



Denman Island Local Trust Committee

Minutes of Regular Meeting

Date: August 24, 2026
Location: Denman Activity Centre
1111 Northwest Rd, Denman Island, BC

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

Staff Present: Stefan Cermak, Director of Planning Services (electronic)
Narissa Chadwick, Island Planner (electronic)
Marlis McCargar, Island Planner
Margot Thomaidis, Planner 2
Warren Dingman, Bylaw Compliance & Enforcement Manager (electronic)
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were approximately 39 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

By general consent, the agenda was approved as presented.

4. RISE AND REPORT

During the June 23, 2026 in-camera meeting, the Denman Island Local Trust Committee adopted the May 12, 2026 in-camera meeting minutes.

5. REPORTS

5.1 Trustee Reports

Trustees Graham and Borthwick noted this is the last regular meeting of the term and both thanked their fellow Local Trust Committee members and staff for their support.

5.2 Chair's Report

Chair Maude spoke to time spent as Chair of the Denman Local Trust Committee and thanked Trustees and the community.

5.3 Electoral Area Director's Report - none**6. PUBLIC PARTICIPATION PERIOD**

Several members of the public spoke to concerns related to development of the property previously known as Camp Denman and the following comments, questions, and responses were noted:

- Is there any legal documentation or proof that there has been any allowed land use other than Agricultural Land Reserve farm use on the property known as Camp Denman? Current construction on the property exceeds previous use and is damaging agricultural land.
 - The new uses are not permitted and enforcement is proceeding.
- How will Islands Trust respond to the bylaw infraction? What enforcement procedures are being undertaken?
 - The Local Trust Committee can not directly respond as there is an open bylaw enforcement file on the property. The Bylaw Compliance and Enforcement Manager noted the property owners have been informed that the uses are unlawful and are to cease, bylaw infraction notices have been issued for lack of a siting and use permit and for the unlawful float, the notices have been disputed, a screening officer will attend the property and a compliance process will be undertaken. If compliance is not reached the file moves to adjudication followed by potential legal action.
- Can a stop work order be issued?
 - There is no means in which a stop order can be issued as building inspections are not done on Denman Island; therefore, the Regional District has no ability to stop the work through a stop work order.
- The vision for Camp Denman is not appropriate for the community, the property owners are not respecting the land, Islands Trust has a mandate to preserve and protect the island, once the Local Trust Committee permits development they open the door for others, and when a developer ignores the rules, they become harder to enforce.
 - The Local Trust Committee has not endorsed the development.
- If bylaw enforcement can not be done quickly, then permission for others to do what they want is given provided it gets done before it can be stopped.
 - A Trustee noted there are limitations to what is appropriate for the Trustees to say publicly and they can not compromise the process by speaking out of turn or assume legal powers that they do not possess. The community has chosen not to have building permits and one of the risks of allowing a more flexible and less rigid situation comes with consequences of taking away some ability to act swiftly to stop work immediately. The Local Trust Committee is not allowing the development and is doing what they can, through the processes available, to stop it and are equally frustrated; however, they can not be involved with a bylaw enforcement action.
- A member of the public asked if the Agricultural Land Commission (ALC) is aware of the problem and are they able to do anything to stop the work.
 - The ALC has been made aware of the issue but there is no mechanism for joint enforcement. Bylaw Enforcement works cooperatively with ALC staff and engage the ALC when necessary.
- Is there ability to deal with the issue through the Province?

