



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

**January 26, 2022, 4:30 p.m.**  
**Virtual Meeting**

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

Staff Present: Lisa Niblock, CAO  
Terrilynn Smith, Director, Corporate Services  
Lana Roberts, Administrative Assistant  
Tara O'Brien, Manager of Human Resources  
Diane Keough, Manager of Communications  
Cathy Broydell, Manager of Accounting

Guest: Glen Carew, Councillor

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**1. Safety Moment**

Councillor Laurie brought forth a safety moment.

**2. Adoption of the Agenda**

Agenda approved as submitted.

**3. Approval of Minutes**

- a. Minutes from Administration and Corporate Services Committee Meeting - January 12, 2022.

Reviewed and approved.

**4. Business Arising from the Minutes**

Committee followed up on correspondence from Municipal Affairs regarding seniors' discount.

**5. New/Other Business**

- a. Minutes from Eastern Health & Northeast Avalon Joint Council Meeting

This item was provided for information purposes.

- b. Overview of Activities for Bell Let's Talk Day 2022

The Committee was informed that January 26th is Bell Lets Talk Day and was given an overview of activities that are planned for the Town to recognize this day.

- c. Launch of Employee Contest for OHS Slogan

The Committee was updated on a joint initiative between Human Resources and Communications to develop a safety slogan by way of a contest for Town employees. The intent is to improve the safety culture and help staff recognize that safety is everyone's responsibility.

- d. Overview of Early and Safe Return to Work (ESRTW) Survey

The committee reviewed the results of the ESRTW Survey issued to all employees in 2021 and was given an overview of the Town's ESRTW program.

- e. 14 Gregg Avenue

The Committee agreed that there will be no further refund beyond the current year.

- f. MYCW Approval Letter and Agreement

The Committee was advised that the Town received the approval letter from the Provincial Government for the 2020-2023 Multi-year Capital Works funding and recommended that Council accept the funding and enter into agreement with the Department of Transportation and Infrastructure.

**6. Adjournment**

Meeting adjourned at 5:20.

The Committee moved to a Privileged Meeting.