

Denman Island Local Trust Committee

Minutes of Special Meeting

Date: May 8, 2025

Location: Electronic Meeting

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

Staff Present: Marlis McCargar, Island Planner
Narissa Chadwick, Island Planner
Lisa Millard Meeting Administrator
Katherine Vogt, Recorder

Others Present: There were approximately five (5) members of the public present.

1. CALL TO ORDER

Chair Maude called the electronic meeting to order at 9:33 a.m. He acknowledged that the meeting was being held on the territory of the Coast Salish First Nations. He introduced trustees, staff, recorder, and meeting host; and acknowledged members of the public who were viewing the meeting from the Activity Centre. He noted that Trustee Borthwick was delayed and would hopefully be joining the meeting shortly. He explained that the Special Meeting was to give trustees an opportunity to respond directly to staff; therefore, a Townhall portion would not be added. He invited members of the public to email trustees directly with their ideas and concerns and reminded the public that there was an in-person Local Trust Committee (LTC) meeting coming up on May 20, 2025.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

3. Major Project: Denman Housing (official Community Plan and Land Use Bylaw) Review Project: Phase 2C Actions

Planner Chadwick presented the most recent staff report associated with the Denman Housing Review Project to update trustees and seek their guidance on options for the Project Charter and possibilities for future public engagement, noting that the reformatting of the Denman Island Land Use Bylaw (LUB) and ongoing relationship building with the K'ómoks First Nation (KFN) have been foundational for the entire Major Project.

Trustee Borthwick joined the meeting at 9:43 am.

Planner McCargar responded to trustee questions regarding the newly formatted Land Use Bylaw (LUB), highlighting the following points:

- The wording: “a) The use of a dwelling unit for vacation rental or for the accommodation of paying guests is prohibited.” in the *Prohibited in All Zones* section of the LUB was identified as potentially confusing. Specifically, language suggesting that legally established bed and breakfasts are also prohibited was flagged. Staff confirmed that all regulations related to short-term vacation rentals and bed and breakfasts will be reviewed as part of the Housing Review Project.
- Item (g) under the *Secondary Suites and Dwelling Units* section was reviewed from a legal perspective and found to be moot. It was clarified that strata subdivision of secondary suites or secondary dwellings may proceed provincially without local government approval unless a covenant is registered for each dwelling at the time of construction.

Planner McCargar spoke on two draft maps which could support ongoing public discussions of the Housing Review Project: 1. the draft Denman Island Subdivision Potential Map which seeks to calculate the maximum number of new residential lots that could be created under the current zoning; and 2. the draft Denman Island Dwelling Unit Potential Map which estimates the number of new dwellings that could be created under current zoning, including secondary suites and additional dwelling units, such that dwelling capacity per lot could be measured.

- A trustee advised that archival covenant documents were necessary to uncover for map accuracy; and that the community could be engaged to help in this effort.
- Trustees expressed how useful the maps were.

Planners reviewed two options for the Project Charter for the Major Project going forward.

Trustees concurred with the planner recommended Option 2 process for the benefit of planner efficiency and public discussion clarity.

DE-2025-018

It was MOVED and SECONDED,

That the Denman Island Local Trust Committee endorse the revised Project Charter (Option 2), dated May 8, 2025 for the Denman Housing Review Project.

CARRIED

DE-2025-019

It was MOVED and SECONDED,

That the Denman Island Local Trust Committee integrate the OCP technical amendments and First Nations Acknowledgement update into the Denman Housing Review Project and provide an updated project charter reflecting this integration.

CARRIED

Planner Chadwick explained to trustees that the Hornby Island LTC had requested a meeting with the Denman LTC to discuss housing issues in relation to KFN concerns; and that this made sense given that for the KFN, Denman and Hornby have many equivalencies.

DE-2025-020

It was MOVED and SECONDED,

That the Denman Island Local Trust Committee request staff to schedule a special meeting with the Hornby Island Local Trust Committee in the Summer/Fall 2025 to discuss potential opportunities for mutually supportive housing solutions for both islands and review the draft K'ómoks First Nation engagement summary recommendations.

