



# NOTICE OF MEETING AND AGENDA ENVIRONMENTAL ADVISORY COMMITTEE

Wednesday, March 5, 2025, 5:30 PM  
Village Office, 495 Hot Springs Road,  
Harrison Hot Springs, BC V0M 1K0

**THIS MEETING WILL BE CONDUCTED IN-PERSON AND VIA ZOOM VIDEO CONFERENCE**

<b>1. CALL TO ORDER</b>
Meeting called to order by Councillor Schweinbenz, Chair. Acknowledgement of Sts'ailes traditional territory.
<b>2. INTRODUCTION OF LATE ITEMS</b>
<b>3. APPROVAL OF AGENDA</b>
<b>4. ADOPTION OF MINUTES</b>
(a) THAT the Environmental Advisory Committee Meeting minutes of February 12, 2025 <b>Page 1</b> be adopted.
<b>5. ITEMS FOR DISCUSSION</b>
(a) Urban Forest Master Plan <b>Page 5</b>  (b) Environmental Open House Update (May 3, 2025) Re: Environmental Open House  (c) Meeting Dates and Times
<b>6. ADJOURNMENT</b>

Amanda Graham  
Corporate Officer



**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE ENVIRONMENTAL ADVISORY COMMITTEE**

**DATE:** Wednesday, February 12, 2025  
**TIME:** 5:30 p.m.  
**PLACE:** Council Chambers, Village Office  
495 Hot Springs Road, Harrison Hot Springs, BC

**IN ATTENDANCE:** Councillor Mark Schweinbenz, Chair  
Mayor Fred Talen (ex-officio member)  
John DeMartin  
Susan Galvao  
Paul Kandt  
Cheri Norris  
Gary Webster

Amanda Graham, Corporate Officer  
Christy Ovens, Community Services Manager

**ABSENT:** Cheri Norris

**1. CALL TO ORDER**

Chair Schweinbenz called the meeting to order at 5:30 p.m.  
Chair Schweinbenz acknowledged the traditional territory of Sts'ailes.  
Committee members introduced themselves.

**2. INTRODUCTION OF LATE ITEMS**

Gary Webster requested to add "Committee Procedures" as item for discussion 5(d).

**3. APPROVAL OF AGENDA**

**Moved by Gary Webster**  
**Seconded by Susan Galvao**

THAT the agenda be approved as amended.

**CARRIED  
UNANIMOUSLY**  
*EAC-2025-02-01*

**4. ADOPTION OF MINUTES**

**Moved by Gary Webster**  
**Seconded by Susan Galvao**

THAT the Environmental Advisory Committee Meeting minutes of August 7, 2024 be adopted.

**CARRIED  
UNANIMOUSLY**  
*EAC-2025-02-02*

*Village of Harrison Hot Springs  
Minutes of the Environmental Advisory Committee  
February 12, 2025*

**5. ITEMS FOR DISCUSSION**

(a) Urban Forest Master Plan

The Committee discussed the Urban Forest Master Plan with the Community Services Manager providing background on the plan and updates on progress to date on the 48 recommendations. The Committee agreed to review the report and bring back items for the next meeting that they would like to recommend Council follow up on and prioritize.

(b) Copy of Report to Council of Community Services Manager dated February 3, 2025  
Re: Environmental Open House

Discussion on the Environmental Open House ensued as follows:

- Selection of a potential date and the pros and cons of holding an event on a weekday evening or a weekend
- Holding the event outside in the plaza and reserving Memorial Hall as a backup venue in case of poor weather
- Inviting the Pacific Salmon Foundation, Heart of the Fraser group, Sturgeon Society, BC Rivers, Geese Management, Nature Trust BC, and BC Wildlife Federation to attend
- It was determined that staff will look at potential Saturdays in the spring and select a suitable date based on the availability of attendees and Memorial Hall

(c) Meeting Dates and Times

Previously, the Committee was meeting on the second Wednesday of every month at 9:00 a.m. Councillor Schweinbenz will reach out to Cheri Norris to determine her availability. The next meeting will be March 5, 2025 at 5:30 p.m.

(d) Committee Procedures

The Committee discussed concerns relating to a lack of flexibility to bring items forward of its own initiative and waiting for Council to refer items to it as opposed to discussing matters without a referral. The Corporate Officer provided information relating to recommended changes that are forthcoming to the Council Procedure Bylaw that will hopefully address some of these concerns, including a provision that Council will review Terms of Reference, and allowing for Committees to develop annual work plans and progress reports.

**6. ADJOURNMENT**

**Moved by Gary Webster**  
**Seconded by Susan Galvao**

THAT the meeting be adjourned at 6:52 p.m.

**CARRIED  
UNANIMOUSLY**  
EAC-2025-02-03

*Village of Harrison Hot Springs  
Minutes of the Environmental Advisory Committee  
February 12, 2025*

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Councillor Mark Schweinbenz, Chair  
Environmental Advisory Committee

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Amanda Graham  
Corporate Officer

DRAFT



PK review of UFMP

February 15/24

After my thorough read of the Plan, the following is my comments for the consideration of the committee

**SWOT Analysis** – I took this as very positive as. We are not starting from ground zero and some work has already been done and more is in process. There is lots more that needs to be done but, priorities have been identified. It is a large workload for our small Village but the plan refers to lots examples in other cities that we can adopt without having to write the book.

Strengths – *what we have already*

1. There are clear OCP goals that value the protection and preservation of the natural environment
2. Has private and public tree management bylaws to regulate tree removal on municipally managed lands
3. Clearly defines heritage trees with ‘distinct’ tree status
4. Damage to trees on municipal property is not permitted
5. The Village is in favour of tree planting initiative

Opportunities – *things that could be done*

1. Amend bylaws to set standards for tree protection and tree replacement; bylaw enforcement
2. Develop a tree inventory and coordinate with the FVRD a system to update and maintain the database
3. Implement a hazard tree assessment strategy for priority areas
4. Require a portion of developer’s amenity contributions to fund urban forest management
5. Support the Red Seal Horticulturalist on staff to become TRAQ qualified and an ISA certified arborist;
6. Align inter-departmental procedures and boost lines of communication with the FVRD
7. Set canopy cover targets for the urbanized area
8. Improve practices for site-appropriate tree species selection, pruning cycles and watering
9. Develop a disaster-driven management protocol to reactively respond to extreme events (drought, floods, wind, insect/disease outbreaks, ice storms)
10. Provide tree care guidelines to residents for boulevard maintenance
11. Consider a long-term tree replacement strategy to maintain/increase the tree population
12. Develop boulevard tree planting incentives for private residents to increase tree genus and species diversity

**Evaluation** – Where are we at? What has already been done? What’s in progress? What’s not possible?

At our Feb 12/25 meeting, we reviewed a dozen or so of the Recommendations. I suggest that we should continue to review all the recommendation and provide a create a status report with the assistance of staff.

Section 8.0 of the UFMP talks about Monitoring Performance and provides: Table 13. Criteria for monitoring performance with Criteria Performance Indicator Low / Moderate / Good / Optimal

I suggest we might want to use check box format as below as a simpler way to document progress

Item #	Priority	Action taken	Lead			Comment /problems?
	H/M/L	none/in process/completed				

**Community Urban Forest Stewardship**

My thoughts are that the Environmental Committee could play a key role in encouraging community involvement in maintaining existing trees and increasing our forest cover on private residential land. This would require some support of Council and staff, and possibly a partnership with Communities in Bloom.

Recommendations relative to this possible initiative include the following:

RECOMMENDATION 20: Increase the ease with which residents can communicate with the Village regarding the care of publicly owned and maintained trees. Create an online form specific for tree care requests and include an option to upload photos

RECOMMENDATION 21: Conduct a feasibility study to determine the relative costs and liability comparing resident responsibility for street tree care in front of their property as opposed to all street tree care performed by the Village. Once completed, clearly communicate the Village expectations regarding the care of publicly managed street trees to residents

RECOMMENDATION 23: Update the Village’s Licenses & Permits webpage to include: • a step-by-step process for residents and developers when applying for a Tree Management Permit; and • guidance on managing a tree on their property that is actively failing

RECOMMENDATION 27: Consider implementing tree planting programs on private property with the assistance of local community associations, environmental stewardship groups, and with participation from local tree nurseries. *(The City of Vancouver has program where they provide the plants. I was involved in setting up nonprofit nursery that provided native plants for stream restoration projects. Perhaps we could get someone to voluntarily propagate plants for use within the Village?)*

RECOMMENDATION 45: Amend the Village’s current list of landscaping plant species for use beyond multi-family developments, so that homeowners and single-family home developers may make use of these resources to plan species selection for both new and existing homes.

List of recommended Plant species - Further RECOMMENDATION 45

What is on the Village’s current list? The UFMP list was reduced from 258 down to 77, perhaps this still to long of list (focus on those Adaptable to Climate Change?) . Perhaps an online guide or brochure with the details and photos could be useful.



Queen Ann Maple