROPERTY AND EQUIPMENT**

	<b>Terminal Facilities</b>	<b>Commercial Inlet Facilities</b>	<b>Harbour Operations</b>	<b>Harbour Properties</b>	<b>Pioneer Waterfront Plaza</b>	<b>Seaplane Terminal</b>	<b>Visiting Vessel Facilities</b>	<b>Admin. Facilities</b>	<b>Total</b>
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross Value</b>									
At January 1, 2012	40,723,009	5,816,501	2,254,446	7,348,963	6,999,320	3,587,478	4,833,464	1,443,203	73,006,384
Additions	101,087	10,444	483,440	-	35,547	31,037	-	78,301	739,856
At December 31, 2012	40,824,096	5,826,945	2,737,886	7,348,963	7,034,867	3,618,515	4,833,464	1,521,504	73,746,240
<b>Accumulated Amortization</b>									
At January 1, 2012	28,611,377	3,585,674	327,234	3,126,828	2,325,676	2,863,063	2,430,855	1,023,607	44,294,314
Amortization	872,591	203,883	87,269	141,858	145,508	87,806	161,729	94,947	1,795,591
At December 31, 2012	29,483,968	3,789,557	414,503	3,268,686	2,471,184	2,950,869	2,592,584	1,118,554	46,089,905
Net value at December 31, 2012	11,340,128	2,037,388	2,323,383	4,080,277	4,563,683	667,646	2,240,880	402,950	27,656,335

**NANAIMO PORT AUTHORITY**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2012**

**7. PROPERTY AND EQUIPMENT (continued)**

	<b>Terminal Facilities</b>	<b>Commercial Inlet Facilities</b>	<b>Harbour Operations</b>	<b>Harbour Properties</b>	<b>Pioneer Waterfront Plaza</b>	<b>Seaplane Terminal</b>	<b>Visiting Vessel Facilities</b>	<b>Admin. Facilities</b>	<b>Total</b>
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross Value</b>									
At January 1, 2011	35,262,677	5,803,459	2,607,289	7,339,108	6,999,320	3,575,402	4,833,464	1,195,947	67,616,666
Additions	5,460,332	13,042	546,039	9,855	-	12,076	-	247,256	6,288,600
Disposals	-	-	(898,882)	-	-	-	-	-	(898,882)
At December 31, 2011	40,723,009	5,816,501	2,254,446	7,348,963	6,999,320	3,587,478	4,833,464	1,443,203	73,006,384
<b>Accumulated Amortization</b>									
At January 1, 2011	27,849,787	3,372,129	1,006,005	2,969,247	2,180,168	2,773,915	2,268,763	983,628	43,403,642
Amortization	761,590	213,545	42,977	157,581	145,508	89,148	162,092	39,979	1,612,420
Disposals	-	-	(721,748)	-	-	-	-	-	(721,748)
At December 31, 2011	28,611,377	3,585,674	327,234	3,126,828	2,325,676	2,863,063	2,430,855	1,023,607	44,294,314
Net value at December 31, 2011	12,111,632	2,230,827	1,927,212	4,222,135	4,673,644	724,415	2,402,609	419,596	28,712,070



**NANAIMO PORT AUTHORITY**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2012**

**8. CHANGES IN NON-CASH OPERATING WORKING CAPITAL**

	2012	2011
	\$	\$
Decrease (increase) in accounts receivable	(845,472)	8,550,691
Decrease (increase) in inventories	(6,661)	1,687
(Increase) in prepaid expenses	(54,371)	(85,851)
(Decrease) in accounts payable	(634,738)	(3,658,638)
Increase (decrease) in deferred revenue	405,529	(96,893)
(Decrease) in demand loan payable	-	(1,700,000)
	<u>(1,135,713)</u>	<u>3,010,996</u>

**9. CONTINGENT LIABILITIES**

The Port Authority may have contingent liabilities for environmental restoration requirements at a number of its properties. The nature, extent, timing and cost of clean up at these properties is not determinable or has not been determined as the obligation for remediation is normally activated by a change in use or sale of the property. The Port Authority accrues the costs associated with environmental remediation obligations when such costs are likely and reasonable estimate of costs can be determined.

