Dear [redacted]

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act (The Act) [Our File #: HCS 014 2014]

On February 19, 2014, the Department of Health and Community Services received your request for access to the following records/information:

"I am requesting under the Access to Information Act a copy of all letters written by the Minister of Health and Community Services, dated between Oct 1, 2013 and Nov 31, 2013."

On February 24, 2014, by way of email, you revised the scope of your request as being between October 1 and October 15, 2013.

On March 13, 2014, the Department sent you a fee estimate pursuant to section 68 of the Act.

On March 26, 2014, by way of email, you again revised the scope of your request as being between October 1 and October 2, 2013.

On March 26, 2014, the Department wrote to notify you that it was extending the 30-day time limit for responding to your request for an additional 30 days in accordance with subsections 16(1)(a) and 16(1)(b) of the Act. The Department advised at that time that it expected to respond to your request by or before April 25, 2014.

The Department has reviewed your request in the context of the Act. The Department is able to provide you with partial access to the information that you have requested. Portions of the enclosed records have been severed as they are non-responsive to your request, duplicate records, or in accordance with subsection 20(1)(c), and 24(1)(b) of the Act. Those sections provide as follows:
"20. (1) The head of a public body may refuse to disclose to applicant information that would reveal

[...]

(c) consultations or deliberations involving officers or employees of a public body, a minister or the staff of a minister

[...]

"24. (1) The head of a public body may refuse to disclose to an applicant information which could reasonably be expected to disclose

[...]

(b) financial, commercial, scientific or technical information that belongs to a public body or to the government of the province and that has, or is reasonably expected to have monetary value;

[...]

Section 43 of the Act provides that you may ask the Information and Privacy Commissioner to review the processing of your access request or you may appeal to the Supreme Court Trial Division. A request to the Commissioner shall be made in writing within 60 days of the date of this letter or within a longer period that may be allowed by the Information and Privacy Commissioner.

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

Office of the Information and Privacy Commissioner
2nd Floor, 34 Pippy Place
P. O. Box 13004, Stn. A
St. John's, NL A1B 3V8

Telephone: (709) 729-6309
Facsimile: (709) 729-6500
Email: oipc@gov.nl.ca

In the event that you choose to appeal to the Trial Division, you must do so within 30 days of the date of this letter. Section 60 of the Act sets out the process to be followed when filing such an appeal.
Please be advised that a copy of our response to your request will be published on the Office of the Public Engagement’s website five business days after the response is mailed to you. If you have any further questions, please feel free to contact Brian Bennett, the Department’s Privacy Manager, at (709) 729-7007, or by email at BrianDBennett@gov.nl.ca.

Sincerely,

Bruce Cooper
Deputy Minister

/bb
/Encl.
Ms. Jeanette Jobson  
Executive Director  
Lifesaving Society, NL  
P.O. Box 8065, Station A  
11 Austin Street  
St. John’s, NL  A1B 3M9

Dear Ms. Jobson:

Re: Request for Swim to Survive Program Funding in 2014 Budget

Thank you for your recent correspondence regarding the Swim to Survive® program proposed by the Lifesaving Society.

Government acknowledges the work carried out by The Life Saving Society and recognizes the importance of preventing drowning among children by teaching essential and basic swimming skills needed to survive an unexpected fall into deep water. The budget for 2013/14 has been determined and no funds are available to support your request this year. The relevant departments will have further discussions on potential options to consider for budget 2014/15.

I wish you every success with this initiative and your continued efforts in the area of injury prevention and water safety.

Sincerely,

Susan Sullivan  
Minister

/cc  Honourable Clyde Jackman  
Honourable Terry French  
Honourable Nick McGrath
Royal Pandora Seniors Club  
c/o Mr. Sam Saunders, Area Director  
Newfoundland & Labrador 50+ Federation  
P.O. Box 307  
Glovertown, NL A0G 2L0

Dear Mr. Saunders:

I am replying to your recent letter regarding a request for financial support for the Salvage Royal Pandora Seniors Club.

