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2016

16An35-44832



# *Civil Service Superannuation Fund*



*Annual  
Report  
2014-2015*



The Honourable H. Frank Lewis  
Lieutenant Governor of Prince Edward Island  
PO Box 846  
Charlottetown, PE C1A 7L9

May it Please Your Honour:

In accordance with section 6 of the *Civil Service Superannuation Act*, I am pleased to present to you the Annual Report of the Province of Prince Edward Island Civil Service Superannuation Fund for the fiscal year ended March 31, 2015.

Respectfully submitted,

Allen F. Roach  
Minister of Finance



Publication Date: June 2016



The Honourable Allen F. Roach  
Minister of Finance  
Province of Prince Edward Island  
PO Box 2000  
Charlottetown, PE C1A 7N8

Dear Sir:

In accordance with section 6 of the *Civil Service Superannuation Act*, I am pleased to present to you the Annual Report of the Province of Prince Edward Island Civil Service Superannuation Fund for the fiscal year ended March 31, 2015.

Respectfully submitted,

A handwritten signature in black ink that reads "Dan Campbell". The script is fluid and cursive, with the first name "Dan" and last name "Campbell" clearly distinguishable.

Dan Campbell, Chair  
Civil Service Superannuation Commission





# Table of Contents

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## Page

Introduction . . . . .	1
Plan Description . . . . .	1
Fund Administration . . . . .	5
Highlights for 2014-2015 . . . . .	16
CSSF Commission . . . . .	19
Joint Investment Advisory Committee . . . . .	21
Audit Requirements . . . . .	23
Contact Information . . . . .	23

## Appendix

Audited Financial Statements for 2014-2015 . . . . .	25
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# Introduction

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The Civil Service Superannuation Fund (CSSF) was established in 1945 and provides retirement income to members and the dependants of deceased members, in accordance with the *Civil Service Superannuation Act* (CSSA).

## Plan Description

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The CSSF is a contributory, defined benefit pension plan financed by contributions from participating employers and employees, and by investment earnings from the Master Trust Investment Fund.

**Contributions** – In 2014-2015, members of the plan contributed the following:

- 8.09 percent of pensionable earnings up to the YMPE, and
- 9.75 percent of pensionable earnings in excess of the YMPE.

The YMPE was \$52,500 for 2014 and \$53,600 for 2015.

The employer matches contributions made by the members on a bi-weekly basis.

**Membership** – The general criteria for membership to the CSSF is that an employee must be permanent with an approved participating employer.

**Unreduced Pension** – An unreduced monthly pension is payable for life to a member who meets one of the following criteria:

For service earned prior to 2019:

- has attained the age of 60 with two or more years of service;
- has attained the age of 55 with 30 or more years of pensionable service.

For service earned after 2018:

- has attained the age of 62 with two or more years of service;
- has attained the age of 55 with 32 or more years of pensionable service.

The benefit is calculated as 2.0 percent multiplied by the years of pensionable service, multiplied by the average annually indexed pensionable earnings. Please note that for salary below the Canada Pension Plan's YMPE, the 2.0 percent benefit is comprised of:

- a) a 1.3 percent life-time benefit, and
- b) a 0.7 percent temporary bridge benefit, payable from the date of retirement to age 65.

**Early Retirement** – Eligible members can opt for an early retirement pension benefit as early as age 55.

The amount of pension earned up to and including December 31, 2018 is reduced by the lesser of:

- a) 3.0 percent for each year prior to age 60, or
- b) 3.0 percent for each year prior to attaining 30 years of pensionable service.

The amount of pension earned after December 31, 2018 is reduced by the lesser of:

- a) 3.0 percent for each year prior to age 62, or
- b) 3.0 percent for each year prior to attaining 32 years of pensionable service.

It should be noted that the early retirement reduction is applied to both the life-time and bridge benefits, and remains in effect for their entire duration.

**Benefits on Termination** – A member in the CSSF becomes vested after two years of continuous service in the plan.

- a) Vested members are eligible for either a deferred pension or a refund of employee contributions plus interest.
- b) Non-vested members must take a refund of employee contributions plus interest.

## **Inflation Protection – *Pension & Deferred Pension***

Prior to January 1, 2014, pension benefits were increased by the change in the Consumer Price (all items) Index for Canada, to a maximum of 6.0 percent, on the first day of April of each year. The pension payment received upon retirement and the value of a deferred pension benefit were both indexed annually under the CSSF. At April 1, 2014, indexation of 1.50 percent was awarded.

Effective January 1, 2017, pensioner and deferred pension indexation becomes contingent on the funded status of the CSSF. At that point, indexation shall only be awarded if the funded status of the plan is above 110 percent.

For the three-year transition period covering 2014-2016, indexation is pre-set at 1.50 percent.

## **Inflation Protection – *Active***

Effective January 1, 2017, indexation for active contributors also becomes contingent on the funded status of the CSSF. At that point, indexation shall only be awarded if the funded status of the plan is above 100 percent.

For the three-year transition period covering 2014-2016, indexation is pre-set at 1.50 percent.

**Death Benefits** – The CSSF provides for both spousal and dependant benefits to eligible survivors of vested members.

# Fund Administration

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Administration of the CSSA is assigned to the Pensions and Benefits Section of the Department of Finance, Energy, and Municipal Affairs with investment management support from the Province of Prince Edward Island's Debt, Investment and Pension Management Section.

The CSSF's assets are managed independently by professional fund managers. The fund managers responsible for the CSSF's investments at March 31, 2015, were:

## **Canadian Bonds**

Beutel Goodman & Company

## **Canadian Equities**

Beutel Goodman & Company

Picton Mahoney Asset Management

## **Foreign Equities**

Baillie Gifford

Franklin Templeton Investments Corporation

Lazard Asset Management

## **Real Estate Investment**

Bentall Kennedy

Greystone Managed Investments

Global Infrastructure Partners

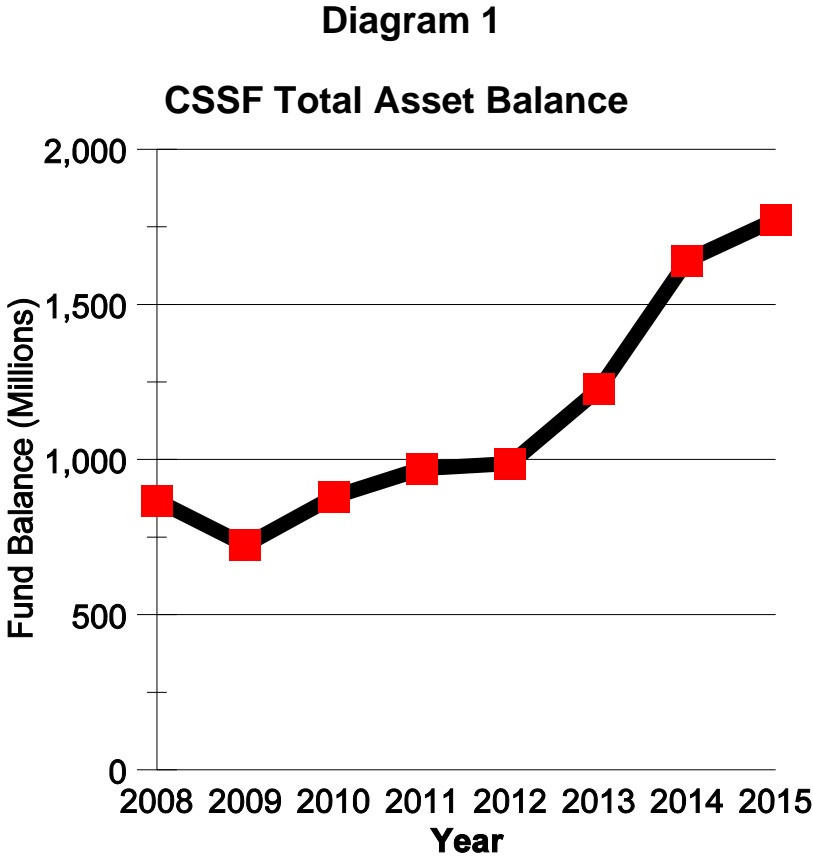
## **Currency Hedging**

State Street Global Advisors



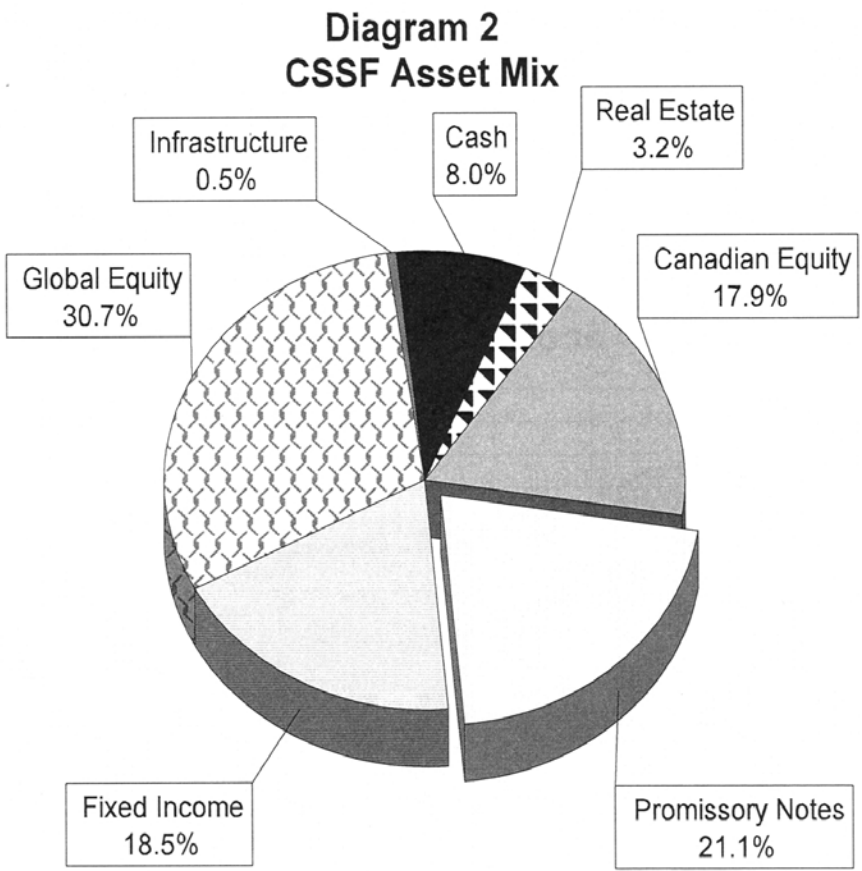
The total asset balance of the CSSF at March 31, 2015 was approximately \$1.77 billion, up from \$1.64 billion in 2013-2014.

**Diagram 1** shows the CSSF total asset balance from 2008 - 2015.



The marked increase in assets after 2012 can be attributed, in large part, to the special contributions made by the Province. See special contribution commentary on page 10.

**Diagram 2** reflects the asset mix attributable to the CSSF as at March 31, 2015. The asset balance of approximately \$1.77 billion is reflected by asset class with the value of the outstanding promissory notes highlighted as a separate section.



**Employers** – At March 31, 2015, there were 15 participating employers in the CSSF with a total of 7,144 full- and part-time members.

Health PEI and the Province of PEI were the largest employers with 4,367 and 2,321 members respectively.

Small employers accounted for 269 members and there were another 187 members on long-term disability claims. Additionally, 613 members were deferred at March 31, 2015.

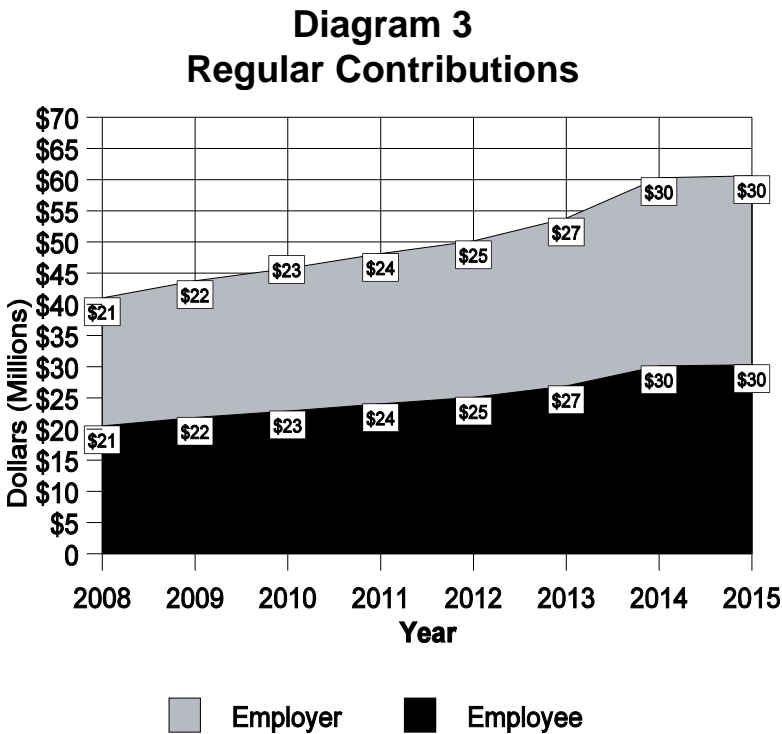
**Table 1** below lists employers and the corresponding number of members.

**Table 1**  
**Membership by Employer**

<b>Participating Employers</b>	<b>Total Members</b>
Health PEI	4,367
Province of PEI Departments	2,321
Innovation PEI	73
Workers' Compensation Board (WCB)	68
Island Waste Management Corporation (IWMC)	44
Island Regulatory and Appeals Commission (IRAC)	21
PEI School Boards	30
Finance PEI	29
Potato Board	10
Union of Public Sector Employees (UPSE)	8
Grain Elevators	7
Environmental Industrial Services Inc.	6
Status of Women	3
<i>LTD Providers</i>	
Great West Life	128
Manulife	53
Sunlife	6
<b>Total Members</b>	<b>7,144</b>

**Regular Contributions** – Regular contributions are made to the CSSF via payroll deductions. For 2014-2015, the regular contributions from both the employers and employees combined were approximately \$60.6 million, up slightly from \$60.3 million in 2013-2014. Other contributions include special payments from the Province, payments for prior service, and transfers in from other plans via reciprocal agreements.

**Diagram 3** depicts, by year, the regular employer and employee contributions made to the CSSF.



**Special Contribution** – Prior to January 1, 2014, to help address the unfunded liability of the CSSF, the Province of Prince Edward Island periodically makes special contributions to the CSSF in the form of a promissory note. There are currently two promissory notes in place for which payments are being made.

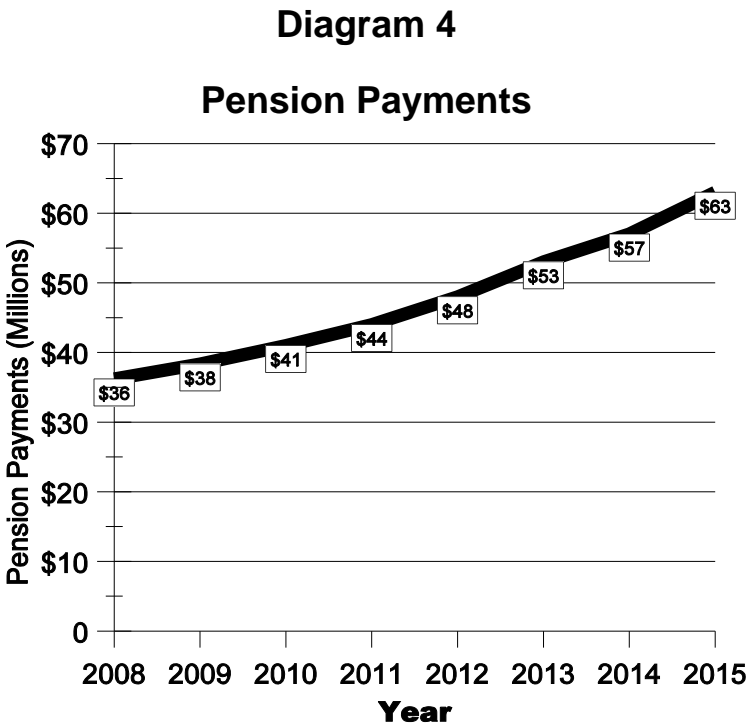
Beginning October 15, 2006, the Province issued a promissory note to the Fund equal to \$52 million. This note is receivable in ten equal annual installments of \$5.2 million plus interest at the rate of 4.41 percent per annum. Interest is paid semi-annually on April 15 and October 15.

On December 11, 2012, the Province issued another promissory note to the Fund for the face value of \$150 million. This note is receivable in ten equal annual installments of \$15.1 million plus interest at the rate of 2.9 percent per annum. Interest is paid semi-annually on April 1 and October 1.

Effective January 1, 2014, Government committed to a one-time special injection of transitional funding to the CSSF that would bring the funded status of the plan to 122 percent. At time of printing, the transitional funding amounted to approximately \$231.5 million plus interest at a rate of 4.14 percent per annum.

**Pension Payments** – Annual pension payments in 2014-2015 were approximately \$63 million. This is shown in **Diagram 4** below.

Approximately 92 percent of the pension payroll was paid to members and the remaining eight percent was paid out as spousal and dependant benefits.



**Pensioners** – As of March 31, 2015, the number of persons receiving pension was 3,701. **Table 2** below outlines the number of new pensioners, their average age and average annual gross pension for the more recent fiscal years.

**Table 2**

**Number of New Pensioners with  
Average Age and Average Annual Pension**

<b>Fiscal Year</b>	<b>No. of New Pensioners</b>	<b>Average Age</b>	<b>Average Annual Pension</b>
2014-2015	261	60.92	\$ 22,776
2013-2014	283	61.42	\$ 22,359
2012-2013	248	60.97	\$ 21,926
2011-2012	188	60.69	\$ 21,587
2010-2011	188	60.08	\$ 21,880
2009-2010	154	59.39	\$ 21,857
2008-2009	129	59.39	\$ 20,168
2007-2008	117	59.16	\$ 18,542

**Table 3** outlines the various categories of pension recipients along with the average annual pension for each category as at March 31<sup>st</sup>.

**Table 3**  
**Pension Categories and**  
**Average Annual Pension**

Category	Number of Pensions		Average Annual Pension	
	2015	2014	2015	2014
Members	3,217	3,020	\$ 19,590	\$ 19,381
Spousal	463	449	\$ 10,242	\$ 10,174
Dependants	21	16	\$ 3,330	\$ 4,122
<b>Total Pensions</b>	<b>3,701</b>	<b>3,485</b>		



**Actuarial Requirement** – The Civil Service Superannuation Act (CSSA) requires that an actuarial valuation be performed every year to evaluate the funding status of the CSSF. Actuarial valuation reports require best estimate assumptions about future events to determine the liabilities of the fund as of the valuation date. The actual assets of the fund, as of the valuation date, are then compared to the liabilities to determine the plan's funding status.

