



# **Southern Vancouver Island Nature Trails Society (NTS)**

# **2021 Annual Report**





# Territorial Acknowledgement

We live, explore, and play on the traditional lands of the Coast Salish people.

This land has served past communities and we are thankful for this connection with the land.



Culturally modified tree (Photo by [Byrant DeRoy, 2021](#)).

## Message from the President

The Southern Vancouver Island Nature Trails Society had another busy year in 2021, building, maintaining, and advocating for safe and sustainable trails. While the pandemic limitations were a challenge, government programs and projects at all levels were key to our success and viability – we extend our thanks for the support and opportunities that are outlined in the report.

The Southern Vancouver Island Nature Trails Society became a registered charity in 2021 which gives us access to more sources of funding and allows us to issue tax deductible receipts for donations, so stay tuned as we grow this part of our work.

It has been a pleasure and honor to work with NTS over the past year. To our trail builders who work through all types of weather in challenging terrain, thank you so much for your dedication and commitment to safety and sustainability. To the Board members who give so much time and expertise, it would simply not be possible without you. To our accountant, thank you for keeping us on the straight and narrow. To our volunteers and partners – you inspire us with your generosity and skill. And to Daniel Cammiade, our founder and Executive Director – your vision and leadership continues to be the backbone of the organization. Thank you, all.

We move into 2022 with several new initiatives in the works and look forward to more accomplishments in the year ahead.

*Kimberley Nemrava*  
*President, Southern Vancouver Island Nature Trails Society*

# Message from the Executive Director

Last year was like no other and I would be lying if I said it was not a difficult year. The pandemic, along with unprecedented climate events made things more challenging than usual. Without our strong and talented board of directors we would not have made it through. I also owe a great deal of gratitude to our trail builders for their amazing work and dedication to sustainable trail options along with our volunteers, sponsors, members, partners, donors and clients. Most of all I would like to thank our President Kimberley for her rock-solid leadership, keen attention to detail and tireless dedication and support.

Some of the achievements from last year include gaining charity status, qualifying for Community Gaming Grants and giving some much-needed love on the Juan de Fuca Marine Trail as well as working with the City of Langford to provide some well-designed sustainable trail opportunities for the community.

I'm excited about the year ahead as we move forward as a stronger and wiser society.

*Daniel Cammiade*

*Executive Director, Southern Vancouver Island Nature Trails Society*



## **Thanks to the Board\***

Bernard Achampong – Treasurer  
Mia Barkasy – Human Resources  
Morgan Cathrea – Secretary  
Lorna Clark – Volunteers  
Hagen Herold – Member-at-Large  
Taylor Koel – Communications  
Don Monsour – Governance  
Susan Morrow – Fund Raising  
Adam Nott – Legal  
Kimberley Nemrava – President  
Noah Snell – Vice President  
Andrew Pape-Salmon – Ex Officio Director

*\*As of December 31st, 2021*

## **With Appreciation to Former Directors**

Alanah Connie  
Geoff Owen  
Kathryn Pearson  
Alvaro Tascon  
Riley Trottier

## **Thanks to our Staff**

Daniel Cammiade (Executive Director)  
Nancy Wyeth (Accountant)

## **Trail Builders:**

Alex Epstein  
August Reiser (Trail Boss)  
Ben Moras  
Brianna Brandon  
Gavin Arnot  
Genevieve Kirton  
James Mason  
Patrick McIlroy  
Tiarnan Murray  
August Nesbitt







# 2020 Strategic Plan

is intended to govern the organizations goals and direction for 2020-2022.

Available at [NatureTrailsSociety.com/About](https://NatureTrailsSociety.com/About)



## **Vision**

A world-renowned network of multi-use trails with abundant access, that inspires people to engage with the natural world and respect the environment.

## **Mission**

Champion, build, and connect safe, enjoyable, and sustainable nature trails, by collaborating and working closely with diverse partners.



# Core Values

## **1. Environmental Stewardship –**

Ensure our forests' natural splendor will be preserved for future generations to enjoy.

