

2006-2007 Annual Report to Parliament

on the

***Access to Information Act and
the Privacy Act***



Parc Downsview Park

Canada 

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Access to Information Act and the *Privacy Act***

Table of Contents

1. About the Organization

- i. Overview of Parc Downsview Park (PDP) Inc.
- ii. Mandate
- iii. Administration of the *Access to Information* and *Privacy Acts*

2. Report on the *Access to Information Act*

- i. Requests Under the *Access to Information Act*
- ii. Disposition of Requests Completed
- iii. Exemptions Invoked and Exclusions Cited
- iv. Completion Times and Extensions
- v. Fees and Costs
- vi. Complaints, investigations and Federal Court Cases

3. Report on the *Privacy Act*

- i. Requests Under the *Privacy Act*
- ii. Disposition of Requests Completed
- iii. Exemptions Invoked and Exclusions Cited
- iv. Completion Times and Extensions
- v. Fees and Costs
- vi. Complaints, investigations and Federal Court Cases
- vii. Privacy Impact Assessments and Preliminary Privacy Impact Assessments
- viii. Disclosures Under Subsection 8(2)(a) to 8(2)(m) of the *Privacy Act*
- ix. Data Matching and Data Sharing Activities

Annex A – Report on the *Access to Information Act*

Annex B – Report on the *Privacy Act*

1. About the Organization

i. Overview of Parc Downsview Park (PDP) Inc.

The creation of a national urban park on the Downsview Lands was announced in the 1994 federal budget with the closure Canadian Forces Base (CFB) Toronto. It was determined that the achievement of a self-financing “unique urban recreational green space for the enjoyment of future generations” required a Crown corporation. Canada Lands Company Downsview Inc. (CLCD) was incorporated in July 1998 as a non-agent Crown Corporation under the *Canada Business Corporations Act* and a wholly owned subsidiary of Canada Lands Company Limited (CLCL). On March 23, 2000, the corporation’s name was changed to Parc Downsview Park (PDP) Inc., to explicitly reflect the public space focus of the mandate. On September 3, 2003, PDP became a “deemed” parent Crown Corporation (pursuant to Order in Council P.C. 2003-1304) and is now subject to Part X of the *Financial Administration Act*, as if it were a parent Crown Corporation. On September 16, 2003, PDP was declared an agent Crown Corporation (by Proclamation SOR/2003-313).

PDP is a subsidiary of CLCL and its share is held in trust by CLCL on behalf of the Crown. As a “deemed” parent, PDP reports directly to Parliament through its responsible Minister, currently the Minister of Transport, Infrastructure and Communities. This ensures that its activities and operations are open, accountable and transparent to Parliament and the public.

ii. Mandate

PDP is mandated to build a “unique urban recreational green space for the enjoyment of future generations” on a self-financing basis on 231.5 hectares (572 acres) in the centre of the Greater Toronto Area. Under PDP’s mandate and operational framework (approved by Government in 1998), PDP is required to be entirely self-financing with its principle source of revenue derived from the sale of certain parcels of land and the lease of land and buildings.

iii. Administration of the Access to Information and Privacy Acts

Due to the fact that PDP became subject to the *Access to Information Act* and the *Privacy Act* effective September 1st, 2006, there was no formal Delegation Order in place for this reporting period. Therefore, the authority to oversee the administration of Access to Information and Privacy remains with the head of PDP.

During 2006-2007, PDP conducted a briefing and awareness session for its employees so as to inform them on the *Access to Information Act* and the *Privacy Act* in general, and to create an understanding of compliance with the legislation.

2. Report on the Access to Information Act

i. Requests Under the Access to Information Act

During the reporting period, September 1st, 2006 to March 31st, 2007, PDP received a total of two (2) requests under the *Access to Information Act*.

Due to PDP becoming subject to the *Access to Information Act* as of September 1st, 2006, these two (2) requests represent the first formal Access to Information requests processed by PDP under the Act.

Of the two (2) requests, both were from the public.

ii. Disposition of Requests Completed

There were two (2) requests completed in 2006-2007. The disposition of these requests was:

- Two (2) fully disclosed (100%)

iii. Exemptions Invoked and Exclusions Cited

For the two (2) requests completed in 2006-2007, all records requested were fully disclosed. There were no exemptions invoked and exclusions cited by PDP during 2006-2007.

iv. Completion Times and Extensions

The two (2) requests completed in 2006-2007 were completed in the following time frames:

- Two (2) completed in 30 days or under (100%)

v. Fees and Costs

The total fees collected amounted to \$10.00 for the formal application fees during the reporting period.

In 2006-2007, it is estimated that \$500.00 in salary costs and \$2,773.08 in operational and administrative costs were incurred by PDP to administer the *Access to Information Act*.

vi. Complaints, investigations and Federal Court Cases

During the 2006-2007 reporting period, PDP had no complaints filed with the Information Commissioner, nor applications or appeals to the Federal Courts.

3. Report on the *Privacy Act*

i. Requests Under the *Privacy Act*

PDP became subject to the *Privacy Act* as of September 1st, 2006.

