

**From:** [Marcomm Information](#) on behalf of [Newsline](#)  
**To:** [NEWSLINE@CLIFFY.UCS.MUN.CA](mailto:NEWSLINE@CLIFFY.UCS.MUN.CA)  
**Subject:** [NEWSLINE] : Multiple scheduled power outages: Arts and Administration, Utilities Annex  
**Date:** Thursday, February 8, 2024 1:56:31 PM

#### **Power shutdown, Friday, Feb. 9, Arts and Administration building, west wing**

Facilities Management would like to advise occupants of the Arts and Administration building that there will be a disruption to power on Friday, Feb. 9, between 6-7 a.m. Offices on all floors in the west wing will be impacted. Please contact Work Control at 709-864-7600 with any questions or concerns pertaining to the work.

#### **Electrical work could temporarily impact building temperatures, Saturday, Feb. 10**

Facilities Management will be completing an electrical isolation that will impact emergency power supply to the Utilities Annex on Saturday, Feb. 10, between 6-8 a.m. In the unlikely event of normal power loss during this two-hour isolation, there would be an up to 30-minute delay in emergency power supply to the Utilities Annex boilers. If this occurs, buildings on the high temperature hot water heating loops (listed below) may experience a temporary drop in building temperature until emergency power is restored.

- All south campus buildings except Paton College, MacPherson College, Facilities Management, Music, Computing Services and Burton's Pond apartments.
- All north campus buildings except C-CORE, Queen's College, St. John's College, Coughlan College, Spencer Hall and Feild Hall.
- Health Sciences Centre, ARC, Faculty of Medicine extension and NRC.

Inquiries concerning this project can be directed to the phone number listed below or by contacting 709-864-7600 after hours. Facilities Management appreciates your cooperation during this important upgrade to campus infrastructure.

FM contact: Terry Clarke ( [REDACTED] )

s. 40(1)

**From:** [Worsfold, Scott](#)  
**To:** [Koren Thomson](#); [Lee, Raelene L](#); [Maureen E. Ryan](#)  
**Cc:** [Butler, Kaitlin Sophia](#); [Noseworthy, Maggie](#)  
**Subject:** RE: SIE OIPC Report, Report A-2024-006  
**Date:** Monday, February 19, 2024 2:24:29 PM

---

Can we chat at 3?



Scott Worsfold, BA, M.Div., LLB  
 General Counsel  
 Office of the General Counsel  
 Arts & Administration Building Rm A-1005  
 230 Elizabeth Ave.,  
 PO Box 4200  
 St. John's, NL  
 A1C 5S7  
 T: 709-864-7695  
 E: [dsworsfold@mun.ca](mailto:dsworsfold@mun.ca)

This e-mail communication and accompanying documents is intended only for the individual or entity to which it is addressed and may contain information that is confidential, privileged or exempt from disclosure under applicable law. Any use of this information by individuals or entities other than the intended recipient is strictly prohibited. If you have received this in error, please notify the sender and delete all the copies (electronic or otherwise) immediately

---

**From:** Koren Thomson <[kthomson@stewartmckelvey.com](mailto:kthomson@stewartmckelvey.com)>  
**Sent:** Monday, February 19, 2024 1:58 PM  
**To:** Worsfold, Scott <[dsworsfold@mun.ca](mailto:dsworsfold@mun.ca)>; Lee, Raelene L <[raelenelee@mun.ca](mailto:raelenelee@mun.ca)>; Maureen E. Ryan <[mryan@stewartmckelvey.com](mailto:mryan@stewartmckelvey.com)>  
**Cc:** Butler, Kaitlin Sophia <[kaitlin.butler@mun.ca](mailto:kaitlin.butler@mun.ca)>; Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>  
**Subject:** FW: SIE OIPC Report, Report A-2024-006

Hi There,

Can we have a chat on this one? Maureen and I are available all afternoon with the exception of 3:30-4pm.

Thanks,

**Koren A. Thomson**  
 Partner  
 Stewart McKelvey  
 D: 709.570.8848

---

**From:** Koren Thomson  
**Sent:** Monday, February 19, 2024 1:39 PM

**From:** Noseworthy, Maggie  
**To:** Lee, Raelene L; Worsfold, Scott; Koren Thomson; Maureen E. Ryan; Butler, Kaitlin Sophia  
**Subject:** RE: New SIE ATIPP Request - 015-01-96-23  
**Date:** Monday, February 19, 2024 3:21:13 PM  
**Attachments:** image002.png

---

Sorry all,

s. 40(1)

About to get on the phone with Kaitlin, who will fill me in.

M

Maggie Noseworthy | B.A., LL.B. (she/her)  
 University Access and Privacy Advisor  
 Office of the General Counsel  
 Memorial University of Newfoundland  
 St. John's | Newfoundland and Labrador | A1C 5S7

**From:** Lee, Raelene L <raelenelee@mun.ca>  
**Sent:** Monday, February 19, 2024 2:57 PM  
**To:** Worsfold, Scott <dsworsfold@mun.ca>; Koren Thomson <kthomson@stewartmckelvey.com>;  
 Maureen E. Ryan <mryan@stewartmckelvey.com>; Noseworthy, Maggie  
 <maggie.noseworthy@mun.ca>; Butler, Kaitlin Sophia <kaitlin.butler@mun.ca>  
**Subject:** RE: New SIE ATIPP Request - 015-01-96-23

I'm in another meeting so I won't make it.

Sorry.  
 Raelene

Raelene Lee (she/her)  
 Associate General Counsel  
 Memorial University of Newfoundland and Labrador  
 (709) 864-8920

**From:** Worsfold, Scott <dsworsfold@mun.ca>  
**Sent:** Monday, February 19, 2024 2:34 PM  
**To:** Koren Thomson <kthomson@stewartmckelvey.com>; Maureen E. Ryan  
 <mryan@stewartmckelvey.com>; Lee, Raelene L <raelenelee@mun.ca>; Noseworthy, Maggie  
 <maggie.noseworthy@mun.ca>; Butler, Kaitlin Sophia <kaitlin.butler@mun.ca>  
**Subject:** RE: New SIE ATIPP Request - 015-01-96-23

I feel like you've set this down for the wrong time because my calendar is telling me I'm 15 hours late for it!



Scott Worsfold, BA, M.Div., LLB  
 General Counsel  
 Office of the General Counsel  
 Arts & Administration Building Rm A-1005  
 230 Elizabeth Ave.,  
 PO Box 4200  
 St. John's, NL  
 A1C 5S7  
 T: 709-864-7695  
 E: [dsworsfold@mun.ca](mailto:dsworsfold@mun.ca)

This e-mail communication and accompanying documents is intended only for the individual or entity to which it is addressed and may contain information that is confidential, privileged or exempt from disclosure under applicable law. Any use of this information by individuals or entities other than the intended recipient is strictly prohibited. If you have received this in error, please notify the sender and delete all the copies (electronic or otherwise) immediately

-----Original Appointment-----

**From:** Koren Thomson <[kthomson@stewartmckelvey.com](mailto:kthomson@stewartmckelvey.com)>

**Sent:** Monday, February 19, 2024 2:31 PM

**To:** Maureen E. Ryan; Worsfold, Scott; Lee, Raelene L; Noseworthy, Maggie; Butler, Kaitlin Sophia

**Subject:** New SIE ATIPP Request - 015-01-96-23

**When:** Monday, February 19, 2024 12:00 AM to Tuesday, February 20, 2024 12:00 AM (UTC-03:30) Newfoundland.

**Where:** Teams

---

**Microsoft Teams** [Need help?](#)

### **Join the meeting now**

Meeting ID: [REDACTED]

Passcode: [REDACTED] s. 31(1)(l)

**Dial-in by phone** s. 31(1)(l)

+1 437 703 450 [REDACTED] # Canada, Toronto

(855) 212 2047 [REDACTED] Canada (Toll free)

[Find a local number](#)

Phone conference ID: [REDACTED] s. 31(1)(l)

**Join on a video conferencing device**

Tenant key: [REDACTED]@m.webex.com

Video ID: [REDACTED] s. 31(1)(l)

[More info](#)

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)



\*\*Call toll free if your computer audio does not work.

\*\*\*\*\*

This e-mail message (including attachments, if any) is confidential and may be privileged. Any unauthorized distribution or disclosure is prohibited. Disclosure to anyone other than the intended recipient does not constitute waiver of privilege. If you have received this e-mail in error, please notify us and delete it and any attachments from your computer system and records.

-----

Ce courriel (y compris les pièces jointes) est confidentiel et peut être privilégié. La distribution ou la divulgation non autorisée de ce courriel est interdite. Sa divulgation à toute personne autre que son destinataire ne constitue pas une renonciation de privilège. Si vous avez reçu ce courriel par erreur, veuillez nous aviser et éliminer ce courriel, ainsi que les pièces jointes, de votre système informatique et de vos dossiers.

**From:** [Noseworthy, Maggie](#)  
**To:** [Butler, Kaitlin Sophia](#)  
**Subject:** RE: ATIPP Request: 015-01-96-23  
**Date:** Monday, February 19, 2024 3:44:29 PM

---

Yes, please

Maggie Noseworthy | B.A., LL.B. (she/her)  
 University Access and Privacy Advisor  
 Office of the General Counsel  
 Memorial University of Newfoundland  
 St. John's | Newfoundland and Labrador | A1C 5S7

---

**From:** Butler, Kaitlin Sophia <[kaitlin.butler@mun.ca](mailto:kaitlin.butler@mun.ca)>  
**Sent:** Monday, February 19, 2024 3:43 PM  
**To:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>  
**Subject:** RE: ATIPP Request: 015-01-96-23

No, I don't unfortunately. Koren didn't provide it. Let me know if you'd like me to reach out to Koren to obtain it.

Thanks,  
 K

**Kaitlin Butler**  
 Access and Privacy Analyst

---

**From:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>  
**Sent:** Monday, February 19, 2024 3:42 PM  
**To:** Butler, Kaitlin Sophia <[kaitlin.butler@mun.ca](mailto:kaitlin.butler@mun.ca)>  
**Subject:** FW: ATIPP Request: 015-01-96-23

I have already responded and so has [REDACTED] Do you have the number handy?

Thanks, s. 40(1)  
 M

Maggie Noseworthy | B.A., LL.B. (she/her)  
 University Access and Privacy Advisor  
 Office of the General Counsel  
 Memorial University of Newfoundland  
 St. John's | Newfoundland and Labrador | A1C 5S7

---

**From:** [REDACTED] s. 40(1)  
**Sent:** Monday, February 19, 2024 3:40 PM  
**To:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>

**Subject:** Re: ATIPP Request: 015-01-96-23

Good afternoon:

Please provide the court docket number for the appeal commenced by MUN.

Regards,

--

s. 40(1)

---

**From:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>

**Sent:** Monday, February 19, 2024 3:38 PM

**To:** [REDACTED] s. 40(1)

**Subject:** RE: ATIPP Request: 015-01-96-23

Good afternoon,

This request has been closed since 1 December 2023. The Report you reference has also since been appealed to Court. As such, you may want to wait for the results of that action prior to submitting a formal access to information request for the information.

Kind regards,

Maggie

Maggie Noseworthy | B.A., LL.B. (she/her)

University Access and Privacy Advisor

Office of the General Counsel

Memorial University of Newfoundland

St. John's | Newfoundland and Labrador | A1C 5S7

---

**From:** [REDACTED] s. 40(1)

**Sent:** Friday, February 16, 2024 3:47 PM

**To:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>

**Cc:** iapp <[iap@mun.ca](mailto:iap@mun.ca)>

**Subject:** Re: ATIPP Request: 015-01-96-23

Good afternoon:

When responding to the above referenced ATIPP request, you claimed that "the legal letters referred to in the Auditor General's report were letters sent by lawyers of the Separately Incorporated Entities (SIEs) and are therefore not in the custody or control of Memorial University of Newfoundland."

In his most recent Report [A-2024-006](#) the Commissioner rejected this claim:

"From our investigation and based upon the balance of probabilities, C-Core, Genesis, and CCFI are part of Memorial and subject to ATIPPA, 2015. There is significant evidence to support this claim. However, my recommendation in this Report is not based upon this position; instead it is clear that Memorial has custody or control over the records in question regardless of whether the SIEs are part of Memorial, third parties, or their own public bodies" (para 23).

Is the Public Body prepared to release records responsive to prong 3 of the above referenced ATIPP request without making a new request?