## **2. Respect –**

NTS is committed to a culture of respect for all people, reflected in our work and relationships: internally with our members and externally with all those who we serve and work with.

## **3. Safety –**

Prioritize safety for our staff, volunteers and trail users in every aspect of our work.

## **4. Healthy Living –**

Promote a lifestyle that fosters physical, mental, and spiritual well-being through connecting people and nature.

## **5. Collaboration –**

Work collaboratively with governments, First Nations, landowners and other stakeholders to conduct NTS work.

# Key Goals

**Goal 1 –** Develop, maintain and advocate for shared-use nature trails and trail networks in southern Vancouver Island.

**Goal 2 –** Promote safe, sustainable trail building design and techniques through education

**Goal 3 –** Grow and sustain the Nature Trail Society



# Accomplishments for 2021

## Trails, Education and Advocacy Activity in 2021

### Trail Maintenance and Construction

- Langford Southpoint Bike Skills Park (Azurite)
- BC Parks Juan de Fuca Trail – Sombrio Beach,
- Parkinson Creek, China Beach
- Langford Parks and Recreation Projects

### Advocacy and Training

- Capital Regional District Mountain Biking Advisory Committee
  - Represented by Daniel Cammiade and Andrew Pape-Salmon
- Coastal Connector Project
- Pender Island Trail Education Project – virtual training
- Partnership with Lifetime Networks for volunteers

# Looking forward to 2022

- **Expand Trail Projects**
  - Langford
  - BC Parks
  - NTS Coastal Connector Project
- **Continue to Strengthen Revenue Generation and Diversification**
  - Build on Charity Status
- **Continue to improve organizational systems, project management and communication**

# Treasurer's Report

**Bernard Achampong**

## Accomplishments for 2021

- Survived the Pandemic! Achieved solid financial position, with increased revenue
  - highest ever for NTS (contracts, grants and Canadian Emergency Wage Subsidy)
- Approximately 127% increase in total revenue from 2020
  - 3.25x 'fees for service' revenue in 2021 compared to 2020
- Fully established the strategic finance committee – to oversee financial growth of NTS
- More sophisticated financial infrastructure such as:
  - Fully utilizing QuickBooks online accounting, financial planning and reporting system
  - Establishing strong financial processes to support new Charity status

## Financially looking forward *2022*

- Optimal Financial Integrity: even stronger financial capacity, structures and processes to support upcoming projects and NTS overall
- COVID-19 pandemic recovery – from a strategic financial perspective linking to NTS strategic direction
- Diversification of revenue
  - Continue contracts and grants
  - More corporate sponsorships, fundraising, and estate giving
  - Investments (allowable for charity/NPO)
- Stronger project and contract management



