



# Green Timbers Heritage Society Annual General Meeting Minutes

Thursday, November 14, 2019  
Ricky's All Day Grill - Evergreen  
8958 152 St, Surrey, BC V3R 4E7



<b>In Attendance:</b>	<b>1</b>
<b>Meeting Called to Order:</b>	<b>1</b>
<b>Reports</b>	<b>1</b>
Financial	1
Membership	1
Archiving project	1
SNAP	1
Questions to the directors	1
<b>Elections</b>	<b>2</b>

### **In Attendance:**

- Don Schuetze, Nathan Evans, Bill Potma, Jim Foulkes, Shenae Borschack and five members of the Society

### **Meeting Called to Order:**

The AGM was called to order at 6:53 pm with a welcome from Don Schuetze. The Christmas tree created from pine cones from -- we believe -- Green Timbers was presented to the group. This came from Susan Lehmann's house and is believed to have been built by Wady Lehmann.

Agenda was discussed and adopted.

Minutes from 2018 were discussed and a few errors were pointed out: Ellen Edwards was not a director last year, and we had the date of Susan Lehmann's death incorrect. With these errors noted the minutes were moved to be accepted as amended by Jim Foulkes, seconded by Ellen Edwards. Passed.

Nathan Evans informed everyone that members would be subsidized \$10 for their meals.

### **Reports**

#### **Financial**

Nathan Evans presented the draft financial report. This was our second year with QuickBooks so there were proper year-over-year comparisons. Nathan noted SNAP was well-budgeted, spending almost exactly what it said it would. Jim Foulkes moved, seconded by Don Schuetze that the draft financial report be accepted as read. Carried.

Please see attached report.

#### **Membership**

As of this morning there were 47 paid-up members. Not having a proper membership person is taking it's toll.

#### **Archiving project**

Nathan Evans brought the Society up to speed on the project to digitize the archives that Ellen has so neatly organized into binders. We're up to about 2001.

Jim Foulkes said he has 30 four-foot shelves of materials that came from the Lehmann estate. This covers all the research and notes Wady Lehmann collected. We'll have to find a home for them.

#### **SNAP**

Please see attached.

#### **Questions to the directors**

## **Elections**

- Call for nominations
- Voting

Elected by acclamation: Bill Potma, Jim Foulkes, Deanna Welters, Nathan Evans, Leana Kininmont, Don Schuetze

Close meeting

## **APPENDIX**

Financial Statements attached as separate files:

GTHS 2019 BS.pdf  
GTHS 2019 IS.pdf  
GTHS FS Cover.pdf

SNAP report  
SNAP report for GTHS



The Green Timbers Heritage Society  
Financial Statements

For the Year Ended  
30 September 2019

**Green Timbers Heritage Society**  
**Balance Sheet Prev Year Comparison**  
As of 30 September 2019

	30 Sep 19	30 Sep 18
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Chequing/Savings</b>		
<b>Prospera</b>		
Cash Equity	60.00	59.00
Cash General Operations	12,554.73	8,401.95
Cash Term Savings	7,206.55	107.52
Term 8	0.00	7,000.00
Term 9	0.00	5,000.00
<b>Total Prospera</b>	19,821.28	20,568.47
<b>VanCity</b>		
SNAP Cash General Operations	25,189.53	9,657.23
SNAP Cash Savings	545.28	501.91
SNAP Equity	79.70	76.66
<b>Total VanCity</b>	25,814.51	10,235.80
<b>Total Chequing/Savings</b>	45,635.79	30,804.27
<b>Accounts Receivable</b>		
Grants Receivable	970.00	15,464.00
GST Receivable	1,482.34	732.10
<b>Total Accounts Receivable</b>	2,452.34	16,196.10
<b>Total Current Assets</b>	48,088.13	47,000.37
<b>TOTAL ASSETS</b>	<b>48,088.13</b>	<b>47,000.37</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
Wage Payable	923.24	0.00
<b>Total Accounts Payable</b>	923.24	0.00
<b>Other Current Liabilities</b>		
Unearned or Deferred Revenue	3,200.00	3,200.00
<b>Total Other Current Liabilities</b>	3,200.00	3,200.00
<b>Total Current Liabilities</b>	4,123.24	3,200.00
<b>Total Liabilities</b>	4,123.24	3,200.00
<b>Equity</b>		
Opening Balance Equity	0.00	67,945.26
Unrestricted Net Assets	43,800.37	0.00
Net Income	164.52	-24,144.89
<b>Total Equity</b>	43,964.89	43,800.37
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>48,088.13</b>	<b>47,000.37</b>

