



Denman Island Local Trust Committee

Minutes of Regular Meeting

Date: March 17, 2026
Location: Denman Activity Centre
1111 Northwest Rd, Denman Island, BC

Members Present: David Maude, Chair
David Graham, Trustee
Sam Borthwick, Trustee

Staff Present: Narissa Chadwick, Island Planner (electronic)
Marlis McCargar, Island Planner (electronic)
Warren Dingman, Bylaw Enforcement Manager (electronic)
Emily Bryant, Meeting Administrator (electronic)
Katherine Vogt, Recorder (electronic)

Others Present: There were approximately seven members of the public in attendance.

1. CALL TO ORDER

Chair Maude called the meeting to order at 10:01 am.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Maude acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Add Item 12.1: Subdivision Discussion

By general consent, the agenda was approved as amended.

4. REPORTS

4.1 Trustee Reports

Trustee Borthwick reported on the following:

- Attendance at last week's Trust Council meeting during which the proposed Trust budget increase was reduced from 13% to 8.1%;
- Attendance on March 15 at the Denman Community Housing Association's community consultation on affordable housing event held at the Community Hall; it

was discussed that a BC Housing grant has been cut, but that other exciting new funding options which will allow greater local autonomy are being explored.

Trustee Graham reported on the following:

- The Islands Trust Draft Policy Statement referral period is now closed; many comments, letters and survey responses have been received, and these are now online;
- The current iteration of the Policy Statement has gone through the Trust Programs Committee and then the Trust Council Committee of the Whole, which includes all trustees, is going through the document line by line with the best of intentions and competence;
- Trust Programs Committee staff are crafting a report for trustees on the recent responses to the Draft Policy Statement;
- A recent response letter received regarding the Draft Policy Statement, prepared by a lawyer, seems to adopt a tone that may be unnecessarily confrontational.

4.2 Chair's Report

Chair Maude reported on the following:

- The Trust Budget process was primarily affected by uncontrollable outside forces such as the cutting of a provincial grant of \$450,000 that makes up 4.5% of the Trust budget; and the BCGEU staff compensation increases swelling Trust budget costs by 2.8%;
- An 8.1% Trust Budget increase, considering that about 7.1% of it was uncontrollable, is a commendable result of some very hard, excellent, and creative work by many trustees and staff;
- Ministerial approval of the Draft Policy Statement process will not happen this term; but the goal is to have it ready for ministerial response by September 2026, though newly elected trustees may want to re-engage.

4.3 Electoral Area Director's Report

A trustee appreciated that Daniel Arbour, Director, Comox Valley Regional District Area A, had recently attended the Denman Community Housing Association's March 15 event.

5. PUBLIC COMMENTS

The following questions and comments were made by members of the public:

- Harlene Holm asked if the 2023 foreign buyers legislation prohibiting purchases of residential land applies to Denman Island and the wider Trust area; and urged trustees and the Trust Council to advocate to control foreign ownership; and noted that the legislation is very hard to interpret
 - The chair suggested that a letter to Trust Council from the Local Trust Committee be drafted so that foreign ownership issues could be put on their agenda;
 - The planner indicated that the "Foreign Buyer Ban" only applies to metropolitan areas.
- A member of the public expressed the opinion that, regarding the amended Draft Policy Statement, the Island Trust's legal determination that the term "amenity" includes people is a legal stretch and a form of legalese

- The chair responded that the Islands Trust is often bound to give legal interpretation to complex issues as a response to others' legal opinions;
- The chair read out a portion of the 1974 Islands Trust Policy Statement that speaks of people being a primary concern of the Trust; and spoke on the extensive environmental and conservation achievements in the Trust area;
- A trustee referred to a document: a 1986 piece on the "Object" of the Trust, that speaks of human settlement and the value of rural recreational areas to urban dwellers.
- A member of the public asked about the status of the proposed winery at the northern end of the island and if the recent expressions of interest advertisement for Board of Variance members is to deal with the application
 - The planner responded that the applicant has applied for a retroactive development permit; and that no development variance permit has been applied for. The Board of Variance has set terms, and the call for expressions of interest is not related to the application, but is occurring because the Board's terms have expired;
 - Trustees noted the distinction between allowable activities on Agricultural Reserve Land (ALR) versus commercially zoned land; and highlighted that there are specific restrictions on housing agricultural tourist accommodations on ALR land;
 - A member of the public added that the recent video put out by the proposed winery applicant was for the purpose of investors, not the community.
- A member of the public proposed that the need for affordable housing on Denman Island may be up to 300 units which is a crisis that could lead to chaos if it is not quickly addressed.
- A member of the public expressed concern that affordable housing proposals were being pushed into already dense areas which could lead to septic and traffic problems for existing residents; and added that Northwest Road was becoming dangerous for pedestrians
 - The chair advised that the siting and use permit process provides a review of septic regulations;
 - A trustee acknowledged the local roads committee advocating for safer road conditions;
 - A trustee spoke on the benefits of clustering affordable housing closer to amenities for reducing the need for vehicle use.

