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Houses Displayed on the Front Cover (listed from left to right)

Top Row

740 Medana St. – repainted exterior
1005 Cook St. – replaced front staircase
911 Linden Ave. – storm windows
740 Mary St. – repainted exterior

Second Row 1431 Vining St. – repainted exterior 1436 Elford St. – repainted exterior

Third Row 2744 Avebury Ave. – masonry repairs 2221 Fernwood Rd. – repainted exterior

Bottom Row 304 Robertson St. – repainted exterior 1009 Cook St. – storm windows 1171 Rockland Ave. – repainted exterior 949 Meares St. – new roof



## 2024 REPORT FROM VICTORIA HERITAGE FOUNDATION ACTING PRESIDENT Pamela Madoff

It is a privilege to serve as Acting President of the Victoria Heritage Foundation, especially at a time when the value of our city's heritage has never been more apparent - or more vulnerable. As someone who has spent decades working to ensure that Victoria's irreplaceable architectural legacy is protected and celebrated, I am proud to lead an organization that continues to be at the forefront of this vital effort.

The Victoria Heritage Foundation has now supported the stewardship of heritage-designated and covenant homes for over 40 years. Our mandate remains as essential as ever: to provide financial and technical support to homeowners committed to the care and conservation of these remarkable buildings. In doing so, we help ensure that Victoria's distinctive neighbourhoods - so central to the city's identity and sense of place - remain vibrant, authentic, and enduring.

In 2024, the Foundation funded an impressive number of conservation projects, even amid mounting financial pressures from rising construction and material costs. We know that heritage conservation is not simply about aesthetics - it is about sustainability, cultural continuity, and community resilience. Each grant we approve is an investment in a living history that belongs not only to today's residents, but also to future generations.

This past year, we also made important strides internally. The Board and committees undertook a review of our grant criteria and policies to ensure they remain responsive, equitable, and effective. We are also working to strengthen our educational mandate, recognizing that the more people understand the value of our heritage, the more empowered they are to help protect it.

I wish to thank our council liaison, Councillor Matt Dell, for his ongoing support of our work. I would also like to extend my deep appreciation to the Board of Directors, our dedicated volunteers, and the members of the House Grants and Education Committees. Their commitment of time, insight, and passion is what allows the Foundation to flourish. In an era where volunteer engagement is often stretched thin, we are heartened - and inspired - by those who continue to show up for heritage.

As we look ahead, the challenges to heritage conservation are real - but so too are the opportunities. With care, collaboration, and vision, we can ensure that Victoria remains not only a city rich in history, but also a community that truly values and protects the tangible stories those buildings tell.

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Pamela Madoff, Acting VHF President.

## 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 discovered that the Municipal Act did not permit such grants to be given directly to private individuals. The City then became the first municipality in BC to establish an arm's-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 disburse grants to owners of Heritage Designated residences toward rehabilitation costs.

The original 1983 purposes of the Society, which solely 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.
- 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 space in the Carr House with the Hallmark Society. The office was then moved briefly to 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 its Executive Directors.

## 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. Since 2000, the city grant has increased yearly as numbers of designated houses and costs of conservation have increased. In 1983, there were 96 designated houses; in 2024, there were 433.

Grants cover a percentage of project costs and may vary yearly based on demand, project expenses, and City funding. In 2024, grants covered 45% of up to \$25,000 per year, with a \$30,000 cap per house over 10 years (\$45,000 cap if they undertake seismic upgrades).

## **EDUCATION PROGRAM**

The Victoria Heritage Foundation's (VHF) Education Committee became active in 1985. In 1997, at the request of the Committee, VHF's Board sought permission from the City to look at the residential building plans stored in

City Hall's attic, in order to produce a more fully researched update of our 1991 "James Bay Neighbourhood Heritage Walking Tour" brochure. These plans, containing a wealth of historical information, had never been catalogued. Cataloguing of the residential neighbourhood building plans began in January 2000 with the help of an initial grant of \$15,000 from BC Heritage Trust. A great number of volunteers worked in teams in a vacant attic room during City Hall's open hours. The catalogue was completed in 2006. A few volunteers, mainly Nick and Sharon Russell pictured here, continued to catalogue plumbing, water and building permits for several years from home.



Sometimes cataloguing got exciting. On February 28, 2001, the Nisqually Earthquake shook all of Puget Sound and Greater Victoria for 40 seconds. Volunteer Julia Trachsel, who was there with the late Judith Anderson, then chair of the Education Committee, remembers it very well. "It was scary! The computer was bouncing around on the table, the table was bouncing around on the floor, and the chairs that we were sitting in were rolling! By the time we figured out what was going on and where we should go to be safe, it was over. But it was definitely the worst earthquake I've ever experienced."

In 1999, at the request of the City's Heritage Planner, Steve Barber, VHF's Education Committee began updating the City's *This Old House (TOH)* book, first published in 1978, then updated and reprinted in 1984 and 1991. Work began with the cataloguing of the building plans, including other types of buildings in the residential



neighbourhoods. Many other documents were researched in various archives, as the write-ups include much social history of the buildings from the time of construction until the 1950s. In 2000 our stalwart volunteer Derek Trachsel, now deceased, began a three-year project to photograph all 600 buildings on the Heritage Register in the residential neighbourhoods at that time; other volunteers began visiting the buildings to study and describe them in detail. For several years from 1999 VHF received student grants from Heritage Canada Foundation to hire a summer student to help with the project. By 2003, we realized that it would require several volumes to cover the 12 neighbourhoods and 600 buildings, including churches, schools, commercial, institutional and apartment buildings. The first TOH volume was published in May 2004, the fourth and final volume in late 2009. The series has received four awards – local, provincial and national – for outstanding achievement in Heritage Advocacy. VHF has an ongoing goal to update all four volumes as they sell out and the City adds new properties to the Heritage Register. Beginning with the third update and revision of TOH2: James Bay in 2018, VHF now includes many photos of demolished buildings in the neighbourhoods, in order to give context to them and the heritage buildings that remain. TOH2: James Bay 2018 contains 200 demolished buildings with brief descriptions, TOH3: Rockland, Burnside, Harris Green, Hillside Quadra, North Park & Oaklands 2021 contains 385. Work is progressing in a like manner on the updates of TOH1: Fernwood & Vic West and TOH4: Fairfield, Gonzales & Jubilee, with much of the research now being done online from many sources. Because so much is now available online, the research was able to continue all through Covid 19.

In 2002, VHF agreed with Steve Barber to undertake the research for 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 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. In 2024, planning and research was set in motion to create several Walking Tours for the historic neighbourhood of Rockland.

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 Heritage Society of BC (now Heritage BC), with funding from BC Heritage Trust (now Heritage Legacy Fund which is administered by Heritage BC). Vancouver Heritage Foundation joined as a later partner in the process.

A series of lectures by internationally prominent authors and experts in the heritage field began through collaboration with Historic Seattle in 1998. The Craftsmen Bungalow Society of Victoria (CBSV) originally took the major initiative for this with support from VHF, and VHF's Education Committee picked it up after four years. CBSV, an unincorporated group of Arts & Crafts enthusiasts, donated their residual profits to the Education Committee.

"Your Old House Rehabilitation Workshops" have been coordinated in various ways since 1990. From 1996, VHF partnered with Saanich Heritage Foundation on several of the workshops.

This history of Victoria Heritage Foundation is based on a report written in 2009 by Jennifer Nell Barr, Executive Director of VHF from 1987-2008; she revised it in 2024 and 2025.



### 953 Empress Avenue

This is the home of Jennifer Barr and her husband Colin. The upstairs rooms buzz with activity – desks, computers, and filing cabinets fill the space as Education Committee volunteers delve into the history of Victoria's houses. Much of their work centres on the This Old House books, carefully researching and updating these essential guides to the city's built heritage. The house itself is a Designated Heritage property and has been seismically upgraded – a fact that became evident during the Nisqually earthquake, when not so much as a rattle was heard from the plates resting on the dining room's plate rail.

There's a unique atmosphere in the home, one that has even drawn comparisons to Bletchley Park in England, the famed wartime codebreaking centre where brilliant minds worked in secrecy to decipher enemy

communications during World War II. Like Bletchley, there's a sense here of quiet purpose and intense intellectual focus, as volunteers act as historical detectives, piecing together the stories of old homes from archival clues. In addition to its daily use, the house also hosts meetings and VHF gatherings. Our sincere thanks to Jennifer and her stalwart team of Margaret Narain, Ken Sudhues, Sherri Robinson and Miriam MacPhail for making this vibrant hub of heritage research, writing and desktop publishing possible.

