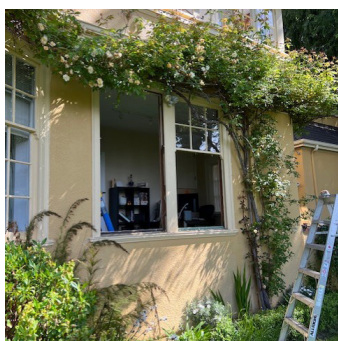




VICTORIA  
HERITAGE  
FOUNDATION  
  
2022  
  
ANNUAL  
REPORT



## 2011 Cameron

built: 1892

for: Leonard & Clara Pusey, & James  
Pusey

designer/builder: Leonard Pusey &  
James Pusey

Heritage-designated: 1991



### VHF Grants

2022 Gutters & downspouts

2006 Re-roof

2002 Chimney, painting, &  
storm windows



**2022 REPORT FROM  
VICTORIA HERITAGE FOUNDATION PRESIDENT  
Theresa McFarland**

The Victoria Heritage Foundation (VHF) has been responsible for administering the City of Victoria's residential grant program for heritage-designated houses since 1983. The economic incentives residents receive assist with the appropriate maintenance, repairs, and rehabilitation of heritage homes. As a result, the City of Victoria is known for its charming and distinct heritage neighbourhoods and streetscapes.

In 2022, the VHF continued to see an increased demand for its grant program as well as significantly increased individual requests for funding due to rising construction costs. Our volunteers, committees and Board of Directors rose to the occasion and continued the important work of the organization while ensuring fair and equitable access to municipal grant funding. As a result, the VHF was able to fund 30 heritage conservation projects and cover 33% of the costs of the projects in 2022 helping to preserve the City's designated heritage resources.

This year the VHF also prioritized some internal work including updating our Application Guidelines and creating a policy committee to ensure continuous improvement of the society and grant program.

The Board welcomed a new council liaison, Councilor Matt Dell, and would like to thank him for his support of the organization.

Finally, I want to acknowledge the work of our volunteers. Since COVID-19 volunteerism has been down throughout B.C. and many not-for-profit societies are struggling to keep their organizations running. I am so grateful that our volunteers continue to support the VHF and I think this speaks to how committed our local community is to heritage conservation. The work of the House Grants and Education Committees are fundamental to the functioning, decision-making and administration of the VHF. These committees are only possible because of the generosity of the many volunteers who dedicate their valuable time, expertise, and enthusiasm to the organization. On behalf of the Board, I would like to sincerely thank you for your contribution to continuing the work of the VHF in 2022.

A handwritten signature in black ink, appearing to read "Theresa McFarland", with a long horizontal line extending to the right.

## A BRIEF HISTORY OF THE VICTORIA HERITAGE FOUNDATION

The Victoria Heritage Foundation (VHF) is a not-for-profit organization under the Societies Act that supports owners of Heritage Designated buildings in the City of Victoria which were originally intended as single-family or duplex houses.

In 1978 the City of Victoria began allotting direct grants to heritage homeowners, through a system of tax rebates. In 1982 it was learned that the Municipal Act did not allow for such grants to be given directly to private individuals. The City then became the first municipality in BC to establish an arms-length, not-for-profit society, to administer City grant funds for Heritage Designated buildings. The Victoria Heritage Foundation was established in May 1983 to act on the City's behalf, using annual funds provided by the City, to disperse grants to owners of Heritage Designated residences towards rehabilitation costs.

The original 1983 Purposes of the Society, which just mandated the conservation of Heritage Designated houses, were amended by City Council to read:

- a) *To promote, at the discretion of the Foundation, the conservation of buildings originally intended as single family or duplex residences, including ancillary buildings, which are protected heritage properties, situated within the boundaries of the City of Victoria, in the Province of British Columbia; and.*
- b) *To undertake projects as defined by the Board of Directors of an educational nature for the promotion of the conservation of built heritage.*
- c) *To raise funds to fulfill the objectives of the society.*

VHF began by sharing a space in the Carr House with the Hallmark Society. The office was then moved briefly to space at the University of Victoria. In January 1987 the VHF office was located on the top floor of the St. Ann's Academy building until 1988 when rehabilitation initiatives at St. Ann's began. Since then VHF has operated from the home offices of the Executive Director.

## HOUSE GRANTS PROGRAM

In 1983 the Victoria Heritage Foundation assumed responsibility for administering the City's funding program to promote the conservation of Victoria's built heritage through the House Grants Program, husbanded carefully by the House Grants Committee.

This was the first such funding program in the Province of British Columbia, and it is still the most comprehensive program for houses. VHF's House Grants Program allocates grants on a priority basis for: structural work such as foundations and seismic upgrading, roofs, chimneys, gutters and drainage systems, exterior rehabilitation including preparation and painting, woodwork, windows and doors. Outbuildings, fences, gates and masonry walls, and specific interior features may be eligible if they are also designated and funding is available.