I am pleased to attach a cheque for $1,000 as the Department of Health and Community Services' contribution toward the cost of equipment and games which would provide physical exercise for their members.

I would like to thank the Royal Pandora Seniors Club for providing programs which promote an active lifestyle and enhance the lives of citizens in Newfoundland and Labrador.

Sincerely,

Susan Sullivan  
Minister

/rc  
Enclosure

Cc: Sandy Collins – MHA, Terra Nova
<table>
<thead>
<tr>
<th>DATE</th>
<th>INVOICE #</th>
<th>DEPT-DESCRIPTION</th>
<th>VOUCHER NO.</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>20130918</td>
<td>FINV5788</td>
<td>15-HCS-Seniors' Programs Funding</td>
<td>V1520141012559</td>
<td>1,000.00</td>
</tr>
</tbody>
</table>

**ROYAL PANDORA SENIORS CLUB**  
General Delivery  
Salvage, NL A0G 3X0  
Canada

**DATE:** 20130920  
**CHEQUE NO.:** 40234679  
**VENDOR NO.:** 40094991

Inquiries relating to EFT’s, cheques, invoices & vendor accts should be directed to 729-6199 or Toll Free 1-888-729-6199 or emailed to CSPAYABLES@GOV.NL.CA. Please quote applicable reference #’s to the Service Center Representative.

**DEPARTMENT OF FINANCE**  
A/P Chequing Account  
**ROYAL BANK OF CANADA**  
226 Water Street  
St. John’s, NF  
A1C 1A9

**CHEQUE NO.:** 40234679  
**DATE:** 20130920  
**YYMMDD:**

PAY  
One Thousand Dollars And 00 Cents

TO THE ORDER OF  
ROYAL PANDORA SENIORS CLUB  
General Delivery  
Salvage, NL A0G 3X0  
Canada

Ann Marie Miller  
COMPTROLLER GENERAL OF FINANCE

80040234679

24(1)(b)
Mr. Fred Jardine  
President  
Bishop Meaden Manor Senior’s Social Club  
201-55 McLoughlan Street  
St. John’s, NL A1E 4G3  

Dear Mr. Jardine:

I am replying to your recent letter regarding a request for financial support for the Bishop Meaden Manor Senior’s Social Club.

I am pleased to attach a cheque for $1,000 as the Department of Health and Community Services’ contribution toward the cost of upcoming social activities.

I would like to thank the Bishop Meaden Manor Senior’s Social Club for providing programs which promote an active lifestyle and enhance the lives of citizens in Newfoundland and Labrador.

Sincerely,

SUSAN SULLIVAN  
Minister

/rc  
Enclosure  

Cc: Tom Osborne – MHA, St. John’s South
<table>
<thead>
<tr>
<th>DATE</th>
<th>INVOICE #</th>
<th>CREDIT MEMO</th>
<th>DEPT. DESCRIPTION</th>
<th>VOUCHER NO.</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>20130920</td>
<td>FINV5790</td>
<td></td>
<td>15-HCS-Seniors Healthy Living Progs</td>
<td>V1520141012786</td>
<td>1,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1,000.00</td>
</tr>
</tbody>
</table>

BISHOP MEADON MANOR SENIORS  
Social Club 201-55 McLoughlan Street  
St. John's, NL A1E 4G3  
Canada  

DATE: 20130924  
CHEQUE NO: 40235422  
VENDOR NO: 40119780

Inquiries relating to EFT's, cheques, invoices & vendor accts should be directed to 729-6199 or Toll Free 1-888-729-6199 or emailed to CSPAYABLES@GOV.NL.CA. Please quote applicable reference #’s to the Service Center Representative.

PAY  
One Thousand Dollars And 00 Cents

TO THE ORDER OF  
BISHOP MEADON MANOR SENIORS  
Social Club 201-55 McLoughlan Street  
St. John's, NL A1E 4G3  
Canada

COMPTROLLER GENERAL OF FINANCE

24(1)(b)
Mr. Randy King
Teen Challenge Newfoundland and Labrador
P.O. Box 8713
St. John's, NL A1B 9Z9

Dear Mr. King:

I am replying to your recent letter regarding a request for support for the Dale Vater's Memorial Golf Tournament in aid of Teen Challenge NL held on August 22, 2013.

I am pleased to attach a cheque for $200 as the Department of Health and Community Services' contribution to your fundraising event.

I would like to thank Teen Challenge Newfoundland and Labrador for the programs you offer to youth and adults struggling with substance abuse problems.

Sincerely,

Susan Sullivan
Minister
<table>
<thead>
<tr>
<th>DATE</th>
<th>INVOICE #</th>
<th>CREDIT MEMO</th>
<th>DEPT-DESCRIPTION</th>
<th>VOUCHER NO.</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>20130917</td>
<td>FINV5786</td>
<td></td>
<td>15-HCS-Healthy Living Campaign</td>
<td>V1520141012541</td>
<td>200.00</td>
</tr>
</tbody>
</table>

**TOTAL** 200.00

---

**TEEN CHALLENGE INC**  
c/o Teen Challenge Newfoundland and Labrador  
PO Box 8713, Station A  
St John's, NL A1B 9Z9  
Canada

**DATE : 20130919**  
**CHEQUE NO : 40234205**  
**VENDOR NO : 40119623**

Inquiries relating to EFT's, cheques, invoices & vendor accts should be directed to 729-6199 or Toll Free 1-888-729-6199 or emailed to CSPAYABLES@GOV.NL.CA. Please quote applicable reference #’s to the Service Center Representative.

---

**Department Of Finance**  
A/P Chequing Account

**Royal Bank of Canada**  
226 Water Street  
St. John's, NF  
A1C 1A9

**CHEQUE NO.** 40234205  
**DATE** 20130919

---

**PAY**  
Two Hundred Dollars And 00 Cents

---

**TO THE ORDER OF**  
TEEN CHALLENGE INC  
c/o Teen Challenge Newfoundland and Labrador  
PO Box 8713, Station A  
St John's, NL A1B 9Z9  
Canada

---

**Ann Marie Miller**  
COMPTROLLER GENERAL OF FINANCE

---

**24(1)(b)**
Ms. Leona Lewis, Chair
Dr. John Crellin, Co-Chair
Newfoundland and Labrador Council of Health Professionals
Suite 121, 510 Topsail Road
St. John’s, NL
A1E 2C2

Dear Ms. Lewis and Dr. Crellin:

Thank you for your correspondence dated September 12, 2013 and September 16, 2013 in which you provided the Newfoundland and Labrador Council of Health Professional’s proposed amended bylaws, including the new "Schedule A: NLCHP Code of Conduct" and "Schedule B: NLCHP Rules of Council Meetings", as required under section 17(3) of the Health Professions Act.

In reviewing the proposed amendments as well as your current bylaws, I wish to bring the following proposed and existing provisions to your attention:

1. [Redacted] the Health Professions Act which states that "[i]n the absence of the chairperson, the members of the council in attendance at a meeting may appoint another member to chair that meeting". The decision of who to appoint to chair a meeting in the absence of the Chair is to be made by the other members at the meeting, and not by the Chair.

2. [Redacted] As set out in the previous paragraph, when the Chair is absent from a meeting, the members in attendance at the meeting must appoint another member to chair the meeting.

3. Section 3(a) of the current bylaws sets out certain definitions, provisions and rules that "each college shall recommend to the Council, in respect of its health profession." This list of information is based on section 17(1)(f) of the Health Professions Act which sets out certain bylaws that the Council may make "upon the recommendation of a college”. The Act does not, however, create an obligation on the Colleges to submit these definitions, provisions or rules. While each College is encouraged to do so, the Council bylaws cannot impose such a requirement.
4. Section 6.10 of the current bylaws states that "College members shall not have the right to vote at an Annual General Meeting, unless the Council approves of such a vote" and then sets out the process to be followed in relation to such a vote, including the fact that such a vote would not be binding upon the Council unless separately voted upon and approved by the Council. Strictly speaking, only members of the Council may vote at Council meetings, including the Annual General Meeting.

5. Section 7.6 requires a College to inform the Council within 30 days where "a finding" has been made that a person elected by a College to represent the College on the Council is no longer a member in good standing. "Member in good standing" has been defined in the bylaws as "a person who has fulfilled the requirements for membership in the College and who is not the subject of any disciplinary finding that would restrict the health professional's practice or registration." There are two ways in which a College member may cease to be (by definition) a member in good standing. The first is if he or she does not meet the registration requirements to be a member of the College, which would mean that he or she is no longer a registered member of the College. The second is where a decision has been made arising out of a disciplinary proceeding that restricts his or her ability to practice or register.

6. Sections 7.7 and 7.8 provide the Colleges 60 days to appoint a new member to the Council when a seat becomes vacant due to a member being no longer a member in good standing, or as the result of a member's death, incapacity, or resignation.

7. Section 8.3 of the current bylaws states that "a deputy registrar shall be a non-voting member of the Council." The composition of the Council is set out at sections 8(1) and 12(1) of the Act. While 12(4) allows the Council to appoint a deputy registrar and other officers, managers, or other staff or employees, these individuals have not been designated as members of the Council under the Act.

8. Section 10.2(c)(2) of the bylaws states that the banking business of the Council "shall be transacted on the Council's behalf by two or more members."
9. At the end of the current section 14 of the bylaws, there is a paragraph that states: "The annual report shall be made available to each College, provided that the Council shall reserve the right to edit and redact from the copy of the report made available to each College personal health information of a patient or client and other sensitive information relating to a particular College. The Health Professions Act requires the Council to publish its annual report on its website in a manner that it may be accessed by a member of the public. It is thus not necessary to include a separate provision in the bylaws that states that the annual report shall be made available to each College. The annual report should be drafted in a manner that takes into consideration the fact that it is publicly available.

10. Section 15(d) of the bylaws states that "[i]n the absence of either the chairperson or deputy chairperson, the members of the Council in attendance at a meeting may appoint another member to chair that meeting." As indicated above, where the chairperson cannot attend a meeting, the members of the Council in attendance at the meeting may appoint another member to chair the meeting.

If you have any questions or comments regarding the above, please contact Ms. Suzanne Orsborn, Regulatory Development Consultant, at 729-3572 or via email at suzanneorsborn@gov.nl.ca.

I wish to thank you, the Council’s Registrar and staff, and all the Council members for your hard work in fulfilling the requirements set out in the Health Professions Act to ensure public protection.

Sincerely,

Susan Sullivan
Minister
Dr. Tony Tavenor  
Director  
Western Regional Hospital Foundation  
P.O. Box 2005  
Corner Brook, NL  
A2H 6J7  

Dear Dr. Tavenor:

I am replying to your request in support of the annual Western Regional Hospital Foundation Radiothon which is scheduled to be held on October 4, 2013. I am pleased that the Foundation is continuing with its fundraising efforts and building upon past successes.

I note that the focus of the fundraising is to purchase various pieces of equipment for areas such as orthopedics, medical imaging and general surgery at Western Memorial Regional Hospital in Corner Brook. In support of this event, the Department of Health and Community Services is pleased to provide one time funding in the amount of $150,000 to assist with this fundraising initiative.

I would like to thank the Western Regional Hospital Foundation for their continued commitment and fundraising efforts on behalf of the residents of the Western Region and wish you every success in future fundraising campaigns.

