



Town of Paradise
Administration and Corporate Services Committee Meeting

April 13, 2022, 4:30 p.m.
Virtual Meeting

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

Council Absent Larry Vaters, Councillor

Staff Present: Terrilynn Smith, Director, Corporate Services
Cathy Broydell, Manager of Finance
Diane Keough, Manager of Communications
Lana Roberts, Administrative Assistant

Guest: Glen Carew, Councillor

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 Corporate Services Committee Meeting March 30, 2022.

Reviewed and approved.

4. Business Arising from the Minutes

No business arising.

5. New/Other Business

a. Committee of the Whole

There are no further updates at this time. Staff are in the process of reviewing other municipalities and how they conduct their public committee of the whole meetings. It was noted that the committees of Council minutes are now available on the Town's website.

This will stay on the agenda as a standing item.

b. 911 Announcement - Follow-up

The Committee reviewed correspondence from the St. John's Regional Fire chief concerning the recent announcement of the dissolving of the 911 Bureau.

c. Regionalization Messages to Share

Correspondence from MNL regarding their promotion of the benefits of regionalization.

d. Signing Authority

This needs to be updated to add Deputy Mayor Street as a signing authority. Staff to prepare a memo for next Council Meeting.

e. Update - Regional Fire, Wastewater & Water Fees 2021

The Town received correspondence regarding the regional fire, wastewater, and water fees for 2021. The Committee was updated on the additional costs for regional services that have been identified.

It was noted that the Town budgets for the regional costs based on the budgeted figures provided by the City of St. John's when they prepare their budgets. At year end, once the actual expenditures are known, adjustments are made and billed accordingly to each partner in April or May of the following year.

f. Triware - Contract Extension

It was advised that to bridge the time gap to when the internal position will be filled full-time, the contract with Triware Technologies will require an additional extension. The Committee discussed and is in agreement to extend the contract with Triware Technologies to April 15, 2022.

g. Cheque Register - March

This is for informational purposes and will be posted to the Town's website.

6. Adjournment

Meeting adjourned at 4:55.