Between 1978 and 1982, under the City's direct tax rebate system, the reimbursement was up to 100%, depending on the cost of the work. From 1983 to 1990, the ratio was 50% for the most part. The rate then declined steadily, due to the increase in new house designations and applications, with no corresponding increases in the City grant until 2000. This resulted in a considerable reduction over the years in the actual ratio of grant to cost.

Grants are a percentage of total project costs and can vary from year to year based on the number of applications, cost of projects and the grant VHF receives from the City. In 2022 the grants were set at 33% of a maximum annual project cost of \$25,000 and \$30,000 of grant funds per 10 years per house. In 44 years, VHF and the City of Victoria have contributed to 1,475 projects for the rehabilitation and maintenance of 427 Heritage Designated and Covenant houses.

## EDUCATION PROGRAM

The Education Committee became active in 1985. In 1997, at the request of the Education Committee, the Board sought permission from the City to look at the building plans stored in the City Hall attic, in order to produce a more fully researched update of our 1991 "James Bay Neighbourhood Heritage Walking Tour" brochure. These plans had never been catalogued and were found to contain a wealth of valuable historical information. Cataloguing of the building plans started in January 2000 with a great number of volunteers. The plans were completed in 2006 and volunteers continued to catalogue plumbing, water or building permits.

In 1999 at the request of the City's Heritage Planner, the VHF's Education Committee began updating of the City's *This Old House* book, first published in 1978, and reprinted in 1984 and 1991. The Committee began by cataloguing the residential building plans, with the help of a \$15,000 grant from BC Heritage Trust. Work on *This Old House* began in 1999 with a student grant from Heritage Canada Foundation; VHF continued to apply for grants in support of the project. VHF's Education Committee members and volunteers began their concentrated efforts towards this book in 2000. By 2003, it was realized that the new book would require several volumes to cover the then-600 buildings on the City's Heritage Register in the residential neighbourhoods, including churches, schools, commercial, institutional and apartment buildings. The fourth and final volume of *This Old House* was published in late 2009. The series has received four awards for outstanding achievement in Heritage Advocacy. The Victoria Heritage Foundation has an ongoing goal to update all four volumes as they sell out and new designations are added to the Heritage Register.

In 2002, VHF agreed with the City of Victoria's Heritage Planner to undertake the research for the new Heritage Designation and Register requests to the City, as the work also needed to be done for the *This Old House* project. Two separate contracts from the City for doing Statements of Significance on 28 houses also ensued in later years.

The first "Neighbourhood Heritage Walking Tour" brochure was initiated in 1991. To date there are ten "Neighbourhood Heritage Walking Tour" brochures, covering sections of Fairfield, Fernwood, James Bay (2), North Park, Hillside-Quadra, Burnside, Vic West, Oaklands and Gonzales.

VHF's do-it-yourself brochures were named "Your Old House" at the suggestion of heritage consultant and founding VHF Board Member Don Luxton. The first four were written and produced in 2000 in collaboration with the Heritage Society of BC (now Heritage BC) and with funding from BC Heritage Trust (now Heritage Legacy Fund). The Vancouver Heritage Foundation joined as a later partner in the process.

A series of lectures began through collaboration with Historic Seattle in 1998. Originally the Craftsmen Bungalow Society of Victoria took the major initiative for this, but VHF picked it up after four years, and the Craftsmen Bungalow Society of Victoria, an unincorporated group of Arts & Crafts enthusiasts, donated their residual profits to the VHF Education Committee.

"Your Old House Rehabilitation Workshops" were coordinated in various ways since 1990, and from 1996, VHF has partnered with the Saanich Heritage Foundation.

*This history of the Victoria Heritage Foundation is based on a report written in 2009 by Jennifer Nell Barr, Executive Director of VHF from 1986-2008.*

## ORGANIZATION

### Board of Directors

The VHF Board of Directors is comprised of up to 12 members including the City's Heritage Planner and a representative from City Council. The Board meets one evening per month at City Hall to oversee the work of its Committees and to administer its programs. Board members should be informed of the programs and projects of the Board, as well as those of its Committees and other complementary organizations. They promote the Victoria Heritage Foundation in the community, demonstrate leadership and look for opportunities, while maintaining a long-range outlook.

### House Grants Committee

House Grants Committee members are appointed by the Board. The Committee consists of volunteer inspectors that include professionals, trades people, homeowners and other interested persons, who have house construction, rehabilitation or related experience. House Grant Committee members meet one evening a month to draft policies and review grants. They provide the essential function of House Grant Inspectors, guiding both the homeowner and the Board regarding appropriate rehabilitation work. Inspectors make site visits before, during and after project completion. From February to April, new grant applications are reviewed and the yearly list of accepted projects is established. Members perform on-site inspections to ensure the work is being done according to the approved application. Upon project completion, inspectors provide reports to the Committee, Executive Director and the Board. VHF has established clear guidelines and priorities for approving applications. The House Grants Committee annually reviews policy issues and the program's "Application Guidelines & Conditions", and "Rehabilitation Requirements".

