

**NORTH  
VANCOUVER  
MUSEUM  
AND  
ARCHIVES  
COMMISSION**

**2025  
AUDITED  
FINANCIAL  
STATEMENTS**

**NORTH VANCOUVER MUSEUM AND ARCHIVES COMMISSION  
AUDITED FINANCIAL STATEMENTS  
DECEMBER 31, 2025**

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**The North Vancouver Museum and Archives Commission  
2025**

The North Vancouver Museum and Archives Commission was established by City of North Vancouver Bylaw 6719 and District of North Vancouver Bylaw 6789 on November 9th, 1995 for effective operation on January 1st, 1996. The Commission succeeded the City of North Vancouver Museum and Archives Committee (established 1972) as manager of the community's museum and archives.

Commissioners of the North Vancouver Museum and Archives Commission, 2025

Appointed by the City of North Vancouver:

Councillor Don Bell  
Mr. Adrian Dyck  
Mr. David Youngson (Chair)  
Mr. Brian Burtch (Vice-Chair)  
Ms. Dee Dhaliwal  
Ms. Sheryl Rivers

Appointed by the District of North Vancouver:

Councillor Jordan Back  
Ms. Alicia Peters  
Mr. Brian Burtch  
Mr. Jason Milne  
Ms. Sandra White  
Ms. Stephanie Barlow

Representative of the Friends of the North Vancouver Museum and Archives Society:

*Vacant as of Sept 17, 2025*

Commission Administrative Staff:

Ms. Zoe Mackoff de Miranda - Director

The Commissioners of the North Vancouver Museum and Archives Commission (the "Commission") have delegated the responsibility for the integrity and objectivity of the financial information contained in the financial statement to the management of the Commission. The financial statements which, in part, are based on informed judgments and estimates, have been prepared by management in accordance with Canadian public sector accounting standards, which have been applied on a basis consistent with that of the preceding year.

To assist in carrying out their responsibilities, management maintains an accounting system and internal controls to provide reasonable assurance that transactions are executed and recorded in accordance with authorization, and that financial records are reliable for preparation of financial statements.

The Commission oversees management's responsibilities for the financial reporting and internal control systems. The Commission annually review and approve the financial statements.

The Commission's independent auditors, BDO Canada LLP, are engaged to express an opinion as to whether the Commission's financial statements present fairly in all material respects the financial position of the Commission as at December 31, 2025, and the results of operations, changes in net financial assets and cash flows for the year then ended in accordance with Canadian generally accepted auditing standards.

The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and in accordance with Canadian public sector accounting standards.



Zoe Mackoff de Miranda

Director



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## Independent Auditor's Report

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To the Commissioners of North Vancouver Museum and Archives Commission

### Opinion

We have audited the financial statements of North Vancouver Museum and Archives Commission (the "Commission"), which comprise the Statement of Financial Position as at December 31, 2025, and the Statement of Operations, Changes in Net Debt 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 the Commission as at December 31, 2025, and its results of operations, its changes in net debt, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### 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 Commission 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 public sector accounting standards, 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 Commission'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 Commission or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Commission'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 Entity'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 Entity'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 Entity 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.

*BDO Canada LLP*

Chartered Professional Accountants

Vancouver, British Columbia

April 21, 2026

**North Vancouver Museum and Archives Commission**  
**Statement of Financial Position**  
**As at December 31, 2025 with comparative figures for 2024**

|  | <u>2025</u>         | <u>2024</u>         |
|--|---------------------|---------------------|
| <b>Financial Assets</b>  |                     |                     |
| Due from the City of North Vancouver (note 3)                                    | \$ 184              | \$ -                |
| Due from the District of North Vancouver (note 3)                                | 77,256              | 103,984             |
| Accounts receivable and other  | 6,036               | 17,775              |
| Inventories for resale   | 60,474              | 58,740              |
| <b>Total Financial Assets</b>  | <u>143,950</u>      | <u>180,499</u>      |
| <b>Liabilities</b>   |                     |                     |
| Accounts payable and accrued liabilities   | 191,512             | 156,964             |
| Deferred revenue (note 4)  | 24,683              | 48,325              |
| Due to the City of North Vancouver (note 3)                                      | -                   | 85,283              |
| Post-employment benefits, compensated absences and termination benefits (note 5) | 64,900              | 46,900              |
| <b>Total Liabilities</b>   | <u>281,095</u>      | <u>337,472</u>      |
| <b>Net Financial Debt</b>  | <u>(137,145)</u>    | <u>(156,973)</u>    |
| <b>Non-Financial Assets</b>  |                     |                     |
| Tangible capital assets (note 9)   | 7,207               | 21,623              |
| <b>Total Non-Financial Assets</b>  | <u>7,207</u>        | <u>21,623</u>       |
| <b>Accumulated Deficit (note 6)</b>  | <u>\$ (129,938)</u> | <u>\$ (135,350)</u> |

