March 28, 2019

Dear [Redacted]:

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act


On March 4, 2019, the Department of Children, Seniors and Social Development (CSSD) received your request for access to the following records/information:

- **CSSD/16/2019**
  January 2019 Decision Note - Canada Games Funding

- **CSSD/17/2019**
  January 2019 Decision Note - Attendance at the 2019 Federal, Provincial, Territorial (FPT) Ministers Conference and Canada Winter Games in Red Deer, Alberta

- **CSSD/18/2019**
  January 2019 Decision Note - Newfoundland and Labrador Participation in 2019 Canada Games Observer Program

- **CSSD/19/2019**
  January 2019 Information Note - Nutrition North Canada

- **CSSD/20/2019**
  January 2019 Decision Note - Vegetable and Fruit Campaign

- **CSSD/21/2019**
  January 2019 Briefing Note - Delivering an Affordable Metrobus Pass for People with Low Income

- **CSSD/22/2019**
  January 2019 Presentation - Healthy Living Sport and Recreation Division Briefing with New Deputy Minister

- **CSSD/23/2019**
  Presentation for DM - Finance and General Operations January 22, 2019

I am pleased to inform you that a decision has been made by the Deputy Minister for Children, Seniors and Social Development to provide access to some of the requested information. In particular, access is granted to the above-stated redacted documents.
As required by 8(2) of the Act, we have severed information that is unable to be disclosed using the following sections of ATIPPA, 2015:

- Section 29 – Policy Advice or Recommendations
- Section 34 – Disclosure Harmful to Intergovernmental Relations or Negotiations
- Section 35 – Disclosure Harmful to the Financial or Economic Interests of a Public Body
- Section 40 – Disclosure Harmful to Personal Privacy

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 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.

If you have any further questions, please feel free to contact me by telephone at (709) 729-5084 or by e-mail at andrealawlor@gov.nl.ca.

Sincerely,

[Signature]

Andrea Lawlor, B.A., B.S.W. (Hons), R.S.W.
ATIPP Backup Coordinator

Enclosures (8)
Access to Information and Protection of Privacy Act

Policy Advice or Recommendations

29. (1) The head of a public body may refuse to disclose to an applicant information that would reveal

(a) advice, proposals, recommendations, analyses or policy options developed by or for a public body or minister;

(b) the contents of a formal research report or audit report that in the opinion of the head of the public body is incomplete and in respect of which a request or order for completion has been made by the head within 65 business days of delivery of the report; or

(c) draft legislation or regulations.

(2) The head of a public body shall not refuse to disclose under subsection (1)

(a) factual material;

(b) a public opinion poll;

(c) a statistical survey;

(d) an appraisal;

(e) an environmental impact statement or similar information;

(f) a final report or final audit on the performance or efficiency of a public body or on any of its programs or policies;

(g) a consumer test report or a report of a test carried out on a product to test equipment of the public body;

(h) a feasibility or technical study, including a cost estimate, relating to a policy or project of the public body;

(i) a report on the results of field research undertaken before a policy proposal is formulated;

(j) a report of an external task force, committee, council or similar body that has been established to consider a matter and make a report or recommendations to a public body;

(k) a plan or proposal to establish a new program or to change a program, if the plan or proposal has been approved or rejected by the head of the public body;

(l) information that the head of the public body has cited publicly as the basis for making a decision or formulating a policy; or

(m) a decision, including reasons, that is made in the exercise of a discretionary power or an adjudicative function and that affects the rights of the applicant.

(3) Subsection (1) does not apply to information in a record that has been in existence for 15 years or more.
Disclosure Harmful to Intergovernmental Relations or Negotiations

34. (1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to

(a) harm the conduct by the government of the province of relations between that government and the following or their agencies:

(i) the government of Canada or a province,

(ii) the council of a local government body,

(iii) the government of a foreign state,

(iv) an international organization of states, or

(v) the Nunatsiavut Government; or

(b) reveal information received in confidence from a government, council or organization listed in paragraph (a) or their agencies.

(2) The head of a public body shall not disclose information referred to in subsection (1) without the consent of

(a) the Attorney General, for law enforcement information; or

(b) the Lieutenant-Governor in Council, for any other type of information.

(3) Subsection (1) does not apply to information that is in a record that has been in existence for 15 years or more unless the information is law enforcement information.

Disclosure Harmful to the Financial or Economic Interests of a Public Body

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

(a) trade secrets of a public body or the government of the province;

(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 likely to have, monetary value;

(c) plans that relate to the management of personnel of or the administration of a public body and that have not yet been implemented or made public;

(d) information, the disclosure of which could reasonably be expected to result in the premature disclosure of a proposal or project or in significant loss or gain to a third party;

(e) scientific or technical information obtained through research by an employee of a public body, the disclosure of which could reasonably be expected to deprive the employee of priority of publication;

(f) positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the government of the province or a public body, or considerations which relate to those negotiations;

(g) information, the disclosure of which could reasonably be expected to prejudice the financial or economic interest of the government of the province or a public body; or
(h) information, the disclosure of which could reasonably be expected to be injurious to the ability of the government of the province to manage the economy of the province.

(2) The head of a public body shall not refuse to disclose under subsection (1) the results of product or environmental testing carried out by or for that public body, unless the testing was done

(a) for a fee as a service to a person or a group of persons other than the public body; or

(b) for the purpose of developing methods of testing.

Disclosure Harmful to Personal Privacy

40. (1) The head of a public body shall refuse to disclose personal information to an applicant where the disclosure would be an unreasonable invasion of a third party's personal privacy.