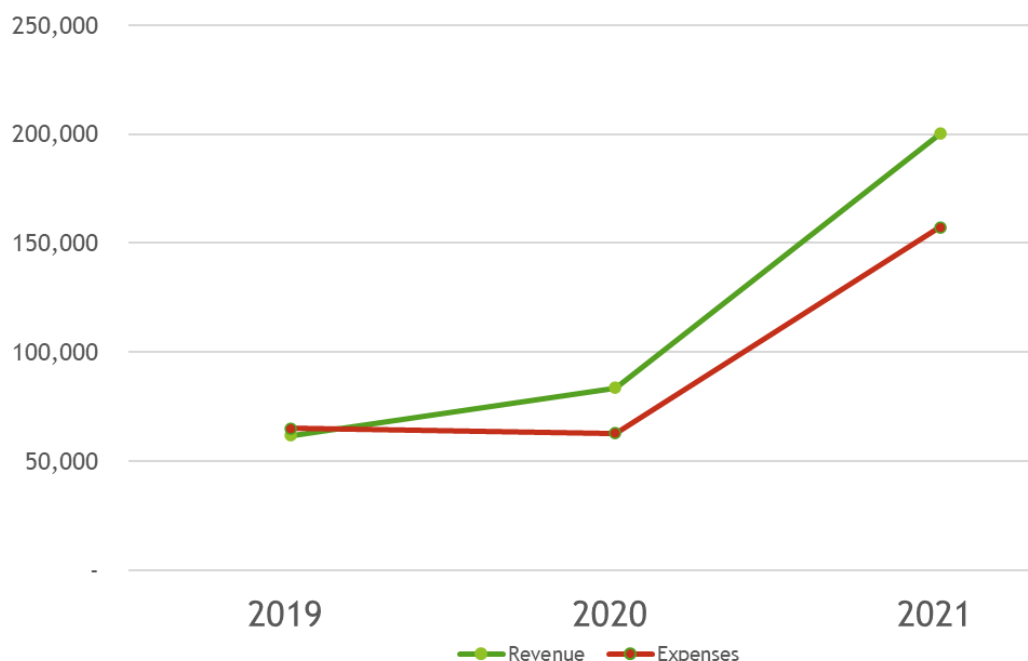
# Statement of Revenue and Expenses

For the year ending December 31, 2021

	2021			2020	2019
	Unrestricted	Restricted Funds	Total		
<b>REVENUE</b>					
Donations & Sponsorships	\$ 3,240		\$ 3,240	\$ 5,288	\$ 9,584
Gaming Grant		10,500	10,500	-	-
Fees for service	150,619		150,619	46,326	52,258
Events	-		-	1,500	-
Federal CEBA Grant	-		-	10,000	-
Federal Wage Subsidy	35,538		35,538	20,422	-
Interest	336		336	23	1
<b>Total Revenue</b>	<u>189,733</u>	<u>10,500</u>	<u>200,233</u>	<u>83,559</u>	<u>61,843</u>
<b>EXPENSES</b>					
Contractors	-		-	-	164
Payroll Expenses	139,983		139,983	53,270	60,263
Advertising & Promotion	390		390	-	103
Amortization	110		110	138	172
Interest & Bank Charges	236		236	48	-
Licenses, Fees & Subscriptions	1,288		1,288	-	280
Insurance	2,828		2,828	2,075	2,038
Penalties & Interest	76		76	455	328
Professional Fees	2,002		2,002	1,822	554
Office & Printing	600		600	119	167
Trail Building Supplies	7,132		7,132	4,870	854
Travel	600		600	15	125
Other Expenses	2,074		2,074	-	42
<b>Total Expenses</b>	<u>157,319</u>	<u>-</u>	<u>157,319</u>	<u>62,812</u>	<u>65,090</u>
<b>NET INCOME / (LOSS)</b>	32,413	10,500	42,913	20,747	(3,247)
<b>ACCUMULATED SURPLUS, beginning</b>	19,019		19,019	(2,192)	1,055
<b>ACCUMULATED SURPLUS, ending</b>	<u>\$ 51,432</u>	<u>\$ 10,500</u>	<u>\$ 61,932</u>	<u>\$ 18,555</u>	<u>\$ (2,192)</u>

## Comparison of revenue and expenses

OVER THE LAST THREE YEARS



# Statement of Financial Position

At December 31, 2021

## ASSETS

	2021			2020	2019
	Unrestricted	Restricted Funds	Total		
<b>CURRENT ASSETS</b>					
Cash	\$ 48,032	\$ 13,720	\$ 61,752	\$ 37,387	\$ 95
Accounts Receivable	36,860		36,860	14,595	14,000
Prepaid Expenses	1,203		1,203	664	409
Total Current Assets	86,095	13,720	99,815	52,646	14,504
<b>LONG TERM ASSETS</b>					
Credit Union Shares	10		10	5	5
Tools & Equipment (Net of Amortization)	1,161		1,161	552	690
Incorporation Costs	130		130	130	130
Total Long-term Assets	1,301	-	1,301	687	825
<b>Total Assets</b>	<b>\$ 87,396</b>	<b>\$ 13,720</b>	<b>\$ 101,116</b>	<b>\$ 53,333</b>	<b>\$ 15,329</b>

## LIABILITIES

<b>CURRENT LIABILITIES</b>					
Accounts Payable	\$ 278		\$ 278	\$ 580	\$ 931
Payroll & Vacation Payable	2,649		2,649	1,837	8,522
Payroll Remittances Payable	4,014		4,014	1,247	2,521
Worksafe BC Payable	2,243		2,243	1,114	988
Loan from Board Member	-		-	-	4,559
Federal Government Loan Payable	30,000		30,000	30,000	-
Total Current Liabilities	39,184	-	39,184	34,778	17,521
<b>EQUITY</b>					
ACCUMULATED SURPLUS / (DEFICIT)	48,212	13,720	61,932	18,555	(2,192)
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 87,396</b>	<b>\$ 13,720</b>	<b>\$ 101,116</b>	<b>\$ 53,333</b>	<b>\$ 15,329</b>

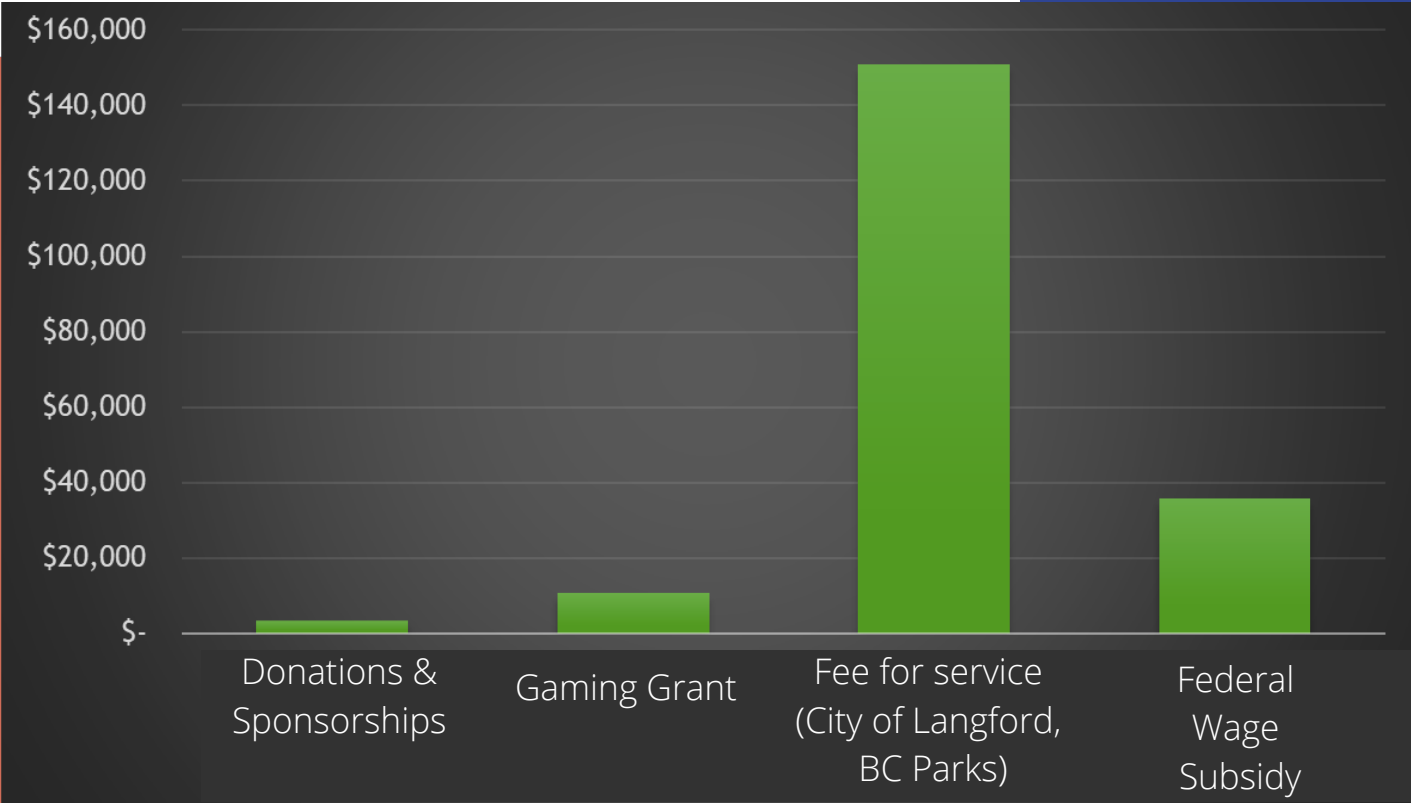
### Notes:

Restricted funds include \$10,500 from Gaming Grant which is to be used in 2022, and \$3220 from Triple Shot Racing Club which is for a project in 2022.



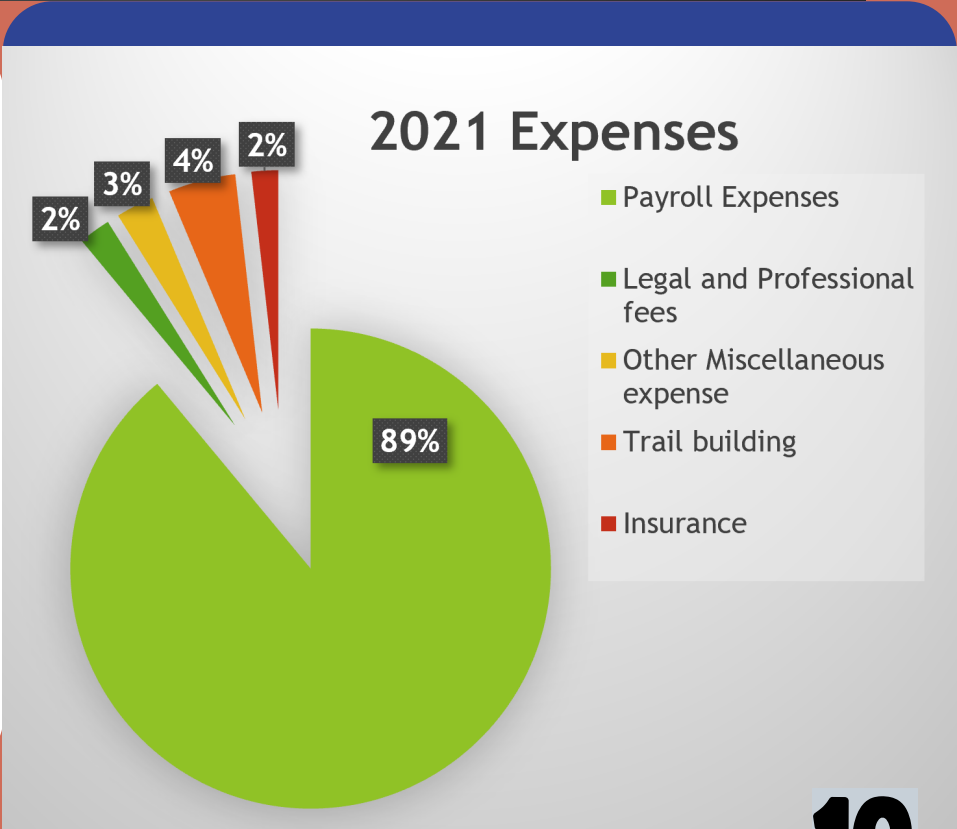


# 2021 At-A-Glance Revenue



## At-A-Glance Expenditures

- Payroll is the largest expense
- Other miscellaneous expenses includes reimbursements and payments for supplies, subscriptions, etc.



# Summary Reports from the Board

## **Governance Committee Don Monsour, Chair**

### **Accomplishments for 2021**

- Supported change to constitution
- Supported charity application
- Implemented bylaw changes made at 2021 AGM
- Ongoing support to Board and staff in governance matters

### **Looking Forward to 2022**

- Provide support to NTS Board and staff on governance matters

## **Fund Raising, Susan Morrow, Chair**

### **Accomplishments for 2021**

- Submitted application in August for BC Gaming Grant – received our first ever grant in November!
- Received a major grant from BC Community Economic Recovery Infrastructure Program (CERIP)
- Researched potential granting organizations using GrantConnect (through Imagine Canada) and built a spreadsheet as a reference for future funding opportunities

### **Looking forward to 2022**

- Develop and implement a donor program for individuals
- Apply for grants to support ongoing operational expenses
- Develop a specific fundraising plan for the Coastal Connector



# Summary Reports from the Board

## Membership, Noah Snell, Chair

### Accomplishments in 2021

- Held Society's first annual general meeting (AGM) with a membership base.
- Developed our first membership newsletter.
- Grew membership size to 50 including current board members.