## ORGANIZATION

#### **Board of Directors**

The VHF Board of Directors is comprised of up to 15 members including the City's Heritage Planner and a representative from City Council. The Board meets one evening per month via Zoom 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 who 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 at Ross Bay Villa 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 of 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 continues to update the four volumes of *This Old House*, detailing properties in the residential neighbourhood context. The Education Committee has sponsored special events such as lectures by renowned experts and Your Old House Workshops. The Committee meets every two months, usually in a volunteer member's home

#### **Administration**

The administration and day-to-day operations of VHF are carried out by the Executive Director. This is a parttime 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 many hours 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.

### 2024 BOARD & COMMITTEE MEMBERS, CITY OF VICTORIA LIAISON

### **STAFF AND VOLUNTEERS**

#### **Board of Directors**

Pamela Madoff, VHF Vice-President, heritage advocate, retired City Councilor Brigitte Clark, VHF Director, retired VHF Executive Director Sheena Bellingham, VHF Director, bookkeeper Tara Parks, VHF Director Chris Hoggarth, VHF co-Treasurer Carmen Leung, VHF co-Treasurer Stephen Lyons, VHF Legal Advisor, lawyer Colin Gareau, VHF Director, realtor Jeff Sheldrake, VHF Director, BC Govt, executive director Matt Dell, VHF Director, council liaison Laura Saretsky, VHF Director, heritage planner

#### **House Grants Committee**

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

#### **Education Committee**

Tara Parks, Chair Jennifer Barr, retired VHF Executive Director, current researcher, writer & desktop publisher Jackie Krismer, retired teacher Audrey Prendergast, retired librarian Sheila Hodgson, heritage advocate Jim Farrow, retired physician John Veillette, retired museum collections manager Ken Sudhues, retired Ontario and BC public servant, and 4th generation Victorian

#### **VHF Contract Staff**

Caitlin Maggs, Executive Director

#### **Other Volunteers**

John Adams Mark Aitken Colin Barr Patrick Dunae Helen Edwards Russell Fuller Ron Greene Lotus Johnson Jackie Jones Vickers Julie King Don Luxton Miriam McPhail Dorothy Mindenhall Margaret Narain Susan Nickum Lisa Reid Sherri Robinson Nick Russell Sharon Russell Stuart Stark Leona Taylor Drew Waveryn Jim Wolf

## 2024 HOUSE GRANTS PROGRAM

The Victoria Heritage Foundation's house grants help 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 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 2024 was 45% which was higher than the previous 3 years. 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, whose continued support and advice are valued and greatly appreciated.

The following page lists the 2024 grant projects that were successfully completed. A summary of statistics regarding the Victoria Heritage Foundation's and the City of Victoria's funding assistance for protected heritage houses from 1978 onwards can be found on page 12 of this report.

#### In 2024:

- 22 projects were completed, totaling \$204,389 in grants.
- Homeowners invested a minimum of \$249,809
- Grants covered 45% of total project costs.
- The average grant awarded was \$8,516.

#### In 2024 HOUSE GRANTS



1785 Carrick St. Repainting



54 Government St. Storm Windows



350 Wilson St. Repainting

## 2024 HOUSE GRANTS

Address		Project	Grant \$
1785	Carrick	Repainting	\$9,096
1431	Vining	Repainting	\$2,232
2221	Fernwood	Repainting	\$9,615
110	Medana	Repainting	\$11,888
911	Linden	Storm Windows	\$2,217
54	Government	Storm Windows & Window Restoration	\$8,255
304	Robertson	Repainting & Shingle Replacement	\$11,987
1009	Cook	Storm Windows	\$10,761
1171	Rockland	Repainting	\$12,907
949-951	Meares	New Roof	\$11,250
740	Mary St	Repainting	\$11,907
1311	Franklin Ter.	Storm Windows & Window Restoration	\$3,206
1001	Terrace Ave	Storm Windows	\$7,353
350	Wilson	Repainting	\$7,269
53	Lewis St	Storm Windows & Window Restoration	\$3,704
1436	Elford	Repainting	\$11,747
968	Balmoral Rd	Replace Downspouts & Gutters	\$3,434
1490	Fairfield	Repainting & Chimney Repairs	\$11,723
1609	Gladstone	Repainting	\$10,766
1609	Gladstone	Repainting	\$8,755
2744	Avebury	Foundation Repair & Stonework	\$9,026
2011	Cameron	Repainting	\$11,077
123	Cambridge	Window Repairs & Door Replacement	\$2,965
1005	Cook	Replace Front Staircase	\$11,250
22 GRANTS		At 45% FUNDING	\$204,389

### **2024 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 several times as they sold out. Over 8,500 copies of This Old House (TOH) have been sold to date. Volume 4 sold out in 2022, and an update will not be available for several years. Because so much is now available online, the research, revising and republication of TOH3 2021 and TOH2 2022 was able to continue all through Covid 19.

