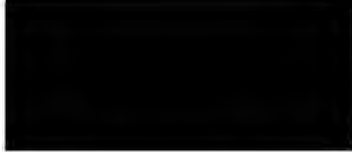


DOC/2017/00990-03



Dear 

**Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act, 2015 [Our File #: MA/22/2017]**

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On March 1, 2017, the Department of Municipal Affairs received your request for access to the following records/information:

*"A list of all briefing material provided to the minister in February 2017 including but not limited to decision, information and meeting notes"*

I am pleased to inform you that a decision has been made by the Deputy Minister for the department to provide access to some of the requested information. Please be advised that access to a record related to this request has been refused in accordance with the following exceptions to disclosure, as specified in the *Access to Information and Protection of Privacy Act, 2015* (the Act):

**Cabinet confidences**

**27(1)** *In this section, "cabinet record" means*

- (i) *that portion of a record which contains information about the contents of a record within a class of information referred to in paragraphs (a) to (h).*
- (2) *The head of a public body shall refuse to disclose to an applicant*
  - (a) *a cabinet record;*

As required by 8(2) of the Act, we have severed information that is unable to be disclosed and have provided you with as much information as possible.

In accordance with your request for a copy of the records, the appropriate copies have been enclosed.

Please be advised that you may ask the Information and Privacy Commissioner to review the decision to provide partial access to the requested information, as set out in section 42 of 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. Your appeal should identify your concerns with the request and why you are submitting the appeal.

The appeal may be addressed to 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  
Facsimile: (709) 729-6500

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

Please be advised that responsive records will be published following a 72 hour period after the response is sent electronically to you or five business days in the case where records are mailed to you. It is the goal to have the responsive records posted to the Completed Access to Information Requests website within one business day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please feel free to contact me by telephone at 729-5846 or by e-mail at [aliaskary@gov.nl.ca](mailto:aliaskary@gov.nl.ca).

Sincerely,



Ali Askary  
Manager, Information Services / ATIPP Coordinator

## **Access or correction complaint**

**42.(1)** A person who makes a request under this Act for access to a record or for correction of personal information may file a complaint with the commissioner respecting a decision, act or failure to act of the head of the public body that relates to the request.

(2) A complaint under subsection (1) shall be filed in writing not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16(2).

(3) A third party informed under section 19 of a decision of the head of a public body to grant access to a record or part of a record in response to a request may file a complaint with the commissioner respecting that decision.

(4) A complaint under subsection (3) shall be filed in writing not later than 15 business days after the third party is informed of the decision of the head of the public body.

(5) The commissioner may allow a longer time period for the filing of a complaint under this section.

(6) A person or third party who has appealed directly to the Trial Division under subsection 52(1) or 53(1) shall not file a complaint with the commissioner.

(7) The commissioner shall refuse to investigate a complaint where an appeal has been commenced in the Trial Division.

(8) A complaint shall not be filed under this section with respect to

(a) a request that is disregarded under section 21;

(b) a decision respecting an extension of time under section 23;

(c) a variation of a procedure under section 24; or

(d) an estimate of costs or a decision not to waive a cost under section 26.

(9) The commissioner shall provide a copy of the complaint to the head of the public body concerned.

## **Direct appeal to Trial Division by an applicant**

**52.** (1) Where an applicant has made a request to a public body for access to a record or correction of personal information and has not filed a complaint with the commissioner under section 42, the applicant may appeal the decision, act or failure to act of the head of the public body that relates to the request directly to the Trial Division.

(2) An appeal shall be commenced under subsection (1) not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16(2).

(3) Where an applicant has filed a complaint with the commissioner under section 42 and the commissioner has refused to investigate the complaint, the applicant may commence an appeal in the Trial Division of the decision, act or failure to act of the head of the public body that relates to the request for access to a record or for correction of personal information.

(4) An appeal shall be commenced under subsection (3) not later than 15 business days after the applicant is notified of the commissioner's refusal under subsection 45(2).

Section 27(1)(i), Section 27(2)(a)

| Document Type           | Subject / Topic   |
|-------------------------|---|
| Meeting Note            | Gander and Area Chamber of Commerce   |
| Meeting Note            | Central Regional Service Board  |
| Meeting Note            | <i>Interim Development Regulations, 2003 Schedule Amendment</i>             |
| Meeting Note            | Combined Councils of Labrador   |
| Meeting Note            | Kippens Expropriation   |
|                         |   |
| Decision Note           | Chanceport – Special Assistance Grant                                       |
| Decision Note           | Gander Bay South - Special Assistance Grant                                 |
| Decision Note           | Isle aux Morts - Special Assistance Grant                                   |
| Decision Note           | Lord's Cove - Special Assistance Grant                                      |
| Decision Note           | Pacquet - Special Assistance Grant I  |
| Decision Note           | Ramea - Special Assistance Grant  |
| Decision Note           | Random Sound West - Special Assistance Grant                                |
| Decision Note           | St. Mary's - Special Assistance Grant                                       |
| Decision Note           | Whiteway - Special Assistance Grant   |
| Decision Note           | Low Point - Special Assistance Grant  |
| Decision Note           | Municipalities Newfoundland & Labrador - Special Assistance Grant           |
| Decision Note           | Municipalities Newfoundland & Labrador - Special Assistance Grant           |
| Decision Note           | Professional Municipal Administrators - Special Assistance Grant            |
| Decision Note           | Professional Municipal Administrators - Special Assistance Grant            |
| Decision Note           | Channel-Port aux Basques - Special Assistance Grant                         |
| Decision Note           | St. Jacques - Coomb's Cove - Special Assistance Grant                       |
| Decision Note           | Stephenville - Special Assistance Grant                                     |
| Decision Note           | York Harbour - Special Assistance Grant                                     |
| Decision Note           | Trout River - Special Assistance Grant                                      |
| Decision Note           | Municipalities Newfoundland & Labrador - Special Assistance Grant           |
| Decision Note           | Municipalities Newfoundland & Labrador - Special Assistance Grant           |
| Decision Note           | Fire & Emergency Services - Special Assistance Grant                        |
| Decision Note           | Fox Cove-Mortier - Special Assistance Grant                                 |
| Decision/Direction Note | Town of Lushes Bight-Beaumont-Beaumont North — Request to Use Surplus Funds |
| Decision/Direction Note | Town of North River Water and Sewer Feasibility Study                       |
| Decision/Direction Note | Town of Parsons Pond — Clean Water and Wastewater Fund (CWWF) Project       |
| Decision/Direction Note | Local Service District Random Sound West– SAG Request                       |
| Decision/Direction Note | Project No. 17-MCW-16-00013 – Quarry Road Upgrading, Ferryland, NL          |
| Information Note        | Town of Avondale  |
| Information Note        | Town of Renews - Cappahayden  |
| Information Note        | Town of English Harbour East  |
| Decision/Direction Note | Town of Fogo Island, request for re-allocation of surplus funds.            |
| Decision Note           | Town of Cottlesville Accountability Requirements                            |

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|-------------------------|--|
| Decision/Direction Note | Town of Conception Bay South - Clean Water and Wastewater Fund |
| Decision/Direction Note | Town of Stephenville Crossing – Reallocation of Funding        |
| Decision/Direction Note | Cox's Cove Municipal Planning Area                             |
| Decision/Direction Note | Project # 17 – MYCW-15-0002 Portugal Cove-St. Philips          |