(2) A disclosure of personal information is not an unreasonable invasion of a third party's personal privacy where

(a) the applicant is the individual to whom the information relates;

(b) the third party to whom the information relates has, in writing, consented to or requested the disclosure;

(c) there are compelling circumstances affecting a person's health or safety and notice of disclosure is given in the form appropriate in the circumstances to the third party to whom the information relates;

(d) an Act or regulation of the province or of Canada authorizes the disclosure;

(e) the disclosure is for a research or statistical purpose and is in accordance with section 70;

(f) the information is about a third party's position, functions or remuneration as an officer, employee or member of a public body or as a member of a minister's staff;

(g) the disclosure reveals financial and other details of a contract to supply goods or services to a public body;

(h) the disclosure reveals the opinions or views of a third party given in the course of performing services for a public body, except where they are given in respect of another individual;

(i) public access to the information is provided under the Financial Administration Act;

(j) the information is about expenses incurred by a third party while travelling at the expense of a public body;

(k) the disclosure reveals details of a licence, permit or a similar discretionary benefit granted to a third party by a public body, not including personal information supplied in support of the application for the benefit;

(l) the disclosure reveals details of a discretionary benefit of a financial nature granted to a third party by a public body, not including

(i) personal information that is supplied in support of the application for the benefit, or

(ii) personal information that relates to eligibility for income and employment support under the Income and Employment Support Act or to the determination of income or employment support levels; or
(m) the disclosure is not contrary to the public interest as described in subsection (3) and reveals only the following personal information about a third party:

(i) attendance at or participation in a public event or activity related to a public body, including a graduation ceremony, sporting event, cultural program or club, or field trip, or

(ii) receipt of an honour or award granted by or through a public body.

(3) The disclosure of personal information under paragraph (2)(m) is an unreasonable invasion of personal privacy where the third party whom the information is about has requested that the information not be disclosed.

(4) A disclosure of personal information is presumed to be an unreasonable invasion of a third party's personal privacy where

(a) the personal information relates to a medical, psychiatric or psychological history, diagnosis, condition, treatment or evaluation;

(b) the personal information is an identifiable part of a law enforcement record, except to the extent that the disclosure is necessary to dispose of the law enforcement matter or to continue an investigation;

(c) the personal information relates to employment or educational history;

(d) the personal information was collected on a tax return or gathered for the purpose of collecting a tax;

(e) the personal information consists of an individual's bank account information or credit card information;

(f) the personal information consists of personal recommendations or evaluations, character references or personnel evaluations;

(g) the personal information consists of the third party's name where

(i) it appears with other personal information about the third party, or

(ii) the disclosure of the name itself would reveal personal information about the third party; or

(h) the personal information indicates the third party's racial or ethnic origin or religious or political beliefs or associations.

(5) In determining under subsections (1) and (4) whether a disclosure of personal information constitutes an unreasonable invasion of a third party's personal privacy, the head of a public body shall consider all the relevant circumstances, including whether

(a) the disclosure is desirable for the purpose of subjecting the activities of the province or a public body to public scrutiny;

(b) the disclosure is likely to promote public health and safety or the protection of the environment;

(c) the personal information is relevant to a fair determination of the applicant's rights;

(d) the disclosure will assist in researching or validating the claims, disputes or grievances of aboriginal people;

(e) the third party will be exposed unfairly to financial or other harm;
(f) the personal information has been supplied in confidence;

(g) the personal information is likely to be inaccurate or unreliable;

(h) the disclosure may unfairly damage the reputation of a person referred to in the record requested by the applicant;

(i) the personal information was originally provided to the applicant; and

(j) the information is about a deceased person and, if so, whether the length of time the person has been deceased indicates the disclosure is not an unreasonable invasion of the deceased person's personal privacy.

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).
Decision Note
Department of Children, Seniors and Social Development

Title: Canada Games Funding

Decision/Direction Required:
- Whether to approve requests for additional Canada Games funding to four Provincial Sport Organizations (PSO).

Background and Current Status:
- The Canada Games Grant program provides financial support for Canada Games (winter and summer) teams. Held every two years, alternating between summer and winter, the Canada Games are a key event in the development of Canada’s young athletes.

- CSSD provides funding to PSO to prepare their athletes and coaches for Canada Games competitions. Applications are evaluated annually using established criteria and funding amounts vary over the four year preparation cycle for Canada Games.

- In August 2018, PSOs received Canada Games funding for the 2018-19 fiscal year. The Healthy Living, Sport and Recreation Division recently received requests from four sports (cross country ski, hockey, judo and synchronized swimming) for additional funding.

Analysis
- Cross Country Ski NL (CCNL) has requested funding for the purchase of new uniforms. Funding for competition uniforms is a component of Canada Games team funding in the year of the Games. CCNL did not request uniform funding on their 2018-19 Canada Games grant application as they were awaiting a decision from Canada Games Council whether existing provincial team uniforms could be worn. CGC requires that uniforms be in provincial colors, therefore new team uniforms are required. A quote for uniforms has been provided and S.29(1)(a)

- In December 2018, CSSD officials were contacted by Hockey Newfoundland and Labrador (HNL) to request a review of their 2018-19 Canada Games grant. HNL determined they had made an error when submitting the original application and had misinterpreted the funding letter they received on August 23, 2018. A more detailed summary of the request is provided in Annex A. S.29(1)(a)

- Throughout the preparation phase of the Canada Games, PSO are encouraged to identify additional training and competition opportunities that would benefit teams or athletes with medal potential. In preparation for the 2015 Canada Winter Games, CSSD approved $2,500 in additional funding for a biathlon athlete and $1,500 for a target shooting athlete to avail of additional training and competition. S.29(1)(a)

- In November 2018, CSSD officials received a request from the Newfoundland and Labrador Judo Association (NLJA) requesting additional funding for a training camp to be held in Gander in January 2019. A cost breakdown of the camp has been included in Annex B.
• CSSD officials gathered some additional information from the NLJA.

• In December 2018, CSSD officials received a request from Synchro Newfoundland and Labrador (SNL) for funding support for a Canada Games athlete. She is eligible and will be competing for Newfoundland and Labrador at the Canada Games. The request for funding is seeking support for the additional private coaching she is receiving and funding to participate in a choreography camp in January.

