

**Heritage Foundation of  
Newfoundland and Labrador**  
Annual Report 2022-23



**Heritage NL**



# Message from the Chair

This report outlines the work and accomplishments of Heritage NL for the fiscal year 2022-23.

This report is submitted in accordance with the obligation as a category 3 entity under the **Transparency and Accountability Act** and was prepared under the direction of the Board, which is accountable for the actual results reported.

Through the Labour Market Partnerships Program, Heritage NL was able to offer training to repair heritage properties and programs based on the Heritage NL Craft at Risk List to preserve these skills for the next generation. The Heritage Structure Designation has recognized buildings from Green's Harbour to Cartwright, and made it easier for building owners to afford maintenance. The Heritage Places Poster Contest was moved online so that all children from throughout the province had the opportunity to participate.

The 2022-23 fiscal year has brought a lot of positive outreach throughout the province, which Heritage NL hopes to continue and improve upon in the upcoming fiscal year.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa M. Daly', with a large, stylized loop at the end.

Dr. Lisa M. Daly  
Chairperson

# Table of Contents

<b>Entity Overview</b>	1
Organizational Structure	1
Staff and Budget	1
<b>Highlights and Partnerships</b>	2
Highlights	2
Partnerships	2
<b>Report on Performance</b>	3
Issue # 1: Support Cultural Heritage of the Province	3
2022-23 Objective	3
<b>Opportunities and Challenges</b>	5
<b>Financial Information</b>	6

## **Entity Overview**

### **Organizational Structure**

The Heritage Foundation of Newfoundland and Labrador is a non-profit organization established by the Government of Newfoundland and Labrador in 1984 to stimulate an understanding of and an appreciation for the architectural heritage of the province. The Foundation is the sole organization in the province mandated by the provincial government to preserve one of the most visible dimensions of Newfoundland and Labrador culture - its architectural heritage. The Foundation, an invaluable source of information for historic restoration, supports and contributes to the preservation and restoration of buildings of architectural or historical significance. The Foundation designates buildings and other structures as Registered Heritage Structures and may provide grants for the purpose of preservation and/or restoration of such structures. The Foundation also has an educational role and undertakes or sponsors events, publications and other projects designed to promote the value of our built heritage. In 2008 the Foundation was chosen to lead and implement the province's Intangible Cultural Heritage Strategy. This strategy's goals are achieved through initiatives that celebrate, record, disseminate, and promote our living heritage and help to build bridges between diverse cultural groups within and outside Newfoundland and Labrador.

### **Staff and Budget**

As of 31 March 2023, Heritage NL employed two full time staff (one male, one female), two part time staff (one male, one female), and one full time contract employee (female). In the fiscal year 2022-2023, Heritage NL's total budget was \$750,046.

### **Board of Directors**

Current members of the Board of Directors are:

Dr. Lisa Daly (Chair)

Jim Miller (Vice Chair)

Sarah Ryan (Vice Chair)

Philip Wood (Treasurer)

David Lough

Elizabeth Ann Murphy

Raymond Cusson

Dr. W. Gordon Handcock

Matt C. Reynolds

Dr. Roza Tchoukaleyska

Colleen Soulliere (Provincial Government Representative)

## **Physical Location**

Newman Building, 1 Springdale Street

P.O. Box 5171

St. John's, NL A1C 5V5

[info@heritagenl.ca](mailto:info@heritagenl.ca)

[www.heritagenl.ca](http://www.heritagenl.ca)

[www.ichblog.ca](http://www.ichblog.ca)

1-888-739-1892

## Highlights and Partnerships

### Highlights

In the fiscal year 2022-2023, Heritage NL disbursed \$109,637 in grants for the restoration of historic places.

The Provincial Historic Commemorations Program saw three new commemorations, including:

- [Barking and Bark Tanning](#) as a Distinctive Cultural Tradition and Practice - April 5, 2022
- [John Joseph 'Joe' Gilmore](#) as an Exceptional Person from the Past - February 23, 2023
- [The Establishment of the Lebanese Business Community](#) in Newfoundland as an Outstanding Historic Event - April 4, 2023

The Foundation completed the second year of the Heritage NL Mentor-Apprentice Program, a one-on-one immersion program that provides funding up to \$10,000 to support the teaching of endangered crafts and skills from an established mentor to an apprentice craftsperson or tradesperson. The craft or skill funded must be listed as critically endangered or endangered on [Heritage NL Craft at Risk List](#). Priority was given to living art forms with few remaining practitioners.

### Partnerships

Newfoundland and Labrador is known for its traditions and culture, heritage skills, arts, and crafts. Concerned about the loss of traditional know-how, Heritage NL worked to document crafts at risk and to develop ways to encourage the sharing of heritage skills through two new programs. Heritage NL partnered with 38 different cultural

organizations and municipalities to deliver training and workshop opportunities, in every corner of the province.

## **Report on Performance**

### **Issue # 1: Support Cultural Heritage of the Province**

Support for the cultural heritage of the province by Heritage NL has a number of different facets all of which are intertwined and build on one another:

- 1) advocacy, education and outreach in terms of the value of heritage;
- 2) strengthening the protection and safeguarding of the province's tangible and intangible heritage assets; and,
- 3) supporting and promoting heritage as a tool for Community Economic Development (CED).

### **2022-23 Objective**

By March 31, 2023, Heritage NL will have supported and promoted heritage; safeguarded and developed the province's heritage assets; and advocate/educate the public on the subject of cultural heritage.

**Indicator #1: Heritage NL will have funded initiatives to support the cultural heritage of the Province.**

An iconic historic property in Grand Falls-Windsor was awarded provincial heritage designation by Heritage NL. Perched on a birch-clad hill overlooking the Exploits River, Grand Falls House was built in 1909 by Alfred and Harold Harmsworth as one of the properties built in conjunction with the new paper mill. Following the establishment of the paper mill, Grand Falls became a boomtown, with workers drawn from every bay on



the island. Grand Falls House, with its outbuildings and mature parkland, was designated as a Registered Heritage Structure by Heritage NL on January 17th, 2023. Designed by British architect Robert Douglas Wells, and built under the supervision of Tom Brown of New Harbour, Trinity Bay, the building has been described as a “magnificently appointed Tudor mansion.”

Heritage NL disbursed grants under a number of categories in the fiscal year. The following amounts were disbursed in grants under these programs:

- Restoration Grants - \$ 109,637.63
- Assessment Grants - \$2,000
- Maintenance Grants - \$14,969.14
- Mentor/Apprentice Grants for Skills at Risk - \$76,038.22

**Indicator #2: Heritage NL will have undertaken oral history projects on local historic places and shared these with the public.**

Heritage NL completed detailed oral history and documentation projects on the following historic places and made them freely accessible online:

- [Saving Traditional Skills in the Tri Town Area and surrounding communities, Great Northern Peninsula](#)
- [Fowler House: A Historic Home in Brigus](#)
- [A Handmade Church in the Arms of Green Bay: Jackson's Cove United \(Methodist\) Church](#)
- [A History of the St. George's Courthouse](#)
- [The Newman Family, Company, and Building](#)

**Indicator #3: Heritage NL will have started to develop a database of heritage properties likely to be or become at risk to share with municipalities and other stakeholders.**

Heritage NL continued work on the “[Inventory of Historic Places at Risk](#)” - establishing a [database](#) of buildings considered to be in a state of concern. Criteria include, but are not limited to, factors such as: Being vacant for one or more years; Groups managing historic places struggle to meet operating costs/experiencing declining membership (e.g., church groups; fraternal lodges); Observable deferred maintenance/neglect; and/or, Demographic change such as declining population base required to support a particular building/institution. Currently there are 25 provincially-designated properties on the Inventory; one provincially-designated property, Bryn Mawr, was lost to neglect and fire.

**Indicator #4: Heritage NL will have delivered workshops and training opportunities related to crafts and traditional skills at risk.**

Through its [Heritage Skills Training Program](#), Heritage NL and its community partners completed 67 training events with 30 instructors and more than 1,000 registrants. A total of 61 people from around Newfoundland and Labrador participated in the Mentor-Apprentice Program. Heritage NL and partners completed 25 training events on historic masonry, restoration of historic wooden windows, wooden door joinery and millwork, surveying and documenting historic structures, the application of the Standards and Guidelines for the Conservation of Historic Places, and roofing of historic structures. Training ranged from a half day workshop to several days of instruction, depending on the subject, target audience, skill level of registrants, and number of participants suited to hands-on instruction around the particular skill topic as deemed by the instructor.

Heritage NL completed 42 introductory level traditional skills workshops around the province. These included spruce root basketmaking, wriggle fence building, knitting, traditional foods, birch broom making, killick making, blacksmithing, sealskin clothing, braided rugs and weaving. The workshops were open to anyone who would like to learn a new craft or improve their skills.

## Opportunities & Challenges

### Opportunities:

Funding approved through the Digital Museums Canada fund enabled Heritage NL to launch its online exhibit "[Heritage Underground: History of Roots Cellars in NL.](#)"

Funding through the Canada-Newfoundland and Labrador Workforce Development Agreement allowed Heritage NL to continue its Heritage Skills Training Program, and in particular the Heritage NL Mentor Apprentice Program (MAP). Documentation of over 18 traditional skills took place between April 1, 2022 and March 31, 2023. This included a series of photographs, videos, and audio interviews by Heritage NL staff and contracted photographers as well as submitted photographs and videos from participants. Each of the 30 mentor apprentice pairs submitted photos or videos to Heritage NL, and a request for an audio interview was made. This led to 11 released episodes of the Living Heritage Podcast with a focus on a pair doing the Heritage NL MAP, and an additional 15 Heritage NL MAP podcast episodes to come. Along with the submitted photos and videos, and the podcast episodes, additional in-depth video documentation was completed on letterpress printing, weaving, and birch broom making. Aside from the interviews as part of the MAP program there were additional interviews completed with craftspeople in Tilting as part of the Heritage Inventory (May 15-23; Sept 15-18; Nov 4-7).

Community partnerships also enabled the launch of [The Establishment of the Lebanese Business Community in Newfoundland project](#). Photos and documents were also scanned for the Lebanese book and there were two videos created on how to make Lebanese fatayas, and stuffed grape leaves.

### **Challenges:**

Heritage resources, such as historic buildings and structures across the province, continue to be at risk from a variety of factors:

- demolition in order to redevelop the land on which they are situated (e.g., historic houses on large properties);
- failure to appreciate or understand their historic value and potential for redevelopment (e.g., historic industrial buildings); and,
- under-utilization or impending redundancy (particularly with regards to historic church buildings and institutional structures).

Other challenges include a dramatic cost in materials and labour related to the conservation of historic properties, compared with the amount of funding available through Heritage NL to fund conservation projects.

## Financial Information

[If applicable]

**HERITAGE FOUNDATION OF  
NEWFOUNDLAND AND LABRADOR**

**FINANCIAL STATEMENTS**

**MARCH 31, 2023**

## **Management's Report**

### **Management's Responsibility for the Heritage Foundation of Newfoundland and Labrador Financial Statements**

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of 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 also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that transactions are properly authorized, assets are safeguarded and liabilities are recognized.

Management is also responsible for ensuring that transactions comply with relevant policies and authorities and are properly recorded to produce timely and reliable financial information.

The Board of Directors is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial information on a periodic basis and external audited financial statements yearly.

The Office of the Auditor General conducts an independent audit of the annual financial statements of the Foundation, in accordance with Canadian generally accepted auditing standards, in order to express an opinion thereon. The Office of the Auditor General has full and free access to financial management of the Heritage Foundation of Newfoundland and Labrador.

On behalf of the Heritage Foundation of Newfoundland and Labrador.

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Dale Jarvis  
Executive Director



OFFICE OF THE AUDITOR GENERAL  
NEWFOUNDLAND AND LABRADOR

## INDEPENDENT AUDITOR'S REPORT

To the Chairperson and Members  
Heritage Foundation of Newfoundland and Labrador  
St. John's, Newfoundland and Labrador

### Opinion

I have audited the financial statements of the Heritage Foundation of Newfoundland and Labrador (the Foundation), which comprise the statement of financial position as at March 31, 2023, and the statement of operations, statement of change in net financial assets, and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Foundation as at March 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the Foundation in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Other Information

Management is responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and my auditor's report thereon. The annual report is expected to be made available to me after the date of this auditor's report.

My opinion on the financial statements does not cover the other information and I will not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the



## **Independent Auditor's Report (cont.)**

other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated. When I read the annual report, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Foundation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so.

