



**VILLAGE OF BELCARRA  
Tree Committee  
Village Hall  
Wednesday, April 17, 2019  
Minutes**



Minutes of the Tree Committee for the Village of Belcarra, held Wednesday, April 17, 2019 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC

Members in Attendance

Begg, Mary – Vice Chair  
Bramley, Les  
Chapman, Sandra – Chair  
Struk, Deborah

Member Absent

Greig, Vicky

Council in Attendance

Carolina Clark, Councillor

Staff in Attendance

Lorna Dysart, Chief Administrative Officer  
Paula Richardson, Administrative Services Assistant

**1. Call to Order**

The Chair called the meeting to order at 7:00 pm.

**2. Approval of Agenda**

**2.1** Agenda for April 17, 2019

It was moved and seconded that the Agenda for April 17, 2019 be approved as circulated.

**CARRIED**

**3. Adoption of Minutes**

**3.1** Minutes of March 20, 2019

It was moved and seconded that the Minutes from the meeting held March 20, 2019 be adopted.

**CARRIED**

**4. Unfinished Business**

No items presented.

**5. New Business**

a) Fire Hazard signage at entry to the Village

Committee members discussed Fire Hazard signage in similar communities for public awareness. Further discussion ensued with regard to the location of a Fire Hazard sign to be determined by staff after consultation with the Fire Chief.

It was moved and seconded:

That a request be made to Council to direct staff to investigate the placement, building and installation of a Fire Hazard sign.

**CARRIED**

b) Discuss options for Fire Smart Education & develop recommendations

Committee members discussed the tree removal process in the Village and staff requirements for the vetting process for view scape work. The ability to assess properties and advise residents of safety issues was discussed including advertising in the Barnacle to raise awareness for residents to assess or have their own properties assessed.

Discussion ensued with regard to hazard trees on Crown land, Park land and BC Hydro right of ways and the responsibility for removal of debris following a tree being removed.

Committee members discussed resident education by posting a FireSmart assessment test on the website to encourage resident diligence to maintain minimal fuel sources around their properties.

The following items were discussed which require further research:

- Issues around elderly residents doing clearing and the recommendation that a group of volunteers / students be assembled to assist and / or charging a small fee for assistance
- The possibility that the Committee may seek Arborist recommendations
- Costs involved with Public Works providing a curb side pickup of cleared materials. It was noted that materials are to be placed in the organic bin at the Waste and Recycle Depot (WARD)
- Development of grid of zones in the Village for ease of designating fuel locations
- Development of an inventory of dangerous trees in the Village
- The possible recommendation of a new policy to limit and remove fuel on Village property and in the riparian zone

c) Review "Frequently Asked Questions" (City of Port Moody document)

Committee members discussed the creation of a "Frequently Asked Questions" (FAQ) for Village residents for posting on the website.

## 6. Next Steps

- Development of a list of questions for L. Dysart to forward to Chief Sharpe
- Committee Vice-Chair will rewrite the sample Frequently Asked Questions list suitable for the Village, in a user friendly format.
- Committee members will review the present tree removal application for discussion at the next meeting.
- Review of the Tree Removal Bylaw requirement to canvas 3 neighboring properties prior to removal with a view to a possible amendment to canvas neighbours within 50 ft of the property for approval.
- Invite a guest speaker to provide insight into the Riparian zone (i.e. Village resident: John Reynolds).

**7. Adjournment**

The Chair declared the meeting adjourned at 8:49 pm.

**Next meeting date: Wednesday, May 22, 2019**

Certified Correct:



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Lorna Dysart  
Chief Administrative Officer



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Sandra Chapman  
Chair