



**VILLAGE OF BELCARRA  
REVENUE GENERATION COMMITTEE  
Village Hall  
September 17, 2019  
Minutes**



Minutes of the Revenue Generation Committee for the Village of Belcarra held September 17, 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**

Chair Kim 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 September 17, 2019 be amended to include a Minority Report submitted by Penny Moen; and  
That the Agenda be approved as amended.

**CARRIED**

**3. Adoption of Minutes**

**3.1** It was moved and seconded:

That the Minutes from the meeting held June 25, 2019 be adopted.

**CARRIED**

**4. Unfinished Business**

No items.

**5. New Business**

**5.1** Revenue Generation Committee Interim Report dated September 17, 2019 regarding Road Ends – Policy & Actions

Chair Kim advised that a revised report was on table with a relatively minor revision. He noted that the report was called “interim” as the RGC has not completed the work within its mandate. The report suggests that the Village consult experts to determine next steps in the process of selling Road Ends (RE’s).

P. Moen provided a summary of her Minority Report and agreed that the RGC is in need of professional assistance to complete the work regarding the sale of Road Ends (RE's). She suggested that a report to Council was required to determine whether the RGC was proceeding in the right direction.

S. Sweet provided an overview of the RGC Interim Report dated September 17, 2019 regarding Road Ends – Policy & Actions noting the following:

- The need for a Council Policy regarding the sale of Road Ends
- An Official Community Plan Bylaw Amendment is required to move forward on the sale of RE's
- Municipal, Provincial & Federal regulations need to be considered
- The legislative requirement for public input
- Budget requirements need to be determined for survey, assessment and utility services
- Estimates on the value of the RE's considered in the report
- If the use of funds may be used for debt reduction

Discussion ensued with regard to the Road Ends chosen for the report. Residents in attendance provided comments and asked questions. Chair Kim indicated that the 7 Road Ends were selected based on their saleability and with the least impediments to sell, i.e. no BC Hydro right of way, the width of the property, accessibility, trails and public access issues. It was noted that the report will go forward to Council which will provide an opportunity for further input by residents.

Committee members discussed encroachments on the RE's and the development of a Council policy to manage encroachments.

It was moved and seconded:

That the Revenue Generation Committee Interim Report – Road Ends – Policy & Actions dated September 17, 2019 be presented to Council at the next Regular Council Meeting on September 30, 2019.

**CARRIED**

## **5.2 High Density Developments**

P. Moen advised that Senior Housing was discussed and the RGC concluded that there is no property suitable in the Village currently that would fit a proposal of alternative housing for revenue generation.

## **5.3 Commercial Business License**

P. Moen advised that when the Village is approached by an individual who wishes to open a commercial business and provides a business plan, the RGC will assist with application requirements.

## **5.4 Other items**

### **Village Hall Parking Lot**

M. Sulcs advised that providing a pay parking option at the Village Hall for vehicle parking could potentially result in an income stream for the Village. The RGC will complete further research on the costs to install parking meters in the Village Hall parking lot.

**Development Cost Charges**

M. Sulcs reported on Development Cost Charges (DCCs) noting that they are not a revenue source. Funds collected are to be used to fund infrastructure associated with growth of a community. He requested that the Chief Administrative Officer gather information with regard to Anmore DCCs.

**Property Transfer Tax**

Discussion ensued with regard to Property Transfer Tax that has been implemented in some Canadian cities and the possibility of implementing such a tax on properties purchased in the Village.

**Official Community Plan**

Discussion ensued with regard to the Official Community Plan (OCP) and the possibility of an amendment to include subdivision of properties to .25 acre lots. L. Dysart advised that the OCP will be reviewed in its entirety rather than one amendment at a time. If a subdivision request was received, an amendment would be reviewed.

**6. Next Steps**

Chair Kim proposed that the Revenue Generation Committee present a report to Council at the next regular Council meeting scheduled for September 30, 2019.

Councillor Wilder thanked the RGC members for their work.


**7. Adjournment**

The meeting adjourned at 8:52 pm.

**Next meeting date: Tuesday, October 8, 2019**

Certified Correct:

  
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Lorna Dysart  
Chief Administrative Officer

  
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Tom Kim  
Chair