**10. FINANCIAL INSTRUMENTS**

**FAIR VALUE**

The fair value of the financial instruments and their related carrying values have been summarized and included in the table below:

	2012		2011	
	Carrying Amount \$	Fair Value \$	Carrying Amount \$	Fair Value \$
<b>Financial Assets</b>				
Financial Assets at Fair Value through Profit or Loss				
Cash and equivalents	2,634,074	2,634,074	3,454,512	3,454,512
Held to Maturity				
Investments	125,267	125,267	93,436	93,436
Mortgage receivable	140,927	140,927	156,758	156,758
Loans and receivables				
Accounts receivable	2,916,479	2,916,479	2,071,007	2,071,007
<b>Other financial liabilities</b>				
Accounts payable and accruals	1,147,333	1,147,333	1,782,071	1,782,071

# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 10. FINANCIAL INSTRUMENTS (Continued)

A fair value hierarchy is used to categorize fair value measurements. Under the hierarchy, valuation is based on quoted market prices of identical assets (Level 1), internal models developed from observable market data for similar assets or liabilities (Level 2), or internal models developed without observable market data (Level 3).

Level 1 valuation was used in the measurement of cash and equivalents and instruments as a quoted market price was available. The fair value of accounts receivable and accounts payable and accruals is assumed to equal their cost because of their short term nature. The fair market value of the mortgage receivable is assumed to equal its amortized cost.

#### FINANCIAL ASSETS

##### FINANCIAL ASSETS AT FAIR VALUE THROUGH PROFIT OR LOSS

a) Cash and Cash Equivalents

Cash and cash equivalents are recorded at their fair value, which is approximated by their initial carrying value, due to their short-term nature.

##### HELD TO MATURITY

a) Investments

Investments are recorded at their amortized cost. Fair value is determined by reference to published bid price quotations, in an active market.

b) Mortgage Receivable

The mortgage receivable is recorded at its amortized cost. Fair value is estimated through discounted cash flow analysis. Management determines possible future cash flows from which it derives its estimate of the most probable future cash flows.

##### LOANS AND RECEIVABLES

a) Accounts Receivable

Accounts receivable are recorded at their fair value, which is approximated by their initial carrying value, due to their short-term nature.

##### OTHER FINANCIAL LIABILITIES

a) Accounts Payable and Accruals

Accounts payable and accruals are recorded at their fair value, which is approximated by their initial carrying value due to their short-term nature.

# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 10. FINANCIAL INSTRUMENTS (Continued)

#### RISK MANAGEMENT POLICIES

The Port Authority, through its financial instruments, is exposed to a variety of financial risks: credit risk, liquidity risk and market risk (including currency risk, interest rate risk and other price risk). The following analysis enables to evaluate the nature and extent of the risks at the end of the reporting period.

a) *Credit Risk*

Credit risk is the potential for financial loss should a counter party in a transaction fail to meet its obligations. Financial instruments that potentially subject the Port Authority to concentrations of credit risk consist of accounts receivable, investments and mortgage receivable. Credit risk exists because the accounts receivable are unsecured, the investments are unsecured debt securities and the mortgage receivable is secured by a second mortgage. The Port Authority believes that there is minimal risk associated with the collection of these amounts as the accounts receivable are associated with a diverse customer base, the investments are with established large corporations, federal and provincial governments, and the security for the mortgage receivable is more than adequate. The Port Authority manages its credit risk by performing regular credit assessments of its customers and provides allowances for potentially uncollectible accounts receivable, reviews the credit ratings of lenders before it purchases investments and regularly monitors their ratings and regularly reviews the value of the property securing the mortgage receivable.

b) *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 market interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities, known as price risk. The Port Authority is not exposed to significant interest rate risk relating to its financial assets and liabilities.

c) *Currency Risk*

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Port Authority is not exposed to significant currency risk.

d) *Other Price Risk*

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or foreign currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Port Authority enters into transactions to purchase debt securities for which the market price fluctuates. Other price risk is managed by holding the investments to maturity and having guarantees on the investments by either the Government of Canada or the Province of British Columbia.

e) *Liquidity Risk*

Liquidity risk is the risk that the Port Authority will encounter difficulty in meeting obligations associated with financial liabilities. The Port Authority enters into transactions to purchase goods and services on credit and must fund its pension obligations for which repayment is required at various maturity dates. Liquidity risk is measured by reviewing the Port Authority's future net cash flows for the possibility of a negative net cash flow. The Port Authority manages the liquidity risk resulting from its accounts payable and pension obligations by maintaining significant cash resources and investing in liquid investments.

# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 10. FINANCIAL INSTRUMENTS (Continued)

#### FINANCIAL ASSET IMPAIRMENT

At each balance sheet date, the Port Authority is required to evaluate and record any other-than temporary impairment of its financial assets, other than those classified as held for trading. Accordingly, the Port Authority has compared the carrying value of each of these financial assets to its fair value as at December 31, 2012. No provision for impairment of investments was recorded in the current year, as the fair value of all financial assets tested exceeded their carrying value.

#### ACCOUNTS RECEIVABLE

The Port Authority initially records an allowance for impairment and when all collection efforts have been exhausted the account is written off. At year end, an allowance for doubtful accounts of \$20,000 (2011 - \$20,000) has been recorded.

Impairment losses are determined by reviewing the payment history, financial position of the creditor and contractual terms for each individual receivable.

### 11. CAPITAL MANAGEMENT

The Port Authority's objectives in managing its capital are to safeguard the Port's ability to continue as a going concern and maintain sufficient capital capacity and flexibility to meet its strategic direction. The Port Authority is not subject to any externally imposed capital requirements. The Port Authority defines capital as equity and debt, net of cash and equivalents. The Port Authority manages the capital structure and makes adjustments to it in regard to changes in economic conditions and the risk characteristics of the underlying assets.

	2012	2011
	\$	\$
Cash and equivalents	2,634,074	3,454,512
Investments	125,267	93,436
Total requirements of capital:		
Accounts payable and accrued liabilities	(1,147,333)	(1,782,071)
Commitments for property and equipment, net of funding	-	(526,186)
Net excess	1,612,008	1,239,691

Management has estimated that it does not have any capital commitments for investment in property and equipment for the next fiscal year.

# NANAIMO PORT AUTHORITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2012

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### 12. REMUNERATION

As required by subsection 37(3) of the Canada Marine Act, the Port Authority must disclose the remuneration paid to the directors and president and chief executive officer in its annual financial statements. For the year ended December 31, 2012, they are as follows:

Name	Title	Salary/Fee	Benefits & Allowances	Total
		\$	\$	\$
R. Bennie	Chairman	21,000	2,400	23,400
R. Fraser	Director	7,000	1,200	8,200
M. Hunter	Director	14,000	2,400	16,400
R. Johnston	Director	14,000	2,400	16,400
J. Manhas	Director	14,000	2,400	16,400
R. Ringma	Director	14,000	2,400	16,400
C. Trombley	Director	14,000	2,400	16,400
M. Unger	Director	7,000	1,200	8,200
B. Dumas	President & CEO	193,933	3,416	197,349
		<u>298,933</u>	<u>20,216</u>	<u>319,149</u>

### 13. APPROVAL OF FINANCIAL STATEMENTS

The financial statements of Nanaimo Port Authority for the year ended December 31, 2012 were approved and authorized for issue by the Board of Directors on May 23, 2013.