Regards,



s. 40(1)

**From:** Butler, Kaitlin Sophia <[kaitlin.butler@mun.ca](mailto:kaitlin.butler@mun.ca)>

**Sent:** Friday, December 1, 2023 11:47 AM

**To:** [Redacted]

s. 40(1)

**Subject:** ATIPP Request: 015-01-96-23

*(The following is sent on behalf of Ms. Maggie Noseworthy, University Access and Privacy Advisor (Interim))*

Good morning:



Re: Your request for access to information under  
Part II of the *Access to Information and Protection of  
Privacy Act, 2015* (Our File # 015-01-96-23)

On 10 November 2023, we received your request for:

*1. Legal bills and invoices submitted by Stewart McKelvey to MUN for legal services provided and related disbursements covered by MUN from August to October 2023*

*2. Legal bills and invoices submitted by McInnes Cooper to MUN for legal services provided and related disbursements covered by MUN from January to October 2023*

*3. Legal bills and invoices submitted to MUN with respect to 'legal letters' sent to the Office of the Auditor General during the course of the audit of MUN's operation (see p.*

*71 of the Independent Auditor's Report), if not included in Items 1 and 2 above*

*If MUN asserts solicitor-client privilege over those records, the requester is agreeable to receive the information in the same format as provided in response to ATIPP requests*

*020-09-04-23, 002-17-244-23, 015-01-90-23 and 015-01-94-23*

I am pleased to inform you that a decision has been made to provide access to the requested information. Please see the enclosed record for this information.

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 appeal may be addressed to the Information and Privacy Commissioner as follows:

Office of the Information and Privacy Commissioner  
2 Canada Drive

Telephone: (709) 729-6309  
Toll-Free: 1-877-729-

6309

P. O. Box 13004, Stn. A

Facsimile: (709) 729-6500

St. John's, NL A1B 3V8  
[commissioner@oipc.nl.ca](mailto:commissioner@oipc.nl.ca)

Email:

You may also appeal directly to the Supreme Court Trial Division within 15 business days of receipt of this letter, pursuant to section 52 of the *Act*. A copy of this section of the *Act* has been enclosed for your reference.

If you have any questions, please feel free to contact the IAP office by email at [iap@mun.ca](mailto:iap@mun.ca).

Sincerely,

Maggie Noseworthy

Maggie Noseworthy | B.A., LL.B. (she/her)

University Access and Privacy Advisor (Interim)

Office of the General Counsel

Memorial University of Newfoundland

St. John's | Newfoundland and Labrador | A1C 5S7

---

**From:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>

**Sent:** Monday, February 19, 2024 3:38 PM

**To:** [REDACTED] s. 40(1)

**Subject:** RE: ATIPP Request: 015-01-96-23

Good afternoon,

This request has been closed since 1 December 2023. The Report you reference has also since been appealed to Court. As such, you may want to wait for the results of that action prior to

submitting a formal access to information request for the information.

Kind regards,

Maggie

Maggie Noseworthy | B.A., LL.B. (she/her)

University Access and Privacy Advisor

Office of the General Counsel

Memorial University of Newfoundland

St. John's | Newfoundland and Labrador | A1C 5S7

---

**From:** [REDACTED] s. 40(1)  
**Sent:** Friday, February 16, 2024 3:47 PM  
**To:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>  
**Cc:** iapp <[iap@mun.ca](mailto:iap@mun.ca)>  
**Subject:** Re: ATIPP Request: 015-01-96-23

Good afternoon:

When responding to the above referenced ATIPP request, you claimed that "the legal letters referred to in the Auditor General's report were letters sent by lawyers of the Separately Incorporated Entities (SIEs) and are therefore not in the custody or control of Memorial University of Newfoundland."

In his most recent Report [A-2024-006](#) the Commissioner rejected this claim:

"From our investigation and based upon the balance of probabilities, C-Core, Genesis, and CCFI are part of Memorial and subject to ATIPPA, 2015. There is significant evidence to support this claim. However, my recommendation in this Report is not based upon this position; instead it is clear that Memorial has custody or control over the records in question regardless of whether the SIEs are part of Memorial, third parties, or their own public bodies" (para 23).

Is the Public Body prepared to release records responsive to prong 3 of the above referenced ATIPP request without making a new request?

Regards,

s. 40(1)

**From:** Butler, Kaitlin Sophia <[kaitlin.butler@mun.ca](mailto:kaitlin.butler@mun.ca)>

**Sent:** Friday, December 1, 2023 11:47 AM

**To:**

s. 40(1)

**Subject:** ATIPP Request: 015-01-96-23

*(The following is sent on behalf of Ms. Maggie Noseworthy, University Access and Privacy Advisor (Interim))*

Good morning:

Re: Your request for access to information under  
Part II of the *Access to Information and Protection of  
Privacy Act, 2015* (Our File # 015-01-96-23)

On 10 November 2023, we received your request for:

*1. Legal bills and invoices submitted by Stewart McKelvey to MUN for legal services provided and related disbursements covered by MUN from August to October 2023*

*2. Legal bills and invoices submitted by McInnes Cooper to MUN for legal services provided and related disbursements covered by MUN from January to October 2023*

*3. Legal bills and invoices submitted to MUN with respect to 'legal letters' sent to the Office of the Auditor General during the course of the audit of MUN's operation (see p.*

*71 of the Independent Auditor's Report), if not included in Items 1 and 2 above*

*If MUN asserts solicitor-client privilege over those records, the requester is agreeable to receive the information in the same format as provided in response to ATIPP requests*

020-09-04-23, 002-17-244-23, 015-01-90-23 and 015-01-94-23

I am pleased to inform you that a decision has been made to provide access to the requested information. Please see the enclosed record for this information.

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 appeal may be addressed to the Information and Privacy Commissioner as follows:

|                                                                      |                           |
|----------------------------------------------------------------------|---------------------------|
| Office of the Information and Privacy Commissioner                   | Telephone: (709) 729-6309 |
| 2 Canada Drive                                                       | Toll-Free: 1-877-729-     |
| 6309                                                                 |                           |
| P. O. Box 13004, Stn. A                                              | Facsimile: (709) 729-6500 |
| St. John's, NL A1B 3V8                                               | Email:                    |
| <a href="mailto:commissioner@oipc.nl.ca">commissioner@oipc.nl.ca</a> |                           |

You may also appeal directly to the Supreme Court Trial Division within 15 business days of receipt of this letter, pursuant to section 52 of the *Act*. A copy of this section of the *Act* has been enclosed for your reference.

If you have any questions, please feel free to contact the IAP office by email at [iap@mun.ca](mailto:iap@mun.ca).

