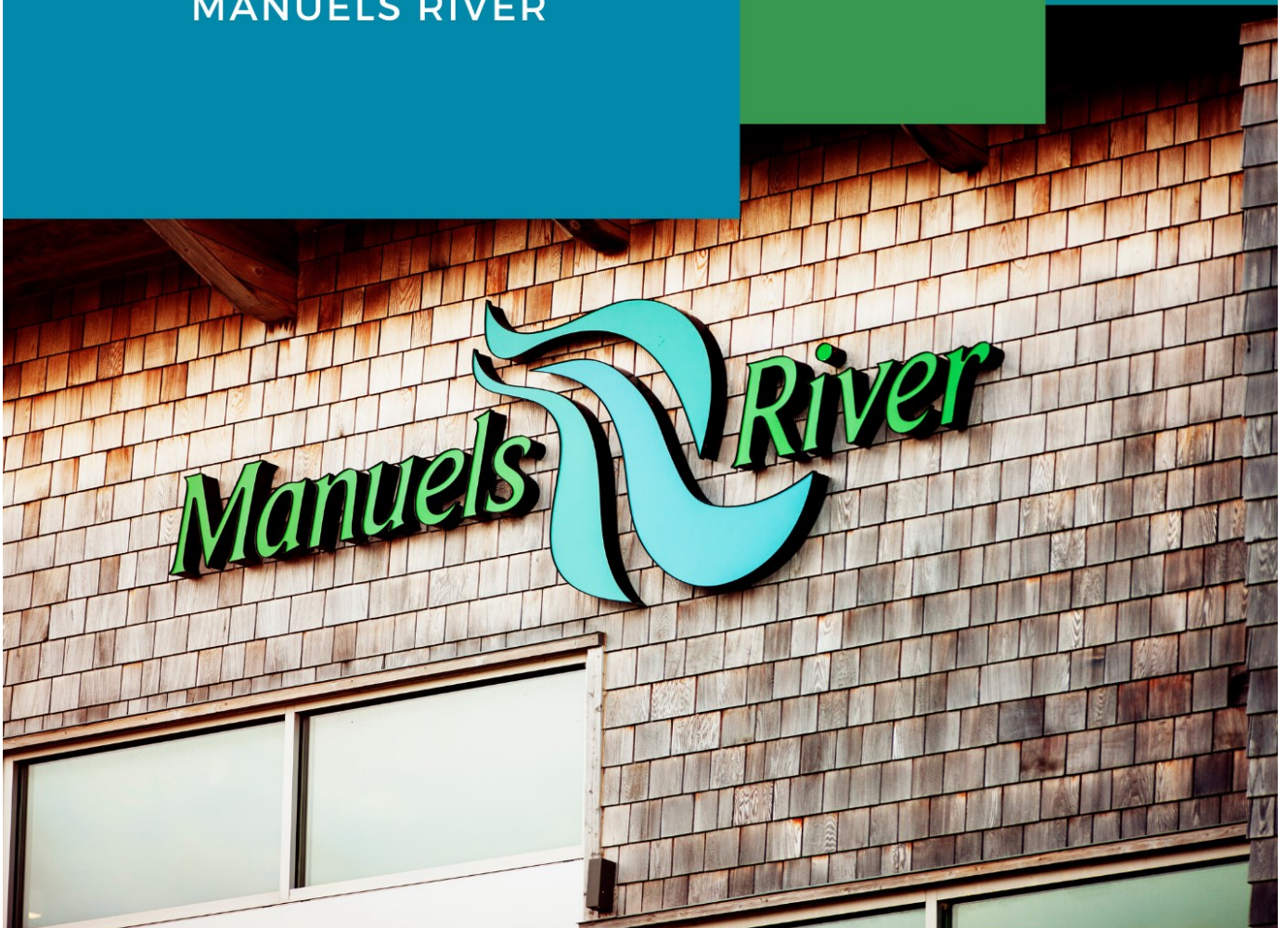


2019

# ANNUAL REPORT

MANUELS RIVER



# OUR MISSION

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## Conservation

Protecting Manuels River, the local wildlife and the trails we love so much is our number one mission. Let's work together so we can keep enjoying it for generations to come.

## Education

No matter how old you are, learning should be fun and exciting. That's why our educational programs are designed for learners of all ages.

## Recreation

There's always something going on here! From trail hikes to entertainment and more. Come join us for a workshop or an outdoor adventure.

***CELEBRATING 30 YEARS 1989-2019***

# CONTENTS

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A Message From the Chair.....	4
A Message From the Executive Director .....	5
Conservation .....	6
Education .....	10
Recreation .....	16
Riverside Gifts.....	19
Community.....	20
Annual Fundraisers .....	24
Our Team .....	27
Board of Directors & Committees .....	29
How to Support Us .....	30
Treasurer's Report .....	31
Audited Financial Statements .....	32

# Message from the Chair



Dear Members and Supporters;

On behalf of dedicated community volunteers that comprise the board of directors at Manuels River it is my privilege and honour to offer a few words on the accomplishments of 2019. The successes of the past year are largely due to our hard working and talented group of management and staff as well as dedicated volunteers, board and committee members. Through their efforts Manuels River, including our world class interpretation centre, trails, programs and offerings, remained an essential part of the community's social, recreational, educational, tourism and business life. There were many highlights to our successful 2019, but I will mention a few.

The past year was the first full year under the leadership of our new Executive Director, Janet Rumsey. As expected, she brought a new energy, enthusiasm and perspective to this challenging role and her positive impact was evident throughout our operations.



In May, our Education Manager Gillian Davidge was honoured by the Canadian Association of Science Centres for Outstanding Project or Program Leadership – really putting Manuel River on the nationwide science map!