- The Province will not prosecute offences against local government bylaws.
- The property owner pumps water from a well into storage tanks, the well is located close to a neighbouring registered well, and the neighbouring well has commercial water rights. Surrounding farms are concerned about running out of water and have been told they have to pay for a geological water study. What could Islands Trust do to help them, or help pay for a geological ground water study?
 - There is no mechanism for the Local Trust Committee to pay for the study. The new property owners would be required to pay for the study through a rezoning application which they have not submitted.
- If Denman Island was governed by the Comox Valley Regional District would there be greater restrictions, an ability to stop the work, and better water protection?
 - The community agreed to use siting and use permits and not building inspections. Rules and regulations work for those that wish to conform and if one is doing something that is not legal then at the end of the day, once process is followed, it won't be allowed. There is no harm in reaching out to the Regional District with concerns.
- How can the public support the Local Trust Committee in the matter.
 - Bylaw Compliance and Enforcement staff are working on the file and will contact the Agricultural Land Commission again to follow up on the matter.
- Tents are being built close together and might be a fire hazard. Has the fire chief been invited to the site for inspection?
 - If there are fire hazard concerns, they need to be reported.
- Are bylaw enforcement orders and notices public record?
 - The property owner has been informed what uses are permitted and not permitted and what the contraventions are. There are no documents that are made public yet; however, if the matter goes to adjudication the notices become a matter of public record.

A member of the public spoke to the Official Community Plan and Land Use Bylaw Nos. 260 and 264 and expressed concern that second reading would prevent further changes to the bylaws. They noted that few community members have attended the meetings and expressed concern that there may be limited awareness of proposed changes, including removal of the density bank. They requested second reading be delayed until after the Public Hearing.

The Planner clarified that members of the public may submit comments and concerns until the close of the Public Hearing and that changes may still be made following second reading.

A member of the public stated the Trustees were elected on the affordable housing issue, changes have made and are coming forward to a Public Hearing on September 15. They noted the project needs to get finished and urged members of the public to support changes that will support affordable housing.

The meeting was recessed for a break at 11:11 a.m. and reconvened at 11:26 a.m.

7. MINUTES

7.1 Local Trust Committee Special Meeting Minutes dated July 11, 2026 - for adoption

By general consent, the Local Trust Committee meeting minutes of July 11, 2026 were adopted.

7.2 Local Trust Committee Minutes dated June 23, 2026 - for adoption

By general consent, the Local Trust Committee meeting minutes of June 23, 2026 were adopted.

7.2 Section 26 Resolutions-Without-Meeting Report dated August 14, 2026

Received for information.

7.3 Advisory Planning Commission Minutes - none

8. BUSINESS ARISING FROM MINUTES

8.1 Follow-up Action List dated August 14, 2026

Received for information.

9. DELEGATIONS - none

10. APPLICATIONS AND REFERRALS

10.1 PL-DP-20260188 (Glowacki) - Staff Report

The Planner summarized the staff report and noted the application seeks a Development Permit for retroactive tree removal and proposed construction of a residential dwelling, garage, and septic system within Development Permit Area No. 1 (DPA 1) – Komas Bluff and all Development Permit Area Guidelines have been met.

The applicant was in attendance.

The Local Trust Committee had no questions or comments.

DE-2026-055

It was MOVED and SECONDED

that the Denman Island Local Trust Committee approve issuance of Development Permit PL-DP-2026-0188.

CARRIED

10.2 PL-RZ-2025-0368 (Emcon) - Staff Report

The Planner summarized the staff report and noted that the application is being returned to the Local Trust Committee for consideration of First Reading. The application proposes amendments to the Official Community Plan (OCP) and Land Use Bylaw (LUB) to rezone a portion of the subject property from Institutional to R4 Community Housing to enable the construction of eight affordable housing units to be owned and managed by the Denman Community Housing Society.

The applicant was in attendance and spoke to concerns regarding the timing of the process, noting that the rezoning must be completed before other aspects of the project, including government funding, can proceed.

Discussion ensued and the following comments were recorded:

- Giving second reading at the same time as first reading would indicate general concurrence with the bylaw language; however, amendments could still be made following input received at the Public Hearing. Giving second reading at this time would not change the overall timeline of the process;
- A letter could be sent to the property owner providing reassurance that the application is supported and is proceeding as quickly as possible within timelines established by the *Local Government Act*, while noting potential delays associated with upcoming elections.

DE-2026-056

It was MOVED and SECONDED

that the Denman Island Local Trust Committee request staff, with the Chair's assistance, to draft a letter to the Chief Executive Office of Emcon Services outlining the application process to date and expected potential completion related to application PL-RZ-2025-0368.

CARRIED

DE-2026-057

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 262 cited as "Denman Island Official Community Plan, 2008, Amendment No. 2, 2026" be read a first time.

CARRIED

DE-2026-058

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 263 cited as "Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2026" be read a first time.

CARRIED

DE-2026-059

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 262 cited as "Denman Island Official Community Plan, 2008, Amendment No. 2, 2026" and the Denman Island Local Trust Committee Bylaw No. 263 cited as "Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2026" be referred to First Nations, Local Governments and agencies for comment.

CARRIED

DE-2026-060

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 262 cited as "Denman Island Official Community Plan, 2008, Amendment No. 2, 2026" be read a second time.

CARRIED

DE-2026-061

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 263 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2026” be read a second time.

CARRIED

10.3 PL-SUB-2025-0419 (Nielson) - Staff Report

The Planner summarized the staff report and noted the application seeks a lot frontage waiver for one lot in a proposed subdivision to have less than a 10% frontage on a highway as required by the *Local Government Act*.

The applicant was in attendance.

The Local Trust Committee had no comments or questions.

DE-2026-062

It was MOVED and SECONDED

that the Denman Island Local Trust Committee exempt Proposed Lot C of LOT 5 SECTION 28 DENMAN ISLAND NANAIMO DISTRICT PLAN EPP105119 of subdivision PL-SUB-2024-0419 (Nielson) from the 1/10 perimeter provision of Section 512 of the *Local Government Act*.

CARRIED

10.4 DE-RZ-2023.1 Komax Ranch Ltd. (Late Item) – Staff Report

The Planner summarized ongoing work on the application and draft Section 219 Covenant as identified in the staff report. They noted the application to amend the Official Community Plan and Land Use Bylaw to align with an expired Land Use Contract is being returned to the Local Trust Committee for consideration of First Reading with a recommendation for further information including a Preliminary Field Reconnaissance and a Water Management Plan.

The applicant was in attendance and spoke to the following:

- The request for a Water Management Plan has been included in the staff report; however, information on all of the wells and water storage capacity had previously been submitted and staff had indicated that no further information on water was required;
- Recent quotes for well testing ranged upwards of \$120,000;
- The Preliminary Field Reconnaissance has been scheduled for September 8 and a report will be submitted when received;
- Maximum site coverage language does not reflect that the property is not made up of individual lots, there are 20 dwellings on one property with tenants in common and each shareholder owns 1/20th of one parcel of land and are provided an area of exclusive use;
- The 5% site coverage allowance should represent the entire property as there are not specific building lots, the lines delineating each “property” have been arbitrarily chosen by the shareholders;
- Adjacent consultation noted in staff report requires consultation with adjacent municipalities and seems like overreach.

Discussion ensued and the following comments were recorded:

- Information on wells and water previously requested has been provided and there is no need to provide a water management plan;
- The Local Trust Committee is not considering new density, the application relates to existing density with no proposed changes, or additions, to existing use;
- One of the conditions of the Land Use Contract was proof of potable water and this specific information has not been provided;
- There is no change in density or intensity and no known problem with water quality or quantity;
- The *Local Government Act* dictates that First Nations, agencies, and other governments are consulted and there is a 90-day period in which a response can be received.

DE-2026-063

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 252, cited as “Denman Island Official Community Plan Bylaw No. 185, Amendment No. 1, 2025” be read a first time.

CARRIED

DE-2026-064

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 253 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2025” be read a first time.

CARRIED

DE-2026-065

It was MOVED and SECONDED

that the Denman Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 252, cited as “Denman Island Official Community Plan Bylaw No. 185, Amendment No. 1, 2025”, is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

DE-2026-066

It was MOVED and SECONDED

that resolution DE-2026-065 “that the Denman Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 252, cited as “Denman Island Official Community Plan Bylaw No. 185, Amendment No. 1, 2025”, is not contrary to or at variance with the Islands Trust Policy Statement” be rescinded.

