



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



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

Members in Attendance

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

Council in Attendance

Carolina Clark, Councillor

Staff in Attendance

Lorna Dysart, Chief Administrative Officer  
Bernie Serné, Superintendent of Public Works  
Connie Esposito, Recording Secretary

**1. Call to Order**

Chair Chapman called the meeting to order at 7:00 pm

**2. Approval of Agenda**

**2.1 Agenda for July 17, 2019**

It was moved and seconded:

That that the Agenda for July 17, 2019 be approved as circulated.

**CARRIED**

**3. Adoption of Minutes**

**3.1 Minutes of June 19, 2019**

It was moved and seconded:

That that the Minutes from the Tree Committee meeting held June 19, 2019 be adopted.

**CARRIED**

#### 4. Unfinished Business

##### 4.1 Deferred at the Tree Committee meeting held June 19, 2019

Discussion ensued regarding the following recommendations:

1. That the following recommendations be included in the Tree Committee report to Council.

It was moved and seconded

- a. That Tree Cutting Bylaw No. 110, 1987 be amended to include a replacement tree maintenance requirement, at applicant cost.

**CARRIED**

It was moved and seconded

- b. That Tree Cutting Bylaw No. 110, 1987 be amended to include deciduous replacement tree options of BC native species which also reduce fire risk, provide animal habitat, retain soils, grow at a slower rate and to much lower heights than cedars & hemlocks.

**CARRIED**

It was moved and seconded

- c. That Tree Cutting Bylaw No. 110, 1987 be amended to include the possible replacement species such as Dogwood, Oregon Grape, Saskatoon, Salal, Maple, etc.

**CARRIED**

#### 2. Definitions

Committee members discussed the proposed definitions.

It was moved and seconded

That the following definitions be approved:

- a) **“Replacement Tree”** means any tree or shrub, that is shown on a Tree Cutting and Replacement Plan as a replacement for a tree which has been cut down.
- b) **“A plan for tree planting if applicable”**: The Village will not allow to be planted on municipal land trees that will grow to a height that could impede utilities, signage visibility, safety and the enjoyment of views, or interfere with any municipal infrastructure in the ground.
- c) **“Tree”** means a woody perennial plant having one or more stems, with at least one stem having a diameter of 20 centimetres or more, measured at 1.4 metres above the natural grade on the uphill side of the tree.

**CARRIED**

**5. New Business****5.1** Schedule A in Bylaw 110, 1987 as amended

L. Dysart provided information regarding the history and status of Bylaw 110, 1987 and the process drafting a new bylaw.

**5.2** Tree Committee Report to Council – suggested additional definition

Discussion ensued relative to the tree maintenance process. B. Serné provided information on tracking and managing dead and dangerous trees.

It was moved and seconded:

That the following definition be included in the new Tree Bylaw:

- a. **“Regular Maintenance Plan”**: to manage tree growth and health on a schedule created and executed by the Public Works Manager in consultation with a Certified Arborist as from time to time deemed advisable and approved by Council.

**CARRIED**

**5.3** Information for the Village Website

Discussion ensued relative to additional information regarding the Tree Cutting Permit process to be included on the Village website.

It was moved and seconded:

- a. That the Village application and website include a list of what is required of an Arborist i.e. insurance ISA certified, safety equipment, clean up, permits & licencing; and
- b. That information on the ‘Provincial Government Invasive Alien Species of British Columbia Web’ be included on the Village Website: [www2.gov.bc.ca](http://www2.gov.bc.ca)

**CARRIED**

**5.4** Tree Cutting Permit Application Requirements

B. Serné outlined the Tree Cutting Permit process including the time frame when a permit is valid and how the arborist is paid. It was noted that there is an accounts payable process in the Village office.

The Village pays the arborist directly which is the same process for all invoices.

It was moved and seconded:

That the following information be included in the Tree Cutting Permit Application:

- a. The time frame for a tree cutting / pruning permit is valid on municipal land if not within a riparian area.
- b. That the tree cutting / pruning permit clearly outlines the payment process.

**CARRIED**

**5.5** Tree Committee Report to Council – Additional recommendations

Discussion ensued relative to:

- Hiring certified personnel to manage invasive species;
- The potential to qualify for Provincial Grants to assist with payment for the management of invasive species; and

- Requesting Council to write a letter to the Province recommending a ban on the sale of invasive plants by garden centers

It was moved and seconded:

That Council send a letter to the UBCM to be considered at the Conference requesting that garden centers not sell invasive species.

**CARRIED**

It was moved and seconded:

- a. That Council adopt a long-term plan and budget to remove invasive species including Laurel and Holly trees from Riparian and Municipal Lands.

**CARRIED**

Discussion ensued relative to specifics of Metro Parks in its management of invasive species.

It was moved and seconded:

- b. That Council request staff to consult with Metro Vancouver Parks to remove invasive species including Laurel and Holly trees from Parks lands that border.

**CARRIED**

It was moved and seconded:

- c. That Council request Metro Vancouver Parks to remove debris, dead underbrush and dead trees from their property that border the Village of Belcarra.

**CARRIED**

It was moved and seconded:

- d. That Council request Anmore and Port Moody to remove dangerous trees at the side of the road on Anmore and Port Moody land along the road.

**CARRIED**

It was moved and seconded:

- e. That Belcarra residents be encouraged to remove invasive species including Laurel and Holly trees from private properties to prevent further spreading of these species and to be invasive plant free.

**CARRIED**

Discussion ensued relative to:

- Hazardous tree debris management plans at other municipalities;
- Some grants that can be applied for each year;

It was moved and seconded:

- f. That Village staff work with the Government of BC and coordinate with the BC Wildfire Service Dept to conduct an extensive fuel management plan for the removal of hazardous trees, debris and dead trees to create a firebreak between residents in Belcarra and Crown Land.

**CARRIED**

**6. Next Steps**

L. Dysart recommended that all adopted Tree Committee minutes be sent to Committee members in Word format for ease of preparing a report to Council.

It was proposed that the September Tree Committee meeting be cancelled to allow for the preparation of a report to Council and that the next meeting be held in October.

Committee members will accumulate all voted on recommendations and begin to write the Report to Council. A preliminary draft report will be prepared for discussion at the October meeting.

**7. Adjournment**

The meeting adjourned at 8:05 pm.

**Next Meeting Date:** Wednesday, October 16, 2019

Certified Correct:

  
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Lorna Dysart  
Chief Administrative Officer

  
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Sandra Chapman  
Chair