Commitments (note 8)

*To be read with reference to the Notes to the Financial Statements*

On behalf of the Commission:



Acting Director, North Vancouver  
 Museum and Archives



Chair, North Vancouver  
 Museum and Archives Commission

**North Vancouver Museum and Archives Commission**  
**Statement of Operations**  
**For the year ended December 31, 2025 with comparative figures for 2024**

|  | 2025<br>Budget<br>(Note 7) | 2025<br>Actual      | 2024<br>Actual      |
|--|----------------------------|---------------------|---------------------|
| <b>Revenues</b>                          |                            |                     |                     |
| Contributions and grants                 |                            |                     |                     |
| General                                  | \$ 1,733,582               | \$ 1,734,981        | \$ 1,587,412        |
| Special purpose                          | -                          | -                   | 53,989              |
| Other fees and miscellaneous             |                            |                     |                     |
| General                                  | 652,500                    | 594,688             | 651,213             |
| Special purpose                          | -                          | 67,149              | 27,942              |
|  | <u>2,386,082</u>           | <u>2,396,818</u>    | <u>2,320,556</u>    |
| <b>Expenses</b>                          |                            |                     |                     |
| Wages and benefits                       |                            |                     |                     |
| General                                  | 1,587,400                  | 1,639,832           | 1,511,931           |
| Special purpose                          | -                          | 23,225              | 49,120              |
| Goods and supplies                       |                            |                     |                     |
| General                                  | 205,823                    | 173,433             | 148,916             |
| Special purpose                          | -                          | 4,702               | 2,073               |
| Services                                 |                            |                     |                     |
| General                                  | 592,859                    | 510,993             | 699,343             |
| Special purpose                          | -                          | 39,221              | 30,738              |
|  | <u>2,386,082</u>           | <u>2,391,406</u>    | <u>2,442,121</u>    |
| <b>Annual surplus / (deficit)</b>        | -                          | <b>5,412</b>        | <b>(121,565)</b>    |
| Accumulated deficit at beginning of year | (135,350)                  | (135,350)           | (13,785)            |
| Accumulated deficit at end of year       | <u>\$ (135,350)</u>        | <u>\$ (129,938)</u> | <u>\$ (135,350)</u> |

*To be read with reference to the Notes to the Financial Statements*

**North Vancouver Museum and Archives Commission**  
**Statement of Changes in Net Financial Debt**  
**For the year ended December 31, 2025 with comparative figures for 2024**

|  | 2025<br>Budget<br>(note 7) | <b>2025<br/>Actual</b>     | 2024<br>Actual      |
|--|----------------------------|----------------------------|---------------------|
| <b>Annual surplus / (deficit)</b>                    | \$ -                       | <b>\$ 5,412</b>            | \$ (121,565)        |
| Depreciation of tangible capital assets              | -                          | <b>14,416</b>              | 14,416              |
| Use of prepaid expenses                              | -                          | -                          | 10,487              |
| <b>Increase / (decrease) in net financial assets</b> | -                          | <b>19,828</b>              | (96,662)            |
| Net financial debt at beginning of year              | (156,973)                  | <b>(156,973)</b>           | (60,311)            |
| Net financial debt at end of year                    | <u>\$ (156,973)</u>        | <u><b>\$ (137,145)</b></u> | <u>\$ (156,973)</u> |