At the time of printing, the April 1, 2015 actuarial valuation results were available. This valuation was based on the following membership data:

- 1) 7,151 Active Members  
Average Salary of \$50,450  
Average Age of 47.0 Years
- 2) 613 Deferred Members  
Average Annual Pension of \$6,513  
Average Age of 49.2 Years
- 3) 3,720 Retirees  
Average Annual Pension of \$17,505  
Average Age of 69.9 Years
- 4) 232 Members on Leave  
Average Annual Pension of \$3,847  
Average Age of 38.6 Years
- 5) 245 Inactive Members  
Average Contributions with Interest of \$5,844  
Average Age of 43.3 Years

The value of the plan assets as at April 1, 2015, was \$1,774,977,000, which represents 124.7 percent of the actuarial liability of \$1,423,101,000.

**Table 4** details the actuarial valuation statement of financial position as at April 1, 2015.

**Table 4**  
**Going-Concern Financial Position**  
**April 1, 2015**

Value of Assets		
Market Value	\$1,774,977,000	
Actuarial Liability		Percentage of Total Liabilities
Active Members	\$ 674,848,000	47.4%
Deferred Members	28,246,000	2.0%
Retired Members and Beneficiaries	720,007,000	50.6%
Total	\$ 1,423,101,000	
Actuarial Surplus (Unfunded Liability)	\$ 351,876,000	
Funded Status (amount in excess of 100% represents indexation reserve)	124.7%	

# Highlights for 2014-2015

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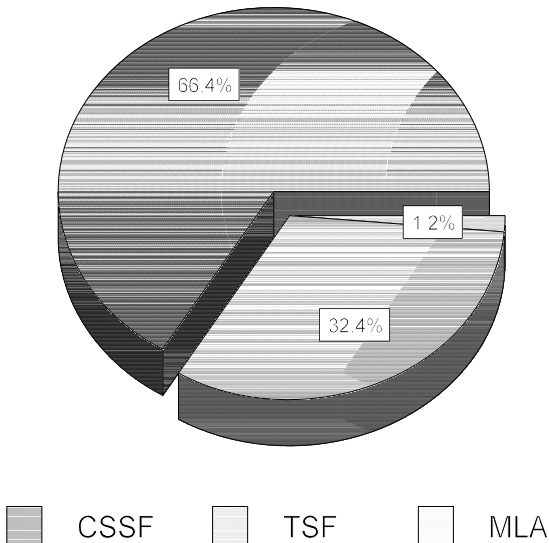
## Investment Management

The largest contributor to the growth of CSSF assets is normally investment income. These investments are held in the Province of Prince Edward Island Master Trust. The CSSF, MLA Pension Fund and the Teachers' Superannuation Fund participate in the Master Trust. In 2014-2015, approximately 66 percent of the funds in the Master Trust were assets of the CSSF. An overview of the Master Trust at March 31, 2015 is shown in **Diagram 5**.

As of March 31, 2015, the rate of return of the Master Trust was as follows:

- Annual rate of return: 9.3 %
- Ten year rate of return: 6.6 %

**Diagram 5**  
**Master Trust Investments**



## CSSF Assets

During 2014-2015, there was a net increase to CSSF assets of approximately \$132 million (the difference between Table 5 and Table 6).

**Table 5** shows the receipts and income, by source, which totalled approximately \$203 million.

**Table 5**  
**Receipts and Income**

Type	Amount
Employee Contributions	\$ 30,299,748
Employer Contributions	30,299,794
Transfers From Other Plans	162,962
Purchased Service	487,855
Interest Income	13,483,409
Investment Income	54,403,789
Market Value Increase	74,234,057
<b>Total</b>	<b>\$ 203,371,614</b>

**Table 6** on the next page, shows the expenditures for 2014-2015, which totalled approximately \$71 million.

**Table 6**  
**CSSF Expenditures**

Type	Amount	Percentage of Expenditures
Benefits Paid	\$ 62,588,523	
Refunds	1,381,437	
Transfers	638,500	
<b>Total Benefit Expenditures</b>	<b>\$ 64,608,460</b>	<b>90.38%</b>
Benefit Administration	\$ 764,275	
System Fees	142,603	
Investment Administration	115,621	
Pension Payroll TPA fees	16,720	
<b>Total Administrative Expenses</b>	<b>\$ 1,039,219</b>	<b>1.45%</b>
Consulting Fees	\$ 750,079	
<b>Total Consulting Fees</b>	<b>\$ 750,079</b>	<b>1.05%</b>
Investment Manager Fees	\$ 4,681,679	
Monitoring Fees	188,617	
Custodial Fees	218,126	
<b>Total Investment Expenses</b>	<b>\$ 5,088,422</b>	<b>7.12%</b>
<b>Total</b>	<b>\$ 71,486,180</b>	<b>100.00%</b>

# CSSF Commission

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The Civil Service Superannuation Act (CSSA) provides the legislative basis for the administration and funding of a pension plan for eligible civil servants and employees of other participating employers.

The CSSA establishes the Civil Service Superannuation Commission and outlines the Commission's roles and responsibilities with regards to the day-to-day oversight of the administration of the CSSA.

Where a question arises as to the application, interpretation or administration of this Act, it shall be determined by the Commission. The Minister of Finance may, upon review, confirm the determination of the Commission; or substitute his or her determination for the determination of the Commission.

As of March 31, 2015, the Commission had eleven members as follows:

Number of Members		Member
1	<i>Chairperson - Secretary to Treasury Board</i>	Dan Campbell
1	International Union of Operating Engineers	Gerald Poirier
1	PEI Nurses' Union	Blair MacDonald
1	Canadian Union of Public Employees	Leonard Gallant
2	Union of Public Sector Employees	Debbie Bovyer Mark A Arsenault
1	Department of Finance, Energy and Municipal Affairs	Gordon MacFadyen
2	Health PEI	Muriel MacLeod Denise Lewis-Fleming
2	PEI Public Service Commission	Elaine Hardy Tanya Rowell

# Joint Investment Advisory Committee

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In January 2015, as a result of pension reform, the former Master Trust Investment Advisory Committee was reconstituted into a Joint Investment Advisory Committee.

The mandate of the new Committee remains the same:

- protection of the principal assets of the Master Trust;
- monitoring of costs;
- recommendations on investment fund asset mix;
- review of investment fund and fund manager performance standards; and
- compliance with both federal and provincial requirements relating to ownership of foreign equities.

The committee is made up of representatives of the three pension plans for which pension funds are being managed by the Province.

It should be noted that there are now two retiree representatives on the committee.



At March 31, 2015, the following were members of the new Joint Investment Advisory Committee:

Chairperson - Deputy Minister of the Department of Finance, Energy and Municipal Affairs	David Arsenault
Prince Edward Island Teachers' Federation	Patrick MacFadyen Shaun MacCormac Rosemary Fleming
Union of Public Sector Employees	Debbie Bovyer Mark Arsenault
International Union of Operating Engineers	Gerald Poirier
Canadian Union of Public Employees	Leonard Gallant
PEI Nurses' Union	Blair MacDonald
Provincial Government	Terry Hogan Gordon MacFadyen
Member of the Legislative Assembly	Kathleen Casey
Retirees	Michel Plamondon Colin Younker
Teachers' Superannuation Commission	Terry Keefe
Civil Service Superannuation Commission	Dan Campbell
Ex Officio outside designates Fiscal Agents	Nicole d'Ombrain, Tim Van Alstyne, <i>RBC</i>
Ex Officio outside designates Consultants	Mario Delisle and Robert Laughton, <i>Aon Hewitt Associates</i>

# Audit Requirements

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In accordance with section 13 of the *Audit Act*, the financial statements have been examined by the Office of the Auditor General whose report is included in the appendix of this annual report.

## Contact Information

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For further information concerning the administration of the ***Civil Service Superannuation Act***, please contact:

Pensions and Benefits  
Department of Finance  
3<sup>rd</sup> floor Sullivan Building, 16 Fitzroy Street  
PO Box 2000  
Charlottetown, PE C1A 7N8  
Telephone: (902) 368-4200  
Fax: (902) 620-3096

Terry Hogan, Manager  
Pamela MacEachern, a/Operations Supervisor

For further information concerning the **Master Trust Fund**, please contact:

Alan Silliker, Manager  
Debt, Investment and Pension Management  
Department of Finance  
Tel: (902) 569-7666



# **Appendix**

## **Audited Financial Statements for 2014-2015**



**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Financial Statements  
March 31, 2015

## **Management's Report**

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


The financial statements have been prepared by management in accordance with Canadian accounting standards for pension plans and the integrity and objectivity of these statements are management's responsibility. Management is responsible for the notes to the financial statements and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is responsible for implementing and maintaining a system of internal control to provide reasonable assurance that reliable financial information is produced.

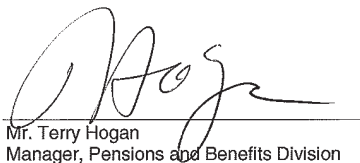
The Civil Service Superannuation Commission is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control. The Commission reviews internal financial reports on a regular basis and externally audited financial statements yearly.

The Auditor General conducts an independent examination, in accordance with Canadian generally accepted auditing standards and expresses her opinion on the financial statements. The Auditor General has full and free access to financial information and management of the Prince Edward Island Civil Service Superannuation Fund to meet when required.

On behalf of the Prince Edward Island Civil Service Superannuation Fund



Mr. David Arseneault, FCPA, FCA  
Deputy Minister, Department of Finance



Mr. Terry Hogan  
Manager, Pensions and Benefits Division

April 12, 2016



## Prince Edward Island Île-du-Prince-Édouard

Office of the  
Auditor General

PO Box 2000, Charlottetown PE  
Canada C1A 7N8

Bureau du  
vérificateur général

C.P. 2000, Charlottetown PE  
Canada C1A 7N8

### INDEPENDENT AUDITOR'S REPORT

#### To the Commissioners of the Prince Edward Island Civil Service Superannuation Fund

I have audited the financial statements of the **Prince Edward Island Civil Service Superannuation Fund** which comprise the statement of financial position as at March 31, 2015, and the statements of changes in net assets available for benefits and changes in pension obligation 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 Canadian accounting standards for pension plans 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.

#### Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted the audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance 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 significant accounting estimates made by management, as well as evaluating the overall financial statement presentation.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### Opinion

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Fund as at March 31, 2015, and the changes in its net assets available for benefits and its pension obligation for the year then ended in accordance with Canadian accounting standards for pension plans.

B. Jane MacAdam, CPA, CA  
Auditor General

Charlottetown, Prince Edward Island  
April 12, 2016




**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

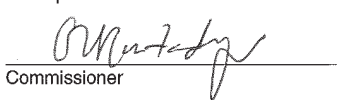
Statement of Financial Position  
March 31, 2015

	2015	2014
	\$	\$
<b>Assets</b>		
Cash	3,680,702	4,536,471
Investments (Note 3)	1,411,113,177	1,257,756,022
Note receivable (Note 5)	357,339,120	146,085,260
Receivables		
Contributions - employee	1,515,284	1,285,993
- employer	1,534,711	1,345,606
Accrued interest	4,237,138	4,560,952
Employer special contributions	-	231,530,000
Other	<u>631,872</u>	<u>786,638</u>
<b>Total Assets</b>	<u>1,780,052,004</u>	<u>1,647,886,942</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	2,424,348	2,400,203
Remittances payable	1,021,501	914,082
Investment fees payable	1,349,720	1,379,120
Due to the Province of Prince Edward Island	<u>1,153,988</u>	<u>976,524</u>
<b>Total Liabilities</b>	<u>5,949,557</u>	<u>5,669,929</u>
<b>Net Assets Available for Benefits</b>	<u>1,774,102,447</u>	<u>1,642,217,013</u>
<b>Accrued Pension Obligation (Note 4)</b>	<u>1,774,102,447</u>	<u>1,642,146,000</u>
<b>Net Surplus (Deficit)</b>	<u>-</u>	<u>71,013</u>

(The accompanying notes are an integral part of these financial statements.)

Approved on behalf of the Prince Edward Island Civil Service Superannuation Fund

  
Chairperson

  
Commissioner

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Statement of Changes in Net Assets Available for Benefits  
for the year ended March 31, 2015

	2015	2014
	\$	\$
<b>Increase in Assets</b>		
Investment income (Note 3(a))		
Interest	14,032,658	11,178,157
Dividends	40,371,131	25,004,824
Change in fair value of investments	<u>74,234,057</u>	<u>145,631,399</u>
	128,637,846	181,814,380
Other interest income	13,483,409	6,972,459
Contributions		
Employee	30,299,748	30,144,712
Employer	30,299,794	30,145,255
Transfers from other plans	162,962	798,650
Purchased service	487,855	817,345
Employer special contribution (Note 5)	<u>-</u>	<u>231,530,000</u>
	<u>203,371,614</u>	<u>482,222,801</u>
<b>Decrease in Assets</b>		
Benefits paid	62,588,523	57,381,519
Operating expenses (Note 6)	6,877,720	6,151,953
Refunds (Note 2(f))	1,381,437	2,561,849
Transfers	<u>638,500</u>	<u>1,534,247</u>
	<u>71,486,180</u>	<u>67,629,568</u>
<b>Change in Net Assets</b>	131,885,434	414,593,233
Net Assets Available for Benefits, beginning of the year	<u>1,642,217,013</u>	<u>1,227,623,780</u>
<b>Net Assets Available for Benefits, end of year</b>	<u>1,774,102,447</u>	<u>1,642,217,013</u>

(The accompanying notes are an integral part of these financial statements.)

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Statement of Changes in Pension Obligation  
for the year ended March 31, 2015

	2015	2014
	\$	\$
<b>Accrued Pension Obligation, beginning of year</b>	1,642,146,000	1,364,096,777
<b>Change in Accrued Pension Obligation</b>		
Reclassification of outstanding non-vested refunds <sup>1</sup>	-	(1,386,097)
Interest accrued on benefits	93,797,777	92,835,008
Benefits accrued	42,197,012	48,016,116
Increase due to purchase service	650,818	1,615,995
Benefits paid	(64,608,460)	(60,091,518)
Losses on experience and assumption changes	42,576,023	363,169,719
Plan amendments:		
Gain on behalf of benefit design changes (before recognition of ABO for contingent indexation)	-	(445,256,000)
Loss on recognition of ABO for contingent indexation	<u>17,343,277</u>	<u>279,146,000</u>
<b>Change in Accrued Pension Obligation</b>	<u>131,956,447</u>	<u>278,049,223</u>
<b>Accrued Pension Obligation, end of year (Note 4)</b>	<u>1,774,102,447</u>	<u>1,642,146,000</u>

<sup>1</sup> Refunds owing to non-vested members have been reclassified from the accrued benefit obligation to accounts payable.

(The accompanying notes are an integral part of these financial statements.)

# PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND

Notes to Financial Statements  
March 31, 2015

## 1. Plan Description

The following description of the Prince Edward Island Civil Service Superannuation Pension Plan (the Plan) is a summary only. For more complete information, reference should be made to the *Civil Service Superannuation Act* and *Regulations*.

### a) General

The Plan is a contributory defined benefit plan covering members as defined in the *Civil Service Superannuation Act*.

Changes were made to the *Civil Service Superannuation Act* effective January 1, 2014 (conversion date). The main benefit provisions of the pre-conversion and post-conversion are expanded in the sections that follow.

### b) Contributions

Under the Plan, members make contributions amounting to 8.09 percent of that part of the members' salary up to the amount of the year's maximum pensionable earnings (YMPE) as defined in the *Canada Pension Plan Act* and 9.75 percent on the amount that exceeds the YMPE. Participating employers match member contributions. Herein these are considered the Base Contributions. For 2014 to 2016, contributions will remain fixed unless they are deemed ineligible based on the maximum contributions allowed under the *Income Tax Act* (ITA). After 2016, variable contributions have been introduced based on the funded benefits ratio as defined below (note that contribution changes by funded level are total and not cumulative).

Funded Benefits Ratio	Employee Contributions <sup>1</sup>	Participating Employer Contributions <sup>1</sup>
<100% <sup>2</sup>	Base Contributions plus 1%	Base Contributions plus 4%
100% to 110% <sup>3</sup>	Base Contributions plus 1%	Base Contributions plus 2%
110% to 135%	Base Contributions	Base Contributions
135% to 145% <sup>4</sup>	Base Contributions less 1%	Base Contributions less 2%
145% + <sup>5</sup>	Base Contributions less 1%	Base Contributions less 4%

<sup>1</sup> Subject to the *Income Tax Act* Rules for maximum contributions.

<sup>2</sup> If triggered, contributions based on funded benefits ratio <100% remain in effect until funded benefits ratio of ≥ 105% is attained.

<sup>3</sup> If triggered, contributions based on funded benefits ratio <110% remain in effect until funded benefits ratio of ≥ 115% is attained.

<sup>4</sup> If triggered, contributions based on funded benefits ratio ≥135% remain in effect until funded benefits ratio of ≤ 130% is attained.

<sup>5</sup> If triggered, contributions based on funded benefits ratio ≥145% remain in effect until funded benefits ratio of ≤ 140% is attained.

## PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND

Notes to Financial Statements  
March 31, 2015

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### 1. Plan Description (continued...)

#### c) Retirement Benefits

*Pension Formula:* The annual pension under the pre-conversion Plan design was based on the number of years of service times two percent of the best three years' average salary with an offset at age 65 for estimated Canada Pension Plan ("CPP") benefits. Under the post-conversion Plan design, the basic pension formula is maintained. However, in place of the three-year best average salary base for benefit determination, pension amounts will be based on an indexed average earnings formula in which the indexation is contingent on the Plan's financial health. A key aspect of the transition to rules-based, contingent inflation protection under the new design was that the dollars of pension benefits earned prior to the conversion not be reduced. This was accomplished by calculating member benefits at the conversion date based on the best three-year average salary up to the end of 2013 and using this as the starting point for future benefit determination. The legislation requires that the salary amount used in benefit calculations as determined at December 31, 2013 never be reduced. Further, annual accruals after 2013 and any indexation that may be awarded in the future will, once awarded, also become part of the base pension and will not be reduced if the Plan's funded position deteriorates in the future.

*Pre-Retirement Indexation:* Prior to conversion, pre-retirement inflation protection was enabled by using members' highest three-year average salary in the benefit calculation formula. Post-conversion, indexation has become conditional on the funded level of the Plan. However, there are some transitional indexation rules for the first three years. For indexation awarded during 2014 to 2016, pensionable salaries and the year's maximum pensionable earnings will be automatically indexed at 1.5 percent per annum. As this indexation is guaranteed, it is included in the Base Benefits, which are the guaranteed Plan benefits prior to any future contingent indexation. In 2017 and beyond, pre-retirement indexation will only be awarded if the funded benefits ratio (as determined at the April 1st immediately prior to the calendar year in which indexation is to be awarded) is greater than 100 percent. If the funded benefits ratio is below 100 percent then no indexation will be awarded in that year. If there are years that full indexation is not awarded, and if the funded benefits ratio subsequently reaches 115 percent, then a portion of Plan funds is available to make up for missed indexation in the past. The maximum indexation is 100 percent of the increase in the Average Industrial Wage ("AIW") in Canada, however, if in any year the assets available to be spent on inflation protection are not adequate to provide the full amount, partial indexation will be awarded.

## PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND

Notes to Financial Statements  
March 31, 2015

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### 1. Plan Description (continued...)

