



Town of Paradise
Administration and Corporate Services Committee Meeting

January 17, 2024, 5:00 p.m.
Boardroom

Council Present: Larry Vaters, Councillor (Chairperson)
 Patrick Martin, Councillor
 Dan Bobbett, Mayor, Ex-Officio

Council Absent Elizabeth Laurie, Councillor

Staff Present: Lisa Niblock, CAO
 Terrilynn Smith, Director, Corporate Services
 Cathy Broydell, Manager of Finance
 Diane Keough, Manager of Communications
 Angelina Richards, Administrative Assistant

Staff Absent: Lana Roberts, Administrative Assistant

1. Safety Moment

Councillor Vaters brought forward a safety moment about clearing the stairwell of anything that could cause injury.

2. Adoption of the Agenda

The agenda was approved as submitted with one addition.

3. Approval of Minutes

The minutes were adopted as submitted.

4. Business Arising from the Minutes

There was no business arising from the minutes.

5. **New/Other Business**

a. MNL Large Urban Committee Housing Letter

The MNL Large Urban Committee Housing Letter was added for information purposes.

b. ATIPP Summary 2023

The ATIPP Summary for 2023 was circulated for information purposes. There were 24 requests, and everything was done according to procedure.

c. 2024 ERSB Sub-Committees (For Information Purposes)

A document was circulated to inform the committee that Councillor Vaters has moved sub-committees within the Eastern Regional Service Board.

d. December Cheque Register

The December Cheque Register was circulated for information purposes. This will be added to the website for public viewing.

e. November FCM Board Report to Council

The November FCM Board Report to Council was circulated for informational purposes.

f. Residential Property Tax Assistance Program

Director Smith advised the committee that during the budget process Council approved a residential property tax assistance program for residents that would fall within the low-income category. There will be 20% tax reduction for residents with lower household income and the threshold for this would follow the Guaranteed Income Supplement guidelines from Service Canada. To avail of this program, residents would have to provide a 2023 Notice of Assessment from Revenue Canada and apply for this program every year. A policy will be developed for formal approval of Council. The committee agreed to prepare an e poll of council to ensure the policy is approved when the tax invoices are received by residents.

6. **Adjournment**

The meeting adjourned at 5:22 pm and moved to a privileged meeting.