Sincerely,

Maggie Noseworthy

Maggie Noseworthy | B.A., LL.B. (she/her)

University Access and Privacy Advisor (Interim)

Office of the General Counsel

Memorial University of Newfoundland

St. John's | Newfoundland and Labrador | A1C 5S7

**From:** [Noseworthy, Maggie](#)  
**To:** [Koren Thomson](#); [Butler, Kaitlin Sophia](#)  
**Subject:** RE: ATIPP Request: 015-01-96-23  
**Date:** Tuesday, February 20, 2024 9:00:02 AM

---

Thanks, Koren!

Maggie Noseworthy | B.A., LL.B. (she/her)  
 University Access and Privacy Advisor  
 Office of the General Counsel  
 Memorial University of Newfoundland  
 St. John's | Newfoundland and Labrador | A1C 5S7

**From:** Koren Thomson <[ktthomson@stewartmckelvey.com](mailto:ktthomson@stewartmckelvey.com)>  
**Sent:** Monday, February 19, 2024 4:59 PM  
**To:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>; Butler, Kaitlin Sophia <[kaitlin.butler@mun.ca](mailto:kaitlin.butler@mun.ca)>  
**Subject:** RE: ATIPP Request: 015-01-96-23

It just came back. It's 2024 01G 0937.

Thanks!

**Koren A. Thomson**

Partner  
 Stewart McKelvey  
 D 709 570 8848

**From:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>  
**Sent:** Monday, February 19, 2024 3:54 PM  
**To:** Koren Thomson <[ktthomson@stewartmckelvey.com](mailto:ktthomson@stewartmckelvey.com)>; Butler, Kaitlin Sophia <[kaitlin.butler@mun.ca](mailto:kaitlin.butler@mun.ca)>  
**Subject:** RE: AT PP Request: 015-01-96-23

**This is an external email.**

Hi Koren,

s. 40(1)

As an FYI, the applicant has asked for it in response to our communication to [REDACTED] this afternoon.

Thanks,  
 M

Maggie Noseworthy | B.A., LL.B. (she/her)  
 University Access and Privacy Advisor  
 Office of the General Counsel

Memorial University of Newfoundland  
St. John's | Newfoundland and Labrador | A1C 5S7

**From:** Koren Thomson <[kthomson@stewartmckelvey.com](mailto:kthomson@stewartmckelvey.com)>  
**Sent:** Monday, February 19, 2024 3:52 PM  
**To:** Butler, Kaitlin Sophia <[kaitlin.butler@mun.ca](mailto:kaitlin.butler@mun.ca)>  
**Cc:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>  
**Subject:** RE: ATIPP Request: 015 01 96 23

Hi Kaitlin,

The issued copy hasn't come back from Court yet. Once we have it, I can send it along.

Thanks,  
Koren

**Koren A. Thomson**  
Partner  
Stewart McKelvey  
D: 709 570 8848

**From:** Butler, Kaitlin Sophia <[kaitlin.butler@mun.ca](mailto:kaitlin.butler@mun.ca)>  
**Sent:** Monday, February 19, 2024 3:51 PM  
**To:** Koren Thomson <[kthomson@stewartmckelvey.com](mailto:kthomson@stewartmckelvey.com)>  
**Cc:** Noseworthy, Maggie <[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>  
**Subject:** FW: ATIPP Request: 015-01-96-23

**This is an external email.**

Hi Koren,

Could you please send along the court docket number for the appeal recently filed regarding the OIPC Report on the SIEs?

Thank you,

Kaitlin

**Kaitlin Butler**  
Access and Privacy Analyst

**From:** iapp  
**Sent:** Friday, February 16, 2024 4:06 PM  
**To:** 'Koren Thomson' <[kthomson@stewartmckelvey.com](mailto:kthomson@stewartmckelvey.com)>  
**Cc:** Worsfold, Scott <[dsworsfold@mun.ca](mailto:dsworsfold@mun.ca)>; Maggie Noseworthy ([maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca))  
<[maggie.noseworthy@mun.ca](mailto:maggie.noseworthy@mun.ca)>



**Subject:** FW: ATIPP Request: 015-01-96-23

Hi Koren,

s. 30(1) (a)

Thank you,

Kaitlin

**Kaitlin Butler**  
Access and Privacy Analyst

**From:** [REDACTED] s. 40(1)  
**Sent:** Friday, February 16, 2024 3:47 PM  
**To:** Noseworthy, Maggie <maggie.noseworthy@mun.ca>  
**Cc:** iapp <iap@mun.ca>  
**Subject:** Re: ATIPP Request: 015-01-96-23

Good afternoon:

When responding to the above referenced ATIPP request, you claimed that "the legal letters referred to in the Auditor General's report were letters sent by lawyers of the Separately Incorporated Entities (SIEs) and are therefore not in the custody or control of Memorial University of Newfoundland."

In his most recent Report A-2024-006 the Commissioner rejected this claim:

"From our investigation and based upon the balance of probabilities, C-Core, Genesis, and CCFI are part of Memorial and subject to ATIPPA, 2015. There is significant evidence to support this claim. However, my recommendation in this Report is not based upon this position; instead it is clear that Memorial has custody or control over the records in question regardless of whether the SIEs are part of Memorial, third parties, or their own public bodies" (para 23).

Is the Public Body prepared to release records responsive to prong 3 of the above referenced ATIPP request without making a new request?

Regards,

--

s. 40(1)

**From:** Butler, Kaitlin Sophia <kaitlin.butler@mun.ca>  
**Sent:** Friday, December 1, 2023 11:47 AM

NOTE TO APPLICANT: The remainder of this email thread is located previously in the records.

IAP Office

**From:** [Koren Thomson](#)  
**To:** [Noseworthy, Maggie](#); [Worsfold, Scott](#); [Butler, Kaitlin Sophia](#)  
**Cc:** [Joanne Taylor](#)  
**Subject:** 2024 01G 0937 | Application for Declaration of Memorial University re OIPC Report A-2024-006  
**Date:** Tuesday, February 20, 2024 11:03:06 AM  
**Attachments:** [Issued Originating Application for Declaration #4154-3695-6494 v.1.pdf](#)

NOTE TO APPLICANT: The attachment is located on the subsequent pages.