CARRIED

DE-2026-067

It was MOVED and SECONDED

that the Denman Island Local Trust Committee has determined that the following information is required to address Islands Trust Policy Statement

Directive 5.6.3 prior to Public Hearing for Bylaw Nos. 252 and 253, cited as “Denman Island Official Community Plan Bylaw No. 185, Amendment No. 1, 2025” and “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2025”:

- A Preliminary Field Reconnaissance as outlined in the Terms of Reference letter dated January 21, 2025.

CARRIED

DE-2026-068

It was MOVED and SECONDED

that the Denman Island Local Trust Committee request staff prepare a draft Section 219 restrictive covenant in consultation with the applicant and the K’ómoks First Nation for DE-RZ-2023.1 with the following potential provisions:

- a) Requiring an Archaeological Overview Assessment prior to ground disturbance;
- b) Restricting ground disturbance within a certain number of metres of a specified area or a registered archaeological site; and
- c) Requiring that an Indigenous knowledge-holder or Guardian Watchman is present during development within an area known to contain cultural or archaeological heritage materials or remains.

CARRIED

DE-2026-069

It was MOVED and SECONDED

that the Proposed Bylaw Nos. 252 and 253 be referred to First Nations, Local Governments and agencies for comment.

CARRIED

The meeting was recessed for a break at 1:06 p.m. and reconvened at 1:38 p.m.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Major Project: Denman Island Housing Review (Official Community Plan and Land Use Bylaw): Bylaw Nos 260 and 264 - Staff Report

The Planner noted proposed Bylaw Nos. 260 (Official Community Plan) and 264 (Land Use Bylaw) were being returned to the Local Trust Committee for consideration of Second Reading following recent amendments which reflect the referral responses and community feedback received.

Discussion ensued and the following comments were noted:

- Page 156 of staff report, last full paragraph, last line, add space between words “across” and “their”;
- Page 160 of staff report, first paragraph under Housing and Services Needs, delete the first and second sentences; “
- Page 223 of staff word, section 3.7 (1), add word “zone” after Agricultural (AG);
- K’ómoks First Nation would like to see extended setback from the sea to 30 metres and while a 30-metre setback is appropriate in most instances there are

a few properties in which it is not feasible, if the setback is changed many houses will be put in a legal non-conforming situation;

- The Local Trust Committee can add the setback to the sea discussion to the Future Projects List;
- The statement regarding data centers is out of scope of the project;
- The statement received from the Denman Conservancy should be added into the “Background” on page 185 of the staff report after Housing and Services Needs called “Significance of Denman Island Ecosystems”.

DE-2026-070

It was MOVED and SECONDED

that the Denman Island Local Trust Committee amend Bylaw No. 260, cited as “Denman Island Official Community Plan, 2008, Amendment No. 1, 2026”, as specified in Attachment 1 of the staff report dated August 24, 2026, and as follows:

- a) Housing and Services Needs section, delete the words “Based on the Islands Trust Housing Needs Assessment prepared by Urbanics Consultants Ltd in 2025, the projected housing need in the next five years is 109 additional housing units and in the next twenty years is 359 additional housing units. This calculation is based on a portion of growth rate projections for the Comox Valley.”
- b) Inserting a section after the Housing and Services and Needs section, Significance of Denman Island Ecosystems: 'Denman Island' ecosystems are globally significant. They are among the rarest, most valuable and most at risk in the world. Human residents and visitors on Denman Island are tasked with the stewardship of these precious species, as well as the network of their critical supportive habitats. Human activities on Denman need to be considered in terms of ensuring the long-term health and survival of these ecosystems.”
- c) Section E.1 – HOUSING, Housing Objectives, Objective 2: insert the words “quantity and” before the word “quality”.
- d) Section D.5 – Subdivision of Land, Policy 10: insert the words “the consideration of both site-specific and cumulative impacts of the proposed development on neighbouring properties, groundwater resources, and the wider area:” after the words “including but not limited to:”.
- e) Section D.5 – Subdivision of Land, Policy 10, a) insert the words “including potential impacts on neighbouring water sources and the risk of saltwater intrusion, where applicable” after the words “potable water availability”.
- f) Section D.5 – Subdivision of Land, Policy 10, b) insert the words “including potential cumulative impacts on groundwater quality, neighbouring properties, and the wider area” after the words “wastewater disposal capability”

