

**Municipality of North Cowichan  
Agricultural Advisory Committee  
MINUTES**

**July 22, 2025, 4:30 p.m.  
Municipal Hall - Large Committee Room**

Members Present      Councillor Christopher Justice, Chair  
DeLisa Lewis  
Don Allingham  
Don Maroc  
Derek Masselink  
Jennifer Woike  
Judy Stafford  
Julia Fisher  
Nick Neisingh

Staff Present            Chris Osborne, Manager, Planning  
Clay Reitsma, Director, Engineering  
John Dehoop, Manager, Infrastructure Engineering  
Tricia Mayea, Corporate Officer

**1. CALL TO ORDER**

There being a quorum present, the Chair called the meeting to order at 4:30 p.m.

**2. APPROVAL OF AGENDA**

The agenda was amended by adding the following late item, to be considered as the first item under the Business heading:

- Verbal Update regarding the Herd Road Bridge Project

IT WAS MOVED AND SECONDED:

That the Agricultural Advisory Committee approve the agenda as amended. CARRIED

**3. ADOPTION OF MINUTES**

IT WAS MOVED AND SECONDED:

That the Committee adopt the minutes of the meeting held May 8, 2025. CARRIED

**4. UNFINISHED AND POSTPONED BUSINESS**

None.

**5. BUSINESS**

**5.a Verbal Update regarding the Herd Road Bridge Project**

The Manager, Infrastructure Engineering, provided a PowerPoint Presentation with an overview of the Herd Road Bridge Rehabilitation Project and estimated completion dates.

**5.1 Agricultural Land Commission Application ID No. 104108 – 4098 Cowichan Lake Road**

The Agricultural Land Commission (ALC) application was introduced to the Committee by the Manager, Planning. The applicant’s representative, Rachel Sansom, was then invited to speak to the application and respond to questions from the Committee.

IT WAS MOVED AND SECONDED:

THAT the Agricultural Advisory Committee recommends that should Council authorize Agricultural Land Commission Application ID No. 104108 for a Non-Adhering Residential Use on 4098 Cowichan Lake Road to be forwarded to the ALC, that it be accompanied by the following comments:

- (1) That particular attention is given to the siting of the new building in order to minimize the impact on agricultural potential, including:
  - Amount and placement of fill
  - Septic field siting and design
  - Driveway access
  - Soil quality and distribution
  
- (2) That the existing dwelling is removed entirely within a specified time period following an occupancy permit being granted for the new dwelling. CARRIED

**5.2 Strategic Agriculture Plan Funding**

The Manager, Planning provided an update on the Strategic Agriculture Plan Funding, noting that Council endorsed the Strategic Agriculture Plan Scope of Work and the expenditure of up to \$75,000 from the Agricultural Reserve Fund for the update and replacement of the 2001 Strategic Agricultural Plan.

**5.3 Subdivision of ALR Land on Richards Trail**

The Manager, Planning advised that Council approved the Development Variance Permit for the Richards Trail property.

**5.4 Farm Building Application Process on Municipal Website**

The Committee requested that the application process for agricultural buildings be streamlined and that a dedicated webpage for agricultural applications be added to North Cowichan’s website. The Manager of Planning will review this request and provide an update at the next meeting.

**5.5 Backyard Chicken Bylaws Discussion**

IT WAS MOVED AND SECONDED:

THAT the Agricultural Advisory Committee recommends to Council that any future consideration of changes to backyard hen regulation is referred to the AgAC for potential inclusion in the upcoming Strategic Agricultural Plan review. CARRIED

**5.6 Presentation of Graduate-Level Class Project – Royal Roads University**

The Committee reviewed the Royal Roads University 2025 Class Project Design Brief, *Preparing the Ground: Updating North Cowichan's Strategic Agricultural Plan*, and identified several local contacts to support the project.

**5.7 Agricultural Land Use Inventory: Cowichan Valley Regional District 2025**

The Manager, Planning provided an update on the Cowichan Valley Regional District's Agricultural Land Use Inventory. It was noted that the timing aligns well with the upcoming update to the Strategic Agriculture Plan.

**6. ADJOURNMENT**

The meeting ended at 6:20 p.m.

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Signed by Chair or Member Presiding

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Certified by Recording Secretary