### Education Committee

Education Committee members are appointed by the Board. The Education Committee promotes the preservation and public awareness of built heritage in Victoria. Projects to date have included: the production of educational booklets entitled "Your Old House" for rehabilitation and maintenance of elements of old houses; the development of "Neighbourhood Heritage Walking Tour" brochures; the cataloguing the City of Victoria's house plans & permits, and historical research and architectural descriptions on properties requesting Heritage Designation or Registration. The Committee has also produced and updated the four volumes of *This Old House*, detailing properties in the residential neighbourhoods on Victoria's Heritage Register. The Education Committee has sponsored special events such as lectures by renowned experts and Your Old House Workshops, as well as acted as representatives of the foundation at various community events.

### Administration

The administration and day-to-day operations of VHF are carried out by the Executive Director. This is a part-time contract position. While the VHF's mailing address is at Victoria City Hall, the Executive Director operates from a home office.

### Volunteers

Volunteers are the backbone of this organization. Board members, Committee members and other volunteers continue to donate well over 2000 hours a year, to the work of VHF. Some volunteers work on specific or ongoing projects, while others volunteer as needed for special events. Volunteers are not required to attend meetings, although they are occasionally invited to meet Committee members and report on their projects. New volunteers and ideas for promoting the work of the Victoria Heritage Foundation in the community are always welcome.

# 2020 BOARD & COMMITTEE MEMBERS, CITY OF VICTORIA LIAISON, STAFF & VOLUNTEERS

## Board of Directors

Theresa McFarland, VHF President, BC Govt, Manager, Stewardship and Historic Place Operations  
 Pamela Madoff, VHF Vice-President, heritage advocate, retired City Councilor  
 Chris Hoggarth, VHF co-Treasurer  
 Carmen Leung, VHF co-Treasurer  
 Stephen Lyons, VHF Legal Advisor, lawyer  
 Colin Gareau, VHF Director, realtor  
 Ben Schweitzer, VHF Director & House Grants Committee chair, project manager  
 Keith Thomas, VHF Director & Education Committee chair, researcher  
 Jeff Sheldrake, VHF Director, BC Govt, executive director  
 Charlayne Thornton-Joe, VHF Director, Council liaison, (resigned Fall 2022)  
 Matt Dell, VHF Director, Council liaison, (since Winter 2023)  
 Laura Saretsky, VHF Director, heritage planner  
 Andrew Rushforth, VHF Emeritus Director, structural engineer

## House Grants Committee

Christine Belzile, joiner RSE  
 Veronica McEllister, architectural technologist  
 Davyd McMinn, carpenter/woodworker  
 Sean Nowak, joiner/woodworker  
 Lee Ottewell, licensed building inspector  
 Ben Schweitzer, project manager  
 Gavin Chamberlain, heritage mason

## Education Committee

Jennifer Barr, retired heritage consultant  
 Jackie Krismer, retired teacher  
 Audrey Prendergast, retired librarian  
 Keith Thomas, researcher  
 John Veillette, retired museum collections manager  
 Ken Sudhues, retired Ontario and BC public services staff

## VHF Contract Staff

Maria Buhne, executive director  
 Brigitte Clark, support staff (resigned July 2022)

## Other Volunteers

John Adams	Mark Aitken	Colin Barr
Brigitte Clarke	Patrick Dunae	Helen Edwards
Russell Fuller	Ron Greene	Lotus Johnson
Chris Kilgour	Don Luxton	Mirian McPhail
Dorothy Mindenhall	Margaret Narain	Susan Nickum
Sherri Robinson	Nick Russell	Sharon Russell
Stuart Stark	Leona Taylor	Jacque Vicker Jones
Keri Briggs	Jim Stiven	Drew Waveryn
Jim Wolf		

## 2022 HOUSE GRANTS PROGRAM

The Victoria Heritage Foundation's house grants help to offset the high costs of rehabilitating and maintaining a heritage-designated property. VHF grants encourage homeowners to undertake appropriate rehabilitation of their property's character-defining elements. The grants help to ensure that the work is compatible with the character and era of the property and follows the *Standards and Guidelines for the Conservation of Historic Places in Canada*. These standards of heritage conservation aim to sustain heritage places for the long term, along with the many benefits they offer the community.

The grant percentage in 2022 was 33%. The grant percentage has decreased from previous years since the VHF was created in 1983, as demand outpaces the funding received from the City. It is hoped that higher percentage coverage can be obtained in future years to assist with significant increases in construction costs.

VHF and heritage homeowners benefit from the practical knowledge and commitment of our volunteer house grants inspectors. Their continued support and advice is valued and greatly appreciated.

The following page lists 2022 grant projects that were successfully completed. A summary of statistics of the Victoria Heritage Foundation's and the City of Victoria's funding assistance for protected heritage houses over the past 44 years can be found on the last page of this report.

