



Town of Paradise
Administration and Corporate Services Committee Meeting

December 18, 2023, 12:30 p.m.
Virtual Meeting

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

Council Absent Elizabeth Laurie, Councillor

Staff Present: Terrilynn Smith, Director, Corporate Services
Cathy Broydell, Manager of Finance
Diane Keough, Manager of Communications
Elizabeth Piercey, Manager of Purchasing & Risk Management
Angelina Richards, Administrative Assistant

Staff Absent: Lisa Niblock, CAO
Lana Roberts, Administrative Assistant

1. Safety Moment

Councillor Martin brought forward a safety moment about retorquing tires after they are changed.

2. Adoption of the Agenda

The agenda was approved as submitted.

3. Approval of Minutes

a. Minutes from Corporate Services Committee Meeting November 15, 2023

The minutes were reviewed and approved as submitted.

4. Business Arising from the Minutes

There was no business arising from the minutes.

5. New/Other Business

a. Appointment of Town Commissioner for the 2024

A Town Commissioner needs to be appointed for the 2024 Tax Year. Mr. Mitch Moran has been the Town's Commissioner since 2020 and the recommendation from the committee is to extend Mr. Moran for the 2024 tax year based on the agreed upon rates.

b. RFP Award - Cellular Equipment and Services Provider

The current cellular contract expires in 2023. The Town received 4 proposals which were evaluated based on technical criteria such as product and service offering, service support and implementation plan; as well as financial cost. The recommendation from the committee is to award the cellular services contract to Bell Canada.

c. Insurance Claims Update

An Insurance Claims Update was provided for information purposes.

d. Cheque Register - November 2023

The Cheque Register for November 2023 was attached for information purposes.

e. FCM Report

Councillor Vaters brought forward a report from the recent FCM Board Meetings in Ottawa for information purposes.

6. Adjournment

The meeting adjourned at 12:47 pm.