



**VILLAGE OF BELCARRA
REVENUE GENERATION COMMITTEE
Village Hall
Tuesday, February 26, 2019
Minutes**



Minutes of the Revenue Generation Committee for the Village of Belcarra, held Tuesday, February 26, 2019 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra BC.

Members in Attendance

Hirsch, Brian
Kim, Tom – Chair
Sulcs, Maris

Members Absent

Moen, Penny
Sweet, Sharilyn – Vice Chair

Council in Attendance

Liisa Wilder, Councillor

Staff in Attendance

Lorna Dysart, Chief Administrative Officer
Paula Richardson, Administrative Services Assistant

1. Call to Order

The Chair called the meeting to order at 7:02 pm.

2. Self Introductions

Committee members introduced themselves noting their backgrounds and history with Belcarra.

3. Overview of the Roles and Purpose of the Committee

a) Terms of Reference

Lorna Dysart, Chief Administrative Officer, provided an overview of the Terms of Reference, as established by Council.

Committee members discussed the length of time commitment to the committee.

b) Meeting dates

L. Dysart distributed a Committee Meeting Schedule. The members agreed to the meeting dates proposed on Tuesdays at 7:00 pm. She noted that Council does not meet during the month of August and Committee meetings are not scheduled. A schedule for 2019 will be provided to the members.

The following documents were distributed and outlined:

- Council Procedure Bylaw
- Organizational Chart – Committee member requests for information from staff, Council, consultants and other levels of government, including First Nations, are to be sent to l.dysart@belcarra.ca

c) Group Activity: Input on the Process

L. Dysart distributed a report titled: Revenue Generation Options for Belcarra Roads, a Public Discussion Paper prepared by: North West Environmental Group Ltd. The report was commissioned in 2014 when the Village considered selling road ends as a means to earn revenue for the Village.

Committee member discussion included:

- Whether the sale or lease of road ends may be open for discussion with Council. L. Dysart noted that the policy was set by the Council of the day.
- Bylaws are adopted by Council and may be amended or repealed.
- The potential for selling cut and / or fallen trees as a revenue generator. It was noted that this topic may be a possible cross over to the Tree Committee.
- Sources of revenue – Raising funds through residents or external sources.
- Raising funds by licenses, e.g. dog licenses, business licenses etc.
- Committee protocol for respectful discussion.
- Creation of a tracking sheet assigning project pieces to groups within the committee to do research between meetings.
- Methods of accessing Village maps and landowner information, BC Assessment, Crown land etc.
- The potential for Development Cost Charges (DCC) for new development.
- The possibility of closing Midden Road and the potential for selling the property as lots.
- Between Metro Park property and residential property requires a 100 ft. buffer.

T. Kim noted that the Committee will try to capture criteria that may be considered in the formal report to Council.

4. Orientation

L. Dysart provided an orientation including access to Roberts Rules of Order and documents included in Committee binders for reference.

She advised that Councillor Wilder will provide an update to Council on the Committee. At each meeting, the Minutes from the previous meeting will be approved and then included on the Council agenda for information.

L. Dysart will work with the Chair on agenda preparation. The deadline for Agenda items is the Wednesday prior to the Committee meeting.

5. Next Steps

Committee members agreed that:

- Material will be sent to Lorna Dysart for distribution to all Committee members.
- An ongoing list will be maintained to track Committee topics.

6. Adjournment

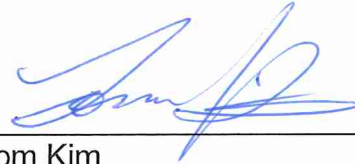
The Chair declared the meeting adjourned at 8:30 pm.

Next meeting date: Tuesday, March 26, 2019

Certified Correct:



Lorna Dysart
Chief Administrative Officer



Tom Kim
Chair