INSURANCE COUNCIL OF BRITISH COLUMBIA

Financial Statements
May 31, 2024

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INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF INSURANCE COUNCIL OF BRITISH COLUMBIA

Opinion

We have audited the financial statements of Insurance Council of British Columbia (the "Council"), which comprise:

- the statement of financial position as at May 31, 2024;
- the statement of operations for the year then ended;
- the statement of changes in net assets for the year then ended;
- the statement of cash flows for the year then ended; and
- the notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Council as at May 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Council in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Council'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 Council or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Council's financial reporting process.

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Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal controls 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 Council's internal controls.

- 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 Council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Council 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.

Smythe LLP

Chartered Professional Accountants

Vancouver, British Columbia
September 17, 2024

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INSURANCE COUNCIL OF BRITISH COLUMBIA
Statement of Financial Position
May 31

	2024	2023
Assets		
Current		
Cash (note 4)	$ 8,198,861	$ 5,103,069
Short-term investments (note 5)	12,640,964	13,854,225
Receivables	220,612	131,742
Prepaid expenses	286,850	227,440
	21,347,287	19,316,476
Long-term investments (note 5)	901,920	-
Capital assets (note 6)	4,272,517	2,881,097
	$ 26,521,724	$ 22,197,573
Liabilities		
Current		
Accounts payable and accrued liabilities (note 7)	$ 1,939,591	$ 1,535,563
Pending application fees	232,665	208,150
Deferred revenue	14,028,495	12,192,260
	16,200,751	13,935,973
Net assets		
Invested in capital assets	4,272,517	2,881,097
Internally restricted reserves (note 8)	5,230,000	4,050,000
Unrestricted	818,456	1,330,503
	10,320,973	8,261,600
	$ 26,521,724	$ 22,197,573

Commitment (note 9)

Approved on behalf of Council

Member

Member

See notes to financial statements

INSURANCE COUNCIL OF BRITISH COLUMBIA
Statement of Operations
Year Ended May 31

	2024	2023
Revenue		
Annual licence fees	$ 12,602,760	$ 10,902,900
Application fees	2,321,485	2,085,100
Insurer fees	1,035,000	945,000
Continuing education fees	778,875	819,600
Examination fees	668,865	116,800
Interest and dividend income	635,739	301,489
Fines	85,500	19,500
Investigation costs recovery	46,690	30,423
Accreditation fees	19,800	26,100
Other	18,679	1,875
Hearing costs recovery	1,545	16,731
	18,214,938	15,265,518
Expenditures		
Amortization	910,987	602,998
Data processing and information system maintenance	836,792	753,916
Equipment rentals and service	9,134	6,803
Insurance	36,322	40,979
Investigations and Hearings	652,692	260,169
Loss on write-off of property and equipment	833	3,711
Maintenance	24,607	13,205
Meetings	250,767	165,120
Minor furniture and equipment	2,354	353
Office and miscellaneous	140,853	113,268
Professional fees	990,076	1,303,272
Public relations	18,767	18,840
Qualifying examinations	154,750	34,633
Rent	1,052,051	981,502
Salaries and benefits	10,376,842	8,874,665
Service fees	475,019	398,555
Stationery, printing and supplies	14,366	16,351
Telephone	34,336	32,103
Training	198,635	115,006
Travel	41,439	36,864
	16,221,622	13,772,313
Excess of revenue over expenditures before other item	1,993,316	1,493,205
Other item		
Fair market value change on investments	66,057	(71,167)
Excess of revenue over expenditures for year	$ 2,059,373	$ 1,422,038

See notes to financial statements

INSURANCE COUNCIL OF BRITISH COLUMBIA
Statement of Changes in Net Assets
Year Ended May 31

	Invested in capital assets	Internally restricted reserves (note 8)	Unrestricted	Total 2024	Total 2023
Balance, beginning of year	$ 2,881,097	$ 4,050,000	$ 1,330,503	$ 8,261,600	$ 6,839,562
Excess of revenue over expenditures	-	-	2,059,373	2,059,373	1,422,038
Amortization of capital assets	(910,987)	-	910,987	-	-
Purchase of capital assets	762,511	(510,000)	(252,511)	-	-
Software development costs (Note 6)	1,540,729	(1,540,729)	-	-	-
Write-off of capital assets	(833)	-	833	-	-
Interfund transfers (note 8)	-	3,230,729	(3,230,729)	-	-
Balance, end of year	$ 4,272,517	$ 5,230,000	$ 818,456	$ 10,320,973	$ 8,261,600

See notes to financial statements

INSURANCE COUNCIL OF BRITISH COLUMBIA
Statement of Cash Flows
Year Ended May 31

	2024	2023
Operating activities		
Excess of revenue over expenditures	$ 2,059,373	$ 1,422,038
Items not involving cash		
Amortization	910,987	602,998
Loss on write-off of capital assets	833	3,711
Accrued interest	(60,236)	(23,300)
Fair market value change on investments	(66,057)	71,167
	2,844,900	2,076,614
Changes in non-cash working capital		
Receivables	(28,634)	(48,112)
Prepaid expenses	(59,410)	(35,601)
Deposits on furniture and equipment	-	322,332
Accounts payable and accrued liabilities	404,028	104,433
Pending application fees	24,515	95,425
Deferred revenue	1,836,235	1,598,440
	2,176,734	2,036,917
Cash provided by operating activities	5,021,634	4,113,531
Investing activities		
Purchase of investments	(6,656,320)	(6,760,178)
Sale of investments	7,033,718	5,079,745
Purchase of capital assets	(762,511)	(1,966,215)
Software development costs	(1,540,729)	(241,488)
Cash used in investing activities	(1,925,842)	(3,888,136)
Increase in cash during the year	3,095,792	225,395
Cash, beginning of year	5,103,069	4,877,674
Cash, end of year	$ 8,198,861	$ 5,103,069

See notes to financial statements

1. NATURE OF OPERATIONS

The Insurance Council of British Columbia (the "Council") is constituted under the *Financial Institutions Ac*t of British Columbia (the "Act") and is a tax-exempt body under Section 149 of the *Income Tax Act*. The Council determines the qualification and suitability of applicants for licensing as insurance agents, insurance salespersons, and insurance adjusters; administers examinations to such applicants; and issues the respective licences. In addition, the Council investigates complaints and determines any required disciplinary action.

2. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Net assets

Net assets of the Council are classified as follows:

(i) Invested in capital assets

These are funds that have been used for purchase of capital assets and software development costs and therefore not available for other purposes.

(ii) Operating reserve

The Voting Members of Council have approved internally restricted funds to cover unanticipated expenses related to discipline cases and general operating costs.

(iii) IT reserve

The Voting Members of Council have approved internally restricted funds for future major IT projects.

(iv) Unrestricted

Net assets available for general operations of the Council with no restrictions.

2. SIGNIFICANT ACCOUNTING POLICIES — continued

(b) Revenue recognition

The Council follows the deferral method of accounting whereby revenues are recognized as follows:

Annual license fees are recognized over the term of the license period. Amounts related to the subsequent fiscal year and received in the current fiscal year are recorded as deferred licensing revenue.

Accreditation fees are recognized when the application is processed.

Applications fees are recognized when the application is processed or when the applicant decides to not proceed with the application and forfeits the fee. Application fees collected during the fiscal year that have not been processed as at fiscal year end are considered as pending application fees.

Insurer fees are recognized when collection is reasonably assured.

Continuing education fees are recognized when the registrants complete the online courses or when the 30-day access period expires.

Examination fee revenue is recognized when the exam is written.

Fines revenue, investigation and hearing costs recovery and other revenue are recognized as revenue when collection is reasonably assured.

Interest income is recognized as earned based on the passage of time at the stated interest rate. Dividend income from various investments is recognized as earned.

(c) Capital assets

Capital assets are recorded at historical cost and amortized using the straight-line method over their estimated useful lives, commencing when they are put into use, over the following periods:

Computer hardware	5 years
Furniture and equipment	5-10 years
Leasehold improvements	life of the lease
Major computer software systems	5 years
Minor computer software systems	2 years

Major computer software systems under development are recorded at cost.

Amortization will commence for the major computer software systems when available for use.

2. SIGNIFICANT ACCOUNTING POLICIES — continued

(d) Impairment of long-lived assets

The Council tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected undiscounted future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent carrying value exceeds its fair value.

(e) Employee future benefits

The Council and its employees make contributions to a defined contribution Group RRSP plan. The Council matches all staff contributions up to 5% of gross earnings for all employees and 6% for senior management. The Council's contributions to the plan are expensed when incurred.

(f) Financial instruments

Financial instruments are recorded at fair value when acquired or issued. All short- and long-term investments have been designated to be in the fair value category, with gains and losses reported in operations. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired.

For any financial instrument that is measured at amortized cost, the instrument’s cost is adjusted by the transaction costs that are directly attributable to their origination, issuance, or assumption.

Financial assets measured at amortized cost include cash and receivables.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and pending application fees.

(g) Use of estimates

The preparation of these financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent asset and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Significant estimates include useful lives of the property and equipment and completeness of accounts payable and accrued liabilities. While management believes these estimates are reasonable, actual results could differ from the estimates and could impact future results of operations and cash flows.

3. FINANCIAL INSTRUMENTS

The Council, through its financial assets and liabilities, is exposed to various risks. The following analysis provides a measurement of those risks at May 31, 2024. There have been no changes to the risks in the current year.

(a) Credit risk

Credit risk is the risk that the Council will incur a loss due to the failure by its debtors to meet their contractual obligations. Financial instruments that potentially subject the Council to significant concentrations of credit risk consist primarily of cash and investments. The Council mitigates its exposure to credit risk by placing its cash and investments with various high credit quality financial institutions, in accordance with investment policies adopted by the Council.

The Council is exposed to credit risk arising from its bank account held at a financial institution as deposits are only insured up to $100,000. The Council is not exposed to credit risk from its bank account held at a credit union as deposits are 100% guaranteed by the Credit Union Deposit Insurance Corporation of British Columbia.

(b) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate due to changes in market interest rates. The interest rates and terms of cash and investments are disclosed in Notes 4 and 5.

Interest rate risk consists of two components:

(i) To the extent that future payments made or received by the Council are affected by changes in prevailing market interest rates, the Council is exposed to interest rate cash flow risk.

(ii) To the extent that the market rates differ from the interest rates on the Council's monetary assets and liabilities, the Council is exposed to interest rate price risk.

The Council is exposed to interest rate price risk on its investments to the extent that the market interest rate differs from the interest rate of the investments. The Council mitigates its exposure to interest rate risk by investing in guaranteed investment certificates in varying terms and maturity dates.

(c) Liquidity risk

Liquidity risk is the risk that the Council will not be able to meet its obligations as they fall due. The Council mitigates the risk by maintaining adequate levels of working capital and preparing cash flow forecasts to ensure all its obligations can be met when they fall due.

4. CASH

The Council's bank accounts are held at a chartered bank and a credit union earning interest at market rates.

5. INVESTMENTS

Investments held by the Council consist of cash, guaranteed investment certificates ("GICs") with effective interest rates of 4.90% to 5.81% (2023 - 1.65% to 5.00%) maturing from November 22, 2024 to May 25, 2026 (2023 - November 20, 2023 to May 31, 2024), and mutual funds with no maturity date and no restrictions. They are placed in various high credit quality financial institutions in accordance with the Council's investment policy.

	2024	2023
Cash	$ 25,850	$ -
Mutual funds	5,884,980	9,685,779
Short-term GICs	6,730,134	4,168,446
	12,640,964	13,854,225
Long-term GICs	901,920	-
	$ 13,542,884	$ 13,854,225

The cost of the investments at year end is $14,180,798 (2023 - $14,564,818).

6. CAPITAL ASSETS

	2024			2023
	Cost	Accumulated amortization	Net	Net
Property and equipment				
Computer hardware	$ 438,912	$ 210,701	$ 228,211	$ 184,114
Construction in progress	-	-	-	7,950
Furniture and equipment	891,597	174,762	716,835	796,520
Leasehold improvements	1,189,714	613,956	575,758	917,108
	2,520,223	999,419	1,520,804	1,905,692
Intangible assets				
Major computer software systems	3,410,848	2,202,339	1,208,509	727,483
Software development costs[1]	1,540,729	-	1,540,729	241,488
Minor computer software systems	7,918	5,443	2,475	6,434
	4,959,495	2,207,782	2,751,713	975,405
	$ 7,479,718	$ 3,207,201	$ 4,272,517	$ 2,881,097

[1] The Council has embarked on a digital transformation program designed to streamline business processes and migrate business functionalities to a more advanced digital platform.

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2024	2023
Accounts payable and accrued liabilities	$ 906,821	$ 503,454
Accrued vacation	221,329	187,158
Government fees payable	803,150	841,450
Salaries payable	8,291	3,501
	$ 1,939,591	$ 1,535,563

Included in accounts payable and accrued liabilities are government remittances payable of $100,103 (2023 - $87,191).

8. INTERNALLY RESTRICTED RESERVES

	Operating reserve	IT reserve	Total
Balance, beginning of year	$ 2,000,000	$ 2,050,000	$ 4,050,000
Purchase of capital assets	-	(510,000)	(510,000)
Software development costs	-	(1,540,729)	(1,540,729)
Interfund transfers from unrestricted fund	-	3,230,729	3,230,729
Balance, end of year	$ 2,000,000	$ 3,230,000	$ 5,230,000

9. COMMITMENT

The Council has an operating lease with respect to its current office premises until September 28, 2025. Pursuant to the terms of the lease, the Council will pay rent of an annual base rent plus its proportionate share of operating costs and property taxes. The Council's future minimum base rent payments required in respect of the rented premises for the next two fiscal years are approximately as follows:

Fiscal year	Base rent payment
2025	$ 588,595
2026	196,198
	$ 784,793

10. SICK LEAVE

Council's employees have total sick time accrued of 2,593 (2023 - 2,061) days, with an estimated total value of $1,436,223 (2023 - $1,144,507). The accrued sick time is payable in the event of a valid illness that requires absence from work. The likelihood of this sick time being paid is uncertain; therefore, it has not been accrued.

11. DEFINED CONTRIBUTION RETIREMENT PLAN

Council maintains a defined contribution Group RRSP plan for its employees. During the year, the Council paid $392,455 (2023 - $339,278) for employer contributions to the plan.