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

### **Auditor's Responsibilities for the Audit of the Financial Statements**

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

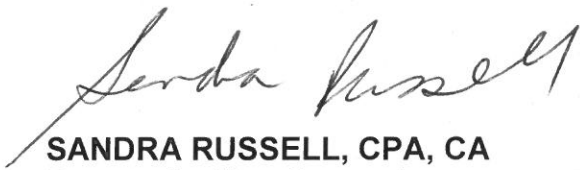
As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

## Independent Auditor's Report (cont.)

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Foundation's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Foundation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

A handwritten signature in cursive script, reading "Sandra Russell".

**SANDRA RUSSELL, CPA, CA**  
**Deputy Auditor General**

June 30, 2023  
St. John's, Newfoundland and Labrador

# HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR

## STATEMENT OF FINANCIAL POSITION

As at March 31

2023

2022

(Note 18)

### FINANCIAL ASSETS

Cash	\$ 113,885	\$ 59,950
Portfolio investments (Note 3)	600,122	700,122
Accounts receivable (Note 4)	36,039	29,841
	<u>750,046</u>	<u>789,913</u>

### LIABILITIES

Accrued employee benefits	18,236	22,793
Deferred revenue (Note 6)	650,417	678,044
	<u>668,653</u>	<u>700,837</u>

<b>Net financial assets</b>	<b>81,393</b>	<b>89,076</b>
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### NON-FINANCIAL ASSETS

Tangible capital assets (Note 7)	-	-
Prepaid expenses	1,500	1,411
	<u>1,500</u>	<u>1,411</u>

<b>Accumulated surplus (Note 8)</b>	<b>\$ 82,893</b>	<b>\$ 90,487</b>
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### Contractual obligations (Note 13)

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

Signed on behalf of the Foundation:

  
Chairperson

  
Member

**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**STATEMENT OF OPERATIONS**  
**For the Year Ended 31 March**

	<b>2023 Budget</b>	<b>2023 Actual</b>	<b>2022 Actual</b>
	<b>(Note 15)</b>		<b>(Note 18)</b>
<b>REVENUES</b>			
Province of Newfoundland and Labrador (Note 16)	\$ 585,000	\$ 642,364	\$ 803,212
Government of Canada	30,000	64,505	62,373
Income from portfolio investments	6,000	10,028	6,024
Interest revenue	-	1,584	-
Conference and event fees	6,000	1,193	9,551
Miscellaneous	-	-	471
	<b>627,000</b>	<b>719,674</b>	<b>881,631</b>
<b>EXPENSES (Note 9)</b>			
Heritage grants	150,000	140,503	150,095
Fisheries Heritage Preservation	-	1,108	500
Registered Heritage Districts	-	5,553	14,412
Other initiatives (Note 10)	-	15,868	6,325
Administration	289,501	291,140	306,948
Labour Market Partnership Program (Note 11)	100,000	143,972	287,301
Intangible Cultural Heritage Strategy (Note 12)	87,000	129,124	97,165
	<b>626,501</b>	<b>727,268</b>	<b>862,746</b>
<b>Annual (deficit) surplus</b>	<b>499</b>	<b>(7,594)</b>	<b>18,885</b>
<b>Accumulated surplus, beginning of year</b>	<b>90,487</b>	<b>90,487</b>	<b>71,602</b>
<b>Accumulated surplus, end of year</b>	<b>\$ 90,986</b>	<b>\$ 82,893</b>	<b>\$ 90,487</b>

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

**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**STATEMENT OF CHANGE IN NET FINANCIAL ASSETS**  
For the Year Ended March 31

	<b>2023 Budget</b>	<b>2023 Actual</b>	<b>2022 Actual</b>
	<b>(Note 15)</b>		<b>(Note 18)</b>
<u>Annual (deficit) surplus</u>	<u>\$ 499</u>	<u>\$ (7,594)</u>	<u>\$ 18,885</u>
<b>Tangible capital assets</b>			
<u>Amortization of tangible capital assets</u>	<u>-</u>	<u>-</u>	<u>520</u>
	<u>-</u>	<u>-</u>	<u>520</u>
<b>Prepaid expenses</b>			
Acquisition of prepaid expense	-	(2,118)	(2,030)
Use of prepaid expense	-	2,029	1,887
	-	(89)	(143)
<b>(Decrease) increase in net financial assets</b>	<b>499</b>	<b>(7,683)</b>	<b>19,262</b>
<b>Net financial assets, beginning of year</b>	<b>89,076</b>	<b>89,076</b>	<b>69,814</b>
<b>Net financial assets, end of year</b>	<b>\$ 89,575</b>	<b>\$ 81,393</b>	<b>\$ 89,076</b>