*Post-Retirement Indexation:* Prior to conversion, the post-retirement benefit was automatically increased every year by 100 percent of the increase in CPI as measured over the previous year, to a maximum of six percent. Post-conversion, indexation has become conditional on the funded level of the Plan. However, there are some transitional indexation rules for the first three years. For 2014 to 2016, post-retirement indexation will automatically be awarded at 1.5 percent per annum. As this indexation is guaranteed, it is included in the Base Benefits, which are the Plan benefits prior to any future contingent indexation. In 2017 and beyond, post-retirement indexation will only be awarded if the funded benefits ratio (as determined at the April 1st immediately prior to the calendar year in which indexation is to be awarded) is greater than 110 percent. If the funded benefits ratio is below 110 percent, then no post-retirement indexation will be awarded in that year. If there are years that full post-retirement indexation is not awarded, and if the funded benefit ratio subsequently reaches 118 percent, then a portion of Plan funds is available to make up for missed past indexation on a go-forward basis (i.e. no retroactive payments). The maximum indexation is 100 percent of CPI; however, if the Plan cannot afford that amount, partial indexation will be awarded. Indexation also applies to deferred vested benefits and is applied in the same manner as the post-retirement indexation described above.

*Retirement Age:* For pensionable service prior to January 1, 2019 (5 years after the conversion date), the earliest unreduced retirement age remains at the earlier of 30 years of pensionable service (minimum of age 55) and attained age 60. For pensionable service after December 31, 2018, the earliest unreduced retirement age will be the earlier of 32 years of pensionable service (minimum of age 55) and attained age 62. The earliest retirement age remains at age 55 with two years of continuous service both prior to and after the conversion date. The early retirement reduction factor continues to be 0.25 percent per month for each month by which the early retirement date precedes the members earliest unreduced retirement age.

#### d) Death Benefits

*Less than two years of continuous service:* On the death of a member prior to completing two years of pensionable service, or after completing two years of service but leaving no surviving spouse, or dependent children, the member's accumulated contributions with interest will be refunded.

## PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND

Notes to Financial Statements  
March 31, 2015

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### 1. Plan Description (continued...)

*Greater than or equal to two years of continuous service:* If a member dies prior to retirement but after completing two years of service, the member's spouse is entitled to an immediate lifetime pension equal to 60 percent of the accrued, unreduced pension of the member at the time of death. In addition to the spousal pension, an allowance equal to one-sixth of the pension paid to the surviving spouse is payable in respect of each dependent child, up to a maximum of four children, until the child attains the age of 18 or until the age of 21 if the child is attending school full-time, or for life if the child is incapable by reason of mental or physical infirmity of pursuing on a regular basis any substantially gainful employment and is a dependant for life.

If the spouse of the member dies before the member, or where having survived the member the surviving spouse dies leaving children by the member, the sixty per cent pension that was payable to the spouse will be paid to the dependant children, until the child attains the age of 18 or until the age of 21 if the child is attending school full-time, or for life if the child is incapable by reason of mental or physical infirmity of pursuing on a regular basis any substantially gainful employment and is a dependant for life.

#### e) Termination and Portability of Benefits

In the event of termination of employment for reasons other than retirement or death, a member may elect to receive either:

- a refund of the member's own contributions with interest (provided the member is 60 years of age or less at the time the refund application is received), or
- If the member has completed at least two years of service, a deferred pension subject to the provisions outlined in the Retirement Age section above.

Where there are portability arrangements between the Plan and other plans, members may be able to carry certain pension rights to those other plans or transfer contributions and service from those other plans to increase pension benefits under the Plan.

#### f) Marriage Breakdowns

Upon application, the pension benefits to which a person is entitled may be divided between the person and the spouse or former spouse.

#### g) Income Tax

The Fund is a Registered Pension Plan as defined under the federal *Income Tax Act* and is not subject to taxation.

# **PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

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## **2. Summary of Significant Accounting Policies**

### **Basis of Accounting**

The financial statements have been prepared in accordance with Canadian accounting standards for pension plans as outlined in the Chartered Professional Accountants of Canada (CPA) Handbook Section 4600, Pension Plans. For accounting policies that do not relate to either investments or pension obligations, the Fund has elected to comply on a consistent basis with accounting standards for International Financial Reporting Standards (IFRS) in part 1 of the CPA Handbook. To the extent that IFRS in Part I is inconsistent with Section 4600, Section 4600 takes precedence.

Included in the determination of the accrued benefit obligation for pension retirement benefits is a liability for contingent indexation. Pension plan amendments effective January 1, 2014, provide for the removal of guaranteed pension indexation. Indexation is now contingent on the funded status of the Fund.

For the year ended March 31, 2015, the contingent indexation liability is calculated based on total plan assets less the accrued benefit obligation assuming no further contingent indexation. This calculation does not incorporate the potential impact of future events such as contributions, gains and losses on asset returns and new benefit accruals.

Significant judgment is involved in the accounting treatment of contingent indexation. Management recognizes that the contingent indexation liability represents a new challenge for pensions in Canada. Going forward, management will continue to monitor developments in the accounting standards and practices when assessing the most appropriate accounting treatment for plans with a contingent indexation liability component.

These financial statements are prepared on a going concern basis and present the aggregate financial position of the Fund as a separate reporting entity.

### **a) Use of Estimates and Measurement Uncertainty**

The preparation of financial statements in conformity with Canadian accounting standards for pension plans requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of the revenues and expenses during the period. Items requiring the use of significant estimates include investments, accrued interest, accrued liabilities, and the accrued pension obligation.

Estimates are based on the best information available at the time of preparation of the financial statements and are reviewed annually to reflect new information as it becomes available. Measurement uncertainty exists in these financial statements. Actual results could differ from these estimates and the differences could be material.



**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

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**2. Summary of Significant Accounting Policies (continued...)**

**b) Foreign Currency Translation**

Transactions denominated in foreign currencies are translated into Canadian dollars at the rate of exchange prevailing on the transaction date. The fair value of foreign investments and cash held at year-end are translated at the rates in effect at that date. The resulting gain or loss from changes in these rates is included in the current period change in fair value of investments.

**c) Fair Value Measurement**

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction on the measurement date.

When available, the Fund measures the fair value of an instrument using quoted prices in an active market for that instrument. A market is regarded as active if quoted prices are readily and regularly available and represent actual and regularly occurring market transactions on an arm's length basis.

If a market for a financial instrument is not active, then the Fund establishes fair value using a valuation technique. Valuation techniques include using recent arm's length transactions between knowledgeable, willing parties (if available), reference to the current fair value of other instruments that are substantially the same, and/or discounted cash flow analysis.

**d) Financial Instruments**

The Fund's financial instruments include cash, contributions and other receivables, accrued interest, notes receivable, investments, accounts payable, accrued liabilities, remittances payable, amounts due to the Province of Prince Edward Island, and investment fees payable. Due to their nature, the Fund's financial instruments, with the exception of investments, are carried at cost which approximates their fair value. Investments are carried at fair value and are subject to interest, credit, currency, price, and liquidity risks as described in Note 3.

**e) Investments**

Investments represent a pool of assets held in a master trust and allocated to each member by units of participation. The Prince Edward Island Master Trust represents a contract between the members (contributors) and the trustee (Minister of Finance). All investments held by the Master Trust are classified as held for trading. Investments are designated at fair value through the statement of changes in net assets available for benefits. Investment purchase and sale decisions are based on their fair value in accordance with the Master Trust's Statement of Investment Policies and Procedures.

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

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**2. Summary of Significant Accounting Policies (continued...)**

Significant accounting policies for the pool of assets held in the Master Trust consist of:

**(i) Investment transactions**

Investment transactions are recognized on the transaction date. Distributions are recognized on the record date. Investments include receivables and payables at March 31, 2015, for interest, dividends, and settled derivative contracts.

**(ii) Income recognition**

Income from investments is recorded on an accrual basis and includes interest and dividends as well as realized and unrealized gains and losses on investments.

**(iii) Investment valuation**

**Equity and debt**

Equity and debt investments are valued at fair value based on quoted market values. Changes in the market value of investments, including realized and unrealized gains and losses, are reflected in the financial statements as a change in the fair value of investments.

**Equity investment in real estate**

Investment in real estate is represented by an equity investment in a corporation that invests in real estate, participating mortgages, and property for development or resale. Properties within the corporation are valued annually by independent appraisers in accordance with generally accepted appraisal practices and procedures. The appraisal methodology followed is an income approach which is mainly based on discounted cash flows. In estimating future cash flows, certain assumptions are made with respect to future economic conditions and rates of return.

**Pooled funds**

Pooled funds are valued at the unit values supplied by the pooled fund administrator, which represents the Fund's proportionate share of underlying net assets at fair values determined using closing market prices.

**Derivative contracts**

The derivative contracts held by the Fund are stated at fair value and are valued using quoted market indices. Realized and unrealized gains or losses on investments from derivative contracts are included in the change in the fair value of investments.

**Investment in foreign infrastructure**

The Fund owns units in a foreign infrastructure partnership. The partnership invests in portfolio companies that own, operate, develop, manage, and support infrastructure assets. Fair value is based upon a number of factors, including readily available market quotes with appropriate adjustments for trading restrictions, the most recent round of financings, earning-multiple analysis using comparable companies or discounted cash flow analysis.

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

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**2. Summary of Significant Accounting Policies (continued...)**

**(iv) Transaction costs**

Investment management fees are costs directly attributable to the external management of the assets. Fees incurred on the management of equity holdings in real estate and foreign infrastructure investments are paid directly as a reduction in the fair value of the investment. Fees incurred on the management of other investments are recorded as an investment expense.

**f) Revenues and Expenses**

Revenues and expenses are recorded on an accrual basis in the period in which the transaction or event that gave rise to the revenue or expense occurred. In 2014, included in refund expense are amounts owing to non-vested members that have been reclassified from the accrued benefit obligation to accounts payable.

