



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

**March 15, 2023, 12:00 p.m.**  
**Virtual Meeting**

Council Present: Elizabeth Laurie, Councillor, Chairperson  
Patrick Martin, Councillor  
Larry Vaters, Councillor

Staff Present: Lisa Niblock, CAO  
Terrilynn Smith, Director, Corporate Services  
Lana Roberts, Administrative Assistant

---

**1. Safety Moment**

Councillor Laurie gave a safety moment on winter car safety.

**2. Adoption of the Agenda**

The agenda was approved as submitted.

**3. Approval of Minutes**

a. Minutes from Corporate Services Committee Meeting March 1, 2023

The minutes of the March 1, 2023, Administration and Corporate Services Committee were reviewed and approved.

**4. Business Arising from the Minutes**

There was no business arising from the minutes.

**5. New/Other Business**

a. Strategic Plan

a. Weekly Summary

This is for information purposes for the Committee.

b. Stakeholder Personal Interviews

Intelligent Futures suggested interviewing Town residents to provide input to help develop the Town's new Strategic Plan. The idea is to reach various demographics of the town to give a well-rounded idea of life in Paradise. CAO has requested the Committee members to provide list of 12 candidates to participate in user experience interviews with IF.

b. February Cheque Register - For Information Purposes

This is for information purposes and will be posted to the Town's Website.

c. Roundabout Feature

The Committee reviewed the two options for the Octagon Castle roundabout feature storyboard. The recommendation from staff is the white option. Committee agreed to proceed with this option.

d. Council Professional Development and Travel Policy

The committee reviewed the recommended changes to the Professional Development and Travel - Council Policy and noted some additional updates. This will be reviewed again at the next meeting once the changes are made to the Policy.

e. Report from Canadian Federation of Independent Businesses' - For Information Purposes

The intent of the report is to raise awareness for the upcoming road construction season and the potential impacts this has on small businesses in the community. This is for information purposes for the Committee.

**6. Adjournment**

The meeting adjourned at 1:05.