*To be read with reference to the Notes to the Financial Statements*

**North Vancouver Museum and Archives Commission**  
**Statement of Cash Flows**  
**For the year ended December 31, 2025 with comparative figures for 2024**

|   | <u>2025</u> | <u>2024</u>  |
|---|-------------|--------------|
| <b>Cash provided by / (used for):</b>                                       |             |              |
| <b>Operating activities</b>   |             |              |
| Annual surplus / (deficit)  | \$ 5,412    | \$ (121,565) |
| Items not involving cash:   |             |              |
| Depreciation  | 14,416      | 14,416       |
| Changes in non-cash operating balances                                      |             |              |
| Due to/from the City of North Vancouver                                     | (85,467)    | 227,828      |
| Due from the District of North Vancouver                                    | 26,728      | (27,734)     |
| Accounts receivable and other   | 11,739      | (17,775)     |
| Accounts payable and accrued liabilities                                    | 34,548      | (111,635)    |
| Deferred revenue  | (23,642)    | 16,385       |
| Post-employment benefits, compensated absences and termination benefits     | 18,000      | 21,200       |
| Inventories   | (1,734)     | (11,607)     |
| Prepaid expenses  | -           | 10,487       |
|   | <u>-</u>    | <u>-</u>     |
|   | <u>-</u>    | <u>-</u>     |
| Change in cash during the year, being cash at the beginning and end of year | <u>\$ -</u> | <u>\$ -</u>  |

*To be read with reference to the Notes to the Financial Statements*

**North Vancouver Museum and Archives Commission  
Notes to the Financial Statements  
For the year ended December 31, 2025**

**1. PURPOSE OF THE COMMISSION**

Under an agreement dated August 28<sup>th</sup>, 1995, the City of North Vancouver (the “City”) and the District of North Vancouver (the “District”) established the North Vancouver Museum & Archives Commission (the “Commission”). The purpose of the Commission is to serve as sole custodian of the City and the District’s cultural, archival and museum collections and to facilitate, encourage and provide a broad array of museum and archival services. The Commission is allowed to establish fees for the use of museum and archival services, and is required to arrange liability insurance for exposures.

The City and the District appoint six Commissioners each, and the Friends of the North Vancouver Museum and Archives Society (the “Society”) may appoint a member of the Society to serve as a Commissioner. The Commissioners are appointed for a term of three years and serve without remuneration. The term may be renewed for up to a further three years. Commissioners who are Councillors of the City or District are appointed annually.

**2. SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Accounting**

The financial statements of the Commission have been prepared by management in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of Canada.

**(b) Functional and Object Reporting**

The operations of the Commission are comprised of a single function, museum and archives operations. As a result, the expenses of the Commission are presented by category in the Statement of Operations.

General revenue and expenses relate to programs, and are budgeted for on an annual basis.

Special purpose revenue and expenses relate to special projects or funds which are donor or grant-funded and have been designated for a specific purpose. The Commission is able to retain these funds until they are applied against related expenses. The Commission does not approve an annual budget for these amounts as they are only used when designated project funding is received.

**(c) Tangible Capital Assets**

Tangible capital assets are recognized only when such expenditures represent a new asset or extend the life or service capacity or improve the quality of an existing asset. As at December 31, 2025, furniture and computer equipment makes up the Commission’s only asset class, and these assets are depreciated over an estimated useful life of five years using the straight-line method.

Tangible capital assets funded and acquired by the City and the District are retained by the City and the District and are recorded in their own financial statements and are therefore not recorded in these financial statements.

**North Vancouver Museum and Archives Commission**  
**Notes to the Financial Statements**  
**For the year ended December 31, 2025**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(c) Tangible Capital Assets (continued)**

When a capital expenditure cannot be attributed to a facility, it is funded by equal contributions from the City and the District.

Other tangible capital assets donated to the Commission or acquired with grants and donations or earned revenues are recorded at their fair value or cost, respectively, in these financial statements.

Financial Plans adopted by the Councils of the City and the District provide funding for the replacement and acquisition of tangible capital assets. The Commission is required to carry replacement cost insurance coverage on all tangible capital assets owned and used by the Commission.

**(d) Collection Assets**

Museum and Archives collection assets that are protected, cared for and preserved by the Commission include works of art, historical artifacts, historical photographs, maps, and general archival documents.

In accordance with PS 3150.08, these collections are not recorded as assets in the Statement of Financial Position. Municipal ownership of museum collection assets is designated in the event of the dissolution of the Commission, and is determined by the North Vancouver Museum and Archives Commission Collection Policy (Revised August 2014) Section 6.2.4.

The database of museum artifacts contains records for 8,976 historic artifacts that have cultural, aesthetic or historical value. There are 8,239 accessioned objects of which 336 are assigned to both the City and the District, 619 are assigned to the District, and 7,284 are assigned to the City. In addition, there are records for 22 objects loaned out to another museum, and 14 objects loaned in from private lenders, which are not assigned to either municipality.

**(e) Revenue and Expense Recognition**

Restricted contributions and grants are recognized as revenue in the year in which related expenditures are incurred and related restrictions are satisfied. Government transfers are recognized as revenue in the period they are authorized and any eligibility criteria are met, except to the extent they contain a stipulation that gives rise to a liability. Such transfers are initially deferred and recognized as revenue in the period the stipulations are met.

Revenue from transactions with performance obligations is recognized when (or as) the performance obligation is satisfied (by providing the promised goods or services to a payor).

Revenue from transactions with no performance obligations is recognized when the Commission:

- i. has the authority to claim or retain an inflow of economic resources;
- ii. and identifies a past transaction or event that gives rise to an asset.

**North Vancouver Museum and Archives Commission**  
**Notes to the Financial Statements**  
**For the year ended December 31, 2025**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(e) Revenue and Expense Recognition (continued)**

Expenses are recorded on an accrual basis and recognized when goods and services have been received and/or a legal obligation to pay has been created. Other expenses are recognized when they are incurred.

**(f) Use of Estimates**

The preparation of the financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Areas requiring significant estimation relate to the liability for post-employment benefits, compensated absences and termination benefits, and useful lives of tangible capital assets. Actual results could differ from those estimates.

**(g) Inventories**

Inventories held for resale are recorded at the lower of cost or net realizable value.

**(h) Asset Retirement Obligations**

A liability for an asset retirement obligation is recognized when there is a legal obligation to incur retirement costs in relation to a tangible capital asset; the past transaction or event giving rise to the liability has occurred; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability is recorded at an amount that is the best estimate of the expenditure required to retire a tangible capital asset at the financial statement date. This liability is subsequently reviewed at each financial reporting date and adjusted for the passage of time and for any revision to the timing, amount required to settle the obligation or the discount rate. Upon the initial measurement of an asset retirement obligation, a corresponding asset retirement cost is added to the carrying value of the related tangible capital asset if it is still in productive use. This cost is amortized over the useful life of the tangible capital asset. If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.

As of December 31, 2025, the Commission does not have any asset retirement obligations (2024 - \$0).

**(i) Financial Instruments**

The Commission's financial instruments consist of accounts receivable, accounts payable, and other current liabilities. Accounts receivable, accounts payable, and other current liabilities are measured at cost or amortized cost. For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense. The carrying amount of each of these financial instruments is presented on the statement of financial position. Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost. Transaction costs are expensed for financial instruments measured at fair value.

**North Vancouver Museum and Archives Commission  
Notes to the Financial Statements  
For the year ended December 31, 2025**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(i) Financial Instruments (continued)**

The Commission has not invested in equity instruments that are quoted in an active market and has not designated any financial instruments to be recorded at fair value.

The Commission is not exposed to significant credit, liquidity or market risk arising from its financial instruments. Financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

**3. DUE TO AND FROM THE CITY OF NORTH VANCOUVER / DISTRICT OF NORTH VANCOUVER**

Cash transactions are processed by the City, including payroll and other expenses. The Commission reimburses the City for finance, information technology and vehicle usage services provided by the City. The Commission reimburses the District for software, hardware and technical support for information technology.

The City provides administrative support to the Commission for accounting, accounts payable and payroll, software and property and liability insurance. The amount charged for 2025 is \$68,741 (2024 - \$65,619). The District charges the Commission for information technology services through invoicing. The amount charged for 2025 was \$47,798 (2024 - \$45,102).

