



**VILLAGE OF BELCARRA  
REGULAR COUNCIL AGENDA  
VIA ZOOM  
September 27, 2021  
7:00 PM**



This meeting is being held via Zoom Teleconference and will be recorded.  
Meeting details as follows:

Click link to join meeting: <https://us06web.zoom.us/j/81373347852>

Meeting ID: 813 7334 7852

**COUNCIL**

Mayor Jamie Ross  
Councillor Carolina Clark  
Councillor Bruce Drake  
Councillor John Snell  
Councillor Liisa Wilder

**1. CALL TO ORDER**

Mayor Ross will call the meeting to order.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, September 27, 2021**

**Recommendation:**

That the agenda for the Regular Council Meeting, September 27, 2021 be approved as circulated.

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, September 7, 2021**

**Recommendation:**

That the minutes from the Regular Council Meeting held September 7, 2021 be adopted.

**4. DELEGATIONS AND PRESENTATIONS**

No items.

**5. REPORTS**

- 5.1** Lorna Dysart, Chief Administrative Officer, report dated September 27, 2021, regarding Managing Trees, Views & Landscapes Bylaw No. 589, 2021

**Recommendations:**

- a) That the amendments outlined in yellow on Managing Trees, Views & Landscapes Bylaw No. 589, 2021, proposed by Councillor Drake, be approved.
- b) That Managing Trees, Views & Landscapes Bylaw No. 589, 2021 be read a second time as amended.

- 5.2** Lorna Dysart, Chief Administrative Officer, report dated September 27, 2021, regarding Tree Committee Recommendations

**Recommendation:**

That Council approve the recommendations from the Tree Committee as listed below:

- a) That staff write a letter to the Province recommending a ban on the sale of invasive plants by garden centers;
- b) That staff write a letter to the UBCM to be considered at a Conference requesting that garden centers discontinue sale of invasive species plants;
- c) That staff develop a plan to expand the current invasive species removal program taking place on the foreshore to include the removal of all types of Ivy and Laurel, Himalayan blackberry & Holly;
- d) That staff write a letter to Metro Vancouver Parks regarding a policy for fuel management and the removal of underbrush, dangerous trees etc. on parkland bordering the Village in order to create a buffer zone.
- e) That staff write a letter to the Provincial Government and coordinate with the BC Wildfire Service Department regarding fuel management and the removal of underbrush, dangerous trees etc. on Crown Land bordering the Village in order to create a buffer zone.
- f) That staff write letters to Anmore and Port Moody with regard to fuel management and dangerous trees etc. on property bordering the Village and Bedwell Bay Road; and

That where appropriate, letters be drafted for the signature of the Mayor.

- 5.3** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated September 27, 2021, Patching and Paving, MRN and Non MRN Roads

**Recommendation:**

That a quote from Sandpiper Contracting Ltd., dated September 14, 2021, for the mill and fill patching and paving at miscellaneous sites, as identified by Public Works staff, be approved in the amount of \$23,200.00 plus GST.

- 5.4 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated September 27, 2021, regarding Capital Budget, Paving on Midden Road

**Recommendation:**

That staff advertise a Request for Proposal (RFP) for price quotes on paving that includes:

- A full depth mill and fill, and 75mm asphalt regrading gravel base for Midden Road and Belcarra Bay Road from Midden Road to the 3 way stop sign.

- 5.5 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated September 27, 2021, regarding Municipal Hall Parking

**Recommendation:**

That Council approve keeping the “Resident Only Parking and Permit Parking Only” signs in place, as a permanent policy for the Village Hall parking lot.

**6. REPORTS FROM MAYOR AND PROJECT LEADS**

**Mayor’s Reports**

- 6.1 **UBCM update including discussions with two Cabinet Ministers**

- 6.2 **Federal Election**

- 6.3 **BC Law Enforcement Memorial – Legislature Victoria**

**7. BYLAWS**

- 7.1 **VILLAGE OF BELCARRA Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021**

**Recommendation:**

That the “Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021” be adopted.

**8. CORRESPONDENCE/PROCLAMATIONS**

**Recommendation:**

That correspondence items 8.1 to 8.9 be received.

**ACTION ITEMS**

- 8.1 Andrew Hory, Chair & Area B Director, Sandra Daniels, Area A Director, James Furney, Area C Director & Rod Sherrell, Area D Director, Regional District of Mount Waddington, letter dated August 27, 2021, regarding Rebuilding the Village of Lytton

**Recommendation:**

That Council approve a donation in the amount of \$500.00 to assist Rebuilding the Village of Lytton.

- 8.2 Mitzi Dean, Minister of Children & Family Development, email dated September 10, 2021, regarding the declaration of October 2021 as “Foster Family Month” in British Columbia

**Recommendation:**

That October 2021 be declared as “Foster Family Month” in the Village of Belcarra.

**INFORMATION ITEMS**

- 8.3 Troy Clifford, Provincial President, Ambulance Paramedics & Emergency Dispatchers of BC, letter dated September 3, 2021, regarding Emergency Paramedics & Dispatchers: Who we are and what we do!
- 8.4 Jude Crasta, Program Manager, Moving in A Livable Region, SFU Morris J Wosk Centre for Dialogue, letter dated September 7, 2021, regarding A Civic Literacy Campaign on Mobility Pricing Across Metro Vancouver
- 8.5 Nicole Magas, Publicist – ZG Stories, email dated September 7, 2021, regarding Volunteer Drives for Cancer Patients – Service Expansion to Include Our Community Now
- 8.6 Katrina Chen, Minister of State for Child Care, email dated September 13, 2021, regarding Childcare BC New Spaces Fund
- 8.7 Colleen & Ian MacDonald, Belcarra Residents, email dated September 13, 2021, regarding Please Vote YES for a Safe Passing Distance Law at the UBCM
- 8.8 Cheryl Papove, Belcarra Resident, email dated September 15, 2021, regarding Safe Passing Distance
- 8.9 Kelly Kenney, Corporate Officer, City of Langley, letter to Honourable Josie Osborne, Minister of Municipal Affairs, dated September 15, 2021, regarding Appointment of Directors to Regional District Board (full report available at the Village office)

**9. NEW BUSINESS**

**10. PUBLIC QUESTION PERIOD**

**11. RESOLUTION TO CLOSE MEETING**

That the September 27, 2021 meeting of Council be closed pursuant to the *Community Charter* Section 90 (1) “A part of a Council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (c) labour relations or other employee relations;
- (g) litigation or potential litigation affecting the municipality;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.”

**12. ADJOURNMENT**

**Recommendation:**

That the September 27, 2021 Regular Meeting be adjourned.



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
Via Zoom  
September 7, 2021**



This meeting was held via Zoom Teleconference and was recorded.

**Council in Attendance**

Mayor Jamie Ross  
Councillor Carolina Clark  
Councillor Bruce Drake  
Councillor John Snell  
Councillor Liisa Wilder

**Staff in Attendance**

Lorna Dysart, Chief Administrative Officer  
Stewart Novak, Public Works & Emergency Preparedness Coordinator  
Connie Esposito, Recording Secretary  
Sartaj Grewal, Building Inspector

**Others in Attendance**

Ken Bjorgaard, K&E Business Services, Financial Consultant (departed at 7:31 pm)  
Eric White, RWPAS Ltd., Planning Consultant (departed at 8:20 pm)

**1. CALL TO ORDER**

Mayor Ross called the meeting to order at 7:02 pm.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, September 7, 2021**

Moved by: Councillor Wilder  
Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting, September 7, 2021, be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES****3.1 Regular Council Meeting, July 19, 2021**

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That the minutes from the Regular Council Meeting held July 19, 2021 be amended by adding the following to Item 5.4:

“Cats’ eyes will be repaired or replaced at no cost to the Village” and

That the minutes from the Regular Council Meeting held July 19, 2021 be adopted as amended.

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS****4.1 Lorna Dysart, Chief Administrative Officer, verbal report, Introduction of Sartaj Grewal, New Building Inspector Level 1**

L. Dysart introduced Sartaj Grewal and welcomed him to Belcarra as the new Building Inspector. L. Dysart noted that Sartaj comes to Belcarra from Prince George and began work on August 3, 2021. Mayor Ross extended a warm welcome on behalf of Council and staff.

**5. REPORTS****5.1 Ken Bjorgaard, Financial Consultant, report dated September 7, 2021, regarding Bill Payment Options Policy**

K. Bjorgaard outlined the report. Council members discussed various aspects of the report.

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That the cost of setting up the e-commerce bill payment, emailing and look-up service (\$1,500 - \$2,000) included in the Bill Payment Options Policy be funded from the COVID-19 Restart Grant funds; and

That Corporate Policy No. 220 – Bill Payment Options Policy, be approved.

**CARRIED**

**5.2 Ken Bjorgaard, Financial Consultant, report dated September 7, 2021, regarding 2022 – 2026 Financial Plan**

K. Bjorgaard outlined the report. Discussion ensued.

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That the 2022 – 2026 Financial Plan Schedule be approved.

**CARRIED**

Ken Bjorgaard left the meeting at 7:31 pm

- 5.3** Eric White, RWPAS Ltd., Planning Consultant, report dated September 7, 2021 regarding SBA BC91022-B INDIAN ARM (W0722) - Proposed Telecom Tower

E. White outlined the report. Considerable discussion ensued.

Councillor Drake provided information related to the federal government framework regarding telecom towers. Councillor Drake will draft a brief process related to telecom towers.

L. Dysart will confirm if there is a current policy for telecom towers. She will contact BC Hydro regarding the current location of an antenna.

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That staff continue communication with Synergy Land Corporation to continue research on a cost recovery basis and report back to Council; and

That Council consider the process it would follow in the case that a telecom tower is proposed within the Village.

**CARRIED**  
**Councillor Snell Voted in Opposition**

- 5.4** Lorna Dysart, Chief Administrative Officer, verbal report regarding Appointment of Mayor Ross, and alternate, as voting delegates at the Annual General Meetings for the Municipal Insurance Association of BC.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That Mayor Ross be appointed as a voting delegate at the Annual General Meeting on September 13, 2021, for the Municipal Insurance Association of BC; and

That Councillor Wilder be appointed as alternate.

**CARRIED**

- 5.5** Lorna Dysart, Chief Administrative Officer, report dated September 7, 2021, regarding Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021

Moved by: Councillor Clark

Seconded by: Councillor Wilder

That Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021, be read a third time.

**CARRIED**

- 5.6** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated September 7, 2021 regarding Follow Up – Managing Trees, Views & Landscapes Bylaw No. 589, 2021

S. Novak outlined the report. Councillor Clark provided highlights of the work by the Tree Committee. Discussion ensued.

M. Begg, Tree Committee member, provided comments on certain procedures. Councillor Clark requested that action items from the report by S. Novak from the March 25, 2021 meeting be brought back to Council for consideration.

Mayor Ross thanked Councillor Clark and Tree Committee members for their work.

**The meeting recessed at 9:00 pm and reconvened at 9:09 pm**

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the report titled “Follow Up – Managing Trees, Views & Landscapes Bylaw No. 589, 2021” dated September 7, 2021, be received for information; and

That Village of Belcarra “Managing Trees, Views & Landscapes Bylaw No. 589, 2021” be read a first time.

**CARRIED**

- 5.7** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated September 7, 2021, regarding a letter from Heather Slater, Water & Land Use Program, Abbotsford Health Protection Office, Fraser Health, dated July 19, 2021, regarding Raising the Water Level in Tatlow Reservoir

S. Novak outlined the report regarding the letter received from Heather Slater, Water & Land Use Program, Abbotsford Health Protection Office, Fraser Health.

Discussion ensued relative to raising the water level in the Tatlow Reservoir.

Moved by: Councillor Drake

Seconded by: Councillor Clarke

That Council request a staff report from a qualified engineer for a system to incrementally add chlorine at Tatlow.

**CARRIED**

**6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES**

**Mayor's Reports**

Mayor Ross commented on the current investigation into Residential Schools in Metro Vancouver and that our thoughts and hearts are with the Tseil-Waututh, Salish and Musqueam First Nations. Mayor Ross noted that there was only one residential school in Metro Vancouver that was in operation from 1889-1959.

**6.1 Metro 2050**

Sav Dhaliwal, Chair, Metro Vancouver Board, letter dated July 14, 2021, regarding Draft Metro 2050: Referral for Comment

Mayor Ross advised that Metro Vancouver will be invited to a future Belcarra Council meeting to present the Metro 2050 Plan.

**6.2 FortisBC Gift**

Mayor Ross commented regarding the upcoming virtual 2021 UBCM Convention.

Related to the 2021 UBCM Convention, a gift package of socks were received from FortisBC. Mayor Ross extended an invitation to Belcarra residents, in particular young people, who would like to receive a pair of socks to contact the Village office.

**Councillor Reports****6.3 Update on Cats' Eyes Repair**

Councillor Clark queried regarding the status of repairs to the cats' eyes on Bedwell Bay Road.

S. Novak advised that additional cats' eyes will be installed at no cost to the Village.

**Water Committee Meetings**

Councillor Clark queried regarding posting of the Water Committee meetings on the Village website. L. Dysart will follow up on the potential for the Water Committee meetings to be posted on the Village website.

**7. BYLAWS**

No items.

**8. CORRESPONDENCE / PROCLAMATIONS**

Moved by: Councillor Wilder

Seconded by: Councillor Drake

That correspondence items 8.1 to 8.20 be received.

**CARRIED**

**ACTION ITEMS****8.1 Jessie Christophersen, Information & Member Services Coordinator, Recycling Council of British Columbia**, email dated August 20, 2021, regarding the declaration of "National Waste Reduction Week in Canada, October 18 – 24, 2021".

Moved by: Councillor Drake

Seconded by: Councillor Clark

That the week of October 18 – 24, 2021 be declared as "National Waste Reduction Week" in the Village of Belcarra.

**CARRIED**

- 8.2 Krystal Boros, Assistant Corporate Secretary, E-Comm 9-1-1, email dated September 1, 2021, regarding E-Comm Board of Directors Designate – 2021–2022 Term

Moved by: Councillor Drake

Seconded by: Councillor Clark

That Council support the nomination of Joe Keithley (Burnaby) and Nancy McCurrach (Port Coquitlam), for appointment to the E-Comm Board of Directors for the 2021 – 2022 Term, to serve as representatives for the Village of Belcarra, City of Burnaby, City of Coquitlam, City of New Westminster, City of Port Coquitlam and City of Port Moody.

**CARRIED**

### **INFORMATION ITEMS**

- 8.3 Sasamat Volunteer Fire Department, Board of Trustees Meeting Minutes of Thursday, June 17, 2021
- 8.4 Carina Stirling, Community Engagement Manger, Habitat for Humanity, letter dated July 12, 2021, regarding Thank You for the Generous Donation
- 8.5 Terry Rysz, Mayor, District of Sicamous, letter dated July 15, 2021, regarding Protection of Outdoor Recreation Opportunities and Established Snowmobile Recreational Sites or Trails in BC
- 8.6 Jonathan Cote, Mayor, City of New Westminster, letter dated July 21, 2021, regarding E-Comm Board of Directors Designates – 2021-2022 Term
- 8.7 Brad West, Mayor, City of Port Coquitlam, letter dated July 22, 2021, regarding E-Comm Board of Directors Designate – 2021-2022 Term
- 8.8 Stephanie Lam, Legislative Services Manager, City of Coquitlam, letter dated August 13, 2021, to Krystal Boros, Assistant Corporate Secretary, E-Comm 9-1-1, regarding E-Comm Board of Directors Designate – 2021-2022 Term
- 8.9 Richard Stewart, Mayor, City of Coquitlam, letter dated July 28, 2021, to Sav Dhaliwal, Board Chair, Metro Vancouver, regarding Fire Protection in Metro Vancouver Watersheds (full report available at the Village office)
- 8.10 Paula Kusack, Deputy Corporate Officer, City of Langley, letter dated July 29, 2021, to Honourable John Horgan, Premier and Honourable Adrian Dix, Minister of Health, regarding Improvement to Pre-Hospital Care System
- 8.11 Bruce Gibbons, Merville Water Guardians, email dated July 30, 2021, regarding Ban Water Bottling of Our Groundwater (full report available at the Village office)
- 8.12 Dr. Teale Phelps Bondaroff, Chair & Co-Founder, AccessBC Campaign, email dated July 30, 2021, regarding Correspondence and Request from AccessBC Campaign
- See Action following 8.17

- 8.13 Kate Zanon, General Manager, Community Development, City of Port Moody, letter dated July 30, 2021, regarding City of Port Moody Official Community Plan Update: Port Moody 2050
- 8.14 Brian Frenkel, President, Union of BC Municipalities (UBCM), letter dated August 11, 2021, regarding Canada Community-Building Funds / Gas Tax Fund: Community Works Fund Top-Up Payment & Updated Eligibility Guidelines
- 8.15 Roger Quan, Director, Air Quality & Climate Change, Metro Vancouver, letter dated August 13, 2021, regarding Caring for the Air 2021, Metro Vancouver's Annual Review of Air Quality and Climate Change (full report available at the Village office)
- 8.16 Lynn Embury-Williams, Executive Director, Wood WORKS! BC / Canadian Wood Council, letter dated August 13, 2021, regarding North American Wood Design Awards Book (full report available at the Village office)

Mayor Ross requested that Deputy Mayor Snell assume the Chair.