Good Morning: IAP Office

A copy of the issued application is attached. We have sent a copy to the OIPC, the Minister and [redacted] via email. s. 40(1)

[redacted]

s. 30(1) (a)

Warm Regards,  
Koren



**Koren A. Thomson**  
Partner  
D: 709.570 8848  
[kthomson@stewartmckelvey.com](mailto:kthomson@stewartmckelvey.com)  
[stewartmckelvey.com](http://stewartmckelvey.com)

\*\*\*\*\*  
This e-mail message (including attachments, if any) is confidential and may be privileged. Any unauthorized distribution or disclosure is prohibited. Disclosure to anyone other than the intended recipient does not constitute waiver of privilege. If you have received this e-mail in error, please notify us and delete it and any attachments from your computer system and records.  
-----

Ce courriel (y compris les pièces jointes) est confidentiel et peut être privilégié. La distribution ou la divulgation non autorisée de ce courriel est interdite. Sa divulgation à toute personne autre que son destinataire ne constitue pas une renonciation de privilège. Si vous avez reçu ce courriel par erreur, veuillez nous aviser et éliminer ce courriel, ainsi que les pièces jointes, de votre système informatique et de vos dossiers.

2024 01G 0937

IN THE SUPREME COURT OF NEWFOUNDLAND AND LABRADOR  
GENERAL DIVISION

BETWEEN:

NEIL BOSE, THE PRESIDENT AND  
VICE-CHANCELLOR *PRO TEMPORE* OF MEMORIAL  
UNIVERSITY OF NEWFOUNDLAND

APPLICANT

ORIGINATING APPLICATION  
(EX PARTE)

| Summary of Current Document                           |                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Court file number:                                    | 2020 01G 0937                                                                                                                                                                                                                                                                                                               |
| Date of filing of document:                           | February 16 2024                                                                                                                                                                                                                                                                                                            |
| Name of party or person filing:                       | Neil Bose, The President and Vice-Chancellor<br><i>Pro Tempore</i> of Memorial University of<br>Newfoundland                                                                                                                                                                                                                |
| Application to which document being filed<br>relates: | Originating Application pursuant to section<br>50(2)(a) of the <i>Access to Information and<br/>Protection of Privacy Act, 2015</i> , c A-1.2<br>seeking a declaration that the Applicant is not<br>required to comply with recommendations of<br>the Information and Privacy Commissioner of<br>Newfoundland and Labrador. |
| Statement of purpose in filing:                       | To commence Application                                                                                                                                                                                                                                                                                                     |

KOREN A. THOMSON  
STEWART MCKELVEY  
Suite 1100, Cabot Place  
100 New Gower Street  
St. John's, NL A1C 6K3  
Solicitors for the Applicant

**NATURE OF APPLICATION**

1. This is an Originating Application (*Ex Parte*) by the Applicant ("Memorial University"), pursuant to section 50(2)(a) of the *Access to Information and protection of Privacy Act, 2015*, SNL 2015, c A-1.2 (the "ATIPPA"), seeking a declaration that Memorial University is not required to comply with recommendations of the Information and Privacy Commissioner of Newfoundland and Labrador.

**MATERIAL FACTS**

2. The Information and Privacy Commissioner of Newfoundland and Labrador (the "OIPC") investigated consolidated complaints regarding four access to information requests made to Memorial University, each framed as follows:
  - (a) bonuses / special payments paid to C-Core executives and bonuses paid to C-Core management employees from January 1, 2019 to October 23, 2023;
  - (b) all bonuses and special payments paid to Genesis executives and all incentives paid to Genesis management employees from January 1, 2019 to October 23, 2023;
  - (c) all vehicle allowances paid to Genesis executive and management staff from January 1, 2019 to present; and,
  - (d) all vehicle allowances paid to Canadian Centre for Fisheries Innovation executive and management staff from January 1, 2019 to November 2, 2023

(the "Requests").
3. Memorial University had denied the Requests on the basis that it does not have custody and control over the information sought in the Requests, being information belonging to, and under the control of C-Core, Genesis and the Canadian Centre for Fisheries Innovations respectively, all of which are separately incorporated entities (the "SIEs"). It maintained that position during the OIPC's investigation.
4. During the course of the OIPC Investigation, and despite the suggestion of Memorial University that it do so, the OIPC declined to exercise its discretion under section 96(1) of the ATIPPA to seek material evidence from the corporations in possession of the specific evidence the OIPC sought from Memorial University, being the SIEs.

- 5 During the course of the OIPC Investigations, Memorial University submitted, *inter alia*:
- (a) The information sought in the Requests is remuneration information of employees of third party corporations, being the SIEs.
  - (b) The remuneration of the SIEs' employees is not funded by Memorial University.
  - (c) Memorial University is the sole shareholder or member (as applicable), of the SIEs. However, the SIEs operate under their own articles of incorporation, with their own Board of Directors, policies and procedures, and employ their own staff under contracts of employment.
  - (d) Memorial University has bare possession of the information sought as payroll agent for the SIEs. As payroll agent, Memorial University has no authority to regulate the content, use or disposal of the information sought. The SIEs are the principal in respect of the information sought.
  - (e) As sole shareholder or member (as applicable), Memorial University obtains copies of the SIEs' annual financial statements pursuant to section 262 of the *Corporations Act*, RSNL c C-36.
  - (f) The financial statements of the SIEs are reflected in Memorial University's Consolidated Financial Statements. As a result, Memorial University is obligated to maintain a copy of the SIEs' financial statements pursuant to section 260 of the *Corporations Act*.
  - (g) The information sought does not appear as a line item in the SIEs' Financial Statements, nor in Memorial University's Consolidated Financial Statements.
  - (h) The information sought was reflected in the Auditor General's Audit Report of Memorial University published by the Government of Newfoundland and Labrador in or about October 2023. The Government of Newfoundland and Labrador redacted the information being sought here from the published Audit Report.
  - (i) The information sought was provided to the Auditor General voluntarily by the SIEs for the purposes of conducting the audit of Memorial University under the *Auditor Generals Act, 2021*, SNL 2021, c A-22.1.

6. The investigation culminated in the issuance of Report A-2024-006 (the "Report"). In the Report, the OIPC did not acknowledge, and/or failed to consider, relevant information and argument put forward by Memorial University. The OIPC determined:
- (a) That Memorial University had not conducted a search for records and could not conduct a custody and control analysis until a search for records had been done. In this regard the OIPC determined that Memorial University breached the duty to assist.
  - (b) Despite the finding in (a), that Memorial University has custody and control over the records.
7. In the Report, the OIPC recommended that Memorial University:
- (a) Conduct a reasonable search for records requested in the Requests;
  - (b) If necessary, request responsive records from C-Core, Genesis Group Inc., and the Canadian Centre for Fisheries and Innovation; and,
  - (c) Provide its final response to the Requests to the Complainant within 30 business days.
8. Memorial University repeats the forgoing and maintains that it does not have custody and control of the information sought in the Requests, the particulars of which will be set out in affidavit evidence to be presented at trial.