### In 2022:

- 30 projects completed totaling \$119,598 in grants
- homeowners invested a minimum of \$472,516
- grants were 33% of project costs
- maximum eligible project cost was \$25,000
- average grant was \$5,579
- projects were completed in seven neighbourhoods

### 2022 HOUSE GRANTS



**1116 Catherine St.**  
roof replacement



**2736 Fifth St.**  
Painting, new heritage approved colours



## 2022 HOUSE GRANTS

ADDRESS		PROJECT	GRANT \$
1276	Walnut St.	windows	\$1,370
1421	Grant St.	painting	\$6,224
1431	Vining St.	gutters	\$941
161	South Turner St.	storm windows	\$8,250
1560	Gladstone Ave.	painting	\$2,825
2103	Fernwood Rd.	door restoration/replacement	\$6,398
1133	Fort St.	painting	\$9,192
43	Lewis St.	roof replacement	\$5,712
350	Wilson St.	chimney rebuild	\$6,403
242	Robert St.	windows, doorframe, painting	\$8,303
1444	Pembroke St.	windowsill restoration	\$544
911	Linden Ave.	painting	\$3,471
811	Saint Charles St.	storm windows	\$8,041
2011	Cameron St.	gutters	\$4,047
1203	Yukon St.	gutters	\$1,618
968	Balmoral Rd.	chimney repointing	\$8,250
606	Niagara St.	painting	\$8,948
1871	Fern St.	storm windows	\$8,199
1524	Shasta Pl.	windows	\$3,646
1217	Yukon St.	painting	\$3,598
1449	Pembroke St.	windows	\$361
2736	Fifth St.	painting	\$7,352
1790	Carrick St.	masonry repair	\$9,750
352	Moss St.	painting	\$9,159
2209	Vancouver St.	painting	\$8,890
132	Government St.	storm windows	\$8,298
646	Niagara St.	woodwork	\$8,192
53	Lewis St.	storm windows	\$756
1116	Catherine St.	roof replacement	\$8,250
212	Raynor Ave.	windows	\$384
<b>30 GRANTS</b>		<b>@ 33% FUNDING</b>	<b>\$119,598</b>

## 2022 EDUCATION PROGRAM

The Victoria Heritage Foundation's Education Committee's mandate is, "to undertake projects of an educational nature for the promotion of the conservation of built heritage."

### This Old House

Work started on the four-volumes of *This Old House - Victoria's Heritage Neighbourhoods* in 1999. Completed in 2009, the series has received several heritage awards. Volumes 1-3 have been updated as they sold out. Over 8,2 copies of *This Old House* have been sold to date. Volume 4 sold out in 2022, and an update will not be available for several years.

### Neighbourhood Heritage Walking Tour Brochures

In 2022, the Education Committee began work on the Rockland Walking Tour Brochure. This will be the first Rockland Walking Tour for the VHF and is still in the early research stages.

The demand for brochure inquiries has remained steady, coming from tourists, tourism companies, and locals alike. Digital versions of the brochures can be accessed from the VHF website.

### Cataloguing of Permits & Plans

The Education Committee began cataloguing the residential building plans in 2000. Since then, building, plumbing and water permits have been added.

### Volunteers

In 2022 VHF members & volunteers have contributed over **2000 hours** towards the work of the Victoria Heritage Foundation.

Their commitment, time and expertise stretches our resources and promotes relationships that support heritage conservation. We are grateful for the continued support of our members and volunteers, without whom we could not have delivered our programs in 2022.

### This Old House Volumes

1. Fernwood & Vic West (2013)
2. James Bay (2022)
3. Rockland, Burnside, Harris Green, Hillside-Quadra, North Park, Oaklands (2021)
4. Fairfield (2009)

### Neighbourhood Heritage Walking Tours

1. James Bay № 1 - Emily Carr Walk
2. James Bay № 2 - Ogden Pt-Inner Harbour
3. Fernwood - Fernwood Village
4. Hillside-Quadra - Smith Hill
5. North Park - Central Park
6. Fairfield - Southwest Fairfield
7. Burnside - Burnside-Gorge
8. Vic West - Vic West-Gorge
9. Oaklands - Oaklands Rise
10. Gonzales - North Gonzales

## IN MEMORIAM: ROGER WHELOCK (1944-2023)

Roger joined the VHF board in September 1985, assisting in the regatta and finances, and was Chair for three years. He was local-born but travelled extensively, meeting his first wife, Marta, while backpacking in South America, then marrying her in Dar es Salaam, Tanzania. He met his second wife, Susi, in Zihuantanejo, Mexico, shortly after his stint with the VHF. In all, he visited more than 90 countries. Susi was from Regensburg, Bavaria, a city they often visited and which Roger considered a second home. To quote from the obituary written by his son, Noah, "he met heads of state and celebrities, drunken Ugandan soldiers, and one South American woman so removed from the rest of the world, she swore Roger was making up English when he spoke it to a friend. He slept in mansions and on boat decks, on bales of hay and Saharan sand dunes, on first-class airliners and on bedbug-ridden, ramshackle beds. For many years, he slept on his famed and custom-made houseboat, 'The Pink Dishrack'." He was living on the houseboat while Chair of VHF and the occasional special meeting was held there.