Deputy Mayor Snell assumed the Chair at 10:22 pm.

Moved by: Mayor Ross  
Seconded by: Councillor Clark

That Items 8.12 and 8.17 be moved to Action Items.

**CARRIED**

- 8.17 Krystyn Izowski, Belcarra Resident, email dated August 25, 2021, regarding Waste Vehicle – Pollution

Discussion ensued relative to sending a letter to Revolution Resource Recovery regarding the pollution being caused by one of their vehicles.

Moved By: Mayor Ross  
Seconded by: Councillor Drake

That a letter be sent to Revolution Resource Recovery advising of the pollution that was observed from one of their vehicles.

**DEFEATED**

Councillors Clark, Snell and Wilder voted in opposition

Mayor Ross assumed the Chair at 10:29 pm.

- 8.12** Dr. Teale Phelps Bondaroff, Chair & Co-Founder, AccessBC Campaign, email dated July 30, 2021, regarding Correspondence and Request from AccessBC Campaign

Moved by: Councillor Drake

Seconded by: Councillor Clark

That Council direct the Mayor to write to the Provincial Government to urge them to make all prescription contraception in BC available at no cost under the Medical Services Plan.

**CARRIED**

- 8.18** Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs, letter dated August 27, 2021, regarding Proof of Vaccination & Mandatory Mask Requirements

- 8.19** Kerri Palmer Isaak, Trustee, School District 43 (SD43), Coquitlam, notice dated August 29, 2021, regarding Community Update – Anmore, Belcarra

- 8.20** Aliya Mohamed, Director of Public Affairs, TransLink, email dated August 31, 2021 regarding TransLink Mask Mandate, Fall Service Changes & Kids Ride Free

**9. NEW BUSINESS**

No items presented.

**10. PUBLIC QUESTION PERIOD**

John Shooolestani, Belcarra Resident, commented regarding Residential Schools and the new Federal Statutory Holiday for the National Day for Truth and Reconciliation which is September 30, 2021.

Jim Chisholm, Belcarra Resident, queried regarding the anticipated response from District of North Vancouver on water supply levels.

**11. ADJOURNMENT**

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the September 7, 2021 Regular Meeting be adjourned at 10:47 pm.

**CARRIED**

Certified Correct:

---

Jamie Ross  
Mayor

---

Lorna Dysart  
Chief Administrative Officer



**VILLAGE OF BELCARRA**  
**Managing Trees, Views & Landscapes**  
**Bylaw No. 589, 2021**



A bylaw to provide for the Management of Trees, Views and Landscapes

**WHEREAS** the Council of the Village of Belcarra has determined it necessary to provide for the management of tree cutting and tree protection activities.

**AND WHEREAS** pursuant to the *Community Charter* - Part 2, Division 1, Fundamental powers, Section 8, (3) “A Council may, by Bylaw, regulate, prohibit and impose requirements in relation to the following (c) trees”.

**NOW THEREFORE** the Council of the Village of Belcarra in open meeting assembled enacts as follows:

1. This Bylaw may be cited for all purposes as the "Village of Belcarra Managing Trees, Views & Landscapes Bylaw No. 589, 2021".

2. **Definitions**

In this Bylaw, unless the context indicates otherwise:

**“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.

**“Affected Property Owner”** means any adjacent property owner and any direct property owner **as determined by the Public Works Manager** ~~in the opinion of staff~~ whose line of sight or proximate enjoyment, including but not limited to views, aesthetics, and shade, may be affected if a tree cutting or pruning application is approved.

**“Certified Arborist”** means a person certified by the International Society of Arboriculture (ISA) or the National Arborist Association as an arborist.

**“Crown”** means the entire system of branches, leaves and reproductive structures of a tree extending away from the trunk or main stem(s).

**Hazardous Tree”** means any tree which, due to its location, condition or any other circumstance, has been determined, by a Registered Certified Arborist, ISA approved, **or as determined by the Public Works Manager**, to present a hazard to the safety of persons, private property or any other tree(s).

**“Permit”** shall mean tree removal / pruning permit issued in the form of Schedule “C”.

**“Pruning”** means the trimming of living or dead parts from a tree in order to reduce size, maintain the shape and health of the tree and maintain view corridors.

**“Regular Maintenance Plan”** is 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.

**“Shrub”** is a woody plant which is smaller than a tree and has several main stems arising at or near the ground, less than 6 m -10 m in height.

**“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.

**“Tree Cutting Permit”** means a permit issued by the Administrator in accordance with this Bylaw, which will allow cutting or pruning of trees under conditions stipulated in the Bylaw.

A permit is only a permission pursuant to this Bylaw and does not relieve the permit holder from complying with all other laws, regulations and requirements of any public authority having jurisdiction, nor relieve the holder from complying with civil, common law or contractual obligations.

**“Tree Cutting and Replacement Plan”** means a plan which shows the trees proposed to be cut and the location, size (height and diameter) and approved species of replacement trees to be planted upon a subject site to ensure slope retention and/or prevent water migration.

**“Hazard Tree”** is a tree which is likely to fail due to Major Structural Weaknesses, adverse site conditions or other external factors under average conditions & has the Potential to Strike a Target.

**“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.

**“Tree Removal”** means the cutting down of the entire tree.

**“Tree Survey”** means a plan of a subject site showing the location, species and trunk diameter of the tree to be cut or pruned.

**“Tree Topping”** means to entirely sever the stem of a tree such that the upper stem and branches of the tree are completely removed, resulting in an abruptly truncated stem, and topping and topped shall have corresponding meanings.

### 3. **Application of Bylaw**

3.1 This bylaw applies to all trees on municipal land within the Belcarra boundary, except as provided in Section 3.2.

3.2 This bylaw does not apply to:

(a) Trees on private property.

(b) Trees that are cut, removed, or damaged pursuant to the Hydro and Power Authority Act, RSBC 1996, c.212, or the Oil and Gas Activities Act, SBC 2008, c.36;

(c) Trees on municipal-owned property or roadways that are cut or removed by the Municipality or its authorized agents in accordance with approved Municipal policies.

(d) Any provisions imposed by the Sasamat Volunteer Fire Department (SVFD) relating to fire safety and immediate life safety risk.

### 4. **Prohibitions**

4.1 No person may cut, prune, or remove a tree on municipal land without first having obtained a Tree Cutting Permit.

4.2 No person shall breach the terms and conditions of Tree Cutting Permit as written.

## 5. **Exemptions**

5.1 Hazardous Trees as defined in Section 3 'Definitions' will be assessed and removed as deemed necessary by the Public Works Department.

- Any immediate life safety hazards involving trees, or trees and hydroelectric power must call 911.

## 6. **Contraventions**

6.1 Where a tree is cut in contravention of this Bylaw and / or conditions of a permit are breached, an offence or bylaw contravention is committed under this Bylaw:

(a) A person who contravenes any provision of this Bylaw, or who willfully does not adhere to the bylaws, or cuts a tree on municipal property, contrary to or without a permit, is guilty of an offence or bylaw contravention and is liable to the penalties imposed under this Bylaw and may be subject of up to \$1,000 for the first offence, and \$1,000 each subsequent offence. For large scale offences, fines may be imposed up to \$10,000.

## 7. **Professional Assessment**

7.1 Prior to the issuance of a permit, the Village at its discretion, may require the applicant to provide, at the expense of the applicant, a certified report by a professional arborist and/or geotechnical engineer, stating that the proposed cutting of trees will not create any type of hazard such as flooding, erosion etc.

7.2 Permit conditions may specify measures that need to be undertaken by the applicant resulting from recommendations of a professional report.

## 8. **Application for Permit**

8.1 Applications for a permit on Municipal property may be submitted by any Belcarra property owner wishing to improve their views or sanctity.

8.2 Permit Applications shall be submitted to Municipal Staff and approved by the Public Works Coordinator.

8.3 At the time of the permit application, the applicant shall pay to the Village an application fee as per the Fees and Charges Bylaw.

8.4 An applicant may re-apply to prune or trim the same tree(s) on an annual basis for no additional charge. The original application approval must be presented to the municipal staff and receive an updated stamp of approval.

8.5 If conditions of the tree or shrub cutting application change in Section 8 for any reason, or if the terms of the permit are not upheld, the CAO or Manager of Public Works may terminate the application.

## 9. **Tree Cutting Permit**

An example of the Tree Cutting Permit is provided in 'Schedule A' of this document.