#### **OTHER PERTINENT INFORMATION**

9. Sections 50(1) and (2) of the ATIPPA state:

50. (1) This section applies to a recommendation of the commissioner under section 47 that the head of the public body

(a) grant the applicant access to the record or part of the record; or

(b) make the requested correction to personal information.

(2) Where the head of the public body decides not to comply with a recommendation of the commissioner referred to in subsection (1) in whole or in part, the head shall, not later than 10 business days after receipt of that recommendation, apply to the Trial Division for a declaration that the public body is not required to comply with that recommendation because

- 4 -

(a) the head of the public body is authorized under this Part to refuse access to the record or part of the record, and, where applicable, it has not been clearly demonstrated that the public interest in disclosure of the information outweighs the reason for the exception;

(b) the head of the public body is required under this Part to refuse access to the record or part of the record; or

(c) the decision of the head of the public body not to make the requested correction to personal information is in accordance with this Act or the regulations.

**RELIEF REQUESTED**

10. Memorial University therefore seeks a declaration pursuant to section 50(2)(a) of the ATIPPA that it is authorized to refuse the Requests on the basis that the information sought in the Requests is not within the custody and control of Memorial University.

Dated at St. John's, this 16<sup>th</sup> day of February, 2024.

s. 40(1)

**KOREN A. THOMSON  
STEWART MCKELVEY  
Suite 1100, Cabot Place  
100 New Gower Street  
St. John's, NL A1C 6K3  
Solicitor for the Applicant**

**ISSUED** at St. John's, in the Province of Newfoundland and Labrador, this 16 day of Feb., 2024.

s. 40(1)

C  
OFFIC

2024 01G 0937

**IN THE SUPREME COURT OF NEWFOUNDLAND AND LABRADOR  
GENERAL DIVISION**

**BETWEEN:**

**NEIL BOSE, THE PRESIDENT AND  
VICE-CHANCELLOR *PRO TEMPORE* OF MEMORIAL  
UNIVERSITY OF NEWFOUNDLAND**

**APPLICANT**

**AFFIDAVIT OF MAGGIE NOSEWORTHY**

| Summary of Current Document                           |                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Court file number:                                    | 2024 01G 0937                                                                                                                                                                                                                                                                                                               |
| Date of filing of document:                           | February 16, 2024                                                                                                                                                                                                                                                                                                           |
| Name of party or person filing:                       | Neil Bose, The President and Vice-Chancellor<br><i>Pro Tempore</i> of Memorial University of<br>Newfoundland                                                                                                                                                                                                                |
| Application to which document being filed<br>relates: | Originating Application pursuant to section<br>50(2)(a) of the <i>Access to Information and<br/>Protection of Privacy Act, 2015</i> , c A-1.2<br>seeking a declaration that the Applicant is not<br>required to comply with recommendations of<br>the Information and Privacy Commissioner of<br>Newfoundland and Labrador. |
| Statement of purpose in filing:                       | To Support Application                                                                                                                                                                                                                                                                                                      |

I, MAGGIE NOSEWORTHY, of the City of St. John's, in the Province of Newfoundland and Labrador, make oath and say as follows:

1. I am the University Access and Privacy Advisor of Memorial University of Newfoundland, the Applicant in the within matter ("Memorial University"). As University Access and Privacy Advisor I manage access to information requests and complaints under the *Access to Information and Protection of Privacy Act, 2015*, SNL 2015, c A-1.2 (the "ATIPPA"). As such I have knowledge of the matters herein deposed, and am authorized by Memorial University to execute this Affidavit.
2. The Information and Privacy Commissioner of Newfoundland and Labrador (the "OIPC") investigated consolidated complaints regarding four access to information requests made to Memorial University, each framed as follows:



- 2 -

- (a) bonuses / special payments paid to C-Core executives and bonuses paid to C-Core management employees from January 1, 2019 to October 23, 2023;
  - (b) all bonuses and special payments paid to Genesis executives and all incentives paid to Genesis management employees from January 1, 2019 to October 23, 2023;
  - (c) all vehicle allowances paid to Genesis executive and management staff from January 1, 2019 to present; and,
  - (d) all vehicle allowances paid to Canadian Centre for Fisheries Innovation executive and management staff from January 1, 2019 to November 2, 2023
- (the "Requests").
3. Memorial University had denied the Requests on the basis that it does not have custody and control over the information sought in the Requests, being information belonging to, and under the control of C-Core, Genesis and the Canadian Centre for Fisheries Innovations respectively, all of which are separately incorporated entities (the "SIEs"). It maintained that position during the OIPC's investigation.
  4. During the course of the OIPC Investigation, and despite my recommendation that they do so, the OIPC declined to exercise its discretion under section 96(1) of the ATIPPA to seek material evidence from the corporations in possession of the evidence the OIPC sought from Memorial, being the SIEs.
  5. During the course of the OIPC Investigations, Memorial University submitted, *inter alia*:
    - (a) The information sought in the Requests is remuneration information of employees of third party corporations, being the SIEs.
    - (b) The remuneration of the SIEs' employees is not funded by Memorial University.
    - (c) Memorial University is the sole shareholder or member (as applicable), of the SIEs. However, the SIEs operate under their own articles of incorporation, with their own Board of Directors, policies and procedures, and employ their own staff under contracts of employment.

- (d) Memorial University has bare possession of the information sought as payroll agent for the SIEs. As payroll agent, Memorial University has no authority to regulate the content, use or disposal of the information sought. The SIEs are the principal in respect of the information sought.
  - (e) As sole shareholder or member (as applicable), Memorial University obtains copies of the SIEs' annual financial statements pursuant to section 262 of the *Corporations Act*, RSNL c C-36.
  - (f) The financial statements of the SIEs are reflected in Memorial University's Consolidated Financial Statements. As a result, Memorial University is obligated to maintain a copy of the SIEs' financial statements pursuant to section 260 of the *Corporations Act*.
  - (g) The information sought does not appear as a line item in the SIEs' Financial Statements, nor in Memorial University's Consolidated Financial Statements.
  - (h) The information sought was reflected in the Auditor General's Audit Report of Memorial University published by the Government of Newfoundland and Labrador in or about October 2023. The Government of Newfoundland and Labrador redacted the information sought from the published Audit Report.
  - (i) The information sought was provided to the Auditor General voluntarily by the SIEs for the purposes of conducting the audit of Memorial University under the *Auditor Generals Act, 2021*, SNL 2021, c A-22.1.
6. The investigation culminated in the issuance of Report A-2024-006 (the "Report"). In the Report, the OIPC did not acknowledge, and/or consider information and argument put forward by Memorial University. The OIPC determined:
- (a) That Memorial University had not conducted a search for records and could not conduct a custody and control analysis until a search for records had been done. In this regard the OIPC determined that Memorial University breached the duty to assist.
  - (b) Despite the finding in (a), that Memorial University has custody and control over the records.