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



**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**STATEMENT OF CASH FLOWS**  
For the Year Ended March 31

**2023**

**2022**

**(Note 18)**

**Operating transactions**

Annual (deficit) surplus	\$ (7,594)	\$ 18,885
Adjustment for non-cash items		
Amortization of tangible capital assets	-	520
	<b>(7,594)</b>	<b>19,405</b>
Change in non-cash operating items		
Accounts receivable	(6,198)	(13,533)
Accounts payable and accrued liabilities	-	(311)
Accrued employee benefits	(4,557)	(3,428)
Deferred revenue	(27,627)	(143,198)
Prepaid expenses	(89)	(143)
<b>Cash (applied to) operating transactions</b>	<b>(46,065)</b>	<b>(141,208)</b>

**Investing transactions**

Purchase of portfolio investments	(600,000)	(900,000)
Redemption of portfolio investments	700,000	949,988
<b>Cash provided from investing transactions</b>	<b>100,000</b>	<b>49,988</b>
<b>Increase (decrease) in cash</b>	<b>53,935</b>	<b>(91,220)</b>
<b>Cash, beginning of year</b>	<b>59,950</b>	<b>151,170</b>
<b>Cash, end of year</b>	<b>\$ 113,885</b>	<b>\$ 59,950</b>

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

**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2023**

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**1. Nature of operations**

The Heritage Foundation of Newfoundland and Labrador (the Foundation) operates under the authority of the Historic Resources Act. Its affairs are managed by members of the Foundation appointed by the Lieutenant-Governor in Council.

The objectives of the Foundation are:

- (a) to stimulate an understanding of and appreciation for the architectural heritage of the Province;
- (b) to support and contribute to the preservation, maintenance and restoration of buildings and other structures of architectural or historical significance in the Province; and
- (c) to contribute to the increase and diffusion of knowledge about the architectural heritage of the Province.

The Foundation is a Crown entity of the Province of Newfoundland and Labrador and as such is not subject to Provincial or Federal income taxes.

**2. Summary of significant accounting policies**

**(a) Basis of accounting**

The Foundation is classified as an Other Government Organization as defined by Canadian Public Sector Accounting Standards (CPSAS). These financial statements are prepared by management in accordance with CPSAS for provincial reporting entities established by the Canadian Public Sector Accounting Board (PSAB). The Foundation does not prepare a statement of remeasurement gains and losses as the Foundation does not enter into relevant transactions or circumstances that are being addressed by the statement.

**(b) Financial instruments**

The Foundation's financial instruments recognized on the statement of financial position consist of cash, portfolio investments, accounts receivable and accrued employee benefits. The Foundation generally recognizes a financial instrument when it enters into a contract which creates a financial asset or financial liability. Financial assets and financial liabilities are initially measured at cost, which is the fair value at the time of acquisition. The Foundation subsequently measures all of its financial assets and financial liabilities at cost.

**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2023**

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**2. Summary of significant accounting policies (cont.)**

**(b) Financial instruments (cont.)**

The carrying values of cash, portfolio investments, accounts receivable and accrued employee benefits approximate fair value due to their nature and/or the short-term maturity associated with these instruments.

Interest attributable to financial instruments is reported on the statement of operations.

**(c) Cash**

Cash includes cash in the bank.

**(d) Employee future benefits**

The employees of the Foundation are covered by the Public Service Pensions Act, 2019, or a self-directed RRSP. For employees covered by the self-directed RRSP, the Foundation will contribute at the same rates as the Public Service Pension Plan based on the employee's salary to the self-directed RRSP but there is no requirement for the employee to match the contributions.

For employees covered by the Public Service Pensions Act, 2019, employee contributions are matched by the Foundation and then remitted to Provident<sup>10</sup> from which pensions will be paid to employees when they retire. This plan is a multi-employer, defined benefit plan, providing a pension on retirement based on the member's age at retirement, length of service and the average of their best six years of earnings for service on or after January 1, 2015, and, for service before January 1, 2015, the higher of the average of the frozen best five years of earnings up to January 1, 2015, or the average of the best six years of earnings for all service.