#### Neighbourhood Heritage Walking Tour Brochures

In 2023, the Education Committee began work on the Rockland Walking Tour Brochure. This will be the first Rockland Walking Tour for 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 2024 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 2023.

#### **Current This Old House Volumes**

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

#### 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

## 1978 – 2024 FUNDING FOR PROTECTED HERITAGE HOUSE

Year	New Designated Houses Added Each Year	Cumulative Total of Designated Houses	City VHF Funding	Administration, Education and Heritage Publication Costs	Total House Grants Paid	Total Admin, Education, Publication & House Grants Costs	Number of House Grants	Number of 1st Time House Grants	House Grant %	Minimum Paid by Designated Homeowners
1974	. 3	3								
1976	8	11								
1977	53	64								
City of Victoria	grant progra	am for herit	tage-designate	d houses institute	ed 1978; funded b	y tax rebates				
1978		75	\$48,866		\$48,866	\$48,866	19	18	100	
1979			\$55,470		\$55,470	\$55,470	27	25	100	
1980			\$81,198		\$81,198	\$81,198	36	17	100	
1981			\$92,591		\$92,591	\$92,591	30	7	100	
1982		-	\$35,942		\$35,942	\$35,942	12	6	100	
						through annual g				
1983			\$65,972	\$3,038	\$60,584	\$63,622	23	4	50	\$60,584
1984			\$73,081	\$20,833	\$41,849	\$62,682	21	8	50	\$41,849
1985			\$64,141	\$30,000	\$49,494	\$79,494	26	8	52	\$45,687
1986			\$62,404	\$7,000	\$49,273	\$56,273	22	4	50	\$49,273
1987		149	\$60,000	\$7,622	\$52,224	\$59,846	27	10	50	\$52,224
1988			\$77,000	\$7,559	\$68,190	\$75,749	24	7	50	\$68,190
1989		169	\$80,000	\$11,265	\$68,577	\$79,842	26	9	50	\$68,577
1990			\$80,000	\$10,380	\$74,751	\$85,131	29	15 12	50	\$74,751
1991 1992		192	\$80,000	\$8,815	\$74,576	\$83,391	27 27	12	40	\$111,864 \$153,760
1992			\$80,000 \$80,100	\$9,748 \$10,847	\$65,897 \$71,562	\$75,645 \$82,409	30	6	30 33	\$153,760 \$145,293
1993			\$80,100	\$10,847	\$71,362 \$74,483	\$83,117	24	9	33 45	\$145,295
1994			\$80,100	\$9,564	\$69,225	\$78,789	24	9 13	35	\$91,035
1995			\$80,100	\$10,823	\$73,449	\$84,272	31	7	35	\$128,301 \$136,405
1990			\$80,100	\$10,823	\$65,203	\$80,073	31	9	25	\$130,403
1997			\$80,100	\$14,592	\$62,491	\$77,083	33	8	25	\$193,009
1999		240	\$80,100	\$20,990	\$58,736	\$79,726	31	6	25	\$176,208
2000		281	\$105,000	\$34,607	\$70,309	\$104,916	34	9	25	\$210,927
2000		299	\$118,000	\$39,187	\$78,255	\$117,442	39	14	29	\$191,590
2002		313	\$125,000	\$56,831	\$71,311	\$128,142	38	16	25	\$213,933
2003		325	\$125,000	\$43,043	\$73,957	\$117,000	34	7	25	\$221,871
2004			\$128,775	\$38,546	\$74,777	\$113,323	37	7	20	\$299,108
2005			\$136,351	\$82,200		\$166,011	49	12	20	\$335,244
2006			\$151,059				45	13	25	\$274,191
2007		358	\$168,746	\$103,043		\$226,813	51	9	27	\$334,637
2008	11	369	\$175,809	\$65,484	\$114,344	\$179,828	52	12	23	\$382,804
2009	5	374	\$196,139			\$223,736	42	10	25	\$296,700
2010	8	382	\$194,452	\$63,149	\$85,603	\$148,752	36	7	25	\$256,809
2011	6	388	\$189,368	\$62,990	\$135,378	\$198,368	38	2	30	\$315,882
2012	8	396	\$189,368	\$69,077	\$157,341	\$226,418	50	7	30	\$367,129
2013	8	404	\$193,931	\$62,729	\$181,023	\$243,752	53	11	35	\$336,186
2014	6	410	\$191,734	\$63,399	\$172,243	\$235,642	48	7	35	\$319,880
2015	1	411	\$189,368	\$63,579	\$131,277	\$194,856	39	3	35	\$243,800
2016		418	\$205,000	\$65,905	\$143,599		36	9	34	\$278,751
2017			. ,	\$63,034		\$187,711	25	0	38	\$203,420
2018			. ,	\$69,309	\$166,404		31	1	40	\$249,606
2019		421	\$220,841	\$68,400		\$226,201	24	1	50	\$157,801
2020			\$226,803	\$66,395	\$177,504		24	4	50	\$177,504
2021		427	\$230,212	\$72,366	\$116,118		32	1	34	\$225,406
2022			\$257,791	\$67,054	\$119,598		30	1	33	\$242,820
2023		430	\$264,240	\$73,458			35	1	41	\$327,837
2024	. 3	433	\$280,399	\$80,190	\$204,389	\$284,579	22	2	45	\$249,809
<b>-</b>			40 cot 7:-	<b>44</b> 055 555	A 570 000	40.404 <b>-</b>	1865			<b>40 500 005</b>
Totals	433		\$6,291,717	\$1,855,555	\$4,576,236	\$6,431,791	1532	384		\$8,500,986