6. MINUTES

6.1 Local Trust Committee Minutes dated January 20, 2026 - for adoption

By general consent, the Local Trust Committee meeting minutes of January 20, 2026 were adopted as presented

6.2 Local Trust Committee Special Meeting Minutes dated February 17, 2026 - for adoption

By general consent, the Local Trust Committee special meeting minutes of February 17, 2026 were adopted

6.3 Local Trust Committee Public Hearing Record for Bylaw Nos. 255, 254 and 250 dated February 17, 2026 - for receipt

Trustees requested the following name corrections to the Item 6.1 Public Hearing Record for Bylaws 255, 254 and 250 dated February 17, 2026:

- On page 3, last paragraph, correct "Hanson" to the correct last name "Hason"

- On page 2, Under item 5, second paragraph, line 1, correct “Isbeister” to the correct last name “Isbister.”

6.4 Local Trust Committee Public Hearing Record for Bylaw Nos. 256 and 257 dated February 17, 2026 - for receipt

6.5 Section 26 Resolutions-Without-Meeting Report - none

6.6 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated March 10, 2026

A trustee noted to planners that an offer of land to the Denman Community housing Society was contingent on a quick rezoning

8. DELEGATIONS - none

9. APPLICATIONS AND REFERRALS - none

10. LOCAL TRUST COMMITTEE PROJECTS - none

11. CORRESPONDENCE

11.1 K'ómoks First Nation Letter regarding Related Principals Framework

A trustee expressed concern about the potential for excessive application costs, especially for affordable housing groups, associated with Item B.2. of the Islands Trust KFN Staff Engagement Guiding Principles, which states the following:

“2. Use a Development Approval Information Bylaw (DAI) to require a Preliminary Field Reconnaissance (PFR), Archaeological Overview Assessment (AOA) or Archaeological Impact Assessment (AIA) (or all three for complex sites) for rezoning applications where increase in density or intensity of uses is being proposed on the islands. Align requirements with the KFN Cultural Heritage Policy/CHIP process.”

Trustees discussed how Item B.2. seemed misaligned with the K'ómoks First Nation's Area of Potential mapping.

DE-LTC-2026-004

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to consult with K'ómoks First Nation to clarify their recommendation B.2 from the KFN Staff Engagement Guiding Principles and to report back on whether such requirements should apply to all rezoning applications involving increased density or intensity of use, or only to areas of known or potential archaeological significance.

CARRIED

DE-LTC-2026-005

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to draft a letter from the chair to K'ómoks First Nation Chief and Council acknowledging and thanking them for their letter dated February 12, 2026; and that we are requesting staff to incorporate their direction into our project.

CARRIED

12. NEW BUSINESS

12.1 Subdivision Discussion

The planner presented 3 options for future subdivision regulations for trustees to consider, and clarified that “community benefit” included land for conservation, affordable housing, and First Nations; and noted that current subdivision regulations do not require rezoning, but rather have automatically permitted subdivision potential if minimum parcel size and water requirements are met; and suggested that minimum parcel sizes could be waived for community benefit parcels:

- Option 1:
 - Private subdivision, needs rezoning.
 - Community benefit subdivision, no rezoning needed.
- Option 2:
 - Private subdivision only allowed if it includes community benefit (and needs rezoning)
 - Community benefit subdivision, no rezoning needed
- Option 3:
 - Only subdivision allowed is for community benefit
 - No rezoning needed
 - no private subdivision allowed.

Trustees expressed preference for Option 2.

The planner offered that draft policies and regulations for Option 2 would be sent for legal review.

13. STAFF REPORTS

13.1 Amendments to the Denman Island Bylaw & Compliance Policy - Staff Report

Bylaw Enforcement Manager presented the staff report that recommends that trustees adopt the amended policy which would permit unlawful short-term rentals to continue operating for only 45 days after being ticketed, rather than the previously allowed 90 days compliance period; and which would provide for the Regional Planning Manager to act as a screening officer for all disputed bylaw notices.

DE-LTC-2026-006

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee adopt the amended Denman Island Bylaw Compliance and Enforcement Policy attached to this report.