**Green Timbers Heritage Society**  
**Profit & Loss by Class**  
**October 2018 through September 2019**

	GTHS	SNAP	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Government Grants</b>			
Federal	0.00	41,687.00	41,687.00
Municipal	0.00	210,000.00	210,000.00
<b>Total Government Grants</b>	0.00	251,687.00	251,687.00
<b>Investments</b>			
Interest-Savings, Short-term CD	135.13	72.84	207.97
<b>Total Investments</b>	135.13	72.84	207.97
<b>Program Income</b>			
Membership Dues	80.00	0.00	80.00
<b>Total Program Income</b>	80.00	0.00	80.00
<b>Total Income</b>	215.13	251,759.84	251,974.97
<b>Expense</b>			
<b>Business Expenses</b>	0.00	77.95	77.95
<b>Contract Services</b>			
Legal Fees	40.00	0.00	40.00
<b>Total Contract Services</b>	40.00	0.00	40.00
<b>Facilities and Equipment</b>			
Rent, Parking, Utilities	0.00	7.62	7.62
Vehicle Fuel	0.00	4,174.95	4,174.95
Vehicle Insurance	0.00	13,119.68	13,119.68
Vehicle Lease	0.00	18,258.58	18,258.58
<b>Total Facilities and Equipment</b>	0.00	35,560.83	35,560.83
<b>Operations</b>			
Meals & Entertainment	110.00	109.16	219.16
Postage, Mailing Service	0.00	14.85	14.85
Supplies			
Supplies - Plantings	0.00	2,408.84	2,408.84
Supplies - Other	40.60	334.40	375.00
<b>Total Supplies</b>	40.60	2,743.24	2,783.84
Telephone, Telecommunications	0.00	2,478.39	2,478.39
<b>Wages and Remunerations</b>			
Ceridian Service Fees	0.00	771.55	771.55
WCB Expense	0.00	2,839.84	2,839.84
Wages and Remunerations - Other	0.00	202,564.59	202,564.59
<b>Total Wages and Remunerations</b>	0.00	206,175.98	206,175.98
<b>Total Operations</b>	150.60	211,521.62	211,672.22
<b>Other Types of Expenses</b>			
Advertising Expenses	733.72	2,269.31	3,003.03
GST Expense	0.00	750.24	750.24
Insurance - Liability, D and O	0.00	600.00	600.00
Other Costs	0.00	106.18	106.18
<b>Total Other Types of Expenses</b>	733.72	3,725.73	4,459.45
<b>Total Expense</b>	924.32	250,886.13	251,810.45
<b>Net Ordinary Income</b>	-709.19	873.71	164.52
<b>Net Income</b>	-709.19	873.71	164.52



# 2019

## Year in Review Surrey's Natural Areas Partnership



Prepared by:  
Shenae Borschneck  
SNAP Program Coordinator



# The SNAP Program

Surrey's Natural Areas Partnership (SNAP) is a unique program that brings together the Green Timbers Heritage Society, the Sunnyside Acres Heritage Society, the White Rock and Surrey Naturalists Society, and the City of Surrey's Parks Urban Forestry section. SNAP's goal is to restore, enhance, and promote the stewardship of our City's urban forest.

SNAP employs youth who are interested in pursuing careers in the environmental sector and provides them with meaningful work experience. Since 2001, SNAP has hired over 190 students, many of whom have gone on to related careers across the Lower Mainland and beyond.

SNAP's 16 summer staff work in three distinct teams: Habitat Restoration, Tree Care and Urban Forest Outreach. Together, the three teams help to enhance natural areas, care for City trees and educate the community about the urban forest.



"My experience with SNAP has really helped me to set up a future career!" – Amber, Tree Care Team Member



"My biggest takeaway from SNAP is the overall experience of being in a workplace that involves partnerships with many established organizations within my city." – Tarvin, Habitat Restoration Junior Team Member



# Achievements



## The 2019 SNAP Team

Interacted with **7291** people



Inspected **2114** street trees

Provided base maintenance to **1645** street trees



Removed **137 m<sup>3</sup>** of invasive plant material covering over **6087 m<sup>2</sup>**



Hosted **6** volunteer events

Attended **24** community events



“Seeing the evidence that our job was making a difference in the parks was the most rewarding aspect of my job “ – Melanie, Habitat Restoration Team Leader

# Habitat Restoration



The Habitat Restoration team helps to restore, maintain and enhance the ecological integrity and functioning of natural areas in Surrey.