• The costs associated with the additional training are $350 per month for additional coaching and $500 for the choreography camp for a total of $1,900.

• Funding is available in the HLSR budget to support all four requests.

Prepared/Approved by: B. Taggart/M. Healey/S. Jones/D. Ballard
Ministerial Approval: Received from Hon. Lisa Dempster

January 8, 2019
Annex A

Summary of Hockey NL (HNL) Request to CSSD

After assessing the 2018-19 HNL Canada Games grant application for both the female and male hockey teams,

HNL contacted CSSD officials in early December to indicate that the Executive Director had just realized that HNL had not received payment in 2018-19 of the full recommended funding amount. The HNL Executive Director contacted CSSD to inquire and noted that he had made an error on the final report, as the Canada Games teams did not have any surplus remaining. The Executive Director subsequently provided a detailed Canada Games budget and expense report that showed the 2016-17 funding expended to support Canada Games team costs.

The total eligible Canada Games funding for the male and female hockey teams for 2018-19 is $21,300. Given that $3,000 in Canada Games funding was previously paid on September 5, 2018, (TRIM APP-2018-0632/0674)
Annex B

Description and Cost Breakdown for Proposed Canada Games Judo Camp

Canada Games Judo Head Coach Ron Angus will lead a training camp in Gander from January 25-27, 2019. The camp will involve all athletes on the team and will be the final team training opportunity prior to the Canada Games in February.

During the camp, Coach Angus will work on coach/athlete communication techniques and also provide each athlete with simulated matches with athletes in the same weight classes. Accompanying Coach Angus to the camp will be guest coach Tracy Angus, who is a multiple world gold medalist in the master’s category. She will train exclusively with the female athlete who has been identified to have medal potential.

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<td>Training Camp Honorarium</td>
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<tr>
<td>Per Diem</td>
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<td>Airfare</td>
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</tr>
</tbody>
</table>
Decision/Direction Note
Department of Children, Seniors and Social Development

Title: Attendance at the 2019 Federal, Provincial, Territorial (FPT) Ministers Conference and Canada Winter Games in Red Deer, Alberta

Decision/Direction Required:
- Approval is being sought for Michelle Healey, Director, Healthy Living, Sport and Recreation to attend the FPT Ministers Conference, Canada Games Opening Ceremonies and Team Newfoundland and Labrador competitions. Travel dates would be in the range from February 13-18, 2019.

Background and Current Status:
- The Canada Games is a national multi-sport competition that is held every two years and alternates between Canada Winter Games and the Canada Summer Games. The games are attended by amateur athletes representing their province or territory. These athletes are often Canada's next generation of national, international and Olympic athletes.


- The Conference of FPT Ministers is comprised of the Minister from each P/T government responsible for sport, physical activity and recreation; the Minister responsible for sport from Canadian Heritage; and the Minister responsible for physical activity from the Public Health Agency of Canada.

- The Canada Winter Games event will involve close to 4000 athletes, coaches and managers, representing all provinces and territories. Different sports are offered in each week of the Games, with athletes participating in Week 1 or Week 2 of the Games. Team Newfoundland and Labrador will be comprised of close to 225 athletes, coaches and managers in the following sports; alpine ski, artistic gymnastics, artistic swimming (formerly known as synchronized swimming), badminton, biathlon, boxing, cross country ski, curling, figure skating, hockey, judo, speed skating, squash, table tennis, trampoline and wheelchair basketball.

Analysis:
- A draft schedule for the Minister's conference is included in Annex A.

- Travel and participation to the Games has traditionally involves attendance at the Minister's conference, participation in the opening ceremonies, followed by a day or two of attending sport competitions to show support for Team Newfoundland and Labrador athletes.
Decision Note
Department of Children, Seniors and Social Development

Title: Newfoundland and Labrador participation in 2019 Canada Games Observer Program

Decision/Direction Required:
- Whether to approve Mr. Rod Snow, as Newfoundland and Labrador’s delegate for participation in the 2019 Canada Games Observer Program. Approval of travel and registration costs is also required.

Background and Current Status:
- The 2019 Canada Winter Games are scheduled to be held from February 15 - March 4, 2019 in Red Deer, Alberta. Approximately 225 athletes, coaches and managers from this province will be participating in the Games.

- The Canada Games are held biennially, alternating winter and summer Games. The 2025 Canada Summer Games are scheduled to be hosted in Newfoundland and Labrador.

- The Canada Games Council (CGC) is the non-government organization that oversees the Canada Games program. At each Canada Games, the CGC would offer an Observer Program. Any future host Government or host society can participate in the program.

- The 2019 Canada Games Observer Program will run from February 23-27, 2019. A detailed schedule has been included in Annex A.

Analysis:
- Mr. Snow was Assistant Chef de Mission for Team Newfoundland and Labrador at the 2011 and 2013 Canada Games and was Chef de Mission at the 2015 and 2017 Canada Games. Mr. Snow is also currently Executive Director of the Newfoundland and Labrador Sports Centre. Given Mr. Snow’s previous experiences as Chef de Mission and his extensive involvement with Team Newfoundland and Labrador since 2011, he will be an ideal candidate to assume this role.

- It would be expected that Mr. Snow meet with officials in CSSD following the conclusion of the Observer Program to present information gathered. Mr. Snow would also be asked to provide a brief summary report.

- It is estimated that the cost to participate would be approximately $3,500. This includes travel costs for Mr. Snow and the Observer Program registration fee of $250.

S.29(1)(a)
Prepared/Approved by: M. Healey/S. Jones/S. Walsh
Ministerial Approval: Honorable Lisa Dempster, Minister

January 14, 2019
Annex A

2019 Canada Winter Games Observer Program
February 23rd – February 27th, 2019
Red Deer College
100 College Blvd, Red Deer, AB
Information Note
Department of Children, Seniors and Social Development

Title: Nutrition North Canada (NNC)

Issue: Health Canada announces updates to the NNC program.