While Chair of the VHF, Roger was also General Manager of The Butchart Gardens, a role he very successfully filled for over 20 years. Those roles were combined for three Christmas meetings, 1987-89, when he hosted the Board at dinner in the Butchart dining room. 1987 was also the first year of the seasonal light-up at the Gardens. Although the power kept going out and coming back on due to fierce wind and rain, the Gardens had their own generators. After dinner, we had a complete tour of the Butchart home.

Roger wrote most of the annual reports himself, replete with many classical references and humorous turns of phrase. As an example, we include his brief welcome to the prestigious international Association of Preservation Technology Conference, hosted by the VHF in September 1987:

"The directors of the Victoria Heritage Foundation extend to you a grand welcome to British Columbia for the 19th Association for Preservation Technology Conference. (And a further welcome to all your 'Friends-and-Relations' as Winnie the Pooh was wont to say). It somehow seems appropriate that Victoria host this conference in this, her 125th year. We trust you will find she has weathered those years with more grace than the rest of us can be expected to; and that you will find our tours through her historic precincts to your liking. We also hope she may prove a convivial place in which to confer and to share knowledge and experience. And finally that, when your time comes to depart, you may all preserve memories of her that will not be unduly technological."

In 1988, he ended his final annual report under the heading this way:

"And Finally, a Sigh of Resignation..."

In both the last reports, I have thanked specific individuals for their support and assistance. And still the thanks are there – you made it all so easy. But this time I'd like to offer more general thanks. To the owners of the designated houses in the city, thanks for caring so much – it's been a privilege for me to care for you officially. And to the wonderful houses themselves, thanks for being there – still."

## 1978 - 2022 FUNDING FOR PROTECTED HERITAGE HOUSES

Year	No. of New Designated Houses	Total Designated Houses	City Funding \$	Administration & Education Costs \$	<sup>1</sup> Total House Grants Paid \$	Admin/Ed. & House Grants Spent \$	No. of House Grants	No. of 1 <sup>st</sup> -time House Grants	House Grant %	Minimum Paid by Designated Homeowners \$
1974	3	3								
1976	8	11								
1977	53	64								
<i>City of Victoria grant program for heritage-designated houses instituted 1978; funded by tax rebates</i>										
1978	11	75	48,866		48,866	48,866	19	18	100	
1979	7	82	55,470		55,470	55,470	27	25	100	
1980	7	89	81,198		81,198	81,198	36	17	100	
1981	3	92	92,591		92,591	92,591	30	7	100	
1982	2	94	35,942		35,942	35,942	12	6	100	
<i>Victoria Heritage Foundation created by Victoria City Council May 1983; City funds VHF through annual grant</i>										
1983	2	96	65,972	3,038	60,584	63,622	23	4	50	60,584
1984	10	106	73,081	20,833	41,849	62,682	21	8	50	41,849
1985	16	122	64,141	<sup>2</sup> 30,000	49,494	79,494	26	8	50-75	45,000
1986	16	138	62,404	7,000	49,273	56,273	22	4	50	49,273
1987	11	149	60,000	7,622	52,224	59,846	27	10	50	52,224
1988	8	157	77,000	7,559	68,190	75,749	24	7	50	68,190
1989	12	169	80,000	11,265	68,577	79,842	26	9	50	68,577
1990	8	177	80,000	10,380	74,751	85,131	29	15	50	74,751
1991	15	192	80,000	8,815	74,576	83,391	27	12	40	111,864
1992	6	198	80,000	9,748	65,897	75,645	27	10	30	153,760
1993	8	206	80,100	10,847	71,562	82,409	30	6	33	143,124
1994	6	212	80,100	8,634	74,483	83,117	24	9	45	91,035
1995	10	222	80,100	9,564	69,225	78,789	28	13	35	128,561
1996	9	231	80,100	10,823	73,449	84,272	31	7	35	136,405
1997	9	240	80,100	14,870	65,203	80,073	35	9	25	199,617
1998	5	245	80,100	14,592	62,491	77,083	33	8	25	204,303
1999	20	265	80,100	20,990	58,736	79,726	31	6	25	196,812
2000	16	281	105,000	34,607	70,309	104,916	34	9	25	281,236
2001	18	299	118,000	39,187	78,255	117,442	39	14	29	269,875
2002	14	313	125,000	56,831	71,311	128,142	38	16	25	285,244
2003	12	325	125,000	43,043	73,957	117,000	34	7	25	295,828
2004	9	334	128,775	38,546	74,777	113,323	37	7	20	373,885
2005	7	341	136,351	82,200	83,811	166,011	49	12	20	419,055
2006	6	347	151,059	50,164	91,397	141,561	45	13	25	365,588
2007	11	358	168,746	103,043	123,770	226,813	51	9	27	422,607
2008	11	369	175,809	65,484	114,344	179,828	52	12	23	497,148
2009	5	374	196,139	124,836	98,900	223,736	42	10	25	395,600
2010	8	382	194,452	63,149	85,603	148,752	36	7	25	342,412
2011	6	388	189,368	62,990	135,378	198,368	38	2	30	451,260
2012	8	396	189,368	69,077	157,341	226,418	50	7	30	524,470
2013	8	404	193,931	62,729	181,023	243,752	53	11	35	517,209
2014	6	410	191,734	63,399	172,243	235,642	48	7	35	505,456
2015	1	411	189,368	63,579	131,277	194,856	39	3	35	375,077
2016	7	418	205,000	65,905	143,599	209,504	36	9	34	422,350
2017	0	418	210,125	63,034	124,677	187,711	25	0	38	328,097
2018	2	420	220,841	69,309	166,404	235,713	31	1	40	416,010
2019	2	422	220,841	68,400	157,801	226,201	24	1	50	407,628
2020	2	424	226,803	66,395	177,504	243,899	24	4	50	355,008
2021	4	425	230,212	78,070	116,118	194,188	32	1	34	338,838
2022	2	427	257,791	65,481	119,598	186,651	30	1	33	472,516
<b>Totals</b>	<b>430</b>	<b>427</b>	<b>\$5,756,078</b>	<b>\$2,006,038</b>	<b>\$4,144,028</b>	<b>\$5,851,539</b>	<b>1,475</b>	<b>381</b>		<b>\$10,869,649</b>