The contributions of the Foundation to both the self-directed RRSPs and Provident<sup>10</sup> are recorded as an expense for the year.

**(e) Tangible capital assets**

Tangible capital assets are recorded at cost, including amounts that are directly related to the acquisition of the assets.

The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

Systems development	5 years
Office and computer equipment	5 years



**2. Summary of significant accounting policies (cont.)**

**(e) Tangible capital assets (cont.)**

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Foundation's ability to provide services, or when the value of future economic benefits associated with the tangible capital assets is less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Minor tangible capital asset purchases are charged to operations in the year of acquisition.

**(f) Prepaid expenses**

Prepaid expenses are charged to the expense over the periods expected to benefit from it.

**(g) Revenues**

Revenues are recognized in the periods in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

The Foundation recognizes government transfers as revenues when the transfer is authorized, any eligibility criteria are met, except when and to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability for the Foundation. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenues are recognized in the statement of operations as the stipulations related to the liabilities are settled. Government transfers consist of funding from the Province of Newfoundland and Labrador and the Government of Canada.

Income from portfolio investments is recorded as earned.

**(h) Expenses**

Expenses are reported on an accrual basis. The cost of all goods consumed, and services received during the year is recorded as an expense.

**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2023**

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**2. Summary of significant accounting policies (cont.)**

**(h) Expenses (cont.)**

Government transfers are recognized as expenses in the period in which the transfer is authorized, and all eligibility criteria have been met. Government transfers include grants and subsidies under the Foundation's Registered Heritage Structures grant program and other projects as directed by the Province.

**(i) Measurement uncertainty**

The preparation of financial statements in conformity with CPSAS requires management to make estimates and assumptions that affect the reporting amounts of assets and liabilities, and 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 the useful life of tangible capital assets.

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.

**3. Portfolio investments**

	<u>2023</u>	<u>2022</u>
Portfolio investments, at cost	\$ 600,122	\$ 700,122
Portfolio investments, at market	\$ 600,122	\$ 700,122

Investments consist of Guaranteed Investment Certificates, with maturity dates ranging from May 18, 2023, to August 19, 2023, and interest rates ranging from 1.70% to 3.50%.



**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2023**

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**4. Accounts receivable**

	<u>2023</u>	<u>2022</u>
Investment income receivable	\$ 10,099	\$ 2,777
Harmonized sales tax receivable	12,540	14,448
Province of Newfoundland and Labrador (Note 16)	13,400	10,800
Other Receivable	-	1,816
	<u>\$ 36,039</u>	<u>\$ 29,841</u>

There is no allowance for doubtful accounts since all amounts are considered collectible.

**5. Retirement benefits**

The Foundation and certain of its employees are subject to the Public Service Pensions Act, 2019. The plan is administered by Provident<sup>10</sup>, including payment of pension benefits to employees to whom the Act applies.

The plan provides a pension to employees based on their age at retirement, length of service and rates of pay. The maximum contribution rate for eligible employees was 11.85% (2022 - 11.85%). The Foundation's contributions equal the employee contributions to the plan. Total pension expense for the Foundation for the year ended March 31, 2023 was \$19,951 (2022 - \$19,525).

For those employees not covered by the Public Service Pension Plan, the Foundation will make an annual contribution equal to the rate provided under the Public Service Pension Plan (maximum of 11.85% of the employee's salary) to a self-directed RRSP. There is no requirement that the employee make a matching contribution. Contributions to self-directed RRSPs for the year ended March 31, 2023 were \$3,955 (2022 - \$2,912).

**6. Deferred revenue**

Deferred revenue includes contributions received from the Province of Newfoundland and Labrador and Government of Canada. The contributions received from the Province of Newfoundland and Labrador are to be used for the payment of heritage grants and other heritage initiatives as directed by the Province. The contributions received from the Government of Canada are to be used for the New Horizons for Seniors Program and the Virtual Museum.