Background and Current Status:

- Launched in 2011, NNC is a Government of Canada subsidy program, which aims to bring healthy food to northern remote communities. The program serves approximately 90,000 people.

- To be eligible for the NNC, a community must lack year-round surface transportation and have used the previous northern transportation subsidy program. In these communities, NNC works with the stores and suppliers to help make perishable, healthy food more affordable and accessible.

- In October 2016, NNC expanded to add 37 new communities bringing the total number of eligible communities to 121. There are seven communities in Labrador that qualify for the full NNC subsidy rate - Hopedale, Makkovik, Nain, Natuashish, Postville, Rigolet and Black Tickle.

- The federal Department of Indigenous and Northern Affairs Canada (INAC) completed a NNC engagement process, which included community visits, stakeholder interviews, written submissions, and online surveys in 2016. The INAC website noted that through feedback received via the engagement process, they would work with NNC partners to collaboratively develop policy options to inform program updates and to develop strategies to support long-term program sustainability.

- On December 10, 2018, updates and changes to the NNC program were announced and are effective January 1, 2019. The changes include:
  - a fully revised subsidized foods list, which includes a focus on northern staples and family-friendly items;
  - a new highest-level subsidy rate specifically for milk, frozen fruit, frozen vegetables, infant formula, and infant food; and
  - an increase to the current subsidy rates to further lower the cost of perishable, nutritious food.

- Also announced was the creation of a new Inuit-Crown Food Security working group, which will focus on food security and work towards a sustainable food system in Inuit Nunangat. The current Indigenous working group will continue to work on priorities of First Nations and Métis peoples.

- The updates also referred to a new food security program for the north to be announced in the coming months and a Harvesters Support Grant to help lower the high costs associated with traditional hunting and harvesting activities.

Analysis:

- On February 1, 2018, Minister Dempster and LAS Deputy Minister Ron Bowles, met with Mr. Stephen VanDine, a senior official with INAC. Minister Dempster was in Ottawa for the Northern Lights Conference

- In March 2018, Minister Dempster wrote former federal Minister Carolyn Bennett of Indigenous Relations and Northern Affairs about the NNC program,
As of April 2018, all five of the major Inuit organizations, who had been participating in an Indigenous working group for NNC, withdrew themselves from the working group and have voiced their frustration publicly on not being heard by the federal government around NNC issues.

Minister Dempster sent a second letter to the new federal Minister of Intergovernmental Affairs, Northern Affairs and Internal Trade Dominic LeBlanc in December 2018 (COR-2018-00189-02).

The December 2018, announcement was an anticipated update to the NNC program. The changes are part of the federal Government’s efforts to respond to the concerns and realities of those living in the North, concerning both the cost of perishable foods as well as the need for more transparency and accountability in the NNC program.

A new list of subsidized foods has been released, which divides what was a two-level subsidy system into three categories; target (highest), higher and lower subsidies. This new target subsidy rate is specifically for milk, frozen fruit and vegetables, infant formula and infant food.

NNC confirms the new rates for Black Tickle are $2.25/kg (targeted subsidy), $1.80/kg (higher subsidy) and $1.00/kg (lower subsidy). The current subsidy in the two-level system is $1.70/ $0.05.

As of last week, a regular air service to Black Tickle has started running three times a week (Monday, Wednesday and Friday).

As part of NNC program changes, financial support will be provided to small retailers to alleviate costs of meeting NNC reporting requirements.

NNC will update their eligibility criteria to ensure only those who service the residents of isolated communities are eligible and a greater proportion of subsidy should reach intended beneficiaries.

LAS were consulted in drafting and reviewing this note.

Action Being Taken:

CSSD officials will continue to reach out to federal officials in the coming weeks to follow up on the recent letter sent from Minister Dempster if a response is not received.

This note is for information purposes only.

Prepared/Approved by:  H. Boyd/M. Healey/S. Jones/D. Ballard
Ministerial Approval:  Received from Hon. Lisa Dempster

January 7, 2019
Decision Note
Department of Children, Seniors and Social Development

Title: Vegetable and Fruit Campaign

Decision/Direction Required:
- Whether to approve funding for each Regional Health Authority (RHA) to expand and enhance the Vegetable and Fruit campaign in their region.

Background and Current Status:
- There is a strong research base that supports eating more vegetables and fruit may reduce the risk of chronic disease. Canadian Community Health Survey data from the 2015-16 combined cycles shows that only 20.4 per cent of Newfoundlanders and Labradorians consume vegetables and fruit five or more times daily compared with the national average of 30.8 per cent.
- The Way Forward outlines Government's commitment to focus on policies, practices and creating environments that are supportive of health and well-being and includes a commitment to raise consumption rates by five per cent by 2025.
- In 2016-17, RHAs launched a vegetable and fruit awareness raising campaign targeted to parents and caregivers of children ages five to 13. The campaign used key messages:
  - Fresh. Frozen. Canned. All Good Options!
  - Enjoy Veggies & Fruit with every meal and snack!

The campaign focused on effective, practical strategies to incorporate veggies and fruit in family meals and snacks. It also included information on picky eating and parental role modeling. Parents and caregivers have the primary responsibility for food that is available in the home. They are often the main grocery shopper and meal preparer, and have a great influence on family diet.
- Recent literature shows increased focus on a settings approach and the need to create supportive environments in various settings including school, community and home.

Analysis:
- [Redacted] of the vegetable and fruit campaign indicates that most adults recognize that vegetables and fruit are healthy, however there are a range of barriers that influence their consumption rates including:
  - Perception that vegetables are time consuming to prepare
  - Perception that one is already eating enough vegetables and fruit
  - Access to, availability and quality of vegetables and fruit
  - Personal and family eating habits
  - Perceived high cost

- According to the literature, successful community-based interventions for healthy living must be multi-level and multi-component. Campaigns should also continue over a period longer than 12 months and focus on actions that build collaboration, create intensity, ensure consistency and synchronization and create sustainability.
Information Note
Department of Children Seniors and Social Development

Title: Delivering an Affordable Metrobus Pass for People with Low Income

Issue: The Poverty Reduction Division is exploring an affordable bus pass pilot program for people with low incomes.

Background and Current Status:
- A monthly Metrobus pass currently costs $78 for adults, $53 for seniors, and $53 for children aged 5 to 18. Children under 5 years old ride free.
- HCS provides funding for medical transportation to Income Support clients through the Medical Transportation Assistance Program (MTAP). According to its policy, HCS provides a bus pass to Income Support clients who demonstrate they have eight or more medical appointments in a month.
- Significant administrative resources are involved in this process, as HCS must receive and review documentation to demonstrate the eight appointments, and then pay Metrobus.
- Clients, community partners, and physicians have spoken out against this policy, calling for more inclusive and affordable transportation and pointing to unintended consequences:
  o Physicians must spend time writing notes to prove appointments.
  o Income Support clients are scheduling unneeded medical appointments.
  o Anecdotal stories are circulating of people calling ambulances because they do not have money for the bus or a taxi.
  o There has been increased criticism of the limited scope of appointments that count towards the eight appointments. The ability to participate in the community is critical to mental health, and often requires affordable transportation. As well, access to affordable shopping options often requires affordable transportation.
- A letter, sent on February 9, 2018, from dozens of signatories, including physicians and community partners, was sent to Minister Osborne, copying other Ministers and Gerry Rogers, outlining these concerns and calling for change (see Appendix A). Joanne Thompson, Executive Director of The Gathering Place, sent a letter in June 2018 to Ministers Haggie, Hawkins, and Dempster outlining similar concerns about access to affordable transportation.
- The NDP held a news conference in July 2018, at The Gathering Place, calling for increased access to transportation, particularly for seniors and Income Support clients.
Analysis:

- Physicians, as well as community organizations such as The Gathering Place, Choices for Youth, and Thrive, which regularly spend fund-raised money to purchase bus passes for clients, would applaud an affordable bus pass program.

- An affordable bus pass program would bring Newfoundland and Labrador in line with other Canadian provinces, where options exist in cities in Nova Scotia, Ontario and Alberta. In January 2019, Vancouver passed a motion to examine how to implement a sliding scale transit pass.

- Metrobus also receives funding from the Age-Friendly Transportation Program to operate its community bus service.
S.29(1)(a) Federal infrastructure funding is available for public transit based on ridership.

Action Being Taken:

Prepared/Approved by: E. Timmins/A. Gogan/S. Jones/S. Walsh
Ministerial Approval: Received from Hon. Lisa Dempster

January 23, 2019

JAN 25 2019
Appendix A

An Open Letter to Minister Tom Osborne Regarding a Low-Income Bus Pass for St. John's, NL

To: Hon. Tom Osborne, Minister of Finance
    Main Floor, East Block, Confederation Building
    P.O. Box 8700 St.
    John's, NL
    A1B 4J6
    Tel: (709) 729-3775
    Fax: (709) 729-1746
    Email: financeminister@gov.nl.ca

CC: Hon. Al Hawkins, Minister of Advanced Education, Skills and Labour
    Hon. John Haggie, Minister of Health and Community Services
    Ms. Gerry Rogers, MHA for St. John's Centre
    St. John's Transportation Commission (Metrobus)

Dear Mr. Osborne,

As front line workers who support those living in poverty, we see on a daily basis the negative impacts of restriction to transportation. Every worker has a story of a client who suffers because they cannot afford to get around this city: clients who rarely leave the house, living in extreme social isolation; clients who miss appointments or job interviews because a ride they had secured fell through; clients who could not get a Christmas hamper home as they had no way to transport it; clients who walk hours each day to access community meals, burning off all the calories from the food they could not afford. Currently, low-income adults, seniors and those with disabilities in our city do not have any access to subsidized public transportation, unlike most other major cities in Canada.

It has come to our attention that changes are coming to the manner in which those in receipt of income assistance through AESL will be able to access a Metrobus pass. Unfortunately, rather than the progressive and inclusive change many of us hope for, we fear that further regression is on the horizon. At present, there is a requirement that in order for an individual on income assistance to receive approval for a government funded bus pass, they must have at least eight medically necessary appointments per month. When they meet this number, they are provided with a Metrobus pass at no cost, which is delivered to them. This system is burdensome and timewasting, as it requires a physician appointment to write a note every 6 months to confirm that appointments are ongoing and warranted. It is also incredibly restrictive as so few individuals meet the criteria for number of appointments.

In the new system, as we understand it, the eight-appointment requirement will still be in place, and the cost of the monthly Metrobus pass will be sent out to eligible clients as a cheque. Clients would then be required to purchase a pass each month. This is similar to the manner in which the GoBus pass is distributed, wherein an estimate of the monthly cost of travel is added up front to
the client's recurring pay-cheque and the client uses these funds to pay for the service. This approach poses a significant barrier requiring clients to be able to manage their own money and to be able to acquire the card.

If the administration’s goal is to reduce provincial payments and increase the public’s financial contribution to Metrobus operation, this approach will be ineffective. Less people will ride the bus and more individuals will be without transportation, meaning more missed appointments, more social isolation, more barriers to education and occupation for those of low socioeconomic status.

The buses in our city are underused, and the current administration is planning to create increased barriers to accessing public transportation, rather than reducing them. We call for the government to re-examine the manner in which low-income individuals access transportation.

