



**Town of Paradise**  
**Administration and Corporate Services Committee Meeting**

**September 14, 2022, 5:00 p.m.**  
**Virtual Meeting**

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

Council Absent         Elizabeth Laurie, Councillor

Staff Present:         Terrilynn Smith, Director, Corporate Services  
                                  Diane Keough, Communications Manager  
                                  Lana Roberts, Administrative Assistant

Staff Absent:         Lisa Niblock, CAO

Other:                 Kimberley Street, Deputy Mayor

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**1.     Safety Moment**

Councillor Vaters brought forth the safety moment.

**2.     Adoption of the Agenda**

Agenda approved as submitted.

**3.     Approval of Minutes**

- a.     Minutes from Administration & Corporate Services Committee Meeting August 31, 2022.

Reviewed and approved.

**4.     Business Arising from the Minutes**

An update was provided on the requirements and timelines of the new Municipal Conduct Act.

**5. New/Other Business**

a. Insurance Claim # N80041660521

Staff provided an update on the above-noted claim for information purposes for the Committee. This file has now been settled and closed.

b. Cheque Register – August 2022

For information purposes and will be posted to the website.

c. Committee of the Whole Assessment

The Committee discussed the advantages and disadvantages of moving to a committee of the whole structure for future Council Meetings. It was noted that the current structure allows for each member of a committee to be fully versed in their portfolio, while still allowing debate and discussion at the public meeting. The Committee agreed to continue with the current Terms of Reference in place, with no changes at present time.

**6. Adjournment**

Meeting adjourned at 5:55 and moved to the Privileged Meeting.