CARRIED

13.2 Short Term Rental Accommodation Act - Principal Residence Requirement Opt-In Update – Briefing

The planner provided trustees an overview of the Principal Residence Requirement Opt-in situation, noting the following:

- All Local Trust Committees were receiving the briefing;
- The Short-Term Rental Accommodation Act includes principal residence requirements, time period rules, rules around legal non-compliance, and licensing and enforcement rules;
- Islands are exempted from the Provincial rules by default unless they decide to opt-in. Salt Spring, Gabriola and Bowen Islands have opted in;
- Provincial rules override local bylaws under the opt-in framework;
- The deadline to opt-in is March 31, 2026, which repeats every year
- Denman Island Land Use Bylaw currently allows home-based guest accommodation within a principal dwelling with time period restrictions and that the owner must live on the property site; it does not allow entire home rentals.

A trustee noted that opting in would allow whole-house rentals without the owner being present in the building, which is currently not permitted on Denman.

Bylaw Enforcement Manager advised that there was no enforcement benefit to local governments to opt-in to the Provincial framework; both the Provincial and the Trust enforcement procedures can deregister and ban operators from advertising on platforms.

By general consent the meeting was recessed at 11:47 am and reconvened at 11:52 am.

13.3 Public Notification Bylaw Amendment - Request for Decision

The planner noted that the proposed amendment was a minor change to the Public Notification Bylaw that provides greater clarity, flexibility, and enforceability regarding local notification publishing requirements.

DE-LTC-2026-007**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee rescind third reading of Bylaw No. 259, cited as “Denman Island Local Trust Committee Public Notification Bylaw No. 259, 2025”.

CARRIED**DE-LTC-2026-008****It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee amend Bylaw No. 259, cited as “Denman Island Local Trust Committee Public Notification Bylaw No. 259, 2025” by deleting “in publications locally produced and distributed on Denman Island” and replacing with “in a newspaper that publishes at least once a month on Denman Island”.

CARRIED**DE-LTC-2026-009****It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee give Bylaw No. 259 cited as “Denman Island Local Trust Committee Public Notification Bylaw No. 259, 2025”, Third Reading, as amended.

CARRIED

DE-LTC-2026-010

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee forward Bylaw No. 259 cited as “Denman Island Local Trust Committee Public Notification Bylaw No 259, 2025” to the Islands Trust Executive Committee for consideration of approval.

CARRIED

13.4 Trust Conservancy Report - none

13.5 Applications Report dated March 10, 2026

The planner clarified that the Development Permit Application (DPA) for file PLDP20250268 The Point Road was waiting on a Qualified Environmental Professional (QEP) report from the applicant.

The planner advised the trustee to email the planner assigned to file PLSUP20250260 (Komas Ranch) for an update.

A trustee requested that the “Status” category of the Applications Report be more regularly updated with greater descriptiveness.

- The planner responded that staff were limited to a dropdown menu selection for this category; but a workaround in the comments section may be possible.

Trustees discussed possibilities for the “Foreign Buyer Ban” legislation to be put on the June 2026 Trust Council agenda.

13.6 Trustee and Local Expense Report dated January, 2026

13.7 Adopted Policies and Standing Resolutions

13.8 First Nations Relationship Building Update

13.9 Local Trust Committee Webpage

14. WORK PROGRAM

14.1 Active Projects Report dated March 10, 2026

14.2 Future Projects Report dated March 10, 2026

A trustee noted that under item 1. LUB Amendments-List of Items, that line Item 1. Regarding Temporary Use Permits (TUPs) for Short Term Vacation Rentals (STVR)s is obsolete and should be removed.

DE-LTC-2026-011

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to remove, on the Future Projects Report Denman Island 1. Land Use Bylaw Amendments, item number 1.

CARRIED

15. UPCOMING MEETINGS

- 15.1 Next Regular Meeting Scheduled for Tuesday, May 12, 2026 at 10:00 a.m. at Denman Activity Centre, 1111 Northwest Road, Denman Island, BC**

DE-LTC-2026-012

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff schedule a Special Meeting on April 17, 2026 at 10:00 am on Denman Island.

CARRIED

A trustee noted that the back hall of the Denman Community Hall has internet now and would likely be available for the Special Meeting if needed.

16. CLOSED MEETING

- 16.1 Motion to Close the Meeting**

DE-LTC-2026-013

It was MOVED and SECONDED,

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(i) for the purpose of considering:

- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

and that the recorder and staff attend the meeting.

CARRIED

- 16.2 Recall to Order**

There was no recall to order.

- 16.3 Rise and Report**

The chair deferred the rise and report to the next regular Local Trust Committee meeting.

17. ADJOURNMENT

By general consent, the meeting was adjourned at 12:31 p.m.

David Maude, Chair

Certified Correct:

Katherine Vogt/Recorder