



Town of Paradise
Administration and Corporate Services Committee Meeting

March 14, 2024, 12:00 p.m.
Boardroom

Council Present: Larry Vaters, Councillor
 Patrick Martin, Councillor
 Dan Bobbett, Mayor

Staff Present: Lisa Niblock, CAO
 Terrilynn Smith, Director, Corporate Services
 Diane Keough, Manager of Communications
 Elizabeth Piercey, Manager of Purchasing and Risk
 Management

Staff Absent: Angelina Richards, Administrative Assistant

1. Safety Moment

Councillor Vaters brought forward a safety moment to the committee.

2. Adoption of the Agenda

The agenda was approved as submitted.

3. Approval of Minutes

The minutes were approved as submitted.

4. Business Arising from the Minutes

Councillor Vaters asked for an update on the letters that were sent to Seniors that had taxes outstanding. Director Smith responded that the letters were sent out and they had a deadline of March 27, 2024. Some residents have reached out and paid the balance in full and some have set up a payment plan. There have not been any concerns brought forward so far.

5. New/Other Business

a. By-Election Dates

Director Smith informed the committee that the By-Election will take place on Tuesday, April 30. Nomination Day will be Thursday, April 4 and the Advanced Poll will take place on Saturday, April 27.

A motion will need to be passed by Council to appoint Lisa Niblock as the Alternate Returning Officer.

This will be brought forward at the next Council meeting.

b. Scholarship

The committee reviewed a request regarding a scholarship in memory of Councillor Laurie. This will be discussed further when the revisions are being made to the Donations Policy.

c. National Reporting of Flu and RSV Wastewater Test Results

The National Microbiology Laboratory has requested permission to begin public reporting of influenza and RSV wastewater testing data for the St. John's catchment area (including most of St. John's, Mount Pearl and Paradise east of Paradise Road) on the National Health Infobase Dashboard.

The committee were in agreement for them to proceed.

d. U18 Tournament

There is an upcoming U18 Tournament that are looking for a donation. Staff will follow up with them today.

6. Adjournment

Meeting adjourned at 12:32 pm.