We call for the following measures:

- To provide a free bus pass to all those in receipt of income assistance through AESL.
- To provide all low-income residents (to be measured by the Market Basket Measure) with access to a subsidized bus pass, which should be at most 50% of the cost of the adult fare (which is currently $78/month) and to operate on a sliding scale, assigning a purchase price based on income.
- To provide all low-income seniors (over the age of 65) with a free bus pass (rather than the current $53/month).
- To provide all those with permanent disabilities (including psychiatric) who are receiving disability assistance with a free bus pass.

These recommendations are in line with Calgary Transit’s Low Income Passes: https://www.calgarytransit.com/fares-passes/passes/.

We are aware that at present the municipal government subsidizes 68% of Metrobus’ operational costs. Of the remaining 32%, nearly half of this funding comes from the provincial government in the form of passes for medical transportation. Currently, the government is paying close to $1 million for the passes alone. On top of this there are many administrative costs including physicians’ appointments to write letters and AESL worker hours processing these letters and issuing cards.

We recommend that the provincial government sit down with the Metrobus Transportation Commission to discuss pricing options to make this more accessible to a broader group of people. If eligibility for the pass were based on income, there would be significant savings by eliminating the administrative hurdles described above.

This is a matter of preserving dignity of our clients as well as using municipal and provincial resources more wisely. Increased access to transportation will allow people to engage in community, to socialize, to participate in programming, and to have the freedom to decide when and how they travel.
We appreciate your consideration of this matter and look forward to your response. Should you have any questions or wish to discuss this issue further, you are welcomed to contact Dr. Melanie van Soeren.

Sincerely,

Dr. Melanie van Soeren, MD, CCFP, St. John’s, MUN
Jen Smith, MSW, RSW, St. John’s, MUN
Tree Walsh, HSW, St. John’s, AIDS Committee of NL, Safe Works Access Program
Abigail Sheppard, RSW, St. John’s, AIDS Committee of NL
Dr. Mariah Hughes, MD, Ottawa, University of Ottawa, previously Memorial University
Pat Rodgers, RN, Portugal Cove St. Philips, ARNNL council member, Gathering Place
Dr. Pauline S. Duke, MD, FCFP, St. John’s
Mallary McGrath, RSW, St. John’s, Planned Parenthood - NLSHC
Raylene Nofall, MSW, BSW, RSW, Status of Women’s Council
Barbara Albrechtsons, RN,BN,CCHN(C), St. John’s, Public Health Nurse, Association for New Canadians
Dr. Susan Avery, MD, CCFP, Discipline of Family Medicine-MUN

Dr. Bradley Morris, MD, CCFP, St. John’s, MUN
Cindy Murray, Youth Outreach Worker, St. John’s, Eastern Health
Dr. Melissa Smallwood, MD, CCFP, St. John’s, The Gathering Place, Downtown Health Collaborative
Nancy Bragg, NP, St. John’s, Downtown Health Collaborative
Dr. Amanda Pendergast, MD, St. John’s, MUN
Dr. Mary-Frances Scully, MB BAO. Bch. MRCPI FRCPC, St. John’s, Eastern Health
Dr. Kris Aubrey-Bassler, MD, CCFP, St. John’s, MUN
Dr. Amanda Tzenov, MD, CCFP, St. John’s, CFPC, NLMA, CMA, CPSNL
Bridget Clarke, St. John’s, Safe Harbour Outreach Project

Dr. Stephen J. Darcy, MD, St. John’s MUN
Dr. Megan Dawe, MD, St. John’s and Carbonar, MUN
Katie S, RSW, St. John’s, MUN
Dr. Kelly Monaghan, MD, St. John’s, Downtown Health Collaborative
Dr. Sahar J. Iqbal, MD, St. John’s, Eastern Health and MUN
Dr. Jill Allison, PhD, St. John’s, MUN
Judy Morgan, MSW, RSW, St. John’s, Eastern Health
Carmella Gray-Cosgrove, MA, St. John’s, Thrive
Dr. Katherine Stringer, MD, St. John’s MUN
Kristi Lavallee, St. John’s, Thrive
Krista Cahill, Teacher, St. John’s, Thrive
Shelby Arnold, B.Ed, OCT, St. John’s, Thrive
Kerri Rowe BA Psych, St. John’s, Thrive
Ellie Jones, M.Ed., St. John’s, Thrive
Veronica Hounsell, CCC, St. John’s, Thrive
Priscilla Corcoran Mooney, RSW, Branch
David Rypien, St. John’s, The Gathering Place
Melanie Hiscock, BSW, RSW, M. Sc. in Kin, Mount Pearl for all Eastern Health region, Eastern Health

Heather Jarvis, St. John’s, Safe Harbour Outreach Project (SHOP)
Dr. Roger Butler, MD, St. John’s, MUN

David Banko, St. John’s, Schizophrenia Society of Newfoundland & Labrador
Valerie Flynn, MEd, CCC, Paradise, John Howard Society
Julia Stephanie Snook, St. John’s, John Howard Society
Rebecca Gillingham, RSW, St. John’s, John Howard Society
Caitlin Penton, St. John’s, John Howard Society
Dr. Michael Forrester, MD, PhD, St. John’s, MUN, Janeway Children’s Hospital
Dr. Kaitlyn Carson, MD, St. John’s, MUN
Dr. Mari Lynne Sinnott, MD, St. John’s, Downtown Health Collaborative

The undersigned, though not front-line service providers, do recognize the importance of access to public transportation for low-income individuals and would like to add their support to this statement:

Dr. Carolyn Sturge Sparkes, PhD, St. John’s, MUN
Dr. Sharon K. Buehler, PhD, St. John’s, Honorary Research Professor, Faculty of Medicine, MUN

Addendum

The following are comments from individuals who wished to add their own personal insights to accompany the above collective statement.

