



Town of Paradise
Administration and Corporate Services Committee Meeting

September 25, 2024, 5:00 p.m.
Boardroom

Council Present: Larry Vaters, Councillor, Chairperson
 Tommy Maher, Councillor
 Deborah Quilty, Councillor
 Dan Bobbett, Mayor, Ex-Officio

Staff Present: Lisa Niblock, CAO
 Terrilynn Smith, Director, Corporate Services
 Diane Keough, Manager of Communications
 Angelina Richards, Executive Assistant

1. Safety Moment

Councillor Vaters brought forward a safety moment to the committee.

2. Adoption of the Agenda

The agenda was adopted as presented.

3. Approval of Minutes

The minutes were adopted as presented.

4. Business Arising from the Minutes

There was no business arising from the minutes.

5. New/Other Business

a. Ultimate Recipient Canada Community Building Fund 2024-2034

The 2024-2034 Ultimate Recipient Canada Community-Building Fund agreement was discussed. This will go to Council for adoption at the next meeting.

b. Contract Extension – Audit Services

The committee discussed a contract extension for Audit Services to BDO Canada LLP. Audit Services was awarded to BDO Canada LLP by Council in 2022. The committee directed staff to bring this recommendation to Council for approval.

c. Towns and Local Service Districts Act

The Committee discussed upcoming changes to the committee process once the Towns and Local Services Act comes into effect.

d. Purchasing Policy

The draft Purchasing Policy was circulated for review with the additional changes that were recommended at the last meeting. The committee recommended bringing this to the next Council meeting for adoption.

6. Adjournment

The meeting adjourned at 5:36 pm and moved to a privileged meeting.