



Jean Paiero

FOI – Officer, Freedom of Information and Protection of Privacy Unit  
Ministry of Children and Youth Services/Community and Social Services  
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Date: October 30, 2007

**Introduction:**

In accordance with section 24 (1) of the *Freedom of Information and Privacy of Personal Information Act*, R.S.O. 1990, c. F.31, as amended, (the Act) I am making a request for access to general records from the Ministries of Children and Youth Services and / or Community and Social Services as I have reason to believe that either one or both of these Ministries due to the fact that they share resources have custody and control of the records I am about to request.

**Request for continuing access:**

I would also like to request in accordance with section 24 (3) of the Act, that my request continue to have effect for up to two years with respect to request items 1, 2, and 3 listed below on a schedule to be determined by the Ministry as appropriate in each case.

## The Request:

The records I would like to request as follows:

1. Any **Service Contracts** between **a) the Ministry of Children and Youth Services and/or b) the Ministry of Community and Social Services** and the **Children's Aid Society of Ottawa** since the beginning of the fiscal year of 2006 respectively.
2. Any records, financial policies, directives, notes, memos, or communication of any kind which have the effect of regulating and or amending the use of the funds transferred to the **Children's Aid Society of Ottawa** through the Service Contracts mentioned in **item 1** since the beginning of the respective fiscal year of 2006.
3. The mandatory financial quarterly report submitted to the appropriate Ministry detailing the expenditures of the **Children's Aid Society of Ottawa** which cover the expenditures incurred during the month of February 2007.
4. The **by-laws of the Children's Aid Society of Ottawa** and any amendments to them as submitted to the appropriate Ministry **in accordance with section 13.(1) of the Child and Family Services Act (CFSA)** which states that *"An approved agency shall file a certified copy of its by-laws and of any amendment to them with the Minister forthwith after they are made"*. An "approved agency" under section 3 (1) of the CFSA defines a Society as an "approved agency" by stating *"society" means an approved agency designated as a children's aid society under subsection 15 (2) of Part I (Flexible Services); ("société")*.

Sincerely,

Signed: X\_\_\_\_\_

John Dunn

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