7. In the Report, the OIPC recommended that Memorial University:
- (a) Conduct a reasonable search for records requested in the Requests;
  - (b) If necessary, request responsive records from C-Core, Genesis Group Inc., and the Canadian Centre for Fisheries and Innovation; and,
  - (c) Provide its final response to the Requests to the Complainant within 30 business days.
8. I swear that the information contained herein is true to the best of my knowledge, information and belief, and I make this Affidavit in support of Memorial University's Originating Application (*Ex Parte*) for a declaration under section 50(2)(a) of the ATIPPA that it does not have to comply with the OIPC's recommendations in Report A-2024-006.

**SWORN TO** at St. John's, in the Province of Newfoundland and Labrador, the 16 day of February, 2024 before me:

s. 40(1)

A Barrister of the Supreme Court of Newfoundland and Labrador

MAGGIE NOSEWORTHY

s. 40(1)

2024 01G 0937

**IN THE SUPREME COURT OF NEWFOUNDLAND AND LABRADOR  
GENERAL DIVISION**

**BETWEEN:**

**NEIL BOSE, THE PRESIDENT AND  
VICE-CHANCELLOR *PRO TEMPORE* OF MEMORIAL  
UNIVERSITY OF NEWFOUNDLAND**

**APPLICANT**

**AFFIDAVIT OF SERVICE**

I, \_\_\_\_\_ (your name), of \_\_\_\_\_ (City of  
residence) Newfoundland and Labrador, make oath and say as follows:

**(PERSONAL SERVICE)**

1. On \_\_\_\_\_ (date), at \_\_\_\_\_ (time), I served  
\_\_\_\_\_, of \_\_\_\_\_  
(identify person served) with the Originating Application (*Ex Partes*) and Order  
(Identify documents served) by leaving a copy with him (or her) at  
(address where service was made) or by leaving a copy of the document with  
(identify person by name and title) at \_\_\_\_\_  
(address where service was made) \_\_\_\_\_.
2. I was able to identify the person by means of \_\_\_\_\_.

(state the means by which the person's identity was ascertained).

**(SERVICE BY LEAVING A COPY WITH AN ADULT PERSON IN THE SAME HOUSEHOLD AS  
AN ALTERNATIVE TO PERSONAL SERVICE)**

1. I served \_\_\_\_\_ (identify person served) with  
the \_\_\_\_\_ (Identify documents served) by

- 2 -

leaving a copy in a sealed envelope on \_\_\_\_\_ (Date), at  
(time), with a person \_\_\_\_\_ (insert name if known) who  
appeared to be an adult member of the same household in which  
(Identify person served) is residing, at \_\_\_\_\_ (Address  
where service was made) and by sending a copy by regular lettermail (or registered or  
certified mail) on \_\_\_\_\_ (Date) to \_\_\_\_\_ (identify  
person served) at the same address.

2. I ascertained that the person was an adult member of the household by means of  
(state how it was ascertained that the person was an adult member of the household).
3. Before serving the documents in this way, I made an unsuccessful attempt to serve  
(identify person) personally at the same address on \_\_\_\_\_ (date).  
(If more than one attempt has been made, add: and again on  
(date).

**(SERVICE BY REGISTERED MAIL AS AN ALTERNATIVE TO PERSONAL SERVICE)**

1. On \_\_\_\_\_ (date), I sent to \_\_\_\_\_ (identify  
person served) by registered mail with Canada Post Corporation item #  
attached to the envelope, a copy of the  
(identify documents served).
2. Attached is the confirmation of delivery receipt obtained from Canada post Corporation for  
item # \_\_\_\_\_ showing the envelope was delivered to  
(identify person served) on \_\_\_\_\_ (date of receipt).

– 3 –

3. The item # on the confirmation of delivery receipt is identical to the item number on the registered mail receipt obtained from Canada Post Corporation for the envelope sent to \_\_\_\_\_ (address where mail was delivered).

**(SERVICE BY CERTIFIED MAIL AS AN ALTERNATIVE TO PERSONAL SERVICE)**

1. On \_\_\_\_\_ (date), I sent to \_\_\_\_\_ (identify person served) by certified mail a copy of the \_\_\_\_\_ (identify documents served).
2. I received the attached receipt card from Canada Post Corporation which indicates the documents were received on (date) and which bears a signature that purports to be the signature of \_\_\_\_\_ (identify person).

**(SERVICE BY REGULAR LETTERMAIL AS AN ALTERNATIVE TO PERSONAL SERVICE)**

1. On \_\_\_\_\_ (date), I sent to the \_\_\_\_\_ (identify person served) by regular lettermail a copy of the \_\_\_\_\_ (identify documents served) together with an acknowledgement of receipt form.
2. On \_\_\_\_\_ (date), I received the attached acknowledgement of receipt form bearing a signature that purports to be the signature of \_\_\_\_\_ (identify person).

**SWORN: AFFIRMED** before me at \_\_\_\_\_, in the Province of Newfoundland and Labrador, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

A Commissioner for taking affidavits.

**From:** Dunne, Nicole  
**To:** Butler, Kaitlin Sophia; Wooley, Emily  
**Cc:** VP Admin Finance & Advancement; Tibbo, Carol  
**Subject:** RE: ATIPP Request: 002-17-319-24  
**Date:** Wednesday, February 21, 2024 10:21:28 AM  
**Attachments:** ATIPP Request 002 17 319-24.pdf.pdf  
 Search for Records Worksheet 002 17 319-24.pdf

NOTE TO APPLICANT: The attachments are located after this email thread.

IAP Office

Hi Kaitlin,

Here is our response for this request.

