

DOC/2019/02279-03

June 25, 2019

Dear [REDACTED]:

Re: Your request for access to information under Part II of the *Access to Information and Protection of Privacy Act, 2015* [Our File #: MAE/117/2019]

On June 3, 2019, the Department of Municipal Affairs and Environment received your request for access to the following records/information:

A list of briefing materials prepared for the deputy minister or the minister for the month of May 2019.

I am pleased to inform you that a decision has been made by the Deputy Minister to provide access to the requested information. 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 processing of your access request, as set out in section 42 of the *Access to Information and Protection of Privacy Act* (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
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 709-729-7183 or by e-mail at ryancollins@gov.nl.ca.

Sincerely,



RYAN COLLINS
ATIPP Coordinator
Department of Municipal Affairs and Environment

Enclosures

MAE/117/2019 - List of Briefing Notes for May 2019

Title	Type of Document	Date
Appeals by Norton Enterprises Ltd. On Decisions by the City of Corner Brook related to 200 Wheelers Road	Information Note	1-May
Little Bay Island's Relocation - Judicial Review	Information Note	8-May
Public Accounts 2018-19 - Contaminated Sites Liability	Information Note	27-May-19
Ministerial Briefing Binder May 2019	Briefing Binder	30-May-19