<sup>1</sup> House Grant figures differ from Financial Statements, which show House Grants approved for the year, minus cancellations.

**VICTORIA HERITAGE FOUNDATION**

**Financial Statements**

**For the year ended December 31, 2022**

*Anthony R. Lobmeier*  
*Chartered Professional Accountant*

**REVIEW ENGAGEMENT REPORT**

To The Board of Directors of Victoria Heritage Foundation

I have reviewed the accompanying financial statements of Victoria Heritage Foundation (the "Foundation") that comprises the statement of financial position as at December 31, 2022 and the statements of operations and changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

*Management's Responsibility for the Financial Statements*

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

*Practitioner's Responsibility*

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which requires me to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

*Conclusion*

Based on my review, nothing has come to my attention that causes me to believe that the financial statements do not present fairly, in all material respects, the financial position of Victoria Heritage Foundation as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Victoria, BC  
June 8, 2023




Chartered Professional Accountant

**VICTORIA HERITAGE FOUNDATION**  
**STATEMENT OF FINANCIAL POSITION**

**As at December 31, 2022**

	<b>2022</b>	<b>2021</b>
<b>A S S E T S</b>		
<b>Current</b>		
Cash (Note 2c)	\$ 190,316	\$ 120,429
Account receivable	-	102
GST receivable	3,890	2,460
Prepaid expenses	3,181	2,906
Inventory (Note 2d)	<u>6,025</u>	<u>4,163</u>
	<u>\$ 203,412</u>	<u>\$ 130,060</u>
<b>LIABILITIES</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	\$ 3,282	\$ 3,201
Grants payable	<u>99,356</u>	<u>69,379</u>
	<b>102,638</b>	<b>72,580</b>
<b>NET ASSETS</b>		
<b>Net assets</b>		
Unrestricted net assets	<u>100,774</u>	<u>57,480</u>
	<u>\$ 203,412</u>	<u>\$ 130,060</u>

**On behalf of the board:**

  
 \_\_\_\_\_ Director  
  
 \_\_\_\_\_ Director

**The accompanying notes are an integral part of  
 these financial statements**

**VICTORIA HERITAGE FOUNDATION**  
**STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS**

**For the year ended December 31, 2022**

	<b>2022</b>	<b>2021</b>
<b>Revenues</b>		
Grant - City of Victoria	\$ 257,789	\$ 230,212
Publication revenue	2,002	5,329
Interest income	<u>-</u>	<u>238</u>
	<b>259,791</b>	<b>235,779</b>
Grants For Heritage House Restoration	<u>149,443</u>	<u>186,455</u>
	<u><b>110,348</b></u>	<u><b>49,324</b></u>
<b>Expenditures</b>		
Insurance	3,369	3,181
Memberships and dues	241	115
Office	509	307
Professional fees	3,434	3,503
Education Committee	1,329	113
Publication costs	1,936	4,672
Sub-contracts	55,884	60,073
Telephone	<u>352</u>	<u>402</u>
	<u><b>67,054</b></u>	<u><b>72,366</b></u>
<b>Excess (Deficiency) of revenues over expenditures</b>	<b>43,294</b>	<b>(23,042)</b>
<b>Unrestricted net assets, beginning of year</b>	<u><b>57,480</b></u>	<u><b>80,522</b></u>
<b>Unrestricted net assets, end of year</b>	<u><u><b>\$ 100,774</b></u></u>	<u><u><b>\$ 57,480</b></u></u>