**g) Accrued Pension Obligation**

The value of the accrued pension obligation of the Fund is based on an annual actuarial valuation prepared on an accounting basis by an independent actuary using the projected unit credit method pro-rated on service and best estimate assumptions. The accrued pension obligation is measured in accordance with accepted actuarial methods using actuarial assumptions and methods adopted by the Fund.

**h) Net Surplus (Deficit)**

For financial statement reporting, the surplus (deficit) of the Fund is based on the difference between the fair value of the Fund's net assets available for benefits and the Fund's accrued pension obligation.

**3. Investments and Derivatives**

**a) Investments**

Investments consist of units held in the Master Trust. At year-end, there were 940,865.149 units held in the Master Trust (2014 - 853,989.388), with a fair value of \$1,499.80 (2014 - \$1,472.80) per unit.

# **PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

## **3. Investments and Derivatives (continued...)**

Investments of the Master Trust consist of the following listed assets.

	<u>2015</u>	<u>%</u>	<u>2014</u>	<u>%</u>
	\$		\$	
Canadian short-term investments	199,270,904	9.4	18,017,552	1.0
Other liquid assets	19,875,532	0.9	12,323,110	0.7
Bonds, debentures and notes	496,316,272	23.5	457,597,571	24.3
Canadian equity securities	480,015,343	22.8	450,520,965	23.9
Foreign equity securities	821,588,178	38.9	844,491,083	44.8
Equity investments in real estate	85,756,843	4.1	83,291,998	4.3
Foreign infrastructure	13,281,295	0.6	13,990,697	0.7
Currency forwards	(483,623)	-	1,510,237	0.1
Accrued income	(3,935,468)	(0.2)	3,880,160	0.2
<b>Total</b>	<u>2,111,685,276</u>	<u>100.0</u>	<u>1,885,623,373</u>	<u>100.0</u>
Fund's pro-rated share	<u>66.8240%</u>		<u>66.7024%</u>	
<b>Fund investments **</b>	<u>1,411,113,177</u>		<u>1,257,756,022</u>	

Investment income and realized and unrealized gains (losses) of the Master Trust consist of the following:

	<u>Investment Income 2015</u>	<u>Change in Fair Value of Investments* 2015</u>	<u>Investment Income (Losses) 2014</u>	<u>Change in Fair Value of Investments* 2014</u>
	\$	\$	\$	\$
Canadian short-term investments	-	50,403	-	4,077
Other liquid assets	379,667	(10,668)	425,782	20,912
Bond, debentures, and notes	15,347,658	20,632,641	15,469,032	(13,980,726)
Canadian equity securities	15,486,230	50,551,133	13,331,785	69,534,794
Foreign equity securities	49,057,920	53,247,838	24,163,351	182,670,347
Equity investments in real estate	-	357,041	-	4,304,387
Foreign infrastructure	223,444	4,031,651	1,071,873	2,107,458
Currency forwards	<u>1,250,071</u>	<u>(17,192,916)</u>	<u>147,603</u>	<u>(25,015,637)</u>
<b>Total</b>	<u>81,744,990</u>	<u>111,667,123</u>	<u>54,609,426</u>	<u>219,645,612</u>
Fund's pro-rated share	<u>66.5531%</u>	<u>66.4780%</u>	<u>66.2578%</u>	<u>66.3029%</u>
<b>Fund investments**</b>	<u>54,403,789</u>	<u>74,234,057</u>	<u>36,182,981</u>	<u>145,631,399</u>

\* Includes realized gains of \$74.3 million (2014 - gains of \$1.4 million) and unrealized gains of \$37.4 million (2014 - gains of \$218.2 million).

\*\* Rounded

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

**3. Investments and Derivatives (continued...)**

Investments include amounts which investment managers of the Master Trust have invested in their own pooled funds. The fair values of these investments are as follows:

	<u>2015</u> \$	<u>2014</u> \$
Beutel Goodman & Company Ltd.	24,594,129	23,183,296
Lazard Ltd.	272,979,483	272,865,537
Baillie Gifford Overseas Ltd.	294,747,857	293,646,126
Bentall Kennedy	44,466,103	44,252,465
Greystone Real Estate Fund Inc.	41,290,739	39,039,336
Global Infrastructure Partners	<u>13,281,295</u>	<u>13,990,697</u>
<b>Total</b>	691,359,606	686,977,457
Fund's pro-rated share	<u>66.8240%</u>	<u>66.7024%</u>
<b>Fund's pooled funds</b>	<u>461,994,143</u>	<u>458,230,451</u>

**b) Derivative Contracts**

Derivative contracts are financial contracts, the value of which is "derived" from the value of underlying assets or exchange rates. Derivative contracts provide flexibility in implementing investment strategy.

Forward contracts are used to manage currency exposure and mitigate risk with respect to investments held in foreign currencies. The net notional amount of the currency forwards represents the volume of the outstanding transactions and serves as the basis upon which the return and market value of the contract is determined.

The following provides details of derivative contracts outstanding as of March 31, 2015.

	<u>2015</u> \$	<u>2014</u> \$
<b>Notional Amount</b>	<u>344,725,828</u>	<u>322,874,777</u>
<b>Fair Value</b>	<u>(483,038)</u>	<u>1,510,921</u>

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

**3. Investments and Derivatives (continued...)**

**c) Fair Value Disclosure**

Fund investment assets recorded at fair value have been categorized based upon a fair value hierarchy of significant inputs used in measuring fair value. The following fair value hierarchy table presents information about the Fund's assets measured at fair value on a recurring basis at March 31, 2015.

The three levels of the fair value hierarchy are as follows:

Level 1: Inputs that reflect unadjusted quoted prices in active markets for identical assets or liabilities that the investment manager has the ability to access at the measurement date. Level 1 primarily includes publicly listed investments.

Level 2: Inputs other than quoted prices, that are observable either directly or indirectly, including inputs in markets that are not considered to be active. Level 2 primarily includes debt securities and derivative contracts not traded in an open market.

Level 3: Inputs that are unobservable. There is little, if any, market activity. Inputs into the determination of fair value require significant management judgment and/or estimation. Level 3 primarily consists of foreign infrastructure investments.

The following table illustrates the classifications of the Fund's financial instruments using the fair value hierarchy as at March 31.

	2015			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
	\$	\$	\$	\$
Canadian short-term investments	36,542,791	162,728,113	-	199,270,904
Other liquid assets	19,875,532	-	-	19,875,532
Bond, debentures, and notes	-	496,316,272	-	496,316,272
Canadian equity securities	480,015,343	-	-	480,015,343
Foreign equity securities	817,141,986	4,446,192	-	821,588,178
Equity investments in real estate	-	85,756,843	-	85,756,843
Foreign infrastructure	-	-	13,281,295	13,281,295
Currency forwards	-	(483,823)	-	(483,823)
<b>Totals</b>	<u>1,353,575,652</u>	<u>748,769,797</u>	<u>13,281,295</u>	<u>2,115,620,744</u>
Accrued income				(3,935,468)
<b>Total financial assets at fair value</b>				<u>2,111,685,276</u>
Fund's pro-rated share				<u>66.8240%</u>
<b>Fund investments *</b>				<u>1,411,113,177</u>

\*Rounded

# **PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

## **3. Investments and Derivatives (continued...)**

	2014			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
	\$	\$	\$	\$
Canadian short-term investments	12,598,070	5,419,482	-	18,017,552
Other liquid assets	12,323,110	-	-	12,323,110
Bond, debentures, and notes	-	457,597,571	-	457,597,571
Canadian equity securities	450,520,965	-	-	450,520,965
Foreign equity securities	838,873,290	5,617,793	-	844,491,083
Equity investments in real estate	-	83,291,801	197	83,291,998
Foreign Infrastructure	-	-	13,990,697	13,990,697
Currency forwards	-	1,510,237	-	1,510,237
<b>Totals</b>	<u>1,314,315,435</u>	<u>553,436,884</u>	<u>13,990,894</u>	<u>1,881,743,213</u>
Accrued income				<u>3,880,160</u>
<b>Total financial assets at fair value</b>				1,885,623,373
Fund's pro-rated share				66.7024%
<b>Fund investments *</b>				<u>1,257,756,022</u>

\* Rounded

There were no significant transfers between level 1 and level 2 financial instruments during the year ended March 31, 2015.

The following table details changes in fair value measurement in Level 3 of the fair value hierarchy.

	<u>Foreign Infrastructure</u>	<u>Equity</u>	<u>Total</u>
	\$	\$	\$
<b>Level 3 investments, April 1, 2014</b>	13,990,697	197	13,990,894
Net purchases (sales)	(4,741,053)	(11,001)	(4,752,054)
Realized gains	7,765,064	10,804	7,775,868
Unrealized gains	<u>(3,733,413)</u>	-	<u>(3,733,413)</u>
<b>Total financial assets at fair value</b>	<u>13,281,295</u>	-	13,281,295
Fund's pro-rated share			66.8240%
<b>Level 3 investments, March 31, 2015</b>			<u>8,875,093</u>

# **PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

## **3. Investments and Derivatives (continued...)**

	<u>Fixed Income</u> \$	<u>Foreign Infrastructure</u> \$	<u>Equity</u> \$	<u>Total</u> \$
Level 3 investments, April 1, 2013	20,166,845	8,264,963	197	28,432,005
Net purchases (sales)	(20,166,845)	3,618,276	-	(16,548,569)
Unrealized gains	-	2,107,458	-	2,107,458
<b>Total financial assets at fair value</b>	<u>-</u>	<u>13,990,697</u>	<u>197</u>	<u>13,990,894</u>
Fund's pro-rated share				66.7024%
<b>Level 3 investments, March 31, 2014</b>				<u>9.332,262</u>

## **d) Investment Risk Management**

Risk management relates to the understanding and active management of risks associated with all areas of the business and the associated operating environment. Investments are primarily exposed to foreign currency, interest rate volatility, market price fluctuations, credit risk, and liquidity risk. The Fund has set formal goals, policies, and operating procedures that establish an asset mix among equity and fixed income, require diversification of investments within categories, and set limits on the size of exposure to individual investments and counter parties. Risk and credit considerations are periodically assessed in consultation with external consultants, the Department of Finance and the Master Trust Investment Advisory Committee. Plan sponsor oversight, procedures, and compliance functions are incorporated into Fund processes to achieve consistent controls and to mitigate operational risk.