In June, we held our very first “Trails to Oceans Week” with variety of events. In August, a joint federal, provincial and municipal funding announcement meant that, combined with business and private donations, we were able to start construction of the next Phase of our multi-year Trails Master Plan. “Phase 2A” will complete about 1500 metres of upgraded and relocated trail within Ocean’s Trail East from Blue Jay Bridge, past Bubble Pond, all the way to Worsley Park (quite literally a trail to the ocean). Much was accomplished before end of the year. The new and renewed sections of trail will be safer, wider and fully assessible for all including those in wheelchairs or using a stroller. We expect to complete Phase 2A by Spring of 2020. Future phases will be built as funding permits.

In July, on the what would have been the late Dr. Riccardo Levi-Setti’s birthday, we recognized his contribution to physics and trilobite research by renaming our fossil exhibit area after him. Riccardo’s extensive collection of Manuels River trilobites, including “MR1”, forms the heart of our Centre’s exhibits.

In December we completed an RFP process regarding our café and catering operations. As a result, we said a sincere “thank you!” to our former café operator Coffee Matters for over five years of service and we were thrilled to welcome the Soul Aztekas’ team led by executive chef Mike Wozney and his wife Cinthia as café operator and exclusive Centre caterer. Catering began immediately and “Frida’s Riverside Café” opened in February 2020!

We also continued to work hard in 2019 to continue to do more and do better in all areas, including school field trips, summer camps, events and admissions. Our 2019 Bobber Race Day, Giv’er on the River Fun Run, and our second “Chefs for Trails” event (including the new Fall Concert in partnership with the Town of CBS) were great successes that engaged the community on our new and improved trails!

Thank you, our members, volunteers and donors for supporting Manuels River.

I hope to see you at the Centre and on the Trails during 2020!

Don



# Message from the Executive Director



As I celebrate my first year, I reflect on my first week when our long-time employee, and my Executive Assistant, described the organization as a “whirlwind of activity” ... a statement that proved to be so true. As I think back to my message for the annual report last year, I shared that I looked forward to bringing new ideas and expertise to Manuels River, as well as building relationships both in the community and with the Board of Directors, committees, members, volunteers and my staff. Over the past year, I have met so many amazing people and with each and every person who truly makes Manuels River such an incredible and unique organization, I am filled with pride.

In 2019, the Manuels River Natural Heritage Society celebrated 30 years of being active in the community of Conception Bay South. Over those 30 years so many things have changed. The biggest change was moving the operations from a small chalet to a

beautiful building that offers so much to so many people. The Centre is a place to discover science, history, nature, new experiences through programs and events, new friends, different flavours of food, and other places across our province. As a registered charity, our Centre is the core of our sustainability.

This report will walk you through the work of my team, as well as everyone within our organization who gives their time and commitment to supporting our mission as a society. You will read how our Board of Directors and Volunteers continue to work to protect the river and trail system. Through strategic planning, hands on activities, and our Connect the Trails campaign, our community made it possible for Manuels River to start Phase 2A of the trails master plan. In 2019 we connected the trails to the ocean; achieving another milestone. You will see how our education and public programs continue to be focused on what we can learn from what the Manuels River system offers us. You will see captured moments from various events we hosted at the Centre or on the Trails to engaged our community and supporters. You will also see highlights from familiar fundraisers, our new Trails to Ocean Week initiative, the generosity of our community and some very special moments that took place last year.

These pages are filled with all the wonderful events and successes we achieved which would not have been possible without the amazing staff, volunteers, board members, supporters and community partners. I personally want to thank each and every one of you for your passion, commitment, dedication and support over the past year. I am so proud and grateful to be part of this whirlwind of activity we have come to know as Manuels River.

Together we make so much happen.

Janet

# Conservation



Thanks to government support for projects like the one with the Manuels River Natural Heritage Society, Canadians and visitors to Canada will be able to experience scenic tourism. This phase of the Manuels River trail development will improve the current walking trails, with an emphasis on maximizing safety, accessibility and the visitor experience.



*"Manuels River is a key tourist attraction in Conception Bay South and is becoming a signature destination in our province – the beautiful trail system and fascinating geological features draw visitors from home and abroad. I am delighted that our government is investing in this trail enhancement project, which will help attract more tourists, enhance visitor experience and boost the tourism potential in this wonderful part of our province."*

– Ken McDonald, Member of Parliament for Avalon

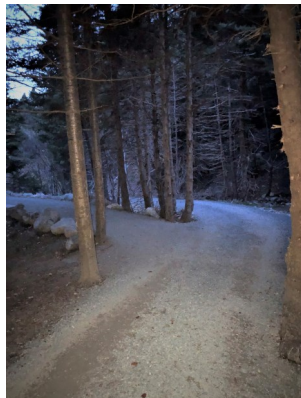


BEFORE



The development of Ocean Trail East allows users to walk past Blue Jay Bridge and walk toward Bubble Pond.

AFTER



BEFORE



The development of this section of the trail reduces the risk of the fossil site being washed away through silting.

AFTER



The trail development approach moved away from Bubble Pond in late fall and picked up the new trail development new Worsley Park and started to build the connection toward Blue Jay Bridge. This approach reduced travel distance for the vehicles pulling materials and made it possible to "connect the trails" to the ocean before trail development work stopped in December.



# Conservation



To learn more about the **Connect the Trails** campaign or to donate please visit:

**[www.connectthetrails.ca](http://www.connectthetrails.ca)**





Although Phase2A was under construction this past year, the staff and committee work did not stop. Since our mission is to protect the trails, we navigated far too many incidents of purposeful damage and destruction along the trails. Our Trails Committee continued to assess and strategize the next phase of development. To ensure our trails master plan can proceed, our Connect the Trails Champions have continued to volunteer their time to build support for the upgrading of the Manuels River trails system.

We would like to extend a very special Thank You to these individuals for their contributions and support for Manuels River. Connecting the Trails will be a magnificent achievement for Manuels River and the community.

## **CHAMPIONS OF THE CONNECT THE TRAILS CAMPAIGN**

Ruth Bell Steinhauer

Dr. Jeremy Hall

Terry French

Christine Hand

Eric & Kirsten Schibler

Gina Pecore



# Conservation



In addition to those who volunteered their time and expertise for our committees and fundraisers, we also welcomed various individuals and groups who volunteered time at the river to help with the various events and with maintaining the grounds and trails. We are thankful to have so many people stepping up to help us, from members of Town Council, to business owners, company teams, students from MUN, CONA and our local high schools. We are grateful for each and every individual who volunteered their time to help Manuels River. A very special thank you to Frank Fitzgerald for his ongoing support looking after the grounds and trails as a volunteer. Together we can accomplish so much more.



*We hosted volunteers to help with gardening on June 14 (United Way Day of Caring) and June 26 (Make Memorial Matter). A special thanks to Jan Spracklin and friends that came to help direct the volunteers and to the Northeast Avalon Wellness Coalition for the \$1000 grant that went towards gardening equipment and supplies.*





## EDUCATION BY THE NUMBERS



74 School Groups with 2482 students



61 Curious Minds programs with 602 participants



25 Birthday Parties with 381 participants



8 weeks of Science Camp with 128 campers



13 Youth Groups with 296 participants



26 Visiting groups with 813 participants



## SCHOOL PROGRAMS

We launched our new winter map-themed/snowshoeing school programs in January 2019 (programs are for Grade 2, Grade 3 and Grade 5). Both map programs and snowshoeing components of the new school programs have been well received and the weather and trail conditions were favourable for most groups to get outside on the trails.

Our full-time Science Interpretation Team (Eleanor Power, Justin Smith and Madison Acker) do a fantastic job with the school programs. A number of participating teachers took the time to offer their unsolicited positive feedback.

*The Gr. 3's absolutely loved the session today and I am sure they will be eager to come back with family in the near future! I am beyond excited to take the Gr. 1's as well! With all the knowledge you have to offer, they will be over the moon to learn about plants.*

*- Email from teacher at St. Matthew's Elementary, Mount Pearl (fall 2019)*

During the fall, in collaboration with Oceans Learning Partnerships (OLP) and their Hebron Teaching Fellows, we delivered Coastal Ecosystem Monitoring programs for High School students.



# Education



## SUPPORTING CURIOUS MINDS & CAMP PROGRAMS:



## LITTLE EXPLORERS

Pre-schoolers and their caregivers explore the world around them through interpreter-led stories, songs and play.

## YOUNG SCIENTISTS

Children in Grades K-3 and their caregivers discover a different STEAM-related theme at each bi-weekly session.

## CODING CLUB

Hands-on technology and experiential learning for kids in Grades 3-6. Offered in partnership with Kids Code Jeunesse. Beginning in the fall we began a Manuels River Maker Club in partnership with Brilliant LABS

## PALEONTOLOGY CLUB

As part of Supporting Curious Minds, we continued to offer a Palaeontology Club program, which was delivered once a month by our former Interpretation Staff member, Dr. Rod Taylor.

## SCIENCE CAMPS:

Spring Science Camp was offered over Easter School Break, with 5 themed days for children in Grades 1 to 5. In the summer we offered six weeks of Science Day camp. We alternated the age range for each week, having three weeks of camp for children that have completed Grades K to 2 and three weeks of camp for children that have completed Grades 3 to 5. Each day of the week had a different theme and the activities around each theme varied over the summer to keep returning campers engaged.

For young people that have aged-out of our regular summer science camp we offered a week long Leader-In-Training (LIT) camp for youth that have completed Grades 6 and 7. The LIT camp was facilitated by our Lead Science Interpreter, Eleanor Power, and focused on team-work and leadership skills development, as well as outdoor activities and games. The camp also included the option to complete the Canadian Red Cross Babysitting Course and to volunteer with our regular camps. We were very pleased with the camp uptake, with 13 youth participating in the full week LIT camp and an addition 9 youth signed up for the babysitting course. Many thanks to the VOCM Cares Foundation for their \$1000 donation to support the LIT camp.

*We are very grateful that our entire Education Department is supported by multi-year funding from the Hibernia Management & Development Company.*



## **FAMILY PROGRAMMING**

*Some of the family-friendly events  
we hosted in 2019:*

Campfire Sing-a-longs

Community Hikes

Fairy Door Tours

Family Movies

Fossil Site Hikes

Giant NL Map Programs

The Great Accessible Easter Egg  
Challenge

The Great Easter Egg Challenge

Haunted Hikes

Lego Building Events

Leprechaun Trap Workshop

Mapping Mondays

Snowshoeing

Starlab

Young Builders Lab







## ADULT PROGRAMMING

*We support lifelong learning!*

*Here are a few of the adult education events we hosted in 2019:*

Birding 101

Foraged Wreaths Workshop

Foraging Hikes

Forest Bathing

Macramé Workshop

Maple Tapping & Sugaring

Morning Movie & Coffee

Travel & Wine

Ukrainian Egg Decorating





# Education



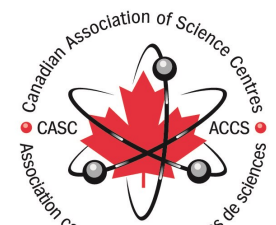
Water Bottle Refill Station  
Installed in 2019



Our GRIT Freedom Wheelchair provides increased access to our trails for people with mobility challenges. Thanks to the Community Healthy Living Fund (Government of NL) for a grant of \$3,000 to go towards its purchase.



In mid-May the full-time interpretation team attended the Canadian Association of Science Centres Conference in Halifax which was a great professional development opportunity. The biggest highlight was when our Education Manager, Gillian Davdige, was awarded the Cascade Award for Outstanding Project or Program Leadership. We are extremely proud of Gillian and the work she continues to do in leading our interpretation team.







## ***Dedication of the Riccardo Levi-Setti Fossil Exhibit***

Many of you know the story of Dr. Riccardo Levi-Setti and his work on trilobites and how the Manuels River fossils were the basis of his published research that demonstrated not only the actions of continental drift but processes of evolution itself. It was this story combined with the story of the Manuels River trilobite fossils, how they had been discovered over 150 years ago and were part of the history of the world that connected Newfoundland to Britain and North Africa, that convinced many individuals, business owners and government agencies to support the building of our Centre; giving us a place to display Riccardo's collection of fossils. Riccardo travelled the world, but Manuels River was the place where Riccardo chose as his final resting place. Together with his beloved trilobite fossils for eternity. The dedication of the fossil exhibit was our way to honor a brilliant man who was so committed to his work with fossils and to Manuels River.



# Recreation





## 2019 In House Events

Bingo & Brews

New Year's Eve Dinner & Dance

Comedy Show

Night Market

Dinner & A Movie

Paint & Pinot

Hypnosis Show

Paint & Plant

International Dinner

Singles Mixer

Lunch Unplugged

The Liar's Bench Show

Magic Show

Trivia Night

Movie Marathon

Un-Wine-D Yoga





# Recreation



27 Corporate events



37 Non-profit events



32 Weddings



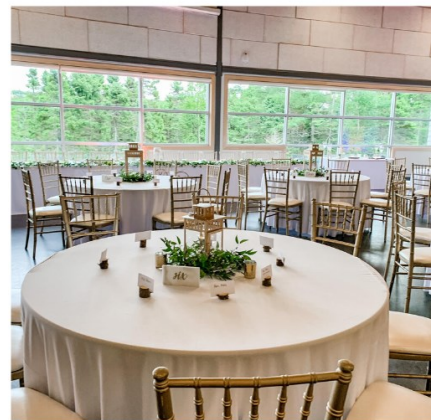
50 community events



56 private events



71 in-house events





# Riverside Gifts



**NEW Local Suppliers:**



**We served over 2000 customers in 2019!**



**Coming in 2020...**



A new partnership with local artisan Rosalie Haire who is crafting a signature Manuels River bath soap infused with mint harvested from Manuels River. Available in Spring 2020!





# Community - Our Partners





# Community - Tourism



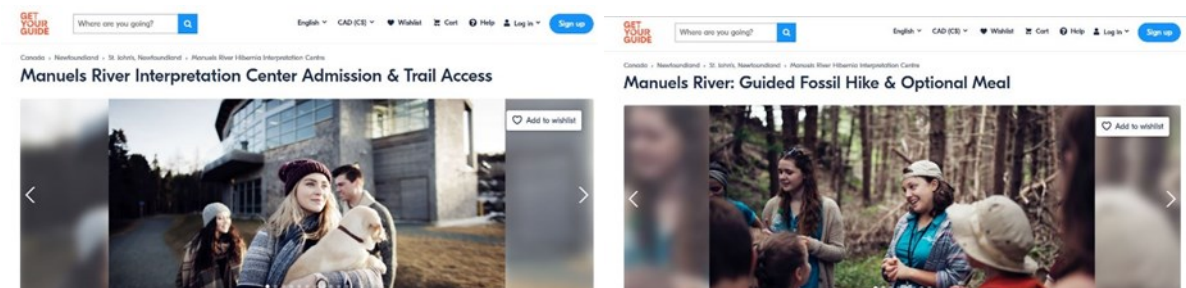
Newfoundland & Labrador Tourism, in partnership with the Atlantic Canada Agreement on Tourism (ACAT) are hosting a Familiarization tour with 10 major Canadian based Chinese Receptive Tour Operators (RTO) through the Tourism Market Expansion Program (TIME) in St. John's and surrounding region in July. Manuels River was recognized as a market ready tourism attraction and was invited to attend the Fam Tour Interactive Trade Luncheon. We had the opportunity for 1 on 1 meetings with Chinese RTOs at this luncheon.



October 6-8, 2019, Manuels River participated in the 2019 Atlantic Canada Showcase. This event was hosted by Hospitality Newfoundland and Labrador, on behalf of the Atlantic Canada Agreement on Tourism (ACAT). Manuels River's participation in ACS, Atlantic Canada's biennial tourism marketplace meant we had the opportunity for 1 on 1 meetings with 32 tour operators to share everything we have to offer tourists. This program was a very important business opportunity to fine tune our elevator tourism pitch because each meeting was nine minutes; no time to lose.

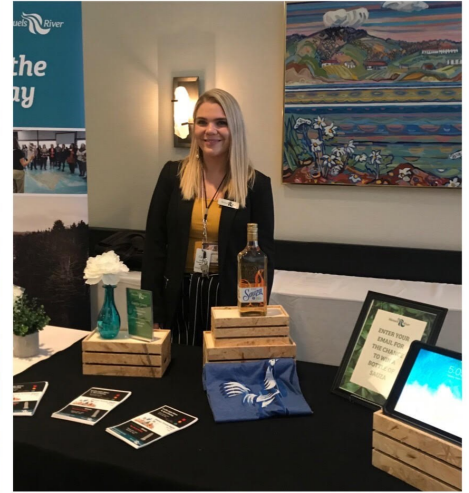


One of the first sites to connect with us to add us to their tour options was [getyourguide.com](https://www.getyourguide.com). We can now be found by world travelers who are wanting to visit NL and would like to hike to the fossils and Take advantage of our Fossils, Food and Fire package or just visit the exhibits.





# Community - Tourism





**COFFEE MATTERS**  
EST. 2007

### Manuels River

Would like to say farewell to Coffee Matters as we close for the Holiday Season today, December 23.

Coffee Matters has given six years of service as our café operator and exclusive daytime caterer.

On behalf of the Staff and the Board of Directors, we **THANK YOU** and wish you continued success.