**The accompanying notes are an integral part of  
these financial statements**



**VICTORIA HERITAGE FOUNDATION**

**STATEMENT OF CASH FLOWS**

**For the year ended December 31, 2022**

	2022	2021
<b>Cash flows from operating activities</b>		
Deficiency of revenues over expenditures	\$ 43,294	\$ (23,042)
Changes in non-cash working capital		
Accounts receivable	102	-
Inventories	(1,862)	(2,950)
Prepaid expenses	(275)	(151)
Accounts payable and accrued liabilities	81	385
Grants payable	29,977	4,679
Due from government agencies	<u>(1430)</u>	<u>(798)</u>
Cash flows from operating activities	<u>69,887</u>	<u>(21,877)</u>
<b>Net decrease in cash</b>	<b>69,887</b>	<b>(21,877)</b>
<b>Cash, beginning of year</b>	<u>120,429</u>	<u>142,306</u>
<b>Cash, end of year</b>	<u><u>\$ 190,316</u></u>	<u><u>\$ 120,429</u></u>

**The accompanying notes are an integral part of  
these financial statements**

## VICTORIA HERITAGE FOUNDATION

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

**1. Purpose of the organization**

The Victoria Heritage Foundation ("the Foundation") was incorporated June 9, 1983 under the Society Act of British Columbia. The Foundation administers the City of Victoria's funding program for heritage houses. The purpose of the Foundation is to promote the conservation of buildings originally intended as single family or duplex residences, including ancillary buildings, which are protected heritage properties, situated within the boundaries of the City of Victoria, in the Province of British Columbia and to undertake projects of an educational nature for the promotion of the conservation of built heritage. The Foundation is a non-profit organization as described in paragraph 149(1)(l) of the Income Tax Act and therefore is not subject to either federal or provincial income taxes.

**2. Significant Accounting Policies**

The financial statements were prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations and include the following significant accounting policies:

**a. Revenue Recognition**

*(i) Grants*

The society follows the deferral method of accounting for contributions, which includes government grants. Unrestricted contributions, including the annual operating grant from the City of Victoria, are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Externally restricted contributions are recognized as revenue in the year in which the related expenses are recognized.

*(ii) Publications and services*

Revenue is recognized at the time of shipment or when the service is rendered.

*(iii) Interest income*

Interest income derived from a cash savings account is recognized as received and from a redeemable guaranteed investment certificate accrued monthly.

**b. Donated Services**

The work of the Victoria Heritage Foundation is dependent on volunteer services. The value of donated services is not recognized in these statements.

**c. Cash**

Cash consists of bank deposits and short-term investments with maturity or redemption dates of less than 90 days.

**d. Inventory**

Inventories are measured at the lower of cost and net realizable value. The cost of inventories comprises all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition and is determined using the weighted average cost method. Net realizable value is the estimated selling price in the ordinary course of business, less any applicable variable selling costs.

**e. Use of Estimates**

The preparation of financial statements in conformity with Canadian Accounting Standards for Not-for-Profit Organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. These estimates are reviewed periodically and adjustments are made to income as appropriate in the year they become known. Actual results could differ from these estimates.

## VICTORIA HERITAGE FOUNDATION

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2022

**3. Economic Dependence**

The Foundation is economically dependent on an operating grant from the City of Victoria representing 99.2% of total revenue (2021- 97.6%).

**4. Financial Instruments**

Under the standards for recognizing and measuring financial instruments, all financial assets are classified into one of the following four categories: held for trading, held to maturity, loans and receivables or available for sale. All financial liabilities are classified into one of the following two categories: held for trading or other financial liabilities.

The Foundation's financial assets and liabilities are classified and measured as follows:

<b>Asset/ Liability</b>	<b>Category</b>	<b>Measurement</b>
Cash	Held for trading	Fair value
Accounts receivable	Loans and receivable	Amortized cost
Accounts payable and accrued liabilities	Other financial liabilities	Amortized cost
Grants payable	Other financial liabilities	Amortized cost

Financial instruments measured at amortized cost are initially recognized at fair market value and then subsequently at amortized cost with gains and losses recognized in the statement of operations in the period in which the gain or loss occurs.

**a. Fair Value of Financial Instruments**

The fair value of a financial instrument is the estimated amount the Foundation would receive or pay to settle a financial asset or financial liability as at the reporting date.

The fair values of amounts receivable, accounts payable and accrued liabilities and grants payable approximate their carrying values due to their nature or capacity for prompt liquidation.

**b. Risks and Concentrations**

The Foundation is exposed to various risks through its financial instruments, without being exposed to concentrations of risk. The following analysis provides a measure of the Foundation's risk exposure at the balance sheet date.

*(i) Cash flow risk*

The Foundation is exposed to cash flow risk resulting from the possibility that future cash flows associated with a monetary financial instrument will fluctuate in amount. The exposure to cash flow risk arises from its deposits with a major credit union which earns interest at market rates. The Foundation has no interest bearing liabilities.