If you have any questions let me know,

Thanks

Nicole

NICOLE DUNNE | ADMINISTRATIVE STAFF SPECIALIST III

Department of Human Resources  
 Arts and Administration Building, Room A-4044  
 T 709 864 3074 F 709 864 2700

[www.mun.ca/hr](http://www.mun.ca/hr)

**From:** Butler, Kaitlin Sophia <ka'tlin.butler@mun.ca>  
**Sent:** Monday, February 5, 2024 9:50 AM  
**To:** Wooley, Emily <ebenson@mun.ca>  
**Cc:** Dunne, Nicole <nicoled@mun.ca>; VP Admin Finance & Advancement <vpadmin@mun.ca>; Tibbo, Carol <ctibbo@mun.ca>  
**Subject:** ATIPP Request: 002-17-319-24

Good morning,

*(The Office of the Vice-President (Administration, Finance and Advancement) is copied for information purposes only. They are not required to search for records.)*

### **THE REQUEST**

- On 1 February 2024, our office received an ATIPP request for the following:

*The number of employees that got a pay raise, pay cut and/or bonus (or other forms of performance incentives) for the calendar year 2023. Separate this information by type (raise, cut or bonus) and year. Please provide the annual costs of these pay increases and bonuses. Provide equivalent records and/or ranges if exact amounts cannot be provided.*

Note: The university previously processed the exact same request, but for a different year, in ATIPP request 002-17-265-23. In that request, Human Resources created a record to respond to the request.

NOTE TO APPLICANT: The remainder of this email is non-responsive to this request. As such, it is not included in the records.

IAP Office

Record created by Department of Human Resources to respond to ATIPP Request 002-17-319-24

Date: February 21, 2024

## ATIPP Request 002 17 319 24

This document provides a response to the following ATIPP request:

*"The number of employees that got a pay raise, pay cut and/or bonus (or other forms of performance incentives) for the calendar year 2023. Separate this information by type (raise, cut or bonus) and year. Please provide the annual costs of these pay increases and bonuses. Provide equivalent records and/or ranges if exact amounts cannot be provided."*

### Pay Raises

The "Number of Employees with Pay Raises" was generated by counting employees with one or more of the identified pay increase types (see below) in the requested year (counting a maximum of one record per employee). The "Estimated Annual Pay Raise Cost" is the sum of the salary differences recorded between the old pay rates and the new pay rates based on any of the types identified.

Pay Raise Types Included:

- General Salary Increases
- Minimum Wage Increases
- Step Increases

| Year | Number of Employees with Pay Raises | Estimated Annual Pay Raise Cost |
|------|-------------------------------------|---------------------------------|
| 2023 | 3,818                               | \$ 23,872,625                   |

**Notes:** A number of increases were processed this year which caused an increase in the "Estimated Annual Pay Raise Cost" when compared to previous years (e.g., MUNFA, NAPE, CUPE, Non-Bargaining, etc.)

### Pay Cuts

A query was run to report jobs changes with a reason of Demotion. No records were returned.

### Bonuses

The "Number of Employees with Bonuses" was generated by counting employees with one or more of the identified bonus events (see below) in the requested year (counting a maximum of one record per employee). "Total Annual Bonuses" is the sum of all bonuses (of the types identified below) paid in the requested year. While some of these earnings may not meet the ideal definition of a bonus, it is consistent with what Memorial reports as bonuses in the annual compensation disclosure to the Government of Newfoundland and Labrador.



Record created by Department of Human Resources to respond to ATIPP Request 002-17-319-24

Date: February 21, 2024

#### Bonus Types Included:

- Bonus payments – includes special payments to Clinical Faculty and signing bonuses given as the results of bargaining agreements (e.g., Signing bonuses)
- Career Awards (e.g., Canada Research Awards)
- Northern Allowance
- Other Awards (e.g., Presidents Awards, Deans Awards)

| Year | Number of Employees with Bonuses | Total Annual Bonuses |
|------|----------------------------------|----------------------|
| 2023 | 802                              | \$ 1,663,930         |

**Notes:** Some of the bonuses reported in the “Total Annual Bonuses” may have been funded externally but processed through Memorial’s payroll system.

#### Other Notes

- The numbers presented in this document intentionally omit events that required more detailed reviews of identified employees and were time/resource intensive to accurately report (e.g., Promotions, Additional Compensation, Market Salary Adjustments, One-Pays, Revised Contracts, Work Hour Increases/Decreases, Per Course Instructor pay increases, and other miscellaneous salary changes that require more thorough reviews in order to report).
- The “Estimated Annual Pay Raise Cost” estimates the cost of increases on an annual basis and does not provide an actual cost of the pay raises in each year. In order to provide an actual cost, a much more extensive review of each employee job/pay record would be required (e.g., to account for proration based on time of increase, to remove costs if employees were on leave, etc.).
- The following jobs records were excluded from the numbers reported in this document in order to omit employees who are not normally reported in formal inquiries unless specifically requested:
  - Student jobs
  - Separately Incorporated Entities (SIEs) or Agency jobs (e.g., C-CORE). Memorial manages payroll for these external groups but these are not Memorial employees and are not normally included in official Memorial only reporting
  - Long term disability leave jobs
  - Salary Continuance jobs
  - Standardized Patient and Clinical Skills Facilitator jobs (both reside in the Faculty of Medicine)

**From:** [Joyce, Mitchell](#)  
**To:** [Butler, Kaitlin Sophia](#)  
**Subject:** RE: New ATIPP Request received.  
**Date:** Thursday, February 22, 2024 10:46:47 AM

---

Hi Kaitlin,

I've uploaded my records for this request to the file folder. Each file is named by its date so they could be more easily combined into everyone else's records. [REDACTED]

s. 29(1) (a)

Thanks,  
 Mitchell

.....

**Mitchell Joyce** | Access and Privacy Analyst

---

**From:** Joyce, Mitchell  
**Sent:** Thursday, February 22, 2024 8:57 AM  
**To:** Noseworthy, Maggie <maggie.noseworthy@mun.ca>; Dawe, Emily Abigail <ead383@mun.ca>; Butler, Kaitlin Sophia <kaitlin.butler@mun.ca>  
**Subject:** New ATIPP Request received.

Hi everyone,

Please see below the wording for a new request received this morning that I have set the file up for.

[REDACTED]

s. 29(1) (a)

**002-17-327-24**

*All emails sent/received by The Information Access and Privacy (IAP) Office re Genesis Centre, C-Core, and Centre for Fisheries Innovation from January 1, 2019, to present.*

Thanks,  
 Mitchell

.....

**Mitchell Joyce** | Access and Privacy Analyst

Office of the General Counsel  
 Information Access and Privacy (IAP) Office  
 Memorial University of Newfoundland  
 St. John's, Newfoundland

[www.mun.ca/iap](http://www.mun.ca/iap)