## **(i) Interest Rate Risk**

Interest rate risk refers to the fact that the Fund's financial position will change with market interest rate changes as fixed income securities are sensitive to changes in nominal interest rates. Interest rate risk is inherent in the management of a pension plan due to prolonged timing differences between cash flows related to the Fund's assets and liabilities.

Assuming all other variables are held constant, a one percentage point change in nominal interest rates would change the fair value of the Fund by \$20.8 million.

	<u>Value of Fixed Income Securities</u> \$	<u>Weighted Average Duration</u> yrs	<u>Percentage Point Change</u> %	<u>Impact on Fair Value of the Master Trust</u> \$	<u>Fund's Pro-rated Share</u> %	<u>Pro-rated Impact on Fair Value of the Fund</u> \$
2015	496.3 m	6.26	1	31.1 m	66.8240	20.8 m



# **PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

## **3. Investments and Derivatives (continued...)**

### **(ii) Price Risk**

Price risk is the risk of fluctuation in market values of investments from influences specific to a particular investment or from influences on the market as a whole. Price risk includes interest rate and foreign currency risk. Market price risk is managed by the Fund through the use of diversified investment portfolios traded on various markets and across various industries. Assuming all other variables are held constant, a 10 percent change in market values of all public equities would change the fair value of the Fund by \$92.7 million.

	<u>Value of Public Equities</u> \$	<u>Percentage Change</u> %	<u>Impact on Fair Value of the Master Trust</u> \$	<u>Fund's Pro-rated Share</u> %	<u>Pro-rated Impact on Fair Value of the Fund</u> \$
2015	1,387.4 m	10	138.7 m	66.8240	92.7 m

### **(iii) Credit Risk**

Credit risk is the risk of loss in the event the counter party to a transaction fails to discharge an obligation and causes the other party to incur a loss. Credit risk associated with the Fund is periodically assessed in consultation with external consultants, the Department of Finance and the Master Trust Investment Advisory Committee.

#### **Fixed income**

The Fund is exposed to credit risk from interest earning investments at March 31, as follows:

	<u>2015 (millions) \$</u>	<u>2014 (millions) \$</u>
Federal government	199.1	217.4
Provincial government	51.0	27.9
Corporate	<u>416.7</u>	<u>220.0</u>
<b>Total investment credit risk exposure</b>	666.8	465.3
Fund's pro-rated share	<u>66.8240%</u>	<u>66.7024%</u>
<b>Fund's investment credit risk exposure</b>	445.6	310.4
Provincial government promissory note	<u>357.3</u>	<u>146.1</u>
<b>Fund's total credit risk exposure</b>	<u>802.9</u>	<u>456.5</u>

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

**3. Investments and Derivatives (continued...)**

**Security lending**

The Fund participates in a Securities Lending Program whereby it lends securities for a fee to approved borrowers. To alleviate the credit risk, borrowers must provide collateral with a value of 105 percent of the value of the securities lent. The market value of the collateral is monitored by the custodian at least daily to ensure that the 105 percent threshold is maintained. In addition, security loans are allocated across various borrowers within the program and the Fund holds indemnification coverage, which mitigates the credit and market risk on the collateral.

The fair value of security loans outstanding and collateral held is as follows:

	<u>2015</u>	<u>2014</u>
	\$	\$
<b>Total security loans outstanding</b>	326,056,344	212,754,510
Fund's pro-rated share	<u>66.8240%</u>	<u>66.7024%</u>
<b>Fund's security loans outstanding</b>	<u>217,883,891</u>	<u>141,912,364</u>
<b>Total collateral held</b>	342,359,461	224,262,678
Fund's pro-rated share	<u>66.8240%</u>	<u>66.7024%</u>
<b>Fund's collateral held</b>	<u>228,778,286</u>	<u>149,588,589</u>

**Derivatives**

The Fund is exposed to credit related losses in the event of non performance by counter parties to derivative financial instruments. In order to mitigate this risk, the Fund deals only with highly rated counter parties, with whom International Swap and Derivative Association agreements have been executed, normally major financial institutions with a minimum credit standard of "A" rating, as supported by a recognized credit rating agency.

Credit risk represents the maximum amount that would be at risk as at the reporting date if the counter parties failed completely to perform under the contracts, and if the right of offset proved to be non enforceable. Credit risk exposure on derivative financial instruments is represented by the receivable replacement cost of contracts with counter parties, less any prepayment collateral or margin received as at the reporting date.

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

**3. Investments and Derivatives (continued...)**

**(iv) Foreign Currency Risk**

Foreign currency risk is the risk that the value of the future cash flow of the financial instrument will fluctuate because of changes in foreign exchange rates. Consequently, the Fund is exposed to the risk that the exchange rates of the various currencies may change in a manner that has an adverse effect on the value of the portion of the Fund's assets denominated in currencies other than the Canadian dollar. Foreign currency exposure arises from the holding of investments denominated in foreign currencies. A policy of hedging from 30 to 70 percent of the currency exposure is used to mitigate this risk.

The Fund's unhedged currency exposure from net investment assets as at March 31, is summarized in the following table.

	<b>2015</b>	<b>2014</b>
	<b>(millions)</b>	<b>(millions)</b>
	<b>\$</b>	<b>\$</b>
<b>Currency</b>		
Brazil	1.4	2.1
Switzerland	13.4	18.7
Euro Zone	52.5	59.4
United Kingdom	46.3	51.9
Hong Kong	22.4	24.9
Japan	46.9	45.2
Sweden	9.4	15.7
United States	212.7	232.7
Other	<u>53.2</u>	<u>47.3</u>
<b>Total</b>	458.2	497.9
Fund's pro-rated share	<u>66.8240%</u>	<u>66.7024%</u>
<b>Fund's foreign currency exposure</b>	<u>306.2</u>	<u>332.1</u>

After the effect of hedging, and without a change in all other variables, a 10 percent change in the Canadian dollar against all other currencies would change the fair value of the Fund by \$30.6 million.

## **PRINCE EDWARD ISLAND CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements

March 31, 2015

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### **3. Investments and Derivatives (continued...)**

#### **(v) Liquidity Risk**

Liquidity risk is the risk of not meeting the cash obligations of the Fund in an efficient manner. Cash obligations are fulfilled from contributions to the Fund, cash income of the Fund, and disposition of Fund assets as required. Cash requirements of the Fund are reviewed on an ongoing basis to provide for the orderly availability of resources to meet the financial obligations of the Fund.

The Fund's cash management policy ensures that the quality and liquidity of the investment vehicles within the portfolios are consistent with the needs of the Fund.

### **4. Accrued Pension Obligation**

#### **a) Actuarial Valuation**

The present value of the accrued pension obligation was determined using the projected unit credit method pro-rated on service and management's best estimate, as at the valuation date, of future economic events and involve economic and non economic assumptions. The non economic assumptions include considerations such as mortality and retirement rates. The primary economic assumptions include the return on investment, discount, inflation, and salary escalation rates.

The most recent actuarial valuation for accounting purposes prepared by the actuarial consulting firm Morneau Shepell, disclosed a base benefit liability of \$1,423,101,000 as at April 1, 2015. The next actuarial valuation is scheduled to be completed in 2016.

The total accrued benefit obligation consists of the following:

Base benefit liability	1,423,101,000
Contingent indexation liability <sup>1</sup>	<u>351,001,447</u>
Total accrued benefit obligation	<u>1,774,102,447</u>

<sup>1</sup> The contingent indexation liability is calculated based on total plan assets less the accrued benefit obligation assuming no future contingent indexation. This calculation does not incorporate the potential impact of future events such as contributions, gains, losses on asset returns and new benefit accruals.

The assumptions for the most recent valuations performed at April 1, 2015 are as follows:

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

**4. Accrued Pension Obligation (continued...)**

	<b>2015</b>	<b>2014</b>
Inflation	2.25%	2.25%
Discount Rate	5.50% for 9 years, 5.90% thereafter	5.75% for 10 years, 6.25% thereafter
Expected Rate of Return of Plan Assets	5.50% for 9 years, 5.90% thereafter	5.75% for 10 years, 6.25% thereafter
Salary Escalation	Basic increase of 2.75% per annum + promotional scale	Basic increase of 2.75% per annum + promotional scale
Pre-Retirement Indexation	1.50% per annum for 2015 - 2016, 2.75% per annum for 16 years, 0% per annum thereafter	1.50% per annum for 2014 - 2016, 2.75% per annum for 16 years, 0% per annum thereafter
Post-Retirement Indexation (includes deferred pensioners)	1.50% per annum for 2015 - 2016, 2.25% per annum for 10 years, 0% per annum thereafter	1.50% per annum for 2014 - 2016, 2.25% per annum for 11 years, 0% per annum thereafter
Mortality	CPM2014Publ with future improvements based on CPM Scale B and adjustments of 1.10 for males and 0.95 for females	CPM2014Publ with future improvements based on CPM Scale B and adjustments of 1.10 for males and 0.95 for females
Termination	Tenure - based scale	Tenure - based scale
Retirement Age	Service and age - based scale	Service and age - based scale
Proportion Married	Age and gender - based scale	Age and gender - based scale
Age Difference for Spouses	Males 2 years older than female spouses	Males 2 years older than female spouses

**b) Sensitivity of Changes in Major Assumptions**

The Fund's future experience may differ from the assumptions used in the actuarial valuation. Any differences between the actuarial assumptions and future experience could be significant and will emerge as experience gains or losses in future valuations which will affect the financial position of the Fund.

