



**VILLAGE OF BELCARRA  
Tree Committee  
Village Hall  
October 16, 2019  
Minutes**



Minutes of the Tree Committee for the Village of Belcarra, held October 16, 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 Absent

Carolina Clark, Councillor

Staff in Attendance

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

**1. Call to Order**

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

**2. Approval of Agenda**

**2.1** Agenda for October 16, 2019

It was moved and seconded:

That that the Agenda for October 16, 2019 be approved as circulated.

**CARRIED**

**3. Adoption of Minutes**

**3.1** Minutes of July 17, 2019

It was moved and seconded:

That that the Minutes from the Tree Committee meeting held July 17, 2019 be adopted.

**CARRIED**

**4. Unfinished Business**

No Items.

**5. New Business****5.1 Guest Speaker: Aaron Minicola – Specialized Tree Service**

Chair Chapman introduced Aaron Minicola of Specialized Tree Service.

Aaron Minicola provided an overview of his work as an arborist in the Village and other municipalities. Discussion ensued with Committee members with regard to the following:

- Work in the Riparian Zone
  - Department of Fisheries and Port of Vancouver jurisdiction (develop a method of contact at both agencies for tree removal information)
  - The use of Bio-Oil (a biodegradable product) when working with equipment in sensitive areas
- The Village bylaw requirement to have too many neighbors sign off on tree removal
- Other municipalities may require tree permits for removal of trees
- Issues surrounding tree removal on Village property vs pruning requests
- Suggestions on significant trees, protected trees and planting replacement trees
- Reports from Arborists may show differing opinions
- Identification of dangerous trees
- The requirement in some municipalities for tree protection fencing in construction zones on private property

Chair Chapman thanked Aaron Minicola for attending the meeting.

**5.2 West Vancouver Tree Cutting Permit Review**

Chair Chapman outlined the West Vancouver Tree Cutting Permit document and Committee members discussed the following:

- That hedge trimming is included in the process in West Vancouver
- The document contains clearly defined terms and conditions
- The consideration of impact, low, moderate or high
- The mediation process, if an application is contested

It was moved and seconded:

That the Village Tree Cutting Permit application be updated and simplified similar to the West Vancouver Tree Cutting Permit; and

That the Village list all required forms within the Tree Cutting Permit form; and  
That the Village remove the requirement of a 2-week posting notice for resident feedback when a tree has been identified for removal; and

That the Tree Cutting Permit process allow for trimming.

**CARRIED**

### 5.3 Curbside Tree Chipping

Committee members discussed the current Village schedule of one yearly Curbside Tree Chipping. L. Dysart advised that this is a Budget item and that the green bin is available at WARD for branches and twigs. Discussion ensued with regard to a program for those who require assistance moving piles of debris / fuel to the curbside. It was suggested that CRAB may be called upon to provide information on this proposed volunteer service.

Discussion ensued regarding use of the Organics bin at WARD for those residents who wish to dispose of fuel / debris from their gardens.

It was moved and seconded:

- a) That a registry for elderly residents be created who may require assistance with moving tree limbs and debris to the curb for tree chipping; and That CRAB be requested to send out a notice asking for volunteers to assist the elderly through an ad in the Barnacle.

**CARRIED**

It was moved and seconded:

- b) That two curbside tree chipping opportunities be provided by the Village: the first in early April and the second in mid-October; and That the second curbside tree chipping include a fee to the homeowner, with that fee to be determined by Council.

**CARRIED**

### 5.4 Cleared Spaces Discussion

Committee members discussed cleared spaces noting the following:

- Whether natural regeneration should be maintained to retain cleared spaces
- Methods of clearing low growth trees, i.e. flail mower
- The development of a maintenance plan to include annual trimming of areas which have been cleared of trees to minimize unwanted new growth

### 6. Next Steps

- a) Committee members will accumulate all voted on recommendations and begin to assemble a report for Council.

Committee members discussed dividing up the next steps with regard to recommendations.

Further discussion ensued with regard to language and objectives for the action statement of the Committee.



**6. Adjournment**

The meeting adjourned at 8:37 pm.

**Next Meeting Date:** Wednesday, November 20, 2019

Certified Correct:



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Lorna Dysart  
Chief Administrative Officer



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Sandra Chapman  
Chair