This summer, the Habitat Restoration team worked in 37 different parks and natural areas across Surrey, removing 22 different species of invasive plants. In total, the team removed 137 m<sup>3</sup> of invasive plant material covering over 6087 m<sup>2</sup> of natural areas in Surrey.

In addition to invasive species removal, the team completed a variety of projects including the installation of several swallow boxes, shoreline cleanups at Mud Bay Park and Green Timbers Urban Forest Park, periodic yard waste and garbage removals, a native species planting at the Godwin Farm Biodiversity Preserve Park and beaver fence projects at Fraser Heights Park and Chantrell Creek Park.

Lastly, the team helped to host four youth volunteer events where SNAP collaborated with the Surrey Youth Stewardship Squad and the Surrey Youth Sustainability Network to remove invasive plants at Hazelnut Meadows Community Park.

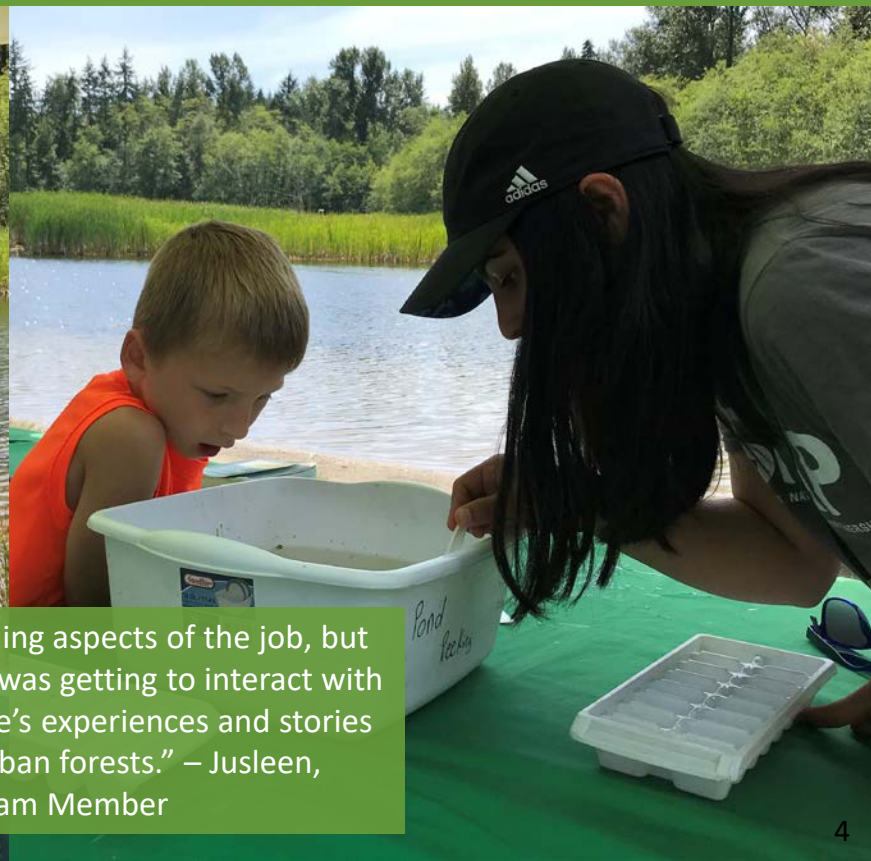
“As a person going into the environmental field, I feel good knowing that not only did I help restore the environment over the summer, but also got hands on learning in the field.”

– Joshua, Habitat Restoration Team Member

# Urban Forest Outreach

The Urban Forest Outreach team raises awareness within the community of the benefits of urban forests, promotes the adoption of stewardship behaviour in relation to urban forests, and fosters a sense of community connection with Surrey's urban forest parks.

To achieve this, the team undertook a variety of tasks throughout the summer which enabled the team to interact with 6544 people. The team attended 23 local community events where they increased the awareness of Surrey's parks and promoted the SNAP program and partners. The team also maintained a presence in 14 Surrey parks through the activities of park hosting and roving. While park hosting and roving, the team facilitated nature themed activities, provided park information and educated park users about park etiquette. Lastly, the team canvassed 1308 homes within Surrey with the goal of educating people about invasive species and proper yard waste disposal.