Abigail Sheppard:
Affordable access to a bus pass should be considered a fundamental right for individuals living in St. John's, and this should NOT be provided as money with the expectation for individuals to purchase this themselves. I work with homeless individuals, which often comes hand in hand with significant mental health and/or addictions struggles, and of course means that meeting basic needs for food, clothing, and shelter are always a challenge. Financial management, learning how to budget very minimal Income Support amounts, and so on is work that we do with people, but it has to start from a point of strength. Requiring individuals to have 8 appointments -- the requirements around which
are far too limited and specific, and do not include many activities that would be considered accessing supports (attending a voluntary mental health group or programming such as the Pottle Centre, for example, or AA meetings), and generally do not include visiting a GP either. It should not be a matter of whether you are lucky enough to be connected to a program that is able to use their own limited resources to drive you for a period of time -- this is not only unfair, but it does not work in favour of anyone's independence. Further, requiring that individuals put their incredibly limited resources towards a bus pass with money in hand is setting people up for automatic failure.

It is fundamentally impossible, and dehumanizing, to demand that individuals try to find an apartment, find a job, seek the physical, mental health, or addictions support they need, and so on AND expect them to achieve this without a bus pass, provided in a manner that makes sense with as few restrictions as possible. We have seen so many people in our work for whom access to transportation could make all the difference, and the current system, as well as the proposed changes, likewise make all the difference in preventing them from moving forward.

Pat Rogers:
Those who are low income or on AES cannot choose between food and transportation. They have to eat. Therefore they have no money for transportation. That means they have to walk everywhere. To work, to the Gathering Place and other locations. Without proper footwear or clothing, as they cannot afford that either, walking in all kinds of weather is often hazardous. They are at higher risk of pedestrian accidents with roads and sidewalks not cleared and issues with their feet, knees etc as a result of walking without proper footwear. Imagine not having money to get a bus to go to a Drs appt, get groceries, and so on. This is a reality for these folks.

Barbara Albrechtsons:
Refugees frequently miss important appointments for vaccination and TB follow up at the Association for New Canadians Public Health Clinic. They report that the lack of transportation and the inability to afford a bus pass are the main reasons for missed appointments.

As a front line worker [REDACTED] I see how not having access to a bus pass is perpetuating the cycle of poverty that all of our guests are in. By making bus passes more accessible, (or even preventing them from becoming more inaccessible) the overall all benefits will greatly outnumber the monetary costs. More importantly to cost saving and alleviating pressure on our social services, this is a matter of preserving individuals dignity. From individuals struggling with addiction, mental health illness, physical disability, to age, we need to start breaking down the barriers that are preventing vulnerable individuals to accessing services that could improve their quality of life.
Dr. Melissa Smallwood:
As a physician working at the Gathering Place I can attest to the fact that there is an incredible waste of resources going into this process. Many of the people I see at the gathering place are coming in looking for bus pass letters - this takes time away from other patients, slows down clinics and a poor utilization of the money that the government is paying to have a physician working with this population. Also there are resources wasted through paying someone to process this at AES - sometimes the letter needs clarification and the whole process starts over again. In addition to the wasted time, money and opportunity cost by restricting bus passes the way it is now there are many many people that don’t meet the criteria - this can be very isolating for them, it keeps them from scheduled doctors appointments (again wasted resources) and does not empower them to integrate into the community. I believe empowering this population by giving them the freedom to travel, not rely on others for transportation and the opportunity to look for employment outside of their immediate area will have long term benefits not only fiscally but on the community and the overall health of my patients. I strongly encourage you to look very carefully at this issue and the negative impacts the current and proposed system would cause. This is a very real day to day issue for many of my patients at the gathering place and in the downtown community and I know many others have noted the same.

Dr. Kelly Monaghan:
Many wasted tax dollars are spent on ambulance transport for non emergent health care along with no-show wastage due to lack of transportation means to health care appointments for our most vulnerable.

Shelby Arnold:
As a front-line worker, the demand on our resources to provide bus passes to participants is immense. Two-ride passes, at a cost of $5 per pass, cost nonprofit organizations around the city thousands of dollars. If a low-income bus pass were available for those on Youth Services or Income Support (or others under a fair threshold), the resources spent on providing passes could be better allocated into other desperately needed services, including increasing staff capacity, food, etc. The challenge of this, of course, becomes the limits of our transit system. People who are in many parts of Mount Pearl, CBS, Paradise.. etc.. do not have access to transportation. We have seen many people unable to take advantage of our services due to these barriers. Low income bus passes are very necessary - and a reinvestment in improving transit lines is also much needed.

Davie Rypien:
Public transit in St. John's must be able to provide services for those who need them most.

Heather Jarvis:
After working with over 250 women in St. John's and different regions of NL, we see time and again that one of the biggest barriers that women living in poverty face in accessing services and staying connected with family and community is transportation.
Dr. Sharon K. Buehler:

This is an important initiative to allay cost of living expenses for low income residents. [redacted] a sponsor group for a Syrian family; no question of the benefit to this group.

[redacted] a recipient for home care services; many home care and home support workers are low income without their own cars to access clients. Expensive transportation can be used as an excuse to avoid important medical/support group etc. appointments. Monitoring this new initiative should provide useful data on long term cost savings and quality of life improvement.

Dr. Roger Butler:

Social isolation and poverty go hand in hand and this letter supports a more inclusive policy to benefit our most vulnerable.

[redacted] Provision of a free bus pass would certainly be of practical benefit to many low income residents in St. John's. However, it would also be a change that is meaningful in terms of the independence and freedom that it would provide!

Just think ... if someone is feeling down-hearted about something, all of a sudden it would be possible to meet a friend somewhere or to simply enjoy some solitude in a favourite spot that was previously inaccessible!

