



**VILLAGE OF BELCARRA  
REVENUE GENERATION COMMITTEE  
Village Hall  
April 23, 2019  
Minutes**



Minutes of the Revenue Generation Committee for the Village of Belcarra held April 23, 2019 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra BC.

Members in Attendance

Hirsch, Brian  
Kim, Tom – Chair  
Moen, Penny  
Sulcs, Maris  
Sweet, Sharilyn – Vice Chair

Council Representative

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 7:03 pm.

**2. Approval of the Agenda**

- 2.1** It was moved and seconded that the Agenda for April 23, 2019 be approved as circulated.

**CARRIED**

**3. Adoption of Minutes**

- 3.1** It was moved and seconded that the Minutes from the meeting held March 26, 2019 be adopted.

**CARRIED**

**4. Unfinished Business**

No items.

**5. New Business**

Chair Kim provided an overview of an informal workshop Committee members held on April 10, 2019. Discussion at the workshop included the assignment of tasks for members to research before the next Committee meeting. Discussion items included:

- Senior Housing
- Road Ends
- The formation of a Charitable Foundation
- An Impost Fee (Development Cost Charge) for new residents

L. Dysart advised that she would acquire information from the Planners with regard to Development Cost Charges.

## a) Progress update on road end assessment

Information was provided with regard to the size and location of the road ends listed on the Road End Report. It was decided that, as per the Freedom of Information and Protection of Privacy Act (FOIPPA), the spread sheet would not include the names of the owners of the properties neighboring the road ends.

Further information on road ends is required regarding:

- current public use
- future / potential public use
- historical and current private use
- visual site observations
- issues surrounding trails and water ways crossing road ends

Committee member discussion included modification requirements for the OCP to allow for smaller lot sizes and the possibility of road ends being sold to adjacent property owners to provide additional size to existing lots. Some adjacent properties appear to be encroaching on road ends. It was noted that the Road End on Salish has a memorial bench onsite and is used for beach access.

Committee members will identify 2 Road Ends (possibly site 17) to request that the Planners provide a breakdown of the costs involved with surveys, legal etc. to determine the profit margins in relation to revenue vs costs to develop.

Discussion ensued with regard to Provincial regulations and other municipalities approach to prohibited development of road ends to regulate public water access.

Committee members agreed to continue a visual assessment of the Road Ends and report back at the next meeting. L. Dysart will then query the Planners regarding Committee members questions on costs involved in developing Road Ends.

## b) Impost fee (Development Cost Charges) consideration

Committee member discussion included Development Cost Charges (DCC) in neighboring communities and the use of funds and justification for collecting funds.

L. Dysart noted that the Village has the capacity to charge back for consultants, planners and staff time as per the Fees & Charges Bylaw. Residents are required to connect to the Village water system when they purchase a home or complete a major renovation for certain dollar value.

## c) Establishment of a Belcarra foundation or charitable body

Discussion ensued with regard to holding a public meeting to discover resident interest in forming a foundation. It was suggested that an education program for the public on how to make donations, the provision for donor recognition (plaques etc.) and the purpose of funds collected.



Further research is required with regard to registering a private foundation, the requirement for a Board of Directors and professional planning for investing funds.

d) Short Term Rentals

Committee members discussion included possible requirements for Official Community Plan (OCP) amendments, including whether a room tax may be charged to generate revenue and parking issues with respect to visitors renting within the Village.

Further discussion is required regarding guidelines for recommendations to Council for Short Term Rentals.

L. Dysart noted that Short Term Rentals are part of the staff work plan for 2019.

It was moved and seconded:

That the Short Term Rental item be removed from the Revenue Generation Committee Agenda.

**CARRIED**

M. Sulcs voted in opposition

It was noted that B. Hirsch may bring the Short Term Rental information to Council as a delegation.

e) Lot size bylaw and increased density

Committee members discussed the requirement for an OCP review to reduce lot sizes and provide greater density. Further research on septic field requirements would also be necessary to provide services for densification in the Village.

Committee members discussed whether size and density were within the scope of the Committee mandate.

**6. Next Steps**

- Chair Kim will reformat Appendix 10.2 of the Road Ends Report to an Excel spreadsheet for Committee members use.

**7. Adjournment**

The meeting adjourned at 9:13 pm.

**Next meeting date: Tuesday, May 28, 2019**

Certified Correct:

  
Lorna Dysart  
Chief Administrative Officer

  
Tom Kim  
Chair