### Looking ahead to 2022

- Developing more "perks" for membership, particularly as in-person activities and events resume.
- Continue to grow membership size, including key partners such as local businesses, recreation groups and the general public.
- Finding new ways to engage members and leverage the expertise of our members to strengthen the Society's mission.

## Volunteer Management Lorna Clark, Chair

### Accomplishments for 2021

- Adapted to COVID restrictions to allow trail building safely with limited number of volunteers.
- Partnership with Lifetime Networks for trail maintenance using their members.
- Secured sponsorship for volunteer trail builder refreshments.
- Several trail building and training days had to be cancelled due to COVID19 restrictions.

### Looking forward to 2022

- Increase volunteer engagement as pandemic restrictions allow.
- Partner with other organizations to share volunteers.
- Encourage volunteers to become members of NTS.

# Summary Reports from the Board

## Human Resources Mia Barkasy, Chair

### Accomplishments for 2021

- Created standard screening and interview guides for key 3 identified employee and standard volunteer positions.
- Supported ED in hiring for identified projects and created Employee offer/contracts
- Defined and communicated requirements for employees
- Supported Treasurer, ED and Accountant in setting up employees in Quick Books
- Supported ED in Revising Trail Building curriculum to ensure alignment with International Mountain Biking Association.
- Processed the Bullying and Harassment Policy for all Board Members and Staff
- Completed New Member onboarding documents
- Created Job Descriptions for Canada Summer Jobs application
- Completed review of Criminal Record Check requirements—Code of Conduct and Board Legal Requirements, General and Fiduciary Responsibilities and Code of Conduct
- Created reference Check template for new hires

### Looking forward to 2022

- Plan and Facilitate Strategic Workforce Planning session with Board to include full cycle analysis of short-, medium- and long-term needs, gaps, actions and plans for board positions and workers (staff/volunteer) along with fulsome succession plans and/or gaps identified.
- Review all board Position Descriptions for updates and revision, creating new i.e. Legal, Position Descriptions where required.
- Create ED and Board hiring tool kit.