CARRIED

Planner Chadwick reviewed options for public engagement going forward. The following planner comments were noted:

- Conservancy mapping will be helpful for future public engagement.
- Key themes raised by the public are the density bank; expanding permissions for secondary suites and additional dwelling units; and numerous requests for more Coho type residential developments.
- Pre-zoning may save approximately 2 years on rezoning.
- Discussion boards can be replicated online and the two can be integrated.
- There is \$5000.00 and 4 staff travel days available to the LTC for the next round of public engagement between now and September 2025.

A trustee spoke on some residents' unfounded fears that the removal of the TUP and density bank would cause unmitigated development; and suggested that it may have been more useful to speak of revising the density bank rather than removing it.; and requested planner guidance for revising the density bank; and hoped to receive comments from many more, less publicly active, Denman residents going forward.

A trustee questioned the possibilities for administration of individual housing agreements for secondary dwelling units.

- Planner Chadwick spoke on the follow-up difficulties, specific requirements, and costs of administering housing agreements with non-profit organizations; and suggested that it was preferable for a regional district to take this on; and noted that there would not be the planner resources to have a process in place before the end of the current Denman LTC's term.
- Planner McCargar added that a non-profit may potentially be able to act as an agent of the local government.
- A trustee added that monitoring responsibilities could be delegated to a non-profit agency, but more research is needed.

Trustees expressed the following preferences for future public engagement:

- An evening zoom presentation style component.
 - A planner offered that any recorded sessions could be put on the project website.
- A paper and online comment response submission form component.
- An evening or weekend in person engagement component for people who work.
- A trustee presentation of visual materials at the Saturday Market to start the conversation which is moved over for a next day Sunday community information engagement session at the Community Hall, at which a staff member could attend.

- The covered area next to the Community Hall or the General Store outside walkway could be used to display maps and comment boards for a longer period.
- People should be able to look at a display board that outlines very specific proposals for the density bank (for example) rather than general ideas.
- K'ómoks First Nations (KFN) review of Denman housing proposals needs to be made available to the public.
 - Planner Chadwick responded that the KFN review is in draft form and has yet to be endorsed by council.
 - A trustee suggested that whatever KFN information is currently available could be put forth.
- Exploring possibilities for eliciting property owner engagement for rezoning for Coho style developments; to be put on a display board with accompanying planner submission criteria and accompanying map showing conservancy no-go sensitive ecological zones.
- It would be preferable to get very specific with just a few topics rather than be general with many topics; and it would be preferable to present options to the public at this point in the process, rather than ask questions.
- Conservancy mapping is preferable to the Suitable Land Analysis (SLA) mapping due to glaring errors in the SLA mapping and greater geographical nuance in the Conservancy mapping.
 - A planner responded that the best Denman SLA layer is the water recharge layer which provides very recent data.
 - A trustee responded that errors in one or more layers introduce doubt in the veracity of other layers.
- The focus should be on housing only; affordable housing has become a critical issue.
- Put actual percentage numbers in the proposed revisions for the density bank for public display; and do not clutter the issue with secondary dwellings.
 - A planner responded that the Denman density bank is completely unique in the Trust Area and that no other area has a cap.

Trustee Borthwick left the meeting at 11:13 a.m. and returned at 11:20 a.m.

- A planner added that The Mayne Island Flexible Housing approach supports increased density in certain areas.
- A Community Information Meeting in June would be preferable.
- Another LTC Special Meeting may be needed.

DE-2025-021

It was MOVED and SECONDED,

That the Denman Island Local Trust Committee endorse the engagement approach as discussed at the May 8, 2025 LTC Special Meeting and request that staff bring back an Engagement Plan for approval at a subsequent LTC meeting.

CARRIED

4. ADJOURNMENT

By general consent the meeting was adjourned at 11:23 a.m.

David Maude, Chair

Certified Correct:

Katherine Vogt, Recorder

DRAFT