**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2023**

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**6. Deferred revenue (cont.)**

	<b>Balance, beginning of year (Note 18)</b>	<b>Receipts during year</b>	<b>Transferred to revenue</b>	<b>Balance, end of year</b>
Registered Heritage Structures	\$ 435,668	\$ 150,000	\$ 142,231	\$ 443,437
Fisheries Heritage Preservation Program	51,167	-	1,108	50,059
Sub-total Heritage Grants	486,835	150,000	143,339	493,496
Ecclesiastical	86,302	-	-	86,302
Registered Heritage Districts	42,161	-	5,553	36,608
New Horizons for Seniors Program	38,365	24,649	29,003	34,011
Virtual Museum	9,209	3,000	12,209	-
Labour Market Partnership Program (Note 11)	15,172	128,800	143,972	-
	\$ 678,044	\$ 306,449	\$ 334,076	\$ 650,417

**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2023**

**7. Tangible capital assets**

	<b>Systems development</b>	<b>Office and computer equipment</b>	<b>Total</b>
<b>Cost</b>			
Balance, March 31, 2022	\$ 267,096	\$ 78,224	\$ 345,320
Acquisition of Tangible Capital Assets	-	-	-
Balance, March 31, 2023	267,096	78,224	345,320
<b>Accumulated amortization</b>			
Balance, March 31, 2022	267,096	78,224	345,320
Amortization expense	-	-	-
Balance, March 31, 2023	267,096	78,224	345,320
<b>Net book value, March 31, 2023</b>	-	-	-
<b>Net book value, March 31, 2022</b>	\$ -	\$ -	\$ -

**8. Accumulated surplus**

Section 25 of the Historic Resources Act requires the Foundation to maintain a Fund of monies voted to it by the Legislature and of other monies received by way of gift, bequest, donation or otherwise. Disbursements from the Fund may be made by the Foundation for the purposes set out in the Legislation. The Fund consists of the accumulated surplus of the Foundation. As at March 31, 2023, the Fund balance was \$82,893 (2022 - \$90,487, Note 18).

**9. Expenses by object**

The following is a summary of expenses by object:

	<b><u>2023</u></b>	<b><u>2022</u> (Note 18)</b>
Amortization	\$ -	\$ 520
Communications	5,268	5,513
Grants	148,892	168,824
Professional services	36,368	102,559
Property, furnishings, and equipment	651	586
Purchased services	142,027	159,898
Salaries and benefits	388,122	416,259
Travel	5,940	8,587
	<b>\$ 727,268</b>	<b>\$ 862,746</b>



**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2023**

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**10. Other initiatives**

The Foundation incurred expenses related to the following other initiatives.

	<u>2023</u>	<u>2022</u>
Ecclesiastical	\$ -	\$ 4,062
Other	<u>15,868</u>	<u>2,263</u>
	<u>\$ 15,868</u>	<u>\$ 6,325</u>

**11. Labour Market Partnership Program**

On January 11, 2021, an Agreement (the Agreement) respecting a project called "Labour Market Partnerships" was signed between the Foundation and the Province. The Agreement provides funding for training to address critical gaps and loss of knowledge in Newfoundland and Labrador in the maximum amount of \$433,500.

Since the start of the Agreement to March 31, 2023, the Foundation has received funds totaling \$433,500 (2022 - \$304,700) and incurred expenses totaling \$433,500 (2022 - \$289,528, Note 18) relating to the project. During the year ended March 31, 2023, expenses of \$143,972 (2022 - \$287,301, Note 18) were incurred related to the project. There was no remaining deferred revenue related to Labour Market Partnership Program funding as at March 31, 2023 (2022 - \$15,172, Note 18).

**12. Intangible Cultural Heritage Strategy**

In 2008, the Province appointed the Foundation to lead and implement the Province's Intangible Cultural Heritage Strategy. The mission of the Strategy is to safeguard and sustain the Intangible Cultural Heritage of Newfoundland and Labrador for present and future generations, as a vital part of the identities of Newfoundlanders and Labradorians, and as a valuable collection of unique knowledge and customs. During the year ended March 31, 2023, the Foundation recognized \$128,212 (2022 - \$96,765) in revenue and incurred expenses of \$129,124 (2022 - \$97,165) related to the Strategy.

**13. Contractual obligations**

As at March 31, 2023, the Foundation had committed \$289,836 (2022 - \$329,311) in the form of heritage grants approved but not yet disbursed or rescinded. Future disbursements related to these heritage grants will be recorded as reductions to deferred revenue. The Foundation adopted a policy with respect to heritage grant commitments requiring that all grants approved be available for a period of two years from the date of grant approval. Clients not utilizing the heritage grants within this timeframe will forfeit their right to these heritage grants, unless an extension is granted.