## Communications Taylor Koel, Chair

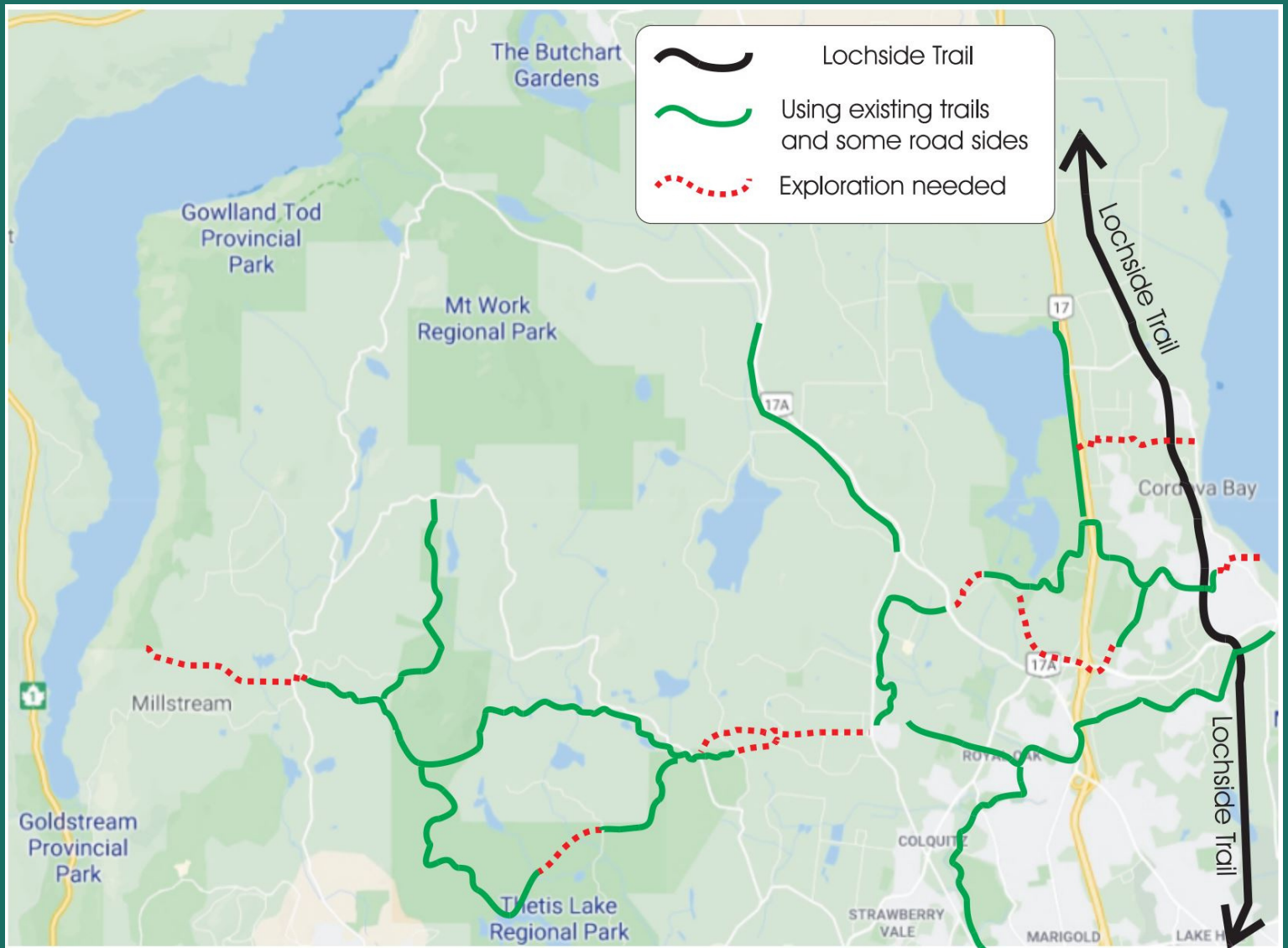
### Looking forward to 2022

- Grow online presence (via website and social media).
- Create an informational catalogue of select nature trails.
- Create various communication materials that promote safe and sustainable trails.



# Coastal Connector Trail Update

Andrew Pape-Salmon, Daniel Cammiade, Taylor Koel, and Sally Bowman




# Coastal Connector Trail Update

- Project conceived of by NTS to connect existing trails in several jurisdictions to benefit the region – 18-20 km continuous trail from Finlayson Arm to Cordova Bay
  - In 2021, reached out to:
    - 2 local government jurisdictions of View Royal, Highlands
      - received support for exploration of concept
    - 7 First Nations with an invitation for discussions
    - Capital Regional District and BC Parks for discussions
  - In 2022, will:
    - present to the District of Saanich
    - follow up with First Nations, Capital Regional District and BC Parks and
    - reach out to Private landowners
  - Stay tuned as we develop the concept and plan!
- \*Formerly referred to as the Heart of the Hills / Coastal Connector Project







**We are a not-for-profit society that  
seeks to build and maintain nature  
trails on Southern Vancouver Island.**

**Registered Charity Number: 8919351792 R0001**

**[www.naturetrailssociety.com](http://www.naturetrailssociety.com)**

**[naturetrailssociety@gmail.com](mailto:naturetrailssociety@gmail.com)**



**Have a favourite local trail photo you want to share?**

We'd love to see them at:



**@Nature Trails Society**



**NatureTrailsSociety@gmail.com**