A free bus pass would contribute immeasurably to their mental well being! And could that not translate into an improvement in an individual's overall health? This would be a step in the right direction.
Healthy Living, Sport and Recreation Division

Presentation to DM
January 24, 2019
Divisional Mandate

- The Healthy Living, Sport and Recreation Division is focused on creating policies, programs and partnerships designed to improve the province’s health and physical activity outcomes through healthy active living.
- The Division is responsible for promoting and supporting the recreation, sport and healthy living delivery systems.
Staff / Budget

- Total employees - 17 full-time / approximately 40 part-time
  - Healthy living & recreation and sport consultants (including 1 RS consultant in HVGB, admin, 3 Pool Managers (provincial pool facilities in Gander, Corner Brook and Happy Valley-Goose Bay) and approximately 40 part-time pool staff

- 2018-19 Budget (Approximately $15.4M)
  - ~$8M in Grants and Subsidies (includes all programs and initiatives)
  - $963,000 in Community Sports Facilities
  - $5.9M in Support to Communities Agencies
    - 39 community based organizations
  - $411,600 in funding to NL Sports Centre
Lines of Business / Programs and Services

- The Healthy Living, Sport and Recreation Division provides leadership in policy, programs and partnerships to enable all residents of NL to live healthy, active lives.

- Consultants in the Division provide content expertise, policy development and leadership in the following areas:
  - Community Recreation
  - Physical Activity
  - Obesity
  - Injury Prevention
  - Built Environment
  - Healthy eating (includes breastfeeding)
  - Parenting Supports
  - Tobacco Control (smoke and vape free living)
  - Sport (community and competitive)
  - Mental Wellness

- CSSD also is responsible for the following legislation:
  - Smoke Free Environment Act
  - Tobacco and Vapour Products Control Act
  - Boxing Authority Act
Lines of Business / Programs and Services

• Newfoundland and Labrador Sports Centre (NLSC)
  • category 3 entity, governed by Board of Directors (Chair, Dr. Pat Parfrey), $411,600 in annual funding to NLSC from CSSD in 2018-19

• Multi-Sport Games
  • Newfoundland and Labrador Games
  • North American Indigenous Games
  • Canada Games
  • Labrador Winter Games
The Way Forward

The Way Forward also stated a number of targets, to measure progress. The following targets directly link to the work in the HLSR Division:

- By 2025, Newfoundland and Labrador’s breastfeeding initiation rate will increase by 7%.
  - The current provincial rate is 72.7%, while the national rate is 90%.

- By 2025, Newfoundland and Labrador’s obesity rate will be reduced by 5%.
  - The current provincial obesity rate is 30.4%, while the national rate is 20.2%.

- By 2025, Newfoundland and Labrador’s smoking rate will be reduced by 4%.
  - The current provincial smoking rate is 21.7%. This target will bring us to the national rate of 18.1%.

- By 2025, Newfoundland and Labrador will increase our physical activity rate by 7%.
  - The current provincial rate of physical activity during leisure is 48.3%. This 7% increase will see Newfoundland and Labrador surpass the national rate of 53.7%.

- By 2025, Newfoundland and Labrador residents will increase their rate of vegetable and fruit consumption by 5%.
  - The current provincial rate is 25.7%, while the national rate is 39%.
Key Stakeholders

- F-P/T Sport, Physical Activity and Recreation & F-P/T Health Minister’s
  - July 2017 Minister’s Conf (Winnipeg, MB) / Minister’s Conf February 2019 Red Deer, AB

- Provincial Organizations Sport and Recreation
  - Aboriginal Sport and Recreation Circle NL
  - School Sports NL
  - Recreation NL
  - Sport NL

- Community Based Organizations supporting Healthy Living
  - Alliance for the Control of Tobacco
  - Food First NL
  - School Lunch Association
  - Canadian Diabetes Association
  - Canadian Mental Health Association
  - NL Lung Association
  - Kids Eat Smart Foundation
  - Heart and Stroke Foundation
  - Canadian Cancer Society
  - NL Injury Prevention Coalition

- NLESD, Regional Health Authorities (Directors of Health Promotion)

- Newfoundland and Labrador Sports Centre
Key Issues, Challenges

- Revised Canada’s Food Guide in 2019
- Way Forward Targets
Opportunities

- Further advancement of synergies and opportunities identified and optimized through creation of HLSR Division
- Communication opportunities / engagement of the Minister and senior officials in partner events
- Primary / Secondary prevention – supports for new and young families
- Healthy Active Living Action Plan
Hot Issues

- Labrador Winter Games

S.29(1)(a), S.35(1)(d)
Thank You

Questions/Discussion
Finance and General Operations

Presentation to DM

January 22, 2019
Overview

Responsibilities in this area

- Provide financial expertise, oversight, advice and direction to departmental executive, directors and other staff
- Preparation of monthly financial reports comparing actual results with budget, including detailed salary analysis
- Forecasting
- Annual budget preparation
  - ensuring compliance with guidelines and time frames
  - assisting executive and program directors with financial analysis required for budget submission
  - submission of budget to the Budgeting Division of Department of Finance
- Preparation of Public Accounts Submission
- Development and implementation of internal controls
- Ensure compliance with provincial legislation and policies
Divisional Mandate

The Finance and General Operations division is responsible for:

- financial reporting and analysis
- budget preparation and monitoring
- general operations including purchasing and accommodations
- client financial services
- occupational health and safety
Staff / Budget

- With the introduction of the Information Management System (ISM), staffing in the Division increased to 33 approved positions. The increase in positions was not new, but with the centralization of the client financial services function the positions now report to Managers in the Finance Division at Provincial office. The positions remain in their current locations (Gander, Corner Brook, Happy Valley Goose Bay).

- The Division has a salary budget of $1,441,600 and an operating budget of $236,200. There are presently no issues with the Division’s budget.
Key Issues, Challenges

- The Division also has responsibility for the overall net Departmental Budget of $150,767,300 for fiscal 2018/19 consisting of the following:
  - $51,104,200 Salaries
  - $3,796,300 General Operating
  - $58,122,700 Allowances and Assistance
  - $54,552,700 Grants and Subsidies
  - $16,808,600 Revenue
Key Issues, Challenges

S.29(1)(a)
Opportunities

• N/A
Thank You

Questions/Discussion