#### **14. Financial risk management**

The Foundation recognizes the importance of managing risks and this includes policies, procedures and oversight designed to reduce risks identified to an appropriate threshold. The risks that the Foundation is exposed to through its financial instruments are credit risk, liquidity risk and market risk. There was no significant change in the Foundation's exposure to these risks or its processes for managing these risks from the prior year.

##### Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Foundation's main credit risk relates to cash, portfolio investments and accounts receivable. The Foundation's maximum exposure to credit risk is the carrying amounts of these financial instruments. The Foundation is not exposed to significant credit risk with its cash or portfolio investments because these financial instruments are held with a Credit Union. The Foundation is not exposed to significant credit risk related to its accounts receivable as these amounts are due primarily from the Province of Newfoundland and Labrador, a Credit Union, or the Government of Canada. Accordingly, there is no allowance for doubtful accounts as all amounts are considered collectible.

##### Liquidity risk

Liquidity risk is the risk that the Foundation will be unable to meet its financial liabilities and contractual obligations. The Foundation's exposure to liquidity risk relates mainly to its accrued employee benefits and its contractual obligations as disclosed in Note 13. The Foundation manages liquidity risk by monitoring its cash flows and ensuring that it has sufficient resources available to meet its financial liabilities and contractual obligations.

##### Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency (foreign exchange) risk, interest rate risk and other price risk. The Foundation is not exposed to significant foreign exchange or other price risk. The Foundation is not exposed to significant interest rate risk related to its portfolio investments because these investments have fixed interest rates and fixed values at maturity.

#### **15. Budgeted figures**

Budgeted figures, which have been prepared on a cash basis, are provided for comparison purposes and have been derived from the estimates approved by the Board of Directors of the Foundation.



**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2023**

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**16. Related party transactions**

- (a) The Foundation receives grant funding from the Province of Newfoundland and Labrador. During the year, the Foundation received grants totaling \$628,300 (2022 - \$623,000). The Foundation recognized \$642,364 (2022 - \$803,212, Note 18) in revenue from the Province of Newfoundland and Labrador, including deferred revenue recognized in the fiscal year in which it is spent.
- (b) During the year, the Foundation did not recognize any revenue from Crown Corporations of the Province of Newfoundland and Labrador (2022 - \$2,100).
- (c) The Foundation leases office space from the Province of Newfoundland and Labrador at an annual rate of \$1.
- (d) Accounts receivable includes \$13,400 (2022 - \$10,800) due from the Province of Newfoundland and Labrador through the normal course of business.

**17. Non-financial assets**

The recognition and measurement of non-financial assets is based on their service potential. These assets will not provide resources to discharge liabilities of the Foundation. For non-financial assets, the future economic benefit consists of their capacity to render service to further the Foundation's objectives.

**18. Prior period reclassifications and restatements**

During the year, it was determined that expenses incurred relating to the Labour Market Partnership Program were incorrectly allocated to administration rather than to the Labour Market Partnership Program in 2022. As a result, certain amounts presented in 2022 have been revised to correct these misstatements.

As a result of the incorrect allocation of Labour Market Partnership Program expenses for the year ended March 31, 2022, the following items were misstated:

- On the statement of financial position, deferred revenue was overstated by \$15,553 and net financial assets and accumulated surplus were understated by \$15,553.
- On the statement of operations, administration expenses were overstated by \$15,553 and Province of Newfoundland and Labrador revenue, Labour Market Partnership Program expenses, annual surplus and ending accumulated surplus were understated by \$15,553.
- On the statement of change in net financial assets, annual surplus and ending net financial assets were understated by \$15,553.



**HERITAGE FOUNDATION OF NEWFOUNDLAND AND LABRADOR**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2023**

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**18. Prior period reclassifications and restatements (cont.)**

- On the statement of cash flows, annual surplus and the change in deferred revenue were understated by \$15,553.
- In Note 6, Labour Market Partnership Program deferred revenue was overstated by \$15,553.
- In Note 8, the Fund balance was understated by \$15,553.
- In Note 9, salaries and benefits was overstated by \$15,553 and professional services was understated by \$15,553.
- In Note 11, deferred revenue was overstated by \$15,553 and total incurred expenses and annual incurred expenses were understated by \$15,553.
- In Note 16, grant funding recognized in revenue from the Province of Newfoundland and Labrador was understated by \$15,553.

