

Response to Applicant - Full Disclosure
Form 4A

November 13, 2019



Dear [REDACTED]

Re: Your request for access to information under Part II of the *Access to Information and Protection of Privacy Act* (Our File #:19-010)

On October 30, 2019, the Town of Conception Bay South received your request for access to the following records:

*Copy of the traffic studies being completed by Harbourside Transportation Consultants.
(Traffic Study – Ph 1, Ph 2 and completed documents related to Ph 3)*

I am pleased to inform you that a decision has been made by the Chief Administrative Officer for the Town of Conception Bay South to provide access to the requested information.

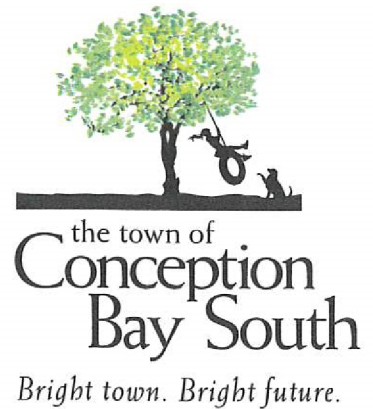
In accordance with your request for a copy of the records, the reports are publicly available on our website at the below link.

<https://www.conceptionbaysouth.ca/council/reports-publications/>

The traffic study for Phase 3 is in a transient form and has not yet been submitted to Council. With an anticipated completion date for early spring, it will be posted to our website as noted above.

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

Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in section 42 of the *Access to Information and Protection of Privacy Act* (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 contact me by telephone at 834-6500 ext 104 or by email at jody.fifield@conceptionbaysouth.ca.

Sincerely,

TOWN OF CONCEPTION BAY SOUTH

Jody Fifield
ATIPP Coordinator