# Community - Trails to Ocean Week



## Trails to Ocean Week 2019

**June 1- BBQ Bash Fundraiser**

**June 2- Get your Community Moving Free Hikes**

**June 3- Film Screening and Exhibits Open Late**

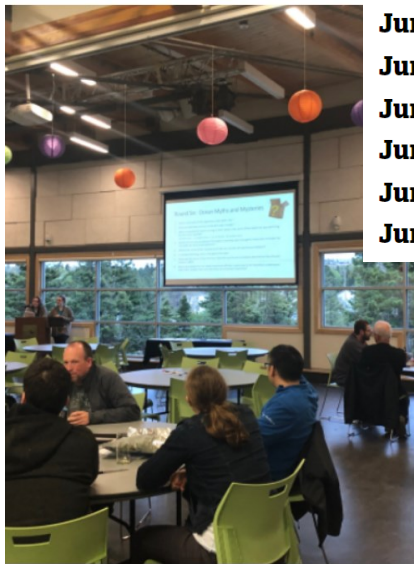
**June 4- Public Presentation**

**June 5- Macramé Workshop**

**June 6- Oceans Trivia**

**June 7- Adult Scavenger Hunt**

**June 8- Beach Clean Up**







## Bobber Race

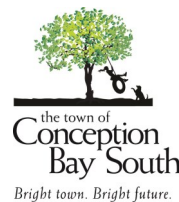


Our 29th Annual Bobber Races were held on Saturday July 6., with a Kitchen Party the night before. The Corporate Bobber Race saw John Mahoney, of CIBC Wood Gundy take the Grand Prize of a free corporate retreat at Manuels River.

The Community Bobber Race had over 1,300 bobbers race down the river. Gavin Flynn was the lucky winner of the grand prize: return airfare for two anywhere in North America. The 2nd prize winner of \$500 was Zoey Vaters, and the 3rd prize winner of \$250 was Gerald Rowe.

It was a great event, raising almost \$18,000 for Manuels River.

### Major Sponsors:





# Annual Fundraisers



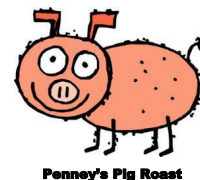
On September 28 & 29, the Chefs for Trails fundraiser concert and food hikes were held at Manuels River. These events raised over \$15,000 for Manuels River.



## CHEFS:

**Tony Butt**  
**Alexandra Hare**  
**Roary MacPherson**  
**Chris Mercer**  
**Steve Quinton**  
**Ashley Richards**  
**Leah Stultz**  
**Mike Wozney**

## MAJOR SPONSORS:





# Annual Fundraisers



**GIV'ER ON THE RIVER**



The 7th Annual Giv'er on the River Charity Fun Run was on Sunday, October 20. Every year we are thrilled to share the emotion, joy, and sense of accomplishment of the individuals and families who participate.



The 2019 Giv'er on the River raised over \$9,000 for Manuels River.



**Major Sponsors:** *Tim Hortons.*

**Calvin Randell**

 **Scotia** Wealth Management™





# Our Team



Management & Staff Photo Credit: Pat Sword



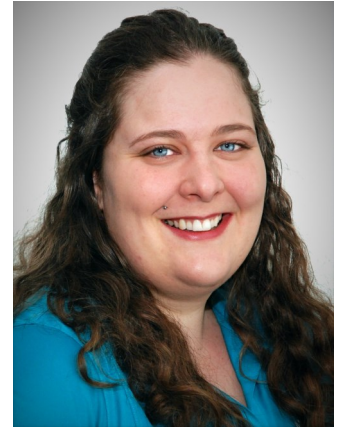
**Gillian Davidge**  
Education Manager



**Eleanor Power**  
Lead Science Interpreter



**Justin Smith**  
Science Interpreter



**Madison Acker**  
Science Interpreter



**Sarah Au**  
Events Manager



**Emily Manning**  
Events Coordinator



**Alicia Legge**  
Visitor Experience Manager



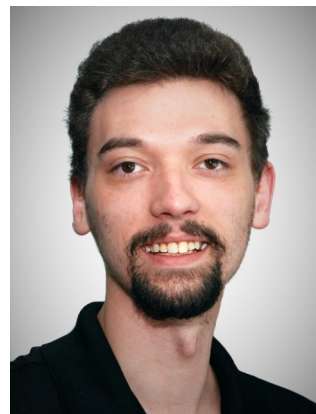
**Jillian Whittle**  
Executive Assistant



**Jennifer Kennedy**  
Admissions & Gift Store



**Eric Clarke**  
Custodian



**Dylan Petten**  
Cleaner



**John Berniquez**  
Accountant

# Our Team



## Education:

Kyle Barbour  
April Blackwood  
Lauren Butler  
Sydney Boychuk  
Laura Cadigan  
Emma Ford  
Ben Hearn-Thomas  
Kristina LeDrew  
Emma Power  
Haley Rideout  
Jarrod Rumsey  
Lexi Symonds

## Operations:

Wanda Blackwood  
Nancy Butler  
Dylan Connors  
Stu Crosbie  
Michael Downton  
Dean Fitzhenry  
Caitlin Green  
James Keats  
Natalya Petten  
Angela Smith-Gould

## Events:

Paul Anderson  
Taylor Barry  
Peter Bell  
Morgan Cole-O'Neill  
Patrick Denty  
Nathan Fowler  
Michelle Hawkins  
Catherine Hooper  
Ben LeDrew  
Emily Lockyer  
Erika Lockyer  
Travis Mackey  
Chelsea McLean  
Haley McGrath  
Mandy McGrath  
Andrew Newhook  
Nicholas Noel  
David O'Dea  
Natasha Taylor  
Sydney White



# Board of Directors



Our volunteer Board of Directors brings together an ensemble of talented individuals with a passion for Manuels River and our community. These Directors give their time and expertise freely to govern the organization and promote the mandate of the Manuels River Natural Heritage Society.