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements

March 31, 2015

**5. Funding Policy**

Prior to the Plan conversion, the Province was committed to make payments if the assets of the CSSF were insufficient to provide for pension payments as they became due. In addition, a funding policy existed which required the Province to make special contributions when the CSSF's funding level declined below 90 percent.

Special contributions made under this funding policy were as follows:

- (i) As a result of an unfunded liability at April 1, 2005, the Province of Prince Edward Island made a special contribution through the signing of a \$52,000,000 promissory note. The note, which is held by the Fund, is receivable in ten equal annual instalments of \$5,200,000 beginning October 15, 2006. Interest on the note is accrued at a rate of 4.41 percent per annum, and is receivable semi-annually on April 15, and October 15.

The following is a schedule of principal and interest payments as disclosed in the promissory note.

<u>Date of Payment</u>	<u>Principal Payments</u>	<u>Interest Payments</u>	
	<u>Principal Payment</u>	<u>October 15</u>	<u>April 15</u>
	\$	\$	\$
October 15, 2006	5,200,000	-	1,031,940
October 15, 2007	5,200,000	1,031,940	917,280
October 15, 2008	5,200,000	917,280	802,620
October 15, 2009	5,200,000	802,620	687,960
October 15, 2010	5,200,000	687,960	573,300
October 15, 2011	5,200,000	573,300	458,640
October 15, 2012	5,200,000	458,640	343,980
October 15, 2013	5,200,000	343,980	229,320
October 15, 2014	5,200,000	229,320	114,660
October 15, 2015	<u>5,200,000</u>	<u>114,660</u>	-
	<u>52,000,000</u>	<u>5,159,700</u>	<u>5,159,700</u>

- (ii) As a result of an unfunded liability at April 1, 2011, the Province of Prince Edward Island made a special contribution through the signing of a \$150,761,400 promissory note. The note, issued December 11, 2012, is held by the Fund and is receivable in ten equal annual instalments of \$15,076,140 beginning April 1, 2013. Interest on the note is accrued from April 1, 2012, at a rate of 2.9 percent per annum, and is receivable semi-annually on April 1 and October 1.

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

**5. Funding Policy (continued...)**

The following is a schedule of principal and interest payments as disclosed in the promissory note:

<u>Date of Payment</u>	<u>Principal Payments</u>	<u>Interest Payments</u>	
	<u>Principal Payment</u>	<u>April 1</u>	<u>October 1</u>
	\$	\$	\$
April 1, 2012	-	-	2,186,041
April 1, 2013	15,076,140	2,186,041	1,967,436
April 1, 2014	15,076,140	1,967,436	1,748,832
April 1, 2015	15,076,140	1,748,832	1,530,228
April 1, 2016	15,076,140	1,530,228	1,311,624
April 1, 2017	15,076,140	1,311,624	1,093,020
April 1, 2018	15,076,140	1,093,020	874,416
April 1, 2019	15,076,140	874,416	655,812
April 1, 2020	15,076,140	655,812	437,208
April 1, 2021	15,076,140	437,208	218,604
April 1, 2022	<u>15,076,140</u>	<u>218,604</u>	<u>-</u>
	<u>150,761,400</u>	<u>12,023,221</u>	<u>12,023,221</u>

As part of the Plan conversion, the Province's requirement to make payments if the assets of the CSSF was insufficient to provide for pension payments as they became due was removed, the funding policy was rescinded and they were replaced by the following Government guarantee:

- Beginning on April 1, 2016, if the funded benefits ratio of the Plan falls below 100 percent (of base benefits) and, after reflecting the future contributions as described in Note 1(b), the Plan is still not projected to achieve a funded benefits ratio of at least 100 percent within five years, the Province is required to make an additional contribution equal to one fifth of the additional amount required to restore the funded benefits ratio to 100 percent within five years. This is reviewed on an annual basis and the contribution amount will be subject to change each year.

In addition, the Province committed to make a one-time transitional contribution (transitional government funding amount) to the Plan on or before December 31, 2014 such that, if that contribution had been made on January 1, 2014, the total assets of the Fund would have equalled:

- 122 percent of the total liabilities of the Fund excluding the liabilities for salary indexing and pension indexing for any year after 2013; plus
- 100 percent of the liabilities for salary indexing and pension indexing for 2014, 2015 and 2016.

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

**5. Funding Policy (continued...)**

The transitional government funding amount was contributed to the CSSF by the Province of Prince Edward Island through the signing of a \$231,530,000 promissory note. The note, issued December 29, 2014, is held by the Fund and is receivable in seven equal annual instalments of \$33,075,714 beginning January 1, 2023. Interest on the note is accrued from January 1, 2014 at a rate of 4.14 percent per annum and is receivable semi-annually on January 1 and July 1. At March 31, 2014, a receivable was recognized for the outstanding note and classified as an employer special contribution.

The following is a schedule of principal and interest payments as disclosed in the promissory note:

<u>Principal Payments</u>		<u>Interest Payments</u>	
<u>Date of Payment</u>	<u>Principal Payment</u>	<u>January 1</u>	<u>July 1</u>
	\$	\$	\$
January 1, 2014	-	-	4,792,671
January 1, 2015	-	4,792,671	4,792,671
January 1, 2016	-	4,792,671	4,792,671
January 1, 2017	-	4,792,671	4,792,671
January 1, 2018	-	4,792,671	4,792,671
January 1, 2019	-	4,792,671	4,792,671
January 1, 2020	-	4,792,671	4,792,671
January 1, 2021	-	4,792,671	4,792,671
January 1, 2022	-	4,792,671	4,792,671
January 1, 2023	33,075,714	4,792,671	4,108,004
January 1, 2024	33,075,714	4,108,004	3,423,336
January 1, 2025	33,075,714	3,423,336	2,738,669
January 1, 2026	33,075,714	2,738,669	2,054,002
January 1, 2027	33,075,714	2,054,002	1,369,335
January 1, 2028	33,075,714	1,369,335	684,667
January 1, 2029	<u>33,075,716</u>	<u>684,667</u>	-
	<u>231,530,000</u>	<u>57,512,052</u>	<u>57,512,052</u>

Subsection 5(5) of the *Civil Service Superannuation Act* stipulates that none of the above promissory notes may be cancelled or recalled by the Province prior to maturity unless the Province contributes to the CSSF assets equal to or greater than the value of the promissory notes on the date of cancellation or recall.



**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

**6. Operating Expenses**

The Fund is charged with administrative and operating expenses. The following is a summary of these expenses.

	<u>2015</u>	<u>2014</u>
	\$	\$
Administration expenses - pension section	923,598	904,019
- investment section	<u>115,621</u>	<u>123,156</u>
	1,039,219	1,027,175
Consulting fees	427,763	456,931
Actuarial fees	322,316	20,883
Investment expenses		
Custodian	218,126	207,032
Monitoring	188,617	163,164
Management	<u>4,681,679</u>	<u>4,276,768</u>
	<u>6,877,720</u>	<u>6,151,953</u>

**7. Related Party Transactions**

The Province of Prince Edward Island is the sponsor of the Plan. At the financial statement date, the Province has committed to the funding requirements as defined by the Funding Policy (Note 5). As a participating employer, the Province contributes regular bi-weekly employee and eligible prior period service contributions. Employee and employer contributions receivable from the Province as at March 31, 2015, totalled \$1,046,398 (2014 - \$1,010,128).

The Province provides pension and investment administration services to the Fund. A portion of the Province's costs relating to these services is recovered annually from the Fund. Costs recovered for the Pension section totalled \$754,460 (2014 - \$711,220) and recoveries related to the Investment section totalled \$115,621 (2014 - \$123,156). Other costs recovered by the Province totalled \$142,603 (2014 - \$137,210).

The total amount payable to the Province at March 31, 2015, was \$1,153,988 (2014 - \$976,524).

Total notes, special contribution and interest receivable from the Province at March 31, 2015, was \$361,576,258 (2014 - \$382,176,212).

**PRINCE EDWARD ISLAND  
CIVIL SERVICE SUPERANNUATION FUND**

Notes to Financial Statements  
March 31, 2015

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**8. Capital Management**

The main objective of the Fund is to sustain a level of net assets in order to meet the pension obligations of the Fund. The Plan sponsor manages the contributions received and benefits paid as required by the *Civil Service Superannuation Act*.

In an effort to utilize economies of scale, contributions for the Province's three registered pension plans are pooled and invested together in the Province's Master Trust (the Master Trust). Each pension plan holds units of the Master Trust in proportion to the value of contributions made. The Province has developed a Statement of Investment Policies and Procedures (SIP&P) to provide the framework for how the Master Trust's assets are to be invested, monitored, and evaluated. Assets are managed by engaging knowledgeable, external investment managers who are charged with the responsibility of investing new and existing funds in accordance with the SIP&P. A Master Trust Investment Advisory Committee exists for the purpose of protecting the pension fund assets, monitoring asset mix, reviewing costs, reviewing investment returns, and assessing investment manager performance, as well as providing advice to the Minister of Finance who serves as Trustee for the Province's three registered pension plans.

**9. Commitment**

The Master Trust has entered into an arrangement with Global Infrastructure Partners (GIP) where it has committed to invest \$35 (US) million in its GIP II Fund. GIP is an independent infrastructure fund manager that invests in high quality infrastructure assets in the energy, transport, water, and waste sectors; \$23 (US) million has been invested as of the audit report date.

Subsequent to year end, the Master Trust committed to invest \$75 (US) million with GIP in its GIP III Fund. As of the audit report date, no advances were made to this fund.





