



**ALBERTA CAMPING**  
ASSOCIATION



**2023**  
**ANNUAL REPORT**



# MESSAGE FROM EXECUTIVE DIRECTOR



A giant welcome to all of you that are here in person and online at our ACA AGM. 2023 was my second full year at ACA. I cannot believe that this is already my 3rd conference.. Shortly after the 2023 Conference Rachel who was our community engagement coordinator moved away to Utah. Replacing her took some time but this past October we got the awesome Kristen. Kristen previously has been in the camping industry for many years.

During the summer we hired 2 staff for our accreditation staff and visited over 25 camps. We also moved our accreditation process to be more digital for our staff doing the accreditation and our camps.

The ACA also sent our CCA rep to their meeting in Montreal and we are excited to see where the CCA rebuild takes us moving forward.

I am happy to say that this current Conference that our AGM is taking place at is the first FULL partnership conference between the ACA and CCI. I am delighted that we could come together and I think our partnership can only get stronger and better as we go.

Financially the ACA is much healthier than it was last year. Revenue was up by \$50k and expenses were down by \$20k. And we have more ideas for different streams of grants and other revenue. Moving forward the plan is to review policies and bylaws and ensure that we are keeping it proper. Lastly, I want to thank the board from this last year. They have put in many many hours of their time and are a crucial part of the ACA. A special thank you to Callum, you have been on the board for 6 years and I just wanted to really thank you for all you have done to get the ACA through COVID and back on track.

I would like to thank the amazing team on the Board of Directors that I have worked with over the past year who contributed countless hours to make the ACA what it is. I also want to thank Rachel for everything she does - she is a crucial part of our community. I also want to thank you, the camping community, for being part of the ACA.



Jessica Miller Switzer  
Executive Director

# STATEMENT OF FINANCIAL POSITION

AS OF DEC. 31, 2023

	<u>2023</u>	<u>2022</u>
CURRENT		
Cash (Note 2)	\$ 58,554	\$ 73,611
Accounts receivable	4,722	
GST recoverable	1,142	728
Prepaid expenses	<u>7,380</u>	<u>1,443</u>
	71,798	75,782
INTERNALLY RESTRICTED FUND (Note 3)	38,328	38,328
EQUIPMENT (Note 4)	<u>878</u>	<u>595</u>
	<u>\$111,004</u>	<u>\$114,705</u>

## LIABILITIES

CURRENT		
Accounts payable	\$ 3,487	\$ 196
Payroll deductions payable	1,670	1,893
Deferred income (Note 5)	<u>48,918</u>	<u>68,223</u>
	<u>54,075</u>	<u>70,312</u>

## ACCUMULATED NET ASSETS

ACCUMULATED NET ASSETS		
Invested in capital assets	878	595
Unrestricted	17,723	5,470
Internally restricted fund	<u>38,328</u>	<u>38,328</u>
	<u>56,929</u>	<u>44,393</u>
	<u>\$111,004</u>	<u>\$114,705</u>

APPROVED ON BEHALF OF THE ASSOCIATION

"CALLUM MONTEITH" PRESIDENT  
"KATHY KOEHLER" TREASURER

# STATEMENT OF OPERATIONS

AS OF DEC. 31, 2023

	<u>2023</u>	<u>2022</u>
REVENUE		
Government of Alberta Grant (Note 5)	\$ 51,490	\$ 51,474
Designated Grants	41,320	2,704
Annual conference	28,790	15,061
Membership fees	24,137	25,044
Other income	5,775	4,129
Accreditation fees	4,770	5,760
Administration services	2,915	3,520
Investment income	43	48
	<u>159,240</u>	<u>107,740</u>
EXPENSES		
Personnel	82,779	97,762
Membership services	26,859	19,286
Annual conference	23,883	30,169
Administrative services	3,461	4,606
Professional fees	3,280	3,280
Finance and fundraising	3,067	3,203
Marketing and communication	2,053	8,696
Board expenses	947	1,376
Amortization	375	255
	<u>146,704</u>	<u>168,633</u>
EXCESS REVENUES OVER EXPENSES (EXPENSES OVER REVENUES)	<u>\$12,536</u>	<u>\$ (60,893)</u>



# STANDARDS & ACCREDITATION REPORT

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I have been working in the Alberta camping industry for over 20 years and it has been my pleasure to serve on the ACA Standards & Accreditation Committee for two years including chairing this committee as an ACA Board Member since the last ACA AGM.

As stated in the Alberta Camping Association Bylaws, the one defined purpose of the ACA is to “provide a written set of camping standards for member camps in the Province of Alberta” (X.1) It is an honour to work with the other members of the ACA Standards & Accreditation Committee as we steward the ACA Standards Manual which has been so diligently cared for by many individuals over the years including Kendra Freeland, the previous committee chair.

The ACA Board has discussed the Alberta Camping Association’s mandate to provide a written set of standards for member camps and I am excited to share a few focuses that have guided many of the revisions proposed for membership approval this year.

One key principle is stated explicitly in the ACA bylaws, namely that “the camping standards of the Society are based on appropriate Acts and regulations of the Province of Alberta.” Although it will be an ongoing process, it is our goal to provide references for every standard to clearly establish the connection between the ACA standards and legislation or industry standards as outlined in the standards published by the other provincial camping associations. The question should never be “Why is the ACA requiring this of our camp?” because the standards should essentially be a summary of legislation and industry standards that already apply to Alberta camps. One example of this would be the new Food Services section.

A second guiding principle also comes directly out of the ACA bylaws which state that the ACA Standards Manual represents the “mandatory camping standards for registered member camps” (see ACA bylaws). Given this mandate, the proposed revisions replace the word “should” with “must” throughout. All “recommendations” have also been removed or changed to mandatory standards since recommendations are by definition not mandatory. Furthermore, recommendations from a regulating body such as the ACA potentially increases liability for members who choose not to follow the recommendations.



# STANDARDS & ACCREDITATION REPORT

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Having said that, recommendations have sometimes been used to introduce potential new standards to the ACA membership without initially making them mandatory. Going forward, we commit to communicating potential new standards in other ways including by distributing them to members for consideration and input. When reviewing horse program standards, for example, in addition to consulting relevant external governing organizations, we also try to reach out for input from camps that run that specific type of program.

We are also trying to make the standards as timeless as possible by separating out the core standard from the specific items that may be inspected during an ACA accreditation visit and to accept alternative compliance confirmation whenever possible. For example, standard 3.3.5 has been rewritten to “Every camp must provide and maintain fire detectors, whether heat or smoke-activated, in compliance with the Alberta Building Code and Fire Code. Proof of a fire marshal inspection within the past year will be accepted as proof of compliance with Fire Code.” This standard is then followed by several items labelled “Compliance Verification Info for ACA Members” which would be inspected if a fire marshal inspection has not occurred.

Applying these principles systematically to the ACA Standards Manual will take time and we thank you in advance for your patience. On that note, I want to sincerely thank everyone who has taken the time to provide feedback regarding the ACA Standards. Your feedback helps the ACA Standards & Accreditation Committee identify standards that are causing confusion or undue hardship so we can prioritize reviewing the standards that are not working optimally for our members.

One other change we have made over the past year is to streamline standard revision tracking as well as the preparation process for accreditation visits. We apologize that the new spreadsheet system took a while to get ready and distribute this past year and look forward to both the camps and the ACA staff more clearly experiencing the benefits of this new system going forward.

ACA Membership provides many benefits, a large portion of which depend on a rigorous standards and accreditation process. The credibility of ACA accreditation status for insurance discounts, with parents, rentals, camp boards and others all depend on standards that emphasize safety, are reasonable, understandable and mandatory. We want to hear from you. Please let us know how the ACA Board and/or the ACA Standards & Accreditation Committee specifically can better support your camp’s mission.

Andrew Dreger  
Standards and Accreditation Chair



# 2024 ACCREDITATION VISITS

- Beyond the Trees
- Camp Bar-V-Nok
- Camp Cadicasu
- Camp Kannawin
- Camp Kindle
- Camp Sunrise
- Camp Kuriakos
- Camp Mackinicholea
- Camp St. Innocent
- Camp Valaqua
- Covenant Bay Bible Camp
- Mulhurst Camp
- Salem Acres Bible Camp
- Foothills Summer Camp
- Pine Lake Camp
- Rundle College
- Camp Columbus
- Camp Okeekun
- Teen Time of Edmonton

*If you are not on the list and believe you should be, or are on this list, but believe you shouldn't be, please contact [standards@albertacamping.com](mailto:standards@albertacamping.com).*

## MEMBERSHIP FEES

### MEMBERSHIP TYPE

### 2024 RATES

Category 1: <\$100,000	\$300
Category 2: \$100,000 - \$250,000	\$445
Category 3: \$250,001 - \$500,000	\$593
Category 4: \$500,001 - \$750,000	\$738
Category 5: \$750,001 - \$1,000,000	\$885
Category 6: >\$1,000,000	\$1,031
Commercial	\$210

## MULTI-LOCATION MEMBERSHIPS

If you are a camp or program with more than one site, you will pay the organizational fee in accordance with the overall organization (or appropriate department) budget on the chart below, as well as a \$100 accreditation fee for each additional site/program.

For example, if your organization falls under Category 1 but operates at three locations, your membership fee would be \$286 plus \$200 for the two additional locations. The additional fee would apply each year of membership, not just the year of accreditation.

The additional fee is to cover the costs of staff visiting each site and reviewing documentation for each site.



# ALBERTA CAMPING ASSOCIATION

## VISION

Enriching the lives of all Albertans through high quality, safe, inclusive and fun camp experiences.

## MISSION

The Alberta Camping Association facilitates networking and professional development, advocates for the camping industry, communicates the value of camp and mandates high standards of quality and safety through accreditation.

## VALUES

- Sustainable
- Community
- Quality
- Impact
- Growth