During the reporting period, September 1st, 2006 to March 31st, 2007, PDP did not process any requests or other undertakings under the *Privacy Act*.

ii. Disposition of Requests Completed

PDP did not process any requests or other undertakings under the *Privacy Act*.

iii. Exemptions Invoked and Exclusions Cited

PDP did not process any requests or other undertakings under the *Privacy Act*.

iv. Completion Times and Extensions

PDP did not process any requests or other undertakings under the *Privacy Act*.

v. Fees and Costs

The total fees for formal requests under the *Privacy Act* amounted to \$0.00 during the reporting period.

In 2006-2007, no costs (operational and administrative) were incurred by PDP to administer the *Privacy Act*.

vi. Complaints, investigations and Federal Court Cases

During the reporting period, PDP had no complaints filed with the Privacy Commissioner, nor applications or appeals to the federal courts.

vii. Privacy Impact Assessments (PIAs) and Preliminary Privacy Impact Assessments (PPIAs)

During the reporting period, September 1st, 2006 to March 31st, 2007, there were no PIAs and PPIAs completed and/or forwarded to the Office of the Privacy Commissioner.

viii. Disclosures Under Subsection 8(2)(a) to 8(2)(m) of the *Privacy Act*

There were no types of 8(2) disclosures made by PDP during the 2006-2007 reporting period.

ix. Data Matching and Data Sharing Activities

Throughout 2006-2007, PDP did not undertake data matching or data sharing activities.

Annex A

Report on the Access to Information Act

Institution Parc Downsview Park Inc.				Reporting period / Période visée par le rapport September 1, 2006-March 31, 2007	
Source	Media / Médias 0	Academia / Secteur universitaire 0	Business / Secteur commercial 0	Organization / Organisme 0	Public 2

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information	
Received during reporting period / Reçues pendant la période visée par le rapport	2
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	2
Completed during reporting period / Traitées pendant la période visées par le rapport	2
Carried forward / Reportées	0

II Disposition of requests completed / Disposition à l'égard des demandes traitées			
1. All disclosed / Communication totale	2	6. Unable to process / Traitement impossible	0
2. Disclosed in part / Communication partielle	0	7. Abandoned by applicant / Abandon de la demande	0
3. Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8. Treated informally / Traitement non officiel	0
4. Nothing disclosed (exempt) / Aucune communication (exemption)	0	TOTAL	2
5. Transferred / Transmission	0		

II Exemptions invoked / Exceptions invoquées							
S. Art. 13(1)(a)	0	S. Art. 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	0
(b)	0	(b)	0	(c)	0	(b)	0
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	0	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art. 22	0
S. 15(1) International rel. / Art. Relations intern.	0	S. Art. 16(3)	0	(b)	0	S. Art. 23	0
Defence / Défense	0	S. Art. 17	0	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art. 26	0

I Exclusions cited / Exclusions citées			
S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V Completion time / Délai de traitement	
30 days or under / 30 jours ou moins	2
31 to 60 days / De 31 à 60 jours	0
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

V Extensions / Prorogations des délais		
	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	0	0
Third party / Tiers	0	0
TOTAL	0	0

VI Translations / Traduction	
Translations requested / Traductions demandées	0
Translations prepared / Traductions préparées	0
	0
English to French / De l'anglais au français	0
French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation	
Copies given / Copies de l'original	2
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

I Fees / Frais			
Net fees collected / Frais net perçus			
Application fees / Frais de la demande	10.00	Preparation / Préparation	0
Reproduction	0	Computer processing / Traitement informatique	0
Searching / Recherche	0	TOTAL	10.00
Fees waived / Dispense de frais		No. of times / Nombre de fois	
\$25.00 or under / 25 \$ ou moins		0	\$ 0
Over \$25.00 / De plus de 25 \$		0	\$ 0

X Costs Coûts	
Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	\$ 500.00
Administration (O and M) / Administration (fonctionnement et maintien)	\$ 2773.08
TOTAL	\$ 3273.08
Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	2



Annex B Report on the Privacy Act

Institution Parc Downsview Park Inc.	Reporting period / Période visée par le rapport September 1, 2006-March 31, 2007
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I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels	
Received during reporting period / Reçues pendant la période visée par le rapport	0
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	0
Completed during reporting period / Traitées pendant la période visées par le rapport	0
Carried forward / Reportées	0

II Disposition of request completed / Disposition à l'égard des demandes traitées	
1. All disclosed / Communication totale	0
2. Disclosed in part / Communication partielle	0
3. Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4. Nothing disclosed (exempt) / Aucune communication (exemption)	0
5. Unable to process /	0
6. Abandoned by applicant / Abandon de la demande	0
7. Transferred / Transmission	0
TOTAL	0

III Exemptions invoked / Exceptions invoquées	
S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	0
(d)	0
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	0
(b)	0
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	0
S. Art. 27	0
S. Art. 28	0

IV Exclusions cited / Exclusions citées	
S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
0	0

V Completion time / Délai de traitement	
30 days or under / 30 jours ou moins	0
31 to 60 days /	0
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extentions / Prorogations des délais		
	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	0	0
Consultation	0	0
Translation / Traduction	0	0
TOTAL	0	0

VII Translations / Traductions		
Translations requested / Traductions demandées		0
Translations prepared /	English to French / De l'anglais au français	0
Traductions préparées	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation	
Copies given / Copies de l'original	0
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention	
Corrections requested /	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X Costs / Coûts	
Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	\$ 0
Administration (O and M) / Administration (fonctionnement et maintien)	\$ 0
TOTAL	\$ 0
Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	0