victoriaheritagefoundation.ca











## 230 Robert Street

Built 1899-1900 For Duncan & Ursual McBeath Architect: Thomas Hooper Builder: Duncan Gillman McBeath Heritage Designated 1980

2024 Annual Report

## FOCUS ON 53 LEWIS ST. PIANO WINDOW





At 53 Lewis St., the homeowner had a beautiful living room piano window restored with the assistance of a grant from VHF.

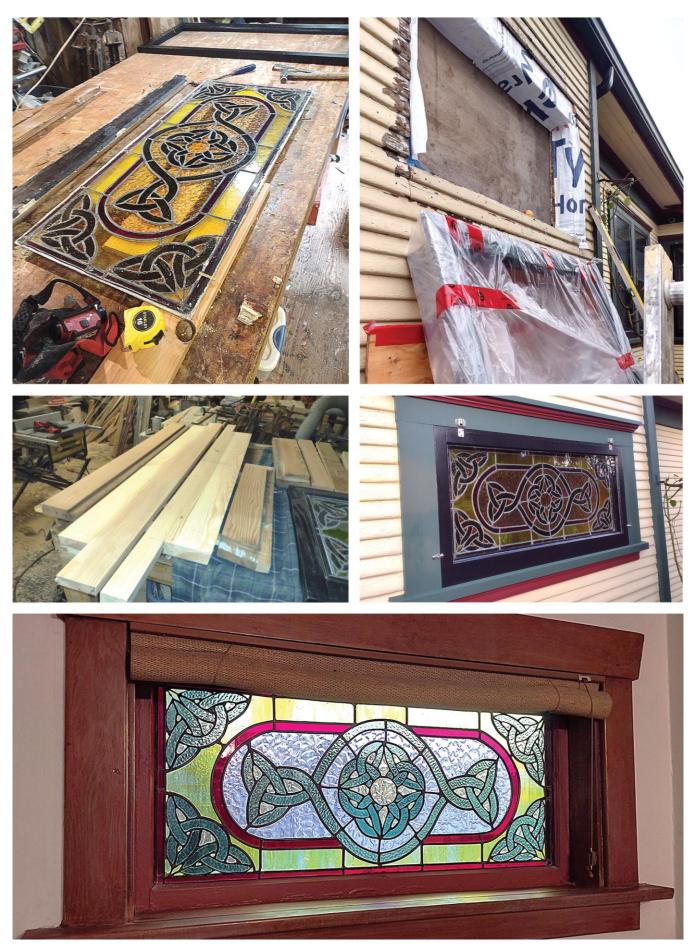
The work was carried out by Davyd McMinn and began with the replacement of a badly deteriorated sash with a new replica, manufactured by Vintage Woodworks.

The original stained glass panel was carefully removed and reinstalled into the new sash. A rotten sill was replaced, and other damaged wood components were either repaired or replaced as needed. New stainless steel hardware was fitted to the existing storm window, and the window was finished with a fresh coat of owner-supplied paint.

The result is a fully restored piano window both beautiful and ready to face the elements for years to come.



2024 Annual Report



victoriaheritagefoundation.ca

2024 Annual Report

## **Financial Statements**

# For the year ended December 31, 2024

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, 2024 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, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Chartered Professional Accountant

Victoria, BC June 9, 2025

> #208-4475 Viewmont Avenue Victoria, BC, V8Z 6L8 www.lobmeier.ca

#### STATEMENT OF FINANCIAL POSITION

#### As at December 31, 2024

	2024	2023
A S S E T S		
Current Cash (Note 2c) Account receivable GST receivable Prepaid expenses Inventory (Note 2d)	\$ 200,782 5,299 3,343 3,891 <u>\$ 213,315</u>	
LIABILITIES		
<b>Current</b> Accounts payable and accrued liabilities Grants payable	\$ 8,838 <u>117,912</u> 126,750	\$ 3,351 66,803 70,154
NET ASSETS		
Net assets Unrestricted net assets	<u>86,565</u> <u>\$ 213,315</u>	<u>90,106</u> <u>\$ 160,260</u>
On behalf of the board:		

The accompanying notes are an integral part of these financial statements

#### STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS

#### For the year ended December 31, 2024

		2024		2023
Revenues Grant - City of Victoria Publication revenue Interest income	\$	271,970 1,212 <u>1</u>	\$	264,240 1,840 2
Grants For Heritage House Restoration		273,183 196,534		266,082 203,293
Expenditures Insurance Mambarshing and duca		76,649 3,996 43		62,789 3,662 215
Memberships and dues Office Professional fees Education Committee Publication costs		43 1,901 4,186 8,853 2,158		2,730 3,453 1,514 780
Rent Sub-contracts Telephone		1,654 57,202 <u>197</u>		- 61,071 33
Deficiency of revenues over expenditures		<u>80,190</u> (3,541)		73,458 (10,669)
Unrestricted net assets, beginning of year Unrestricted net assets, end of year	<u>\$</u>	90,106 86,565	<u>\$</u>	100,775 90,106

The accompanying notes are an integral part of these financial statements

#### STATEMENT OF CASH FLOWS

#### For the year ended December 31, 2024

		2024		2023
Cash flows from operating activities				
Deficiency of revenues over expenditures	\$	(3,541)	\$	(10,669)
Changes in non-cash working capital				
Accounts receivable		1,107		(1,107)
Inventories		2,158		(24)
Prepaid expenses		7,672		(7,834)
Accounts payable and accrued liabilities		5,487		68
Grants payable		51,109		(32,553)
Due from government agencies		(284)		(1,125)
Cash flows from operating activities		63,708		(53,244)
Net increase (decrease) in cash		63,708		(53,244)
Cash, beginning of year		137,072		190,316
Cash, end of year	<u>\$</u>	200,780	<u>\$</u>	137,072

The accompanying notes are an integral part of these financial statements

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the year ended December 31, 2024

#### 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)(1) 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.

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the year ended December 31, 2024

#### 3. Economic Dependence

The Foundation is economically dependent on an operating grant from the City of Victoria representing 99.6% of total revenue (2023-99.3%).

#### 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:

Asset/ Liability	Category	Measurement			
Cash	Held for trading	Fair value			
Accounts receivable	Loans and receivable	Amortized cost			
Accounts payable and accrued	Other financial liabilities	Amortized cost			
liabilities					
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 \$200,782 (2023- \$137,074). This risk is minimized by ensuring that the Foundation's funds are held in major financial institutions.

#### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2024

#### 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

The Victoria Heritage Foundation (VHF) has an ongoing goal to produce Neighbourhood Heritage Walking Tour brochures for various historic areas of Victoria - ten have been completed to date. These self-guided tours highlight many buildings that are not listed on the Heritage Register.

Interactive maps for each neighbourhood are also available on our website: <u>victoriaheritagefoundation.ca</u>.

Here is an example of a featured house in Fernwood:





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.