*(ii) Credit risk*

Credit risk is the possibility that other parties may default on their financial obligations. At year end, the maximum exposure of the Foundation to credit risk in cash was \$190,316 (2021- \$120,429). This risk is minimized by ensuring that the Foundation's funds are held in major financial institutions.

**VICTORIA HERITAGE FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended December 31, 2022**

**4. Financial Instruments (continued)**

**b. Risks and concentrations (continued)**

*(iii) Liquidity risk*

Liquidity risk is the risk that the Foundation will not be able to fund its obligations as they come due, including being able to liquidate assets in a timely manner at a reasonable price. The Foundation monitors forecasts of cash flows from operations and maintains its financial assets in the form of cash. Investment income is not a primary source of revenue. The Foundation has not entered into any derivative transactions.

*(iv) Price risk*

The Foundation is not exposed to significant price risks in the form of currency risk, interest rate risk or market risk as it has no material financial assets other than cash.

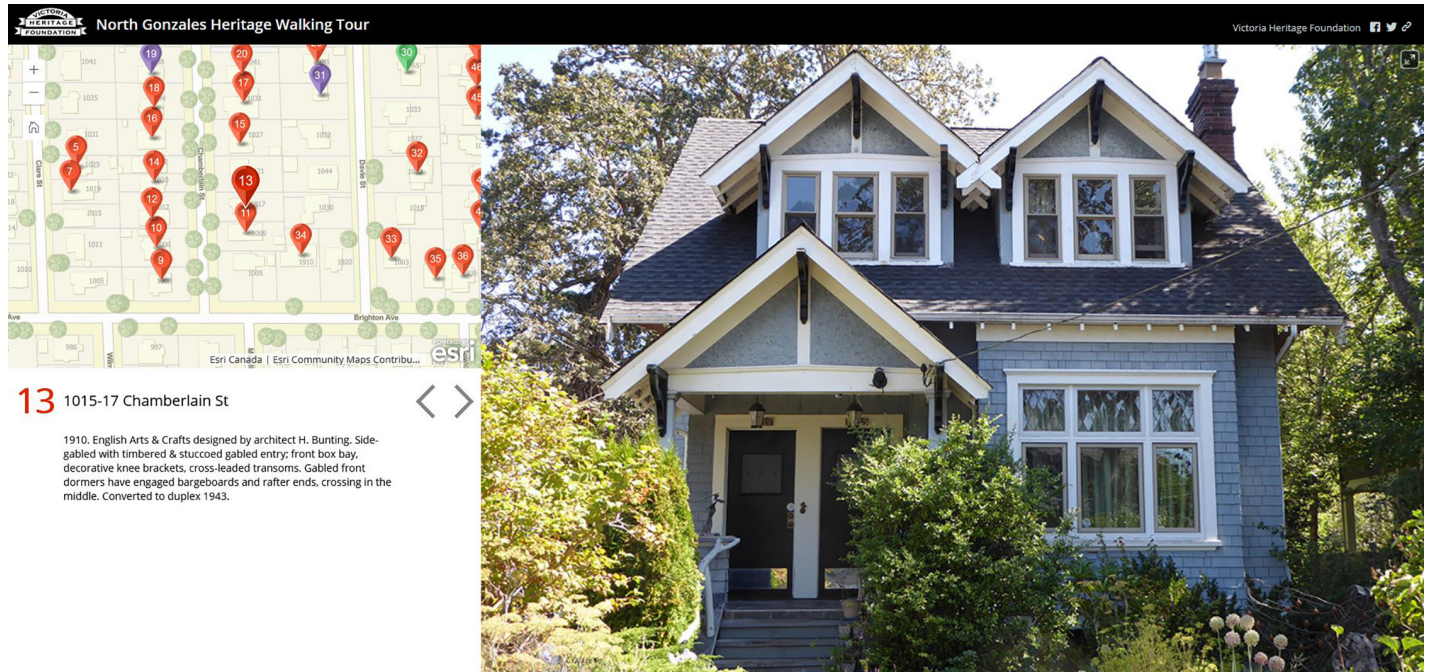
**5. Remuneration**

On November 28, 2016, the British Columbia Societies Act came into force. Included in the Act is a requirement to disclose remuneration paid to all directors, the ten highest paid employees and all contractors who are paid at least \$75,000 annually.

During the year, the Foundation paid no remuneration to the Board of Directors, had no employees and had no contractors whose remuneration was in excess of \$75,000.

# Heritage Walking Tours

VHF has an ongoing goal to produce Neighbourhood Heritage Walking Tour brochures for parts of Victoria's historic neighbourhoods – ten to date. The self-guided routes describe many buildings not on the Heritage Register.



Print versions of all ten neighbourhood heritage walking brochures are available from Victoria City Hall, the Tourist Info Centre on the Inner Harbour and locations in the neighbourhoods. Web app versions of the tours can be accessed from the VHF website.