

North Pender Island Local Trust Committee

Minutes of Regular Meeting

Date: July 10, 2026

Location: Electronic Meeting

Members Present: David Maude, Chair
Aaron Campbell, Local Trustee
Deb Morrison, Local Trustee

Staff Present: Mary Storzer, Regional Planning Manager
Brad Smith, Island Planner
Bruce Belcher, Planner 2
Warren Dingman, Manager, Bylaw Compliance and Enforcement
Dede MacLean, Office Administrative Assistant
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately 4 members of the public present.

1. CALL TO ORDER

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

2. TERRITORIAL ACKNOWLEDGEMENT

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

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. TRUSTEE REPORT

Trustee Campbell reported positive communications with members of the public regarding upcoming applications.

Trustee Morrison noted it had been a quiet month with nothing specific to report.

5. CHAIR'S REPORT

Chair Maude reported attendance at the June Trust Council meeting and noted the Trust Policy Statement Amendment Project will not complete this term.

6. ELECTORAL AREA DIRECTOR'S REPORT - None

7. PUBLIC PARTICIPATION PERIOD

No members of the public provided comments.

8. COMMUNITY INFORMATION MEETING - None

9. PUBLIC HEARING - None

10. MINUTES

10.1 Local Trust Committee Minutes Dated May 29, 2026 (for Adoption)

By general consent the North Pender Island Local Trust committee meeting minutes of May 29, 2026 were adopted.

10.2 Section 26 Resolutions-without-meeting Report Dated July 2026

Received for information.

10.3 Advisory Planning Commission Minutes Dated May 27, 2026 (for Receipt)

The minutes were received for information and Island Planner Smith thanked the Commission for their excellent work.

11. BUSINESS ARISING FROM THE MINUTES

11.1 Follow-up Action List Dated July 2026

Received for information.

12. DELEGATIONS - None

13. CORRESPONDENCE

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

14. APPLICATIONS AND REFERRALS

14.1 NP-PL-DP-2026-0231 (Kerfoot) - Staff Report

Planner Belcher summarized the staff report and highlighted the following:

- The application seeks a Development Permit for the construction of three new commercial vacation rental cottages with parking spaces within the Commercial and Industrial Form and Character Development Permit Area
- The additional units will form part of The Tides Cottages commercial vacation rental business, and are a permitted use under current commercial zoning
- One tree is proposed to be removed due to safety concerns related to the tree's health and proximity to one of the new units and thick bramble on the southern edge will also be removed
- The proposed construction, parking, existing screening, and landscaping fall within the Development Permit Area guidelines

The applicant was in attendance.

Discussion ensued and the following comments were noted:

- There is not a water study associated with the application as the additional units are within the density permitted for the subject property
- The operator would require a commercial water license

- The applicant will be required to show proof of water at time of building permit application
- The applicant noted the property produces significant water from the well on the property, all water systems have been redone and they have large storage capacity available, new builds will have rain water catchment tanks, and there is a water license in place

NP-2026-041

It was MOVED and SECONDED,

that North Pender Island Local Trust Committee approve issuance of Development Permit PL-DP-2026-0231.

CARRIED

14.2 NP-PL-RZ-2026-0184 (Eigl) - Staff Report

Island Planner Smith summarized the staff report and highlighted the following:

- The application seeks rezoning of the golf course property to permit development of a new maintenance area including new maintenance buildings in a portion of the property currently zoned Rural which does not permit golf course uses, to add an accessory caretaker dwelling as a use, and to realign the property boundaries, setbacks, buildings and zoning with existing uses
- Preparation of draft bylaws will trigger the issuance of terms of reference that will identify any additional information and professional report requirements and facilitate First Nations and agency referrals and public input

The applicant was in attendance and spoke to the application.

The Local Trust Committee had no questions for the Planner.

NP-2026-042

It was MOVED and SECONDED,

that North Pender Island Local Trust Committee directs staff to proceed with application PL-RZ-2026-0184 (Eigl), and to prepare draft amending bylaws.

CARRIED

15. LOCAL TRUST COMMITTEE PROJECTS - None

16. REPORTS

16.1 Work Program Report

16.1.1 Active Projects Report Dated July 2026

Received for information.

16.1.2 Future Projects Report Dated July 2026

Received for information.

16.2 Applications Report Dated July 2026

Island Planner Smith provided a verbal update on the status of application NP-RZ-2024 and PLRZ20240110 and the report was received for information.

16.3 Trustee and Local Expense Report Dated April 2026

Received for information.

16.4 Adopted Policies and Standing Resolutions

Received for information.

16.5 Local Trust Committee Webpage - None

16.6 Islands Trust Conservancy Report - None

17. NEW BUSINESS – None

18. UPCOMING MEETINGS

18.1 Next Regular Meeting Scheduled for September 4, 2026 at the St Peter's Anglican Church Hall, Pender Island

NP-2026-043

It was MOVED and SECONDED

that North Pender Island Local Trust Committee move the regular business meeting scheduled September 4, 2026 to October 2, 2026 to be held in person.

CARRIED

19. PUBLIC PARTICIPATION PERIOD

No members of the public provided comments.

20. CLOSED MEETING - None

21. ADJOURNMENT

By general consent the meeting was adjourned at 11:01a.m.

David Maude, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder