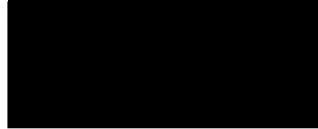




Response to Applicant – Full Disclosure  
Form 4A

October 12, 2022



Dear 

Re: Your request for access to information under Part II of the **Access to Information and Protection of Privacy Act, 2015** [Our File # 2022-17]

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On September 20, 2022, the Town of Paradise received your request for access to the following records/information:

*I am requesting a complete tally of the overtime for the Monday, Sept. 19 holiday called for the Queen's Funeral. Break the tally down by the number of employees who worked, the total dollar figure of overtime paid out or banked. and by location. Please include any emails or directives leading up to the holiday after it was announced including estimates of the cost of overtime. Please include all attachments.*

I am pleased to inform you that a decision has been made to provide access to the requested information.

The Access to Information and Protection of Privacy Act, 2015 (the "Act") requires us to provide an advisory response within 10 days of receiving the request. As this request has been completed prior to day 10, this letter also serves as our Advisory Response.

Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in section 42 of the Access to Information and Protection of Privacy Act, 2015 (the Act). A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner  
2 Canada Drive  
P. O. Box 13004, Stn. A  
St. John's, NL. A1B 3V8  
Telephone: (709) 729-6309 Toll-Free: 1-877-729-6309

You may also appeal directly to the Supreme Court within 15 business days after you receive the decision of the public body, pursuant to section 52 of the Act.

If you have any further questions, please feel free to contact me by telephone or email.

Sincerely,

A handwritten signature in blue ink that reads "Terrilynn Smith".

Terrilynn Smith,  
ATIPP Coordinator

## **Town of Paradise - ATIPP Response 2022-17**

*Request: "complete tally of the overtime for the Monday, Sept. 19 holiday called for the Queen's Funeral. Break the tally down by the number of employees who worked, the total dollar figure of overtime paid out or banked. and by location."*

**Number employees worked on September 19, 2022: 3**

**Total paid out: \$411.62**

### **Work by Department / Position:**

*Infrastructure and Engineering (one employee)*

- **Position: Engineering Technician**

Hours of OT worked: 3

Total paid: \$178.83 (gross)

Location: On call / site

*Public Works (two employees)*

- **Position: Water and Sewer Operator**

Hours of OT worked: 3

Total paid: \$149.83

Location: Treatment plant and lift station

- **Position: Public Works Labourer**

Hours of OT worked: 2

Total paid: \$82.96

Location: Town athletic fields

## Corey Smith

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**From:** Tara OBrien  
**Sent:** September-14-22 3:20 PM  
**To:** All Employees  
**Subject:** Day of Mourning Holiday - September 19, 2022

Good afternoon,

Following yesterday's announcement by the provincial government declaring a day to honour the late queen, the Town will also observe a day of mourning. All Town facilities will be closed on a one-time-only occurrence on **Monday, September 19, 2022** to allow employees time to pay respects to Queen Elizabeth II and commemorate her reign.

Due to this office closure, please note that the payroll submission deadline for PP#19 has been moved ahead to noon on Thursday, September 15, 2022. Payroll submissions must be reviewed and approved by end of day on Thursday, September 15, 2022.

Thanks and please reach out if you have any questions.

Regards,  
Tara



**Tara O'Brien** BBA, BA, CPHR  
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[www.paradise.ca](http://www.paradise.ca)

 Please consider whether it is necessary to print this email

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