“There were many rewarding aspects of the job, but one of my favourite parts was getting to interact with the public and hear people’s experiences and stories about Surrey parks and urban forests.” – Jusleen, Urban Forest Outreach Team Member

# Tree Care

“It was really rewarding to see the transformation of a site after the completion of a job, as well as learning new skills that will help me pursue my career.” – Tony, Tree Care Team Leader



The Tree Care team undertakes a variety of maintenance and enhancement tasks on the network of City-owned trees, contributing to the longevity and vitality of our City's thriving urban forest.

This summer, the team inspected 2114 City street trees and provided base maintenance to 1645 of these trees. Base maintenance involves the removal of vegetation growing at the base of a tree, followed by the application of mulch.

Throughout the summer, the team also completed a variety of projects including watering the Green Timbers Park Gary Oaks and removing invasive plants such as ivy from City trees.

Additionally, the team hosted two Neighbourhood Tree Care Parties. At these events, volunteers worked together with their neighbours to help maintain City street trees.



# Thank you for your support of the SNAP Program

Collaboration is built into the fabric of the SNAP program and continues to play a key role in its success. The SNAP team would like to thank all the program partners for their support again this summer and for deeply enriching the experiences had by the youth. The 2019 SNAP program was made possible through funding from the City of Surrey and the Canada Summer Jobs program. Finally, we would like to thank all the youth that participated in SNAP this year for their tireless work ethic this summer.





## **SNAP in Green Timbers Urban Forest – 2019**

This report provides a brief summary of the achievements of each SNAP team throughout Surrey and within Green Timbers.

### **Habitat Restoration Team**

The Habitat Restoration team helps to restore, maintain and enhance the ecological integrity and functioning of natural areas in Surrey.

This year, Habitat Restoration continued to be SNAP's largest team with eight youth split into two Habitat Restoration teams. Each team was made up of one Team leader, two Team Members and one Junior Team Member.

This summer, the Habitat Restoration team worked in 37 different parks and natural areas across Surrey, removing 22 species of invasive plants. In total, the team removed 137 m<sup>3</sup> of invasive plant material covering over 6087 m<sup>2</sup> of natural areas in Surrey.

Within **Green Timbers**, the two teams spent a total of 486 hours doing a variety of tasks including the removal of 11 invasive plant species, the installation of a fence and a swallow box, meadow maintenance, trail pruning, planting maintenance, and litter removal from the shoreline and trails. In total, the team removed 13 m<sup>3</sup> of invasive plant material from an area of nearly 1000 m<sup>2</sup>.

### **Tree Care Team**

The Tree Care team undertakes a variety of maintenance and enhancement tasks on the network of City-owned trees, contributing to the longevity and vitality of our City's thriving urban forest. In 2019, the Tree Care team consisted of three post-secondary students with one Team Leader and two Team Members.

This summer, the team inspected 2114 City street trees and provided base maintenance to 1645 of these trees. The team also completed a variety of projects throughout Surrey such as hosting SNAP's first two Neighbourhood Tree Care Parties. At these events, volunteers worked together with their neighbours to help maintain City street trees.

Within **Green Timbers**, the Tree Care Team spent 75 hours carrying out various duties. The team watered and provided base maintenance to the Garry Oak trees originally planted by Wady Lehmann and later cared for by his daughter Susan. They also provided base

maintenance to the trees located in the Green Timbers Lake picnic area and to the trees surrounding the pond located next to the Surrey Nature Centre's historic arboretum.

### **Urban Forest Outreach Team**

The Urban Forest Outreach team raises awareness within the community of the benefits of urban forests, promotes the adoption of stewardship behaviour in relation to urban forests and fosters a sense of community connection with Surrey's urban forest parks.

This summer, the team consisted of five youth with one Team Leader and four Team Members. The team was able to interact with 6544 people by attending 23 local community events, roving and hosting in 14 Surrey parks and canvassing 1308 homes within Surrey.

Throughout the summer, the Urban Forest Outreach team maintained a strong presence in **Green Timbers Urban Forest**. The team spent a total of 206 hours hosting and roving within the park. During this time, the team engaged 910 people by providing park information, nature activities and education about park etiquette. The team also spent 42 staff hours helping to host the 31<sup>st</sup> anniversary of the dedication of Green Timbers Urban Forest Park.