Sincerely,

Susan Sullivan
Minister

cc: Honourable Tom Marshall  
Mr. Vaughan Granter  
Dr. Susan Gillam  
Mr. Devon Goulding  
Mr. Mike Tizzard  
Mr. Paul Greene
Mr. Tom O’Brien
Chairperson
Sir Thomas Roddick Hospital Foundation
142 Minnesota Drive
Stephenville, NL
A2N 2V6

Dear Mr. O’Brien:

I am replying to your request in support of the Sir Thomas Roddick Hospital Foundation Radiothon which is scheduled for October 4, 2013. I am pleased that the Foundation is continuing with its fundraising efforts and building upon past successes.

I note that through this event the Foundation is fundraising for a number of pieces of equipment for the Sir Thomas Roddick Hospital including a stress test machine, medication fridges, a wanderguard system, a bi-pap spontaneous machine and a sleep recorder. In support of this event, the Department of Health and Community Services is pleased to provide one time funding in the amount of $50,000 to assist with this fundraising initiative.

I would like to thank the Sir Thomas Roddick Hospital Foundation for their continued commitment and fundraising efforts on behalf of the residents of the Stephenville area and wish you every success in future fundraising campaigns.

Sincerely,

SUSAN SULLIVAN
Minister

cc: Honourable Joan Shea, Minister, Department of Advanced Education and Skills
Mr. Tony Connett, MHA, Port au Port
Dr. Susan Gillam
Mr. Devon Goulding
Mr. Mike Tizzard
Mr. Paul Greene
Ms. Shirley Stead  
Chief Development Officer  
Discovery Health Care Foundation  
67 Manitoba Drive  
Clarenville, NL  
A5A 1K3

Dear Ms. Stead:

I am replying to your request dated September 9th, 2013 in support of the Discovery Health Care Foundation’s annual Radiothon which is scheduled to be held on October 30th, 2013. I am pleased that the Foundation is continuing with its fundraising efforts and building upon past successes.

I note that the focus of the Foundation’s fundraising is to purchase nine (9) dialysis chairs for the dialysis unit at the Dr. G. B. Cross Memorial Hospital in Clarenville. In support of this fundraising initiative, the Department of Health and Community Services is pleased to provide one time funding in the amount of $25,000.

I would like to thank the Discovery Health Care Foundation for their continued commitment and fundraising efforts on behalf of the residents of the region serviced by your Foundation and wish you every success in future fundraising efforts.

Sincerely,

Susan Sullivan  
Minister

cc: Honourable Ross Wiseman, MHA - Trinity North  
Ms. Vickie Kaminski, CEO, Eastern Health  
Mr. George Butt  
Mr. Mike Tizzard  
Mr. Paul Greene
Mr. Wayne Green  
Chairperson  
Dr. Charles L. LeGrow Health Care Foundation  
P. O. Box 250  
Port aux Basques, NL  
A0M 1C0

Dear Mr. Green:

I am replying to your request in support of the Dr. Charles L. LeGrow Health Centre Foundation’s annual Radiothon which is scheduled to be held on October 4, 2013. I am pleased that the Foundation is continuing with its fundraising efforts and building upon past successes.

I note that the focus of the fundraising is to purchase two pieces of cardiac equipment for the Emergency Department at the Dr. Charles L. LeGrow Health Centre in Port-aux-Basques. In support of this event, the Department of Health and Community Services is pleased to provide one time funding of $25,000 to assist with this fundraising initiative.

I would like to thank the Dr. Charles L. LeGrow Health Centre Foundation for their continued commitment and fundraising efforts on behalf of the residents of the Southwest coast area and wish you every success in future fundraising campaigns.

Sincerely,

[Signed]

SUSAN SULLIVAN  
Minister

cc: Dr. Susan Gillam  
Mr. Devon Goulding  
Mr. Mike Tizzard  
Mr. Paul Greene