The following table shows the cash held and amounts owing for operating and payroll expenses for both the City and the District. The amounts are interest free with no specific terms of repayment.

|   | City Share | District Share | City Share  | District Share |
|---|------------|----------------|-------------|----------------|
|   | 2025       | 2025           | 2024        | 2024           |
| Cash and receivables for operating and payroll expenses | \$ 184     | \$ 77,256      | \$ (85,283) | \$ 103,984     |

**4. DEFERRED REVENUE**

Deferred revenue represents restricted funding received from external sources, and is recognized as revenue when the restrictions have been met or the appropriate expenditures are made.

**North Vancouver Museum and Archives Commission**  
**Notes to the Financial Statements**  
**For the year ended December 31, 2025**

**4. DEFERRED REVENUE (continued)**

|                                   | <u>December 31</u><br><u>2025</u> | <u>December 31</u><br><u>2024</u> |
|-----------------------------------|-----------------------------------|-----------------------------------|
| Special Purpose Fund              | \$ 3,956                          | \$ 4,250                          |
| City Street Car                   | 9,606                             | 9,606                             |
| Flamborough Head                  | -                                 | 5,808                             |
| Archives General                  | 2,360                             | 10,255                            |
| SPF General                       | 6,062                             | 6,062                             |
| Museum Special Project Management | 2,699                             | 12,344                            |
|                                   | <u>\$ 24,683</u>                  | <u>\$ 48,325</u>                  |

**5. POST-EMPLOYMENT BENEFITS, COMPENSATED ABSENCES AND TERMINATION BENEFITS**

The liability reported in the financial statements are based on employee data as at August 31, 2024 that has been extrapolated to December 31, 2025. Every three years a full valuation is performed and the most recent actuarial valuation of the Museum's employee future benefits was completed as at December 31, 2024.

The Commission provides benefits for sick leave to all permanent full-time and regular part-time employees working over 20 hours a week. Employees accumulate sick leave on a monthly basis and can only use this entitlement for paid time off under certain circumstances.

Liabilities for employee compensated absences, post-employment benefits, and termination benefits are recorded in the financial statements of the Commission. Full-time employees of the Commission are entitled to payments related to unused sick leave and severance upon retirement or resignation after ten years of service. The amount recorded for such benefits is based on past experience and assumptions about retirements, compensation increases, employee turnover and rates of return.

Information regarding the Commission's obligations for these benefits is as follows:

|  | <u>2025</u>        | <u>2024</u>        |
|--|--------------------|--------------------|
| Accrued Benefit Obligation - Beginning | \$ 95,100          | \$ 103,900         |
| Service Cost                           | 13,100             | 12,000             |
| Interest Cost                          | 4,300              | 4,600              |
| Benefits Paid                          | (1,900)            | -                  |
| Actuarial Loss                         | (14,500)           | (25,400)           |
| Accrued Benefit Obligation - End       | <u>96,100</u>      | <u>95,100</u>      |
| Deficit at end of year                 | (96,100)           | (95,100)           |
| Unamortized Net Actuarial Loss         | 31,200             | 48,200             |
| Accrued Benefit Liability              | <u>\$ (64,900)</u> | <u>\$ (46,900)</u> |

**North Vancouver Museum and Archives Commission  
Notes to the Financial Statements  
For the year ended December 31, 2025**

**5. POST-EMPLOYMENT BENEFITS, COMPENSATED ABSENCES AND TERMINATION BENEFITS  
(continued)**

The significant actuarial assumptions adopted in measuring the Commission’s accrued benefit obligation are as follows:

|   | <u>2025</u>                         | <u>2024</u>                         |
|---|-------------------------------------|-------------------------------------|
| Discount rates                            | 4.55%                               | 4.30%                               |
| Expected future inflation rates           | 3.50% for 2026 and 2.00% thereafter | 3.50% for 2025 and 2.00% thereafter |
| Compensation increases (net of inflation) | 0.00% to 0.70%                      | 0.00% to 0.70%                      |

**6. ACCUMULATED DEFICIT**

Appropriated surplus represents funds that are restricted by the Commission for specific purposes.

|                        | <u>December 31<br/>2025</u> | <u>December 31<br/>2024</u> |
|------------------------|-----------------------------|-----------------------------|
| Appropriated surplus   | \$ 1,287                    | \$ 1,287                    |
| Equity in TCA          | 7,207                       | 21,623                      |
| Unappropriated deficit | <u>(138,432)</u>            | <u>(158,260)</u>            |
| Accumulated deficit    | <u>\$ (129,938)</u>         | <u>\$ (135,350)</u>         |

The agreement with the City and the District limits the unappropriated surplus to \$100,000. Any amounts in excess of this limit are appropriated equally by the City and the District during the following fiscal year.

**7. BUDGET FIGURES**

Annual budgets are submitted by the Commission to the City and the District for approval. Operating costs, net of revenues, are funded by equal contributions from the City and the District.

Budget figures for 2025 were approved by the Commission on September 26, 2024.

**North Vancouver Museum and Archives Commission**  
**Notes to the Financial Statements**  
**For the year ended December 31, 2025**

**8. COMMITMENTS**

**(a) Facility Agreements**

The Commission has a Community Facilities Tenancy Agreement with the City of North Vancouver for the Museum of North Vancouver building. The building houses the galleries, community activity spaces, retail store, staff offices and a portion of the museum collection. The Commission pays monthly strata fees for the museum facility, as outlined in the Community Facilities Tenancy Agreement, and by the strata council at its annual general meeting. These payments are included in the Statement of Operations.

The Commission has a license to occupy the Archives of North Vancouver, granted by the District of North Vancouver. The building houses the Archives Research Room, Archives Collections, a community meeting room, staff offices and provides storage for a portion of the museum collection and educational materials.

The City grants warehouse storage space for a portion of the museum collections. A City-owned portion of a garage/storage building built by the Greater Vancouver Regional District in the Mount Seymour Demonstration Forest shared with the Greater Vancouver Water District in the Lower Seymour Conservation Reserve is used for antique vehicle storage.

Payments for the Museum of North Vancouver building are accounted for as operating expenses. The 2026 cost is expected to be \$121,000.

**(b) Pension Plan**

The Commission and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2024, the plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2024, indicated a \$2,675 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2027. The Commission paid \$102,201 (2024 - \$94,781) for employer contributions to the plan in fiscal 2025.

**North Vancouver Museum and Archives Commission  
Notes to the Financial Statements  
For the year ended December 31, 2025**

**8. COMMITMENTS (continued)**

**(b) Pension Plan (continued)**

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the plan.

**9. TANGIBLE CAPITAL ASSETS**

Tangible capital assets are recorded at cost less accumulated depreciation. Asset costs are depreciated on a straight-line basis over their estimated useful lives.

|                                 | <u>2025</u>                      | <u>2024</u>           |
|---------------------------------|----------------------------------|-----------------------|
| <b>Costs</b>                    | <b>Furniture &amp; Equipment</b> | Furniture & Equipment |
| Balance, beginning of year      | \$ 72,079                        | \$ 72,079             |
| Additions                       | -                                | -                     |
| Dispositions                    | -                                | -                     |
| Balance, end of year            | <u>\$ 72,079</u>                 | <u>\$ 72,079</u>      |
| <b>Accumulated Depreciation</b> |                                  |                       |
| Balance, beginning of year      | \$ 50,456                        | \$ 36,040             |
| Depreciation                    | 14,416                           | 14,416                |
| Dispositions                    | -                                | -                     |
| Balance, end of year            | <u>64,872</u>                    | <u>50,456</u>         |
| <b>Net Book Value</b>           | <u>\$ 7,207</u>                  | <u>\$ 21,623</u>      |

**10. FINANCIAL RISK MANAGEMENT**

The Commission has exposure to the following risks from its use of financial instruments: credit risk and liquidity risk. The Commission has identified its major risks and ensures that management monitors and controls them.

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**10. FINANCIAL RISK MANAGEMENT (continued)**

**(a) Credit risk**

Credit risk is the risk of financial loss to the Commission if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from accounts receivable as the Commission does not have any outstanding debt.

The majority of the accounts receivable are due from government organizations, which are considered highly reliable in terms of creditworthiness. As of December 31, 2025, there have been no instances of default or significant collection issues related to the Commission's financial assets.

**(b) Liquidity risk**

Liquidity risk is the risk that the Commission will not be able to meet its financial obligations as they become due. The Commission's liquidity risk is considered low, as its operations are equally funded by operating grants from the City of North Vancouver and District of North Vancouver, both of which are in strong financial condition.