9.1 No person may cut, prune or remove a tree on municipal land without first having obtained a Tree Cutting Permit.

- 9.2 The applicant shall provide a detailed description of the proposed work including a statement of purpose and rationale.
- 9.3 A clearly labelled photograph of the tree(s) must be provided, and if pruning is required, a line must be drawn on the photograph indicating the extent of the proposed pruning. The subject tree must also have a ribbon marker.
- 9.4 If relevant, a proposed replanting plan indicating location, species and size of tree, bush and shrub that is to be planted to replace the removed tree. The tree, bush or shrub may be planted in the same location or in another area agreed upon by Village Staff.
- 9.5 Non-refundable permit application fees are payable prior to issuance of a permit. Once the permit is issued, it is valid for the work to be completed within 6 months.
- 9.6 The name of the insured tree cutting contractor, must be provided with the date and time of the planned work. A plan for tree planting, if applicable, must also be submitted.
- 9.7 The Village will not allow trees to be planted that will grow to a height that could impede utilities and signage visibility, safety and the enjoyment of views, or interfere with any municipal infrastructure on municipal land.
- 9.8 **The applicant shall** confirm that any directly affected property owners in the area of the proposed tree pruning or cutting, have been ~~specifically consulted~~ **notified and advised that**, any opinions ~~should be expressed~~ **they wish to express may be sent** in writing **to the Public Works Manager** within 15 working days ~~of consultation~~ of their notification.
- 9.9 All written information to be attached to the application by the applicant, including if the applicant wishes to maintain a previously trimmed tree. Submission of pictures may be required.
10. **Tree Replacement**
- Replacement trees may be required as a condition of the permit. Trees selected for replacement must be a low growing tree (under 35 feet tall) and conform to Belcarra's wildfire interface strategies. See Schedule 'B' for the list of accepted trees.
11. **Security Deposit**
- 11.1 The Village may require the applicant for the permit to provide security by, at the applicant's option, an irrevocable letter of credit or the deposit of securities in a form satisfactory to the local government, in an amount stated in the permit.
12. The "Village of Belcarra Tree Cutting Bylaw No. 110, 1987" is hereby repealed.

Read a First Time on September 7, 2021

Read a Second Time on

Read a Third Time on

ADOPTED by Council on

---

Jamie Ross  
Mayor

---

Lorna Dysart  
Chief Administrative Officer

This is a certified a true copy of  
Village of Belcarra Managing Trees, Views  
& Landscapes Bylaw No. 589, 2021

---

Chief Administrative Officer



**VILLAGE OF BELCARRA**  
**Managing Trees, Views & Landscapes**  
**Bylaw No. 589, 2021**  
**Schedule A**  
**Municipal Property Tree Cutting Permit**  
**Application**



**Municipal Property Tree Cutting Permit Application**

Name of Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Application date: \_\_\_\_\_ Tree Permit No.: \_\_\_\_\_

Permit Application Fee: \$200 (Non-refundable payment)

Clean Up Deposit: \$300 (Refundable upon satisfactory completion of project. Payable upon granting of permit.)

Civic address: \_\_\_\_\_  
(Location of work near / adjacent to municipal property)

- Describe the proposed tree work: List number and type of subject trees, proximity to creeks and relevant site information as available, including photographs.

\* Note - A survey prepared by a designated British Columbia Land Surveyor may be required in consideration of this application.

Type of trees, shrubs or branches to be removed:

---

---

---

Remove: \_\_\_\_\_ Chip on site: \_\_\_\_\_

Photographs attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Additional comments:

---

---

---

Applicant: Based on your proposed tree work, complete the following information in the appropriate section of either Low Impact or Moderate Impact.

**LOW IMPACT:**

1. Removal of up to a maximum of 4 single trees that are less than 6 meters in height

---

2. Removal of hedges or shrubs, (less than 5 meters in height)

\_\_\_\_\_

3. Removal of branches from a tree/s that does not significantly alter aesthetic appearance of the area

\_\_\_\_\_

4. Re-topping of tree that does not result in removal of more than 5 meters of new growth

\_\_\_\_\_

**MODERATE IMPACT:**

1. Removal of hedge greater than 5 meters in height

\_\_\_\_\_

2. Removal of more than 4 trees that are less than 5 meters in height

\_\_\_\_\_

3. Pruning of branches that will result in significant Aesthetic impact to surrounding area

\_\_\_\_\_

4. Removal of a tree greater than 6 meters in height

\_\_\_\_\_

**CONSENT REQUIREMENTS:**

Owner's declaration:

I/We, \_\_\_\_\_ (Owner's name) of  
\_\_\_\_\_ Owner's address Owner's

email: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner's signature: \_\_\_\_\_

Confirm the appointment of \_\_\_\_\_ a Municipal  
approved tree contractor, to act on my behalf, with regard to this application.

Contractor's name \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Contractor's Signature \_\_\_\_\_

Neighbors consent:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

\* Neighbor disagreements may be brought before Council or result in permit cancelation. \*

**TERMS AND CONDITIONS:**

1. The applicant must provide a non-refundable permit fee of \$200.
2. The applicant is fully responsible for any damages to private or municipal property, BC Hydro or telephone infrastructure. Costs will be paid by the applicant.
3. The applicant is responsible for providing an accurate description of the location of the trees in relation to relevant property lines.
4. Any disputes between individuals over liabilities arising from tree problems or the work authorized by this permit, shall be settled by the individuals involved, and at their expense.
5. The applicant agrees to indemnify and save the Municipality harmless from all cost, claims, damages, or expenses arising from the work authorized by the permit or by actions of the applicant.
6. The applicant understands that:
  - The contractor / tree cutting firm must be approved by the Municipality for work on municipal property.
  - Trees must be clearly tagged by the applicant for consideration by the Municipality. Untagged trees will not be considered.
  - Neighbors adjacent to the proposed work must be notified and given an explanation of the proposed work and sign the consent form prior to submission of application (in conformance with Belcarra's policies and procedures).
  - No work may proceed until this application has been approved and a tree cutting permit issued.
  - All costs associated with this application are to be borne by the applicant.
  - After receipt of the application, a site visit by the municipality will be conducted and may be scheduled with the appropriate tree contractor.

7. After approval of the proposed tree work, the applicant is required to notify the Municipality at least 48 hours prior to commencing work.
8. This permit can be revoked at any time by the Municipality.
9. The tree permit must be onsite at all times during work.
10. No debris is to be left on municipal property.
11. Any work inside the limits of approach to hydro lines will be undertaken by a utility certified tree company.
12. All approved pruning work will be completed according to the standards of the International Society of Arboriculture.
13. To request a final inspection, email [belcarra@belcarra.ca](mailto:belcarra@belcarra.ca) or phone 604-937-4100
14. This permit expires 6 months from the date of the application approval.

*Freedom of Information and Protection of Privacy Act Notice: The personal information on this form is collected under the authority of the Community Charter or Local Government Act, as applicable. It is related directly to and required by the Village to process your Tree Cutting Permit Application and associated administration and to contact you as may be required. The personal information is protected pursuant to the Freedom of Information and Protection of Privacy Act. If you have any questions, please contact the Administrator at 604-937-4100.*



**VILLAGE OF BELCARRA**  
**Managing Trees, Views & Landscapes**  
**Bylaw No. 589, 2021**

**Schedule B**  
**Replacement Trees**



Schedule of Replacement Trees as listed below:

Cherry	Japanese Snowball	Eastern Redbud
Crape Myrtle	Laburnum	Quince
Dogwood	Lilac	June Berry
Franklin tree	Lemon tree	Conica Spruce
Chinese Fringe Tree	Mountain Stewartia	Japanese Stewartia
Green Hawthorn	Magnolia	Cornus Florida (flowering dogwood)
Hornbeam	Japanese Red Maple	Cornelia Cherry Dogwood
Panicle Hydrangea	Japanese Black Pine	
Juniper	Cherry Plum	

Locations:

1. Marine Avenue Foreshore: Land between the road shoulder and high tide is considered to sensitive and has the potential to impact marine life. An assessment from a QEP (Qualified Environmental Protection Consultant) will be required for all tree cutting permits in the area prior to permit approvals.  
All tree replanting recommendations by the QEP will come from the tree replanting list above, (Schedule B).
2. Bedwell Bay Road: Land between the road shoulder and residential property line; An Engineer or QEP may be required prior to permit approvals due to slope considerations. All tree replanting requirements will be selected from Schedule B. All Tree or hedge replanting will be aligned so that a minimum 1.8-meter road shoulder can be maintained at tree maturity.
3. Municipal Road Ends: The Super Intendant of Public Works may require an assessment from a Geotechnical Engineer or a QEP prior to Permit approval due to slope and drainage conditions. Schedule B tree replacement will only be required upon QEP recommendation.



## COUNCIL REPORT

**Date:** September 27, 2021

**From:** Lorna Dysart, Chief Administrative Officer

**Subject:** Tree Committee Recommendations

---

### Recommendation

That Council approve the recommendations from the Tree Committee as listed below:

- a) That staff write a letter to the Province recommending a ban on the sale of invasive plants by garden centers;
- b) That staff write a letter to the UBCM to be considered at a Conference requesting that garden centers discontinue sale of invasive species plants;
- c) That staff develop a plan to expand the current invasive species removal program taking place on the foreshore to include the removal of all types of Ivy and Laurel, Himalayan blackberry & Holly;
- d) That staff write a letter to Metro Vancouver Parks regarding a policy for fuel management and the removal of underbrush, dangerous trees etc. on parkland bordering the Village in order to create a buffer zone.
- e) That staff write a letter to the Provincial Government and coordinate with the BC Wildfire Service Department regarding fuel management and the removal of underbrush, dangerous trees etc. on Crown Land bordering the Village in order to create a buffer zone.
- f) That staff write letters to Anmore and Port Moody with regard to fuel management and dangerous trees etc. on property bordering the Village and Bedwell Bay Road; and

That where appropriate, letters will be drafted for the signature of the Mayor.

### Purpose

The purpose of this report is to bring forward recommendations from the Tree Committee that were outlined in a report to Council on March 25, 2021.

### Background

At a Regular Council meeting held on March 25, 2021, Council received a report from S. Novak that included recommendations from the Tree Committee for Council consideration. Attached is a copy of the recommendations. With regard to K) and the potential for a second Tree Chipping that residents would pay for, this may be an expensive endeavour. Residents may take clippings to the Coquitlam Recycling and Waste Centre (formerly Wastetech) off the United Boulevard. The minimum charge is \$10. for loads up to 100 kg.

**Attachment:** Recommended Action Items to Council – March 25, 2021

**From the Council Report Dated March 25, 2021 by  
Stewart Novak, Public Works & Emergency Services Coordinator -  
Managing Trees, Views & Landscapes Bylaw No. 589, 2021**

**RECOMMENDED ACTION ITEMS TO COUNCIL****STATUS**

a) That staff write a letter to the Province recommending a ban on the sale of invasive plants by garden centers.	
b) That staff write a letter to the UBCM to be considered at a Conference requesting that garden centers discontinue sale of invasive species plants.	
c) That staff develop a plan to expand the current invasive species removal program taking place on the foreshore to include the removal of all types of Ivy and Laurel, Himalayan blackberry & Holly.	
d) That staff write a letter to Metro Vancouver Parks regarding a policy for fuel management and the removal of underbrush, dangerous trees etc. on parkland bordering the Village in order to create a buffer zone.	
e) That staff write a letter to the Provincial Government and coordinate with the BC Wildfire Service Department regarding fuel management and the removal of underbrush, dangerous trees etc. on Crown Land bordering the Village in order to create a buffer zone.	
f) That staff write letters to Anmore and Port Moody with regard to fuel management and dangerous trees etc. on property bordering the Village and Bedwell Bay Road.	
g) That staff continue to apply for available grants such as the “Fuel Management Grant” and ensure that clear submittals by a qualified forester be submitted. Note: A FireSmart grant has been applied for and received. Blackwell & Associates are proceeding with this work.	Ongoing
h) That staff copy the Sasamat Volunteer Fire Department on all correspondence with other agencies related to a formal plan to manage hazardous vegetation. (covered in d, e, f & g)	Ongoing
i) A link to the Managing Trees, Views and Landscape Bylaw No. 589, 2021 will be posted on the website with the application for Tree Trimming / Removal.	Will take place when the Bylaw is adopted

j) Staff will liaise with Metro Vancouver Parks staff to obtain information on their dangerous tree policy.	Ongoing
k) The Tree Committee Report cited curb side tree chipping: This service is currently provided once a year and for by the municipality. Council has requested the municipality to provide a second tree chipping day for residents who need additional tree chipping services. A second tree chipping day will be expected to be a 'user pay' model. This item will be brought forward in the Fall of 2021.	The cost for chipping was \$3600. for 2021.



## COUNCIL REPORT

**Date:** September 27, 2021 **File No.** 5400-10-1  
**From:** Stewart Novak, Public Works and Emergency Preparedness Coordinator  
**Subject:** **Patching and Paving, MRN and Non MRN Roads**

---

### Recommendation

That a quote from Sandpiper Contracting Ltd., dated September 14, 2021, for the mill and fill patching and paving at miscellaneous sites, as identified by Public Works staff, be approved in the amount of \$23,200.00 plus GST.

### Purpose

To maintain the roads to a safe and operational standard.

### Background

Public Works Staff identified sections of pavement that need to be patched and repaired on an ongoing basis.

Funds have been budgeted in the 2021 Operational and Capital Reserve budget. 75% of the mill and fill patch work is to be completed on MRN roads.



## COUNCIL REPORT

**Date:** September 27, 2021 File No: 5400-10-1

**From:** Stewart Novak, Public Works and Emergency Preparedness Coordinator

**Subject:** **Capital Budget, Paving on Midden Road**

---

### Recommendation

That staff advertise a Request for Proposal (RFP) for price quotes on paving that includes:

- A full depth mill and fill, and 75mm asphalt regrading gravel base for Midden Road and Belcarra Bay Road from Midden Road to the 3 way stop sign.

### Purpose

To advise Council and receive approval for a Request for Proposal for Capital works on Midden Road.

### Background

In September of 2017, Urban Systems submitted a road assessment report to Council titled “Road Corridor Assessment”

The report highlighted specific road maintenance issues and also a general timeline of when the issues should be addressed.

Midden Road was cited as being one of the highest priorities in the proposed timeline for repair, which indicated scheduled work from 0 to 2 years.

The 2017 Urban Systems report is used as a guide for capital infrastructure planning on roads, along with input from staff and on-site assessments. Staff identified and budgeted for this section of road that need extensive repair: Midden Road in 2021.

In the 2021 capital reserve, \$130,000. has been budgeted for a Midden/Belcarra Bay Road overlay.



## COUNCIL REPORT

**Date:** September 27, 2021 **File No.** 5460-01  
**From:** Stewart Novak, Public Works and Emergency Preparedness Coordinator  
**Subject:** Municipal Hall Parking

---

### Recommendation

That Council approve keeping the “Resident Only Parking and Permit Parking Only” signs in place, as a permanent policy for the Village Hall parking lot.

### Purpose

Staff seeks direction from Council. Options include:

- a) Staff to keep the “Resident Only Parking and Permit only parking” signs in place as a permanent policy.
- b) Remove the Resident Only signs and retain the policy as seasonal, from June 1 to September 30 each year.

### Background

At a Regular Meeting of Belcarra Council held on July 5, 2021, the following motion was passed:

“That the parking lot at the Village Hall be established as Resident Only Parking and Permit only parking, until the end of September 2021.”



**VILLAGE OF BELCARRA**  
**Council Procedure Bylaw No. 356, 2004,**  
**Amendment Bylaw No. 588, 2021**



**An amendment bylaw to amend Council Procedure Bylaw 356, 2004 to include a section on Public Question Period.**

WHEREAS the Community Charter enables a local government to amend its bylaws from time to time;

NOW THEREFORE the Village of Belcarra Council enacts as follows:

1. That this bylaw be cited for all purposes as the "Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021".
2. That the "Village of Belcarra Council Procedure Bylaw No. 356, 2004, Section 12 be amended by adding:

**(6) Public Question Period:**

- (a) Public Question Period not be limited to questions or comments related to topics on the Council meeting agenda;
- (b) Questions from the Council meeting agenda be addressed first, followed by questions on other topics;
- (c) When a Council meeting is held virtually, the full name and video of the person asking a question must be visible;
- (d) A maximum of 2 minutes be allowed for each question;
- (e) A maximum of 20 minutes be allowed for Public Question Period with completion by 11:00 pm, as per Council Procedure Bylaw No. 356, 2004, Section 20.
- (f) The Mayor or whoever is Chairing the Council meeting, be granted the authority to consider if a question or comment from a member of the public is appropriate to be raised in a Regular Council meeting i.e. a matter of litigation, or personnel, or other topics that are included in the *Community Charter, Section 90 (1) and (2)*, as Council meeting topics that may or must be closed to the public.

Read a First Time on July 5, 2021

Read a Second Time on July 19, 2021

Read a Third Time on September 7, 2021

ADOPTED by Council on

\_\_\_\_\_  
 Jamie Ross  
 Mayor

\_\_\_\_\_  
 Lorna Dysart  
 Chief Administrative Officer

This is a certified a true copy of  
 Village of Belcarra Council Procedure  
 Bylaw No. 356, 2004,  
 Amendment Bylaw No. 588, 2021

\_\_\_\_\_  
 Chief Administrative Officer



## Regional District of Mount Waddington

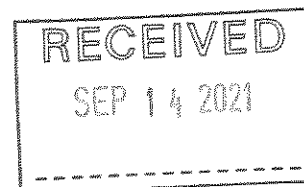
PO Box 729 2044 McNeill Road, Port McNeill, BC V0N 2R0

Telephone (250) 956-3161 Fax (250) 956-3232

Web-site: [www.rdmw.bc.ca](http://www.rdmw.bc.ca) Email: [info@rdmw.bc.ca](mailto:info@rdmw.bc.ca)

File No. 310.01

August 27, 2021



By e-mail to BC Local Governments

FILE NO. 0450-01

Dear Regional District Chairs and Boards, Mayors and Councils:

The people of the Regional District of Mount Waddington (RDMW) are independent, resilient, and compassionate. Although we may be a little geographically and politically isolated, we are caring, and community oriented. When trouble befalls one of our friends, we show up to help.

The Village of Lytton suffered a catastrophic loss this summer. The RDMW would like to remind the population of Lytton and the Thompson-Nicola Regional District that they do not stand alone in their time of need.

To help Lytton rebuild, the Electoral Area Directors of the RDMW will contribute one dollar for every person in their representative areas. In doing so, the Electoral Area Directors of the RDMW wish to challenge all other local governments to make a similar gesture.

This is a time for solidarity and the rebuilding of community, lives, and dreams. The Regional District of Mount Waddington is honoured to contribute.

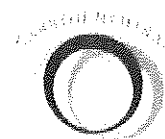
Sincerely,

Andrew Hory  
Chair and Area B Director

Sandra Daniels  
Area A Director

James Furney  
Area C Director

Rod Sherrell  
Area D Director



INCORPORATED JUNE 13, 1966

MUNICIPALITIES: VILLAGE OF ALERT BAY, VILLAGE OF PORT ALICE, DISTRICT OF PORT HARDY, TOWN OF PORT MCNEILL  
ELECTORAL AREAS: "A" (BROUGHTON ARCHIPELAGO, SOINTULA / MALCOLM ISLAND, MAINLAND); "B" (COAL HARBOUR, HOLBERG, QUATSINO, WINTER HARBOUR);  
"C" (FORT RUPERT, HYDE CREEK, TSULQUATE); "D" (CORMORANT ISLAND, TELEGRAPH COVE, WOSS)

**Subject:**

FW: Letter from the Honourable Mitzi Dean, Minister of Children and Family  
Development

FILE NO. 630-01

**From:** MCF Info MCF:EX

**Sent:** September 10, 2021 11:38 AM

**Subject:** Letter from the Honourable Mitzi Dean, Minister of Children and Family Development

**VIA E-MAIL**

Ref: 262443

His Worship Mayor Jamie Ross and Council  
Village of Belcarra  
E-mail: [admin@belcarra.ca](mailto:admin@belcarra.ca)

Dear Mayor Ross and Council:

I am pleased to announce that October will once again be declared Foster Family Month in British Columbia. This marks the 31<sup>st</sup> year of celebrating the caregivers who have stepped up time and time again when they are needed most. As a caregiver, they have accepted a vital role in the lives of the children they care for and an important role in the fabric of the communities where they live.

I wish to express my gratitude for the time, love, and energy that these foster families have given to the young people in British Columbia. Every day, these incredible caregivers work hard to ensure that the young people in their care are provided with a safe and healthy home and are cared for and nurtured in times of personal and global uncertainty. Their dedication to improving the lives of some of our province's most vulnerable children and youth is recognized and honoured as an integral part of the young person's journey.

Please join me in celebrating October as Foster Family Month to show those in your community how important the role of a foster caregiver is. I encourage you to celebrate foster families for the selfless work they do for the children, youth, and families of British Columbia.

On behalf of the Government of British Columbia, thank you for your continued support in recognizing extended family and foster caregivers.

Sincerely,  
Mitzi Dean  
Minister of Children and Family Development

*Sent on behalf of the Minister by:*



**Client Relations Branch**

Executive Operations

Ministry of Children and Family Development

# Ambulance Paramedics

of British Columbia - CUPE 873



**Tel:** 604-273-5722 | **Fax:** 604-273-5762 | **Toll Free:** 1-866-273-5766 | **Toll Free Fax:** 1-866-273-5762  
 105 - 21900 Westminster Hwy., Richmond, BC V6V 0A8  
 info@apbc.ca | www.apbc.ca



0230-01

September 3, 2021

**To: BC Mayors and Councillors**

**Re: Emergency Paramedics and Dispatchers: Who we are and what we do!**

Dear Mayor & City Councillors;

In BC, over 4500 Paramedics and 270 Medical Dispatchers work 24 hours a day, 365 days a year to keep our communities healthy and safe. As leaders in emergency pre-hospital care and public safety, allies in healthcare and professionals in our communities, Paramedics and Medical Dispatchers are a quintessential resource for municipalities in BC.

The field of Paramedicine has evolved from a traditional response of unscheduled emergencies to a robust and multi-disciplined practice encompassing public safety, emergency first response, scheduled and acute transport, and community-based health innovation. As experts in emergency management, Paramedics are uniquely qualified to assist in emergency preparedness, prevention and response culminating in a dynamic and versatile skillset that transcends conventional public sectors. Engaged as a mutual stakeholder in both public safety and healthcare, Paramedics are able to provide relief to healthcare systems and infrastructures operating at or above capacity within BC communities as specialists in emergency response and preventative healthcare.

As the world evolves and continues to adapt to the universal consequences and reality of Covid-19, our leaders continue to manage an ongoing opioid epidemic amidst a global pandemic with the constant threat of seasonal natural disasters (such as heatwaves, wildfires and flooding). A unique set of circumstances requires a unique response and BC Paramedics and Medical Dispatchers are always ready to respond.



## What can Paramedics do in YOUR community?

Paramedics in BC provide a variety of services to support community health and safety. Through a multitude of specialties and license levels BC Paramedics are there for you.

- Primary Care Paramedic
- Advanced Care Paramedic
- Critical Care Paramedic
- Paramedic Specialists
- Community Paramedics
- Emergency Medical Dispatch and Call-taking

Our resources are available by land, sea or sky.

# Ambulance Paramedics

of British Columbia - CUPE 873



**Tel:** 604-273-5722 | **Fax:** 604-273-5762 | **Toll Free:** 1-866-273-5766 | **Toll Free Fax:** 1-866-273-5762  
105 - 21900 Westminster Hwy., Richmond, BC V6V 0A8  
[info@apbc.ca](mailto:info@apbc.ca) | [www.apbc.ca](http://www.apbc.ca)

- Ambulances
- Paramedic Response Units
- Fixed-wing Aircraft
- Helicopters
- Boats

Services Paramedics can provide:

- Emergency medical first response
- Scheduled and acute transport of ill and injured patients
- Province-wide service ensuring access to healthcare in hard to reach communities
- Provision of primary healthcare in communities experiencing service delivery gaps
- Community based care for elderly, indigenous, at-risk or vulnerable populations
- Immunization clinics, Covid-19 testing and contact tracing for Covid-19
- Emergency management including planning, preparedness and response
- Emergency Medical Dispatch and Call-taking, providing over the phone medical assistance until resources arrive at the patient's side

## How can you ensure YOUR community's needs are met?

As municipal and community leaders, you have a critical role in the decisions being made about healthcare services and public safety within your community. You know the needs of your community better than anyone else. We want to work with you!

Visit [www.apbc.ca](http://www.apbc.ca) and check out what resources are currently available in your community. Our comprehensive resource list includes every Ambulance Station in British Columbia along with the current resources available in each of those communities.

We welcome the opportunity to discuss your community specific Public Safety, Ambulance Service and healthcare needs, challenges, gaps and paramedic services. Please visit our virtual booth at UBCM, we will be available to live chat.

We ask that you write both the Health Minister and Health Critic to advocate for enhanced paramedic services and healthcare in your community.

Again, we encourage you to come visit us virtually if you have any questions about Paramedic Services in your community. Alternatively, feel free to contact myself at (250) 250-319-4713 or [troy.clifford@apbc.ca](mailto:troy.clifford@apbc.ca) or [info@apbc.ca](mailto:info@apbc.ca) either leading up to, during or post UBCM.

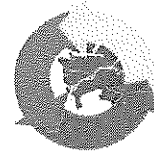
Thank you for your time, see you virtually at UBCM!

Sincerely,

Troy Clifford  
Provincial President  
Ambulance Paramedics and Emergency Dispatchers of BC  
CUPE Local 873  
TC/sb/MoveUp



MORRIS J. WOSK  
CENTRE FOR DIALOGUE

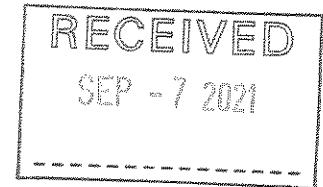


**MOVING IN  
A LIVABLE  
REGION**

FILE NO. 0230-01

September 7, 2021

Jamie Ross  
4084 Bedwell Bay Road  
Belcarra, BC  
V3H 4P8



*Sent via email: [jross@belcarra.ca](mailto:jross@belcarra.ca)*

**RE: A Civic Literacy Campaign on Mobility Pricing across Metro Vancouver**

Dear Mayor Ross,

On behalf of the members of the Moving in a Livable Region (MLR) consortium, I would like to bring to your attention a new campaign that is being organized across this region, aimed at impartially raising awareness and elevating public understanding surrounding the concept of mobility pricing.

MLR is a Metro-Vancouver stakeholder-driven consortium with representation from provincial and municipal governments, business, health, labour, active transportation, post-secondary, student, environment and industry associations. MLR's goal is to make our region more livable by better integrating mobility and land-use planning while simultaneously advancing equity, community resilience, economic development, and health.

Over the last ten years, this region has seen a number of studies and public engagement efforts on mobility pricing, led by Translink and others, including MLR. However, given pre-pandemic municipal developments, and an apparent lack of public understanding of mobility pricing options, there is a clear need to raise civic literacy about this topic without advocating for a particular policy outcome.

In consultation with regional partners, MLR has developed an impartial information campaign that will be launched in **October 2021**. This multi-modal campaign will provide multilingual, geographically and socially attentive information for residents from Squamish to Chilliwack.

As the leader of your municipal government, you have a much deeper understanding of your community's needs, value priorities, and networks than we do. **We are writing to ask for your support and advice in raising awareness about this education campaign amongst your residents.** We want to emphasize that we are not looking for endorsements on any policy option. We simply want to ensure that residents are provided with an independent, evidence-based and accessible understanding of this issue.

Following this letter, our team will be providing your city staff with information packages that are tailored to the established needs and considerations of your municipality. This package will

include branded social and digital media content, information on our online literacy info-site, and other relevant materials. We would also be happy to work collaboratively with you to further refine materials in order to meet the needs of your residents, as this is an ongoing, multi-year information campaign.

After the initial release of this civic literacy campaign, we will be hosting a series of dialogues across Metro Vancouver that will explore mobility pricing concepts in greater detail, while surfacing the value priorities and concerns of residents living in different communities. This public engagement effort will launch in early 2022 and will continue until late Spring 2022. We will check back with your city staff as we prepare to launch these dialogues in the coming months.

The team at MLR is very excited to launch this civic literacy and public engagement campaign on mobility pricing. We hope that these efforts will raise awareness and understanding of transportation and land-use planning in our region, and result in better-informed public decision-making.

We appreciate your support in this effort, and we would be happy to answer any questions you might have about this campaign.

Sincerely,

Jude Crasta  
Program Manager, Moving in a Livable Region  
SFU Morris J Wosk Centre for Dialogue

**Subject:** FW: Volunteer Drivers for Cancer Patients - Service Expansion to include our community now

**Attachments:** VCDS-Clinic One Pager.pdf; VCDS - PPT - All New Areas.jpg

FILE NO. 0230-01

**From:** Kristan Ash

**Sent:** Tuesday, September 7, 2021 5:34 PM

**Subject:** Volunteer Drivers for Cancer Patients - Service Expansion to include our community now

Hello All,

I have been recently contacted by the [Volunteer Cancer Drivers Society](#) (with whom you may be familiar!) they have now expanded their service to include New Westminster and we are hoping that with enough volunteers we could get Tri-Cities coverage as well.

The service will provide patients transportation to and from treatment centres in Surrey, Abbotsford and Vancouver.

**They have created a simple, print-friendly one-pager** One of the slides shares a request for volunteer drivers—this will help ensure the VCDS can continue to meet the needs of the community as demand grows. The other provides quick details on how patients can book a free ride to their next treatment. All are attached below.

If you know patients who need this service or you know candidates that would make great volunteers, please share this information with them

If you have any questions at all, you can contact Nicole and her contact info is below

**Nicole Magas** (she/her)

Publicist — ZG Stories



Are you seeking meaningful ways to give back to your community? Do you have time, a flexible schedule and a desire to help men, women and children living with cancer get to their treatments? If so, we would love for you to join our fleet!

## DRIVE FOR US

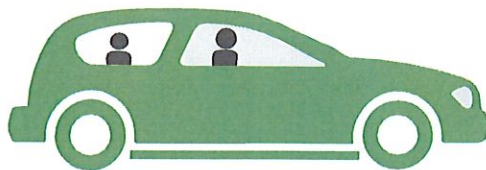
The Volunteer Cancer Drivers Society is seeking volunteer drivers and dispatchers to help support our growing operations.

We are currently in need of more volunteers in:

North and West Vancouver  
Vancouver  
Richmond  
Burnaby  
New Westminster  
Coquitlam and Port Coquitlam  
Port Moody  
Delta

Surrey  
White Rock  
Langley  
Abbotsford  
Chilliwack  
Maple Ridge  
Pitt Meadows  
Mission

# VOLUNTEER CANCER DRIVERS SOCIETY



**Free, reliable rides for all cancer patients to care**

Every year, we support hundreds of cancer patients and we can do the same for you.

We drive patients who otherwise lack access to private transportation to and from treatment appointments, **free-of-charge**. We take you to your treatment facility and wait during the appointment before providing immediate transportation home. Our volunteer dispatchers arrange transportation by phone or web.

There are many reasons you may need transportation. We work with patients whose family members are unable to take time off work to drive, new immigrants with fewer support systems, or patients who rely on public transit.

Rides are available to patients across the Lower Mainland and parts of the Fraser Valley. For a full list of locations in our service area, please visit **[volunteercancerdrivers.ca](http://volunteercancerdrivers.ca)**.

The Volunteer Cancer Drivers Society is a community-funded and volunteer-run registered charity. In our first four years of service alone, our volunteers donated over 90,000 hours and drove almost 2 million kilometers in support of patients and their families.

**Find out more or book a ride:**  
**[volunteercancerdrivers.ca](http://volunteercancerdrivers.ca)**  
**604-515-5400**

#### Mailing Address

Volunteer Cancer Drivers Society  
PO Box 45618 Sunnyside Mall  
Surrey, BC. V4A 9N3

e. [info@volunteercancerdrivers.ca](mailto:info@volunteercancerdrivers.ca)  
[www.volunteercancerdrivers.ca](http://www.volunteercancerdrivers.ca)



[Volunteercancerdrivers.ca](https://www.volunteercancerdrivers.ca)

[@VCDsociety](https://www.instagram.com/VCDsociety)

## BOOK A RIDE

### Visit

[volunteercancerdrivers.ca/  
book-a-ride](http://volunteercancerdrivers.ca/book-a-ride)

or call our Dispatch Services at  
604-515-5400.

### We will ask for your:

- Cancer ID Card Number
- Date & Time of Appointment
- Name
- Residential Address
- Location of Appointment
- Email Address
- Phone Number

You can request **up to 5**  
appointments at a time.

Priority will always be given  
to patients undergoing cancer  
treatments and follow-up care.

### COVID-19 SAFETY

Our service currently operates with strict COVID-19 protocols in place, including health screenings, mandatory masks, vehicle sanitization and frequent hand-washing.



rides for all cancer patients to care



patients in Burnaby, New  
Richmond and Chilliwack,  
transportation to/from Surrey,  
and Vancouver treatment centres.

or book a ride:  
cancerdrivers.ca

# BOOK A RIDE

Visit [volunteercancerdrivers.ca/book-a-ride](http://volunteercancerdrivers.ca/book-a-ride)  
or call our Dispatch Services at 604-515-5400.

We will ask for your:

- Cancer ID Card Number
- Date & Time of Appointment
- Name
- Residential Address
- Location of Appointment
- Email Address
- Phone Number

**You can request up to 5 appointments at a time.**

Priority will always be given to patients undergoing cancer treatments and

**Subject:** FW: E-mail from the Honourable Katrina Chen, Minister of State for Child Care

FILE NO. 0410-01

**From:** MCF Info MCF:EX

**Sent:** Monday, September 13, 2021 11:02 AM

**Subject:** E-mail from the Honourable Katrina Chen, Minister of State for Child Care

**VIA E-MAIL**

Ref: 263194

His Worship Mayor Jamie Ross and Council  
Village of Belcarra  
E-mail: [admin@belcarra.ca](mailto:admin@belcarra.ca)

Dear Mayor Ross and Council:

Families throughout British Columbia are looking for access to inclusive, affordable, quality child care. As leaders, I know you are acutely aware of the needs in your community and share our government's concerns and ambitions of providing access to an inclusive universal system of care. Although we have made significant progress over the last three years with nearly 26,000 new licensed child care spaces approved for funding across Childcare BC's space-creation initiatives, too many families still struggle to find the care they need in their local communities. With this in mind, I am emailing today to ensure you have received information about the opening of the [Childcare BC New Spaces Fund](#), our province's largest child care space creation initiative.

In the 2021/22 intake for the New Space Fund program, we are focusing our efforts on expanding quality, inclusive, community-based child care in areas with the greatest need in alignment with provincial priorities and commitments under the [Canada Wide Early Learning and Child Care Agreement](#). This means that only School Districts, Indigenous and local governments, not-for-profit organizations, and Indigenous not-for-profit organizations are eligible to apply for up to \$3 million in grant funding per project.

As an eligible organization, I encourage you to visit [Childcare BC](#) to review the New Spaces Fund program guidelines, FAQ, application form, and other resources. Further, I encourage you to seize this opportunity to partner with the Province to help address your community needs and serve families in your community with more affordable, quality child care.

**Note that the deadline to apply is November 16th, 2021 at 4:30 p.m. PST.**

Please do not hesitate to contact our Capital Funding program staff at [MCF.CCCF@gov.bc.ca](mailto:MCF.CCCF@gov.bc.ca) or 1 888 338-6622 (option 5) for any additional questions you may have.

Thank you for the work you do for families in your community.

Sincerely,  
Katrina Chen  
Minister of State for Child Care

*Sent on behalf of the Minister of State by:*



**Client Relations Branch**  
Executive Operations  
Ministry of Children and Family Development

**Subject:** FW: Please Vote YES for a Safe Passing Distance Law at the UBCM

**Importance:** High

FILE NO. 0510-20-UBCM 7

**From:** Colleen MacDonald

**Sent:** Monday, September 13, 2021 1:09 AM

**Subject:** Please Vote YES for a Safe Passing Distance Law at the UBCM

Dear Mayor Ross and Council,

As our representative at the upcoming Union of BC Municipalities, we ask you to support the resolution on **Safe Passing Distance**. Five other provinces and many countries around the world have safe passing laws, recognizing that a minimum distance for motor vehicles to pass a person walking or cycling—typically between 1 and 1.5 metres (3-5 feet)—would protect people and save lives. We feel that a safe passing distance law is a huge start towards educating drivers to slow down and give a wide passing margin in Belcarra; and will help make our community safer for people walking and cycling.

Sincerely,

Colleen & Ian MacDonald

Belcarra Residents

Colleen



Colleen MacDonald

[letsgobiking.net](http://letsgobiking.net)

- [Let's Go Biking books - Vancouver + Okanagan](#)
  - [Happy Spring Exploring + News!](#)
- [Neckwarmer/FaceCover](#). Summer Tip: Wear it as a [Neck COOLER](#)
  - [MapCase](#)
- [Join Let's Go Biking Club!](#)

Book or eBook purchase supports cycling advocacy - [Trails Society of BC](#), [BC Cycling Coalition](#), [Hub Cycling](#) and local trail groups

---

**Subject:** FW: Safe passing distance

**Importance:** High

file no. 0510-20VBcm7

**From:** cheryl papove

**Sent:** Wednesday, September 15, 2021 8:07 AM

**Subject:** Safe passing distance

Dear Mayor Ross and Council,

As our representative at the upcoming Union of BC Municipalities, we ask you to support the resolution on **Safe Passing Distance**. Five other provinces and many countries around the world have safe passing laws, recognizing that a minimum distance for motor vehicles to pass a person walking or cycling—typically between 1 and 1.5 metres (3-5 feet)—would protect people and save lives. I feel that a safe passing distance law is a huge start towards educating drivers to slow down and give a wide passing margin in Belcarra and will help make our community safer for people walking and cycling.

Sincerely,

Cheryl Papove

Belcarra Resident



City Hall 20399 Douglas Crescent, Langley, BC Canada V3A 4B3

T 604.514.2800 F 604.530.4371 [www.city.langley.bc.ca](http://www.city.langley.bc.ca)

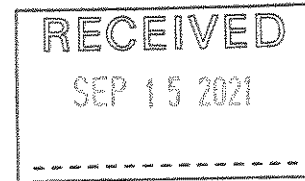
File: 0410.03

File 0450-01

September 15, 2021

Honourable Josie Osborne  
Minister of Municipal Affairs

VIA Email: MAH.Minister@gov.bc.ca



Dear Minister:

**Re: Appointment of Directors to Regional District Board**

The following resolution was passed by the Metro Vancouver Regional District Board at its July 30, 2021 meeting:

*That the MVRD Board request the Ministry of Municipal Affairs to amend the Local Government Act in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board*

Metro Vancouver's background report to this motion, entitled "Municipal Director Appointment Process", is attached for reference.

At its September 13, 2021 Regular Council meeting, the Council for the City of Langley passed the following resolution:

WHEREAS the Local Government Act sets out the procedure for the appointment of directors to the regional district board;

WHEREAS section 198 of the Local Government Act states: After the first appointment under section 41 (2) (e) [first board for regional district], each municipal director is to be appointed at pleasure by the council from among its members and that the Local Government Act does not stipulate any criteria in making those appointment decisions;

WHEREAS the appointment of directors to the regional district board under the Municipal Act (now Local Government Act) was changed after 2000 to "at the pleasure of Council" and that there have been no criteria constraining municipal council's appointment decision since 1965;

WHEREAS the governance structure of regional districts has been lauded as a model structure that provides for "a regional federation of autonomous partners, representing both municipal and non-municipal territory and allows each Regional District to tailor most of its individual functions, both regionally and sub-regionally, to its own evolving needs. The Regional District legislation was designed to promote inter-municipal cooperation, to provide services to non-municipal urban fringe or rural communities, and to stimulate consensus-based planning and co-ordination across regions;"<sup>1</sup>

WHEREAS regional districts are "part of the municipal system not separate from it. The regional district does not sit over the municipalities with the municipal units serving the region. Rather it is the reverse: the regional district exists to further the interests of its municipal members;"<sup>2</sup>

WHEREAS the current section 198 of the Local Government Act provides ability, accountability, autonomy, and a democratic process for each municipal council to appoint the director to the regional board that best represents the views of majority of council on regional-scale services matters;

WHEREAS the Metro Vancouver Regional District is a federation of 21 municipalities, one Electoral Area and one Treaty First Nation that collaboratively plans for and delivers regional-scale services;

WHEREAS the Metro Vancouver Regional District Board, at its July 30, 2021 meeting, passed a resolution to request the Ministry of Municipal Affairs to amend the Local Government Act in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board;

WHEREAS Metro Vancouver Regional District Board has not outlined the impetus and rationale for the proposed amendment to section 198 of the Local Government Act;

WHEREAS the proposed resolution passed by the Metro Vancouver Regional Board to amend the Local Government Act to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board would affect all regional district boards in BC and that a broad consultation with all local governments in BC is necessary and required to consider this amendment;

THEREFORE, BE IT RESOLVED THAT the Ministry of Municipal Affairs conduct a broad consultative process in partnership with the Union of British Columbia Municipalities, Lower Mainland Local Government Association, and all local governments in BC to solicit feedback with tangible and objective rationale to support the amendment to section 19 of the Local Government Act to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board; and that this motion be forwarded to Honourable Josie Osborne, Minister of Municipal Affairs, and all municipal councils in BC.

Yours truly,  
CITY OF LANGLEY



Kelly Kenney  
Corporate Officer

Cc BC Municipalities

Enclosure

*Footnotes in Resolution:*

1 40 Years: A Regional District Retrospective Summary of Proceedings, Local Government Knowledge Partnership, Ministry of Community & Rural Development, Local Government Management Association of British Columbia, 2009,  
<https://www.uvic.ca/hsd/publicadmin/assets/docs/LGI/RetrospectiveMar2009/Summary.pdf>

2 A Primer on Regional Districts in British Columbia, Ministry of Community Services, 2006,  
[https://www.regionaldistrict.com/media/28095/Primer\\_on\\_Regional\\_Districts\\_in\\_BC.pdf](https://www.regionaldistrict.com/media/28095/Primer_on_Regional_Districts_in_BC.pdf)