**CHAIR:** Don Sword

**TREASURER:** Doug Russell

**VICE-CHAIR:** Phil O'Connell \*

**SECRETARY:** Gail Butler

**DIRECTORS:** Scot Croft  
Andrea Gosse  
Michelle Hawco  
Ryan Lawlor  
Shelley Moores

Jan Spracklin  
Dave Works  
Elizabeth Young  
Jennifer Lake (*ex-officio, Town of CBS*)

*\*Resigned in 2019*

## Committees of the Board

Many professionals and community members volunteer their time and talents, contributing to the success of Manuels River. Committees of the Board include: Finance & Operations, Fund Development, Trails, Bobber Race, Chefs for Trails, and Giv'er on The River.

Paige Austin

Melissa Field

Bobbi Pike

Taylor Baker-Tucker

Elizabeth Forward

Geoff Pike

Sandra Baggs

Jeremy Hall

Stephanie Pink

Karen Browne

Beth Johnstone

Ashley Power

Karen Bursey

Elizabeth Kearley

Chris Pyne

Christine Butler

Geoff Kearley

Debbie Rideout

Sandra Cable

Lori Metcalfe

Ron Smith

Janna Cleary

Sherri Mercer

Rick Spracklin

Liz Davis

Tara Moulton

Michelle Taylor

Sharon Deemer

Roxanne Nugent

Mike Wozney

# How You Can Help Support Manuels River

---

**Membership**

**Monthly Giving**

**Bench Dedication**

**Paving Bricks**

**Recyclable Donations**

**Theatre Chair Dedication**

**Legacy Giving**

**Sponsor a Fundraiser**



For more information on how you can help,  
visit [manuelsriver.ca](http://manuelsriver.ca) Or call (709) 834-2099 ext. 202



# Treasurer's Report



On behalf of the Board of Directors of the Manuel River Natural Heritage Society Inc., I am pleased to present you with the 2019 Audited Financial Statements.

The 2019 fiscal year was once again impacted by the downturn in the current economic environment and resulted in a decline in our operating revenues, leading to a deficit. It is our intention to return to a balanced budget position in 2020.

Nevertheless 2020 will undoubtedly be a particularly challenging year while dealing with the outfall from the Covid-19 pandemic.

I would like to acknowledge the continued support from our key partners including the Town of Conception Bay South, Hibernia Management and Development Company Ltd., the provincial and federal governments, as well as our many donations and pledges from private and corporate supporters.

I would like to acknowledge the dedicated efforts of our management and staff, volunteers, Board of Directors, committee members and private and corporate supporters. In particular, their efforts in the success of our major fundraisers such as the Bobber Race, Chef's for Trails and the Giv'er on the River, is to be applauded.

We appreciate our stakeholders for their continued confidence and support for our organization and look forward to continued success of the Manuel River Natural Heritage Society for fiscal year 2020 and beyond.

Douglas Russell

Treasurer

**Manuels River Natural Heritage Society Inc.**

**FINANCIAL STATEMENTS**

**December 31, 2019**



## **Manuels River Natural Heritage Society Inc.**

### **Contents**

Independent Auditor's Report	1-3
Statement of Financial Position	4
Statement of Operations and Net Assets	5
Statement of Cash Flows	6
Notes to the Financial Statements	7-10
Schedule of Income	11

**INDEPENDENT AUDITOR'S REPORT**

**To: The Board of Directors of:  
Manuels River Natural Heritage Society Inc.**

**Opinion**

I have audited the financial statements of Manuels River Natural Heritage Society Inc., which comprise the balance sheet as at December 31, 2019 and the statements of revenue, expenditures and net assets and 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 presents fairly, in all material respects, the financial position of Manuels River Natural Heritage Society Inc. as at December 31, 2019 and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

**Basis of 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 organization 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.

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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian 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.

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



Those charged with governance are responsible for overseeing the Organization'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 of 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 judgement 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 Organization's internal control.

Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization'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 audit report. However, future events or conditions may cause the Organization 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.

Paradise, Newfoundland  
April 3, 2020



William P. Collins  
Chartered Professional Accountant



**Manuels River Natural Heritage Society Inc.**

Page 4

**STATEMENT OF FINANCIAL POSITION  
December 31, 2019**

	2019	2018
<b>ASSETS</b>		
<b>Current assets</b>		
Bank accounts (note 3)	\$ 305,230	\$ 355,179
Investments (note 4)	426,715	639,629
Accounts receivable	5,139	7,034
Taxes receivable	-	13
Inventory	26,975	19,408
Prepaid expenses	3,934	3,859
	<u>767,993</u>	<u>1,025,122</u>
 <b>Property and equipment</b> (notes 2 & 5)	 <u>6,190,813</u>	 <u>5,986,631</u>
 <b>Total assets</b>	 <u><u>\$ 6,958,806</u></u>	 <u><u>\$ 7,011,753</u></u>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>Current liabilities</b>		
Accounts payable and accrued liabilities	\$ 20,334	\$ 48,675
Current portion of deferred revenue (note 7)	217,238	218,677
	<u>237,572</u>	<u>267,352</u>
 <b>Long term</b>		
Deferred revenue (note 7)	208,550	417,350
Deferred contributions related to property & equipment (note 6)	6,551,610	6,279,183
	<u>6,760,160</u>	<u>6,696,533</u>
 <b>Total liabilities</b>	 <u>6,997,732</u>	 <u>6,963,885</u>
 <b>Net assets</b>		
Unrestricted net assets (deficit)	<u>(38,926)</u>	<u>47,868</u>
 <b>Total liabilities and net assets</b>	 <u><u>\$ 6,958,806</u></u>	 <u><u>\$ 7,011,753</u></u>

**Approved by:**\_\_\_\_\_  
Director

The accompanying notes are an integral part of these financial statements

# Manuels River Natural Heritage Society Inc.

Page 5

## STATEMENT OF OPERATIONS AND NET ASSETS For the year ended December 31, 2019

	2019	2018
<b>Income (Schedule and note 8)</b>		
Grants	\$ 340,600	\$ 434,550
Donations	30,281	38,475
Memberships	2,571	6,700
Other income	487,010	489,331
Amortization of deferred contributions	309,176	288,148
	<u>1,169,638</u>	<u>1,257,204</u>
<b>Expenses</b>		
Advertising and promotions	28,044	99,451
Amortization	309,176	291,814
Bad debts	600	2,535
Bar supplies	42,473	45,321
Building operating expenses ( paid by the Town) ( note 8)	85,100	86,100
Business fees, taxes and licences	4,405	4,990
Education supplies	23,749	21,998
Event costs	36,689	28,627
Fundraising costs	20,217	34,606
Gift shop supplies	26,115	21,130
Insurance	8,776	1,044
Interest and bank charges	9,023	8,067
Meeting expenses	2,274	348
Miscellaneous	1,011	227
Non-refundable HST	560	5,241
Office and administration supplies	21,768	10,811
Professional fees	13,876	6,602
Repairs and maintenance	27,848	23,279
Salaries and employee benefits	570,390	588,228
Telephone	2,782	-
Trails maintenance	13,515	1,499
Training	3,575	659
Travel	4,466	828
	<u>1,256,432</u>	<u>1,283,405</u>
<b>Excess of income over expenses</b>	(86,794)	(26,201)
<b>Unrestricted net assets, beginning of the year</b>	<u>47,868</u>	<u>74,069</u>
<b>Unrestricted net assets, end of the year</b>	<u>\$ (38,926)</u>	<u>\$ 47,868</u>

The accompanying notes are an integral part of these financial statements



**Manuels River Natural Heritage Society Inc.**

Page 6

**STATEMENT OF CASH FLOW**  
For the year ended December 31, 2019

	2019	2018
<b>Cash flows from operating activities</b>		
Excess of revenue over expenditures	(\$86,794)	(\$26,201)
Items not requiring an outlay of cash:		
Amortization of property and equipment	309,176	291,814
	<u>222,382</u>	<u>265,613</u>
<b>Net changes in working capital balances</b>		
Investments	212,914	(639,629)
Accounts receivable	1,895	12,602
Taxes receivable	13	40,092
Inventory	(7,567)	(650)
Prepaid expenses	(75)	(23)
Accounts payable and accruals	(28,341)	(13,247)
Current portion of deferred revenue	(1,439)	212,771
	<u>177,400</u>	<u>(388,084)</u>
<b>Cash provided by operations</b>	<u>399,782</u>	<u>(122,471)</u>
<b>Cash flows from grant activities</b>	<u>(208,800)</u>	<u>417,350</u>
<b>Cash flows from financing activities</b>		
Deferred contributions related to property and equipment	<u>272,427</u>	<u>(196,798)</u>
<b>Cash flows from investing activities</b>		
Purchase of property and equipment	<u>(513,358)</u>	<u>(220,657)</u>
<b>Increase (decrease) in cash during the year</b>	(49,949)	(122,576)
<b>Cash, beginning of the year</b>	<u>355,179</u>	<u>477,755</u>
<b>Cash, end of the year</b>	<u>\$ 305,230</u>	<u>\$ 355,179</u>

The accompanying notes are an integral part of these financial statements

## **Manuels River Natural Heritage Society Inc.**

Page 7

### **NOTES TO THE FINANCIAL STATEMENTS For the year ended December 31, 2019**

#### **1. Purpose of the Organization**

The organization was incorporated on January 17, 1992 without share capital under the laws of Newfoundland and Labrador and received its charitable status on February 23, 2002. The organization is exempt from income taxes under section 149(1) e.

The activities of the Organization are restricted to those in furtherance of the following objects:  
To protect, enhance and preserve the entire Manuels River system, through wildlife habitat improvement, construction of an interpretation centre, the presentation of various educational programs and the development of a linear park.

#### **2. Significant Accounting Policies**

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. Outlined below are those policies considered particularly significant for the organization.

##### **a. Revenue recognition**

The organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

##### **b. Cash and cash equivalents**

Cash and cash equivalents consist of cash on hand and bank balances.

##### **c. Investments**

Investments consist of Royal Bank of Canada Guaranteed investment certificates plus accrued interest.

##### **d. Property and equipment**

Property and equipment are recorded at cost. Amortization is recorded on the declining-balance basis at rates which will reduce the original cost to the estimated residual value over the useful life of the assets. In the year of acquisition, amortization is provided for at one-half the following rates.

Buildings	4%
Bridges	4%
Parking lot and trails	8%
Furniture and equipment	20%
Signs	20%
Computers	55%



# Manuels River Natural Heritage Society Inc.

Page 8

## NOTES TO THE FINANCIAL STATEMENTS For the year ended December 31, 2019

### 2. Significant Accounting Policies ( continued)

#### e. Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires the organization's management to make estimates and assumptions that affect the amounts reported in the financial statements and related notes to the financial statements. Actual results may differ from these estimates, however, such differences would not be expected to have a material impact on these financial statements.

#### f. Fair values of Financial Instruments

The organization has evaluated fair values of its financial instruments based on the current interest rate environment, related market values and current pricing of financial instruments with comparable terms. The carrying value of financial instruments is considered to approximate fair value, unless otherwise indicated.

#### g. Financial Instruments - Financial Risks

The organization is exposed to various risks through its financial instruments as follows:

##### Liquidity risk

The organization main liquidity risk relates to its accounts payable.

##### Credit risk

The organizations main credit risk relates to its accounts receivables.

### 3. Bank Balances

The bank balances consist of the following accounts:

Royal Bank - Primary checking account	\$ 80,585	\$ 86,227
Royal Bank - Special project savings account	222,795	267,302
Cash floats	1,850	1,650
Total	<u>\$ 305,230</u>	<u>\$ 355,179</u>

### 4. Investments

The investment balance consists of the following accounts:

RBC - GIC investment	\$ 420,000	\$ 630,000
Accrued interest to December 31.	6,715	9,629
	<u>\$ 426,715</u>	<u>\$ 639,629</u>

# Manuels River Natural Heritage Society Inc.

Page 9

## NOTES TO THE FINANCIAL STATEMENTS For the year ended December 31, 2019

### 5. Property and Equipment

Asset	Cost	2019		2018
		Accumulated Amortization	Net Book Value	Net Book Value
Land	\$ 147,033		\$ 147,033	\$ 147,033
Trails	1,199,422	143,492	1,055,930	640,895
Buildings	5,976,503	1,236,119	4,740,384	4,936,752
Bridges	122,806	38,326	84,480	88,000
Parking lot	37,423	13,027	24,396	26,518
Computers	32,902	19,971	12,931	255
Furniture and equipment	286,242	190,863	95,379	109,328
Signs	70,487	40,207	30,280	37,850
	<u>\$ 7,872,818</u>	<u>\$ 1,682,005</u>	<u>\$ 6,190,813</u>	<u>\$ 5,986,631</u>

### 6. Deferred Contributions Related to Property and Equipment

2019 2018

Deferred contributions related to property and equipment represent government and other assistance received to construct the building and acquire furnishings for the new environmental and education centre located in the Town of Conception Bay South.

Opening balance	\$ 6,279,183	\$ 6,475,981
Additions during the period	<u>581,603</u>	<u>91,349</u>
	6,860,786	6,567,330
Less: amounts amortized to revenue	<u>(309,176)</u>	<u>(288,147)</u>
Closing balance	<u>\$ 6,551,610</u>	<u>\$ 6,279,183</u>



# Manuels River Natural Heritage Society Inc.

Page 10

## NOTES TO THE FINANCIAL STATEMENTS For the year ended December 31, 2019

7. Deferred Revenue	2019	2018
Refundable deposits on facility rentals	\$ 8,438	\$ 9,327
Hibernia educational grant (see note below)	417,350	626,700
	425,788	636,027
Less: Current portion	(217,238)	(218,677)
Long term	208,550	417,350

### Hibernia educational grant

In 2018 Hibernia Management and Development Company Ltd. Provided an education and training grant to Manuels River Natural Heritage Society Inc. in support of the continuation and improvement of STEM education programming at the Manuels River Hiberina Interpretation Centre. This funding will be applied to the education program budgets for 2018 to 2021.

### 8. Contributions from the Town of Conception Bay South

The Town of Conception Bay South has signed a memorandum of understanding with the organization to hold contracts with, and to make payments on behalf of the organization to assist in the general operations of the facility. Below is a summary of payments made to various suppliers.

	2019	2018
Telephone	\$ 5,172	\$ 8,129
Garbage collection	3,114	2,592
Snow clearing	18,771	19,440
Hvac maintenance	4,703	4,125
Electricity	42,549	37,830
Pest control	1,317	1,064
Communications	2,067	540
Printing	2,546	938
Office equipment	2,912	3,039
Elevator maintenance	4,431	4,608
Fire protection services	1,639	1,767
Insurance	-	7,306
Less: invoices paid by MRHIC	(4,121)	(5,278)
	85,100	86,100
Add: Payments to MRHIC to reimburse for other suppliers paid directly	34,900	33,900
	\$ 120,000	\$ 120,000

# Manuels River Natural Heritage Society Inc.

Page 11

## SCHEDULE OF INCOME For the year ended December 31, 2019

	2019	2018
<b>Grants</b>		
Government of Canada	\$ 8,125	\$ 73,125
Government of Newfoundland & Labrador	3,125	28,125
Town of Conception Bay South	120,000	120,000
Hibernia Management education grant	209,350	213,300
	<u>340,600</u>	<u>434,550</u>
<b>Amortization of deferred contributions</b>	<u>309,176</u>	<u>288,148</u>
<b>Charitable donations</b>	<u>30,281</u>	<u>38,475</u>
<b>Memberships</b>	<u>2,571</u>	<u>6,700</u>
<b>Other income</b>		
Admission revenue	11,159	13,764
Bar sales	118,969	123,366
Bobber race	21,406	22,676
Catering and other sales	23,552	20,304
Education and interpretation	55,188	73,411
Facility rentals	73,768	88,358
Chefs for trails	17,299	14,260
Gift shop sales	39,492	35,840
Giv'er on the river	12,664	16,910
Interest	12,032	15,103
Miscellaneous	6,807	5,462
Special events	50,573	29,302
Wage subsidy	44,101	30,575
	<u>487,010</u>	<u>489,331</u>
<b>Total</b>	<u>\$ 1,169,638</u>	<u>\$ 1,257,204</u>



As this Annual Report is released, Manuels River, like all of society, is affected by the Covid-19 pandemic. After experiencing temporary closures in January due to “Snowmageddon 2020” our Centre closed on March 17<sup>th</sup> due to Covid-19 and operations and staffing are currently greatly reduced. The timing and extent of the resumption of normal operations and programming are uncertain. This is not how anyone planned or hoped for 2020.

The health and safety of all including our members, users and staff are the immediate priorities. As the board and management navigate through these difficult circumstances, we will continue to strive to remain faithful to our mission so that when this health crisis is over that we will be able to return better and stronger than ever.

In the meantime, stay well, stay safe.

A handwritten signature in black ink, appearing to read "Don Sword", with a stylized, cursive script.


Don Sword

Chair

Manuels River Natural Heritage Society Inc.

## **Manuels River Hibernia Interpretation Centre**

7 Conception Bay Highway, CBS, NL, A1W 3A2

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**Manuels River Natural Heritage Society, Inc.**

**Charitable Registration #: 131719973 RR0001**