



Town of Paradise
Administration and Corporate Services Committee Meeting

April 14, 2023, 9:00 a.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
Diane Keough, Manager of Communications
Cathy Broydell, Manager of Finance

Staff Absent: Lana Roberts, Administrative Assistant

1. Safety Moment

Councillor Laurie shared a safety moment with the committee.

2. Adoption of the Agenda

Agenda approved as submitted.

3. Approval of Minutes

a. Minutes from Corporate Services Committee Meeting March 29, 2023

Reviewed and approved.

4. Business Arising from the Minutes

There was no business arising from the minutes.

5. New/Other Business

a. Annual Donation Program

Councillor Laurie asked the committee to consider whether she was in a conflict of interest for this discussion because of her position with the Paradise Girl Guides. The Committee agreed that she was not in a conflict.

The Committee discussed the Town's Donation Policy and the review and research that staff have completed to date of other municipalities. Staff will continue to review and bring forward recommendations for changes. In the meantime, the Annual Donation Program under the current policy will continue. A call for applications will be posted in the coming weeks.

b. Council Travel & PD Policy

The Committee reviewed the updated Council Professional Development and Expenses Policy, noting all changes that were made since the last meeting.

The Committee recommended approval of the updated policy and to bring forward to the next Council meeting for adoption.

c. Intelligent Futures - March 30 Strategic Plan Meeting Minutes

The minutes of the March 30 Strategic Planning meeting with Intelligent Futures was circulated for information purposes.

d. Weekly Paradise Strategic Plan Update - Week of April 3, 2023

Circulated to committee for information purposes.

e. Municipal Awareness Days

The committee discussed the Municipal Awareness Days event and the need to consider those participating with diverse needs. It was noted that this will be further discussed at the next Recreation and Community Services Committee meeting.

6. Adjournment

Meeting adjourned at 9:50 am.