CARRIED

DE-2026-071

It was MOVED and SECONDED

that the Denman Island Local Trust Committee amend Bylaw No. 264, cited as “Denman Island Land Use Bylaw No. 264, 2026” as specified in Attachment 3 of the staff report dated August 24, 2026 and as follows:

- a) PART 3 GENERAL REGULATIONS, Section 3.7 Accessory Uses, Building and Structures, insert the word “zone” after Agriculture.

CARRIED

DE-2026-072

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 260, cited as “Denman Island Official Community Plan, 2008, Amendment No. 1, 2026”, be read a second time.

CARRIED

DE-2026-073

It was MOVED and SECONDED

that the Denman Island Local Trust Committee Bylaw No. 264, cited as “Denman Island Land Use Bylaw No. 264, 2026”, be read a second time.

CARRIED

DE-2026-074

It was MOVED and SECONDED

that the Denman Island Local Trust Committee add “critical aquifer protection development permit area” to the top of the future projects list as a Denman Island Housing Review implementation project next step.

CARRIED

DE-2026-075

It was MOVED and SECONDED

that the Denman Island Local Trust Committee add “setback to the natural boundary of the sea” to the second from the top of the future projects list as a Denman Island Housing Review implementation project next step.

CARRIED

12. CORRESPONDENCE

(Correspondence received concerning current applications or projects is posted to the LTC webpage)

13. NEW BUSINESS - none

14. STAFF REPORTS

14.1 Bylaw Enforcement Notification Bylaw No. 265 - Final Adoption - Staff Report

The Bylaw Compliance and Enforcement Manager summarized the staff report and noted Amendment Bylaw No. 265 is being returned to the Local Trust Committee for final adoption following approval by the Executive Committee.

The Local Trust Committee had no questions or comments.

DE-2026-076

It was MOVED and SECONDED

that the Denman Island Local Trust Committee adopt Bylaw No. 265, cited as the “Denman Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 232, 2019, Amendment No. 1, 2026”.

CARRIED

14.2 Trust Conservancy Report - none

14.3 Applications Report dated August 14, 2026

Received for information.

14.4 Trustee and Local Expense Report dated June, 2026

Received for information.

14.5 Adopted Policies and Standing Resolutions

Received for information.

14.6 First Nations Relationship Building Update - none

14.7 Local Trust Committee Webpage - none

15. WORK PROGRAM

15.1 Active Projects Report dated August 14, 2026

Received for information.

15.2 Future Projects Report dated August 14, 2026

Received for information.

16. UPCOMING MEETINGS

16.1 Special Meeting to hold a Community Information Meeting and Public Hearing Scheduled for Tuesday September 15, 2026 at 10:30 a.m. to be held at the Denman Activity Centre Gym, 1111 Northwest Road, Denman Island, BC.

16.2 Next Regular Meeting Scheduled for Monday, November 16, 2026 at 10:00 a.m. to be held electronically via Zoom.

17. CLOSED MEETING

17.1 Motion to Close the Meeting

DE-2026-077

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)(f) for the purpose of considering:

- (f) law enforcement, if the council considers that the disclosure could reasonably be expected to harm the conduct of an investigation under enforcement of an enactment.

and that the recorder and staff attend the meeting.

The meeting was recessed at 2:25 p.m. and adjourned at 2:36 p.m. following the in-camera portion of the meeting.

17.2 Recall to Order

The meeting was not recalled to order.

17.3 Rise and Report

Chair Maude will rise and report adoption of the June, 2026 in-camera meeting minutes at the next regular scheduled meeting.

18. ADJOURNMENT

By general consent, the meeting was adjourned at 2:36p.m.

David Maude, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder