



**Annual Report to Parliament**

**Access to Information Act**

**Trois-Rivières Port Authority**

**From April 1<sup>st</sup>, 2023 to March 31, 2024**

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## INTRODUCTION (A1)

The *Access to Information Act* gives Canadian citizens as well as people and corporations present in Canada the right to have access to federal government records that are not of a personal nature. The *Act* complements but does not replace other procedures for obtaining government information. It is not intended to limit in any way the access to government information that is normally available to the public upon request.

The Port of Trois-Rivières became a Canadian Port Authority under the provisions of the Canada Marine Act on May 1<sup>st</sup>, 1999.

The Trois-Rivières Port Authority (TRPA) manages the Port of Trois-Rivières, namely the lands and port facilities transferred by Transports Canada.

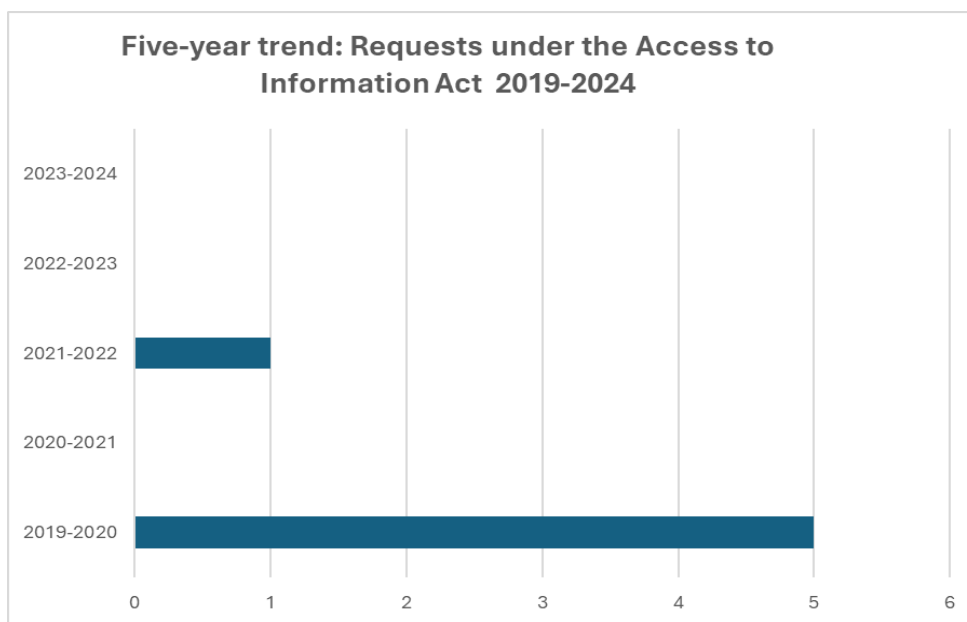
## STRUCTURE OF THE ATIP OFFICE (A2)

Responsibility for processing requests received under the *Access to Information Act* rests with the Access to Information and Privacy Coordinator who is also the Director Agreements and Partnerships. The Access to Information and Privacy Coordinator oversees the implementation of the *Access to Information Act* within the TRPA, and ensures compliance with the legislation. Due to the limited number of information requests, there is no staff dedicated to the function.

## STATISTICS (A4)

### Interpretation of the Statistical Report

Requests Received Under the *Access to Information Act*:



Exemptions Invoked: n/a

Exclusions Invoked: n/a

Operational Costs to Administer the Act: \$ 0

Percentage of requests answered on time: 100%.

No Access to Information request was received by the TRPA during the reporting period.

### **INSTITUTIONAL POLICIES AND PROCEDURES (A6)**

The TRPA did not implement any new and/or revised access to information policies, guidelines or procedures during the reporting period.

### **DELEGATION OF AUTHORITY (A3)**

The signing authority for the administration of the *Access to Information Act* remains with the President and CEO of TRPA, who delegated this authority to the Director Agreements and Partnerships. Copy of this resolution is presented in appendix B.

### **EDUCATION AND TRAINING (A5)**

The TRPA did not offer any training activity on the *Access to Information Act* during the reporting period.

### **MONITORING**

Since no request was received, therefore no monitoring was conducted during the reporting period.

### **COMPLAINTS AND INVESTIGATIONS (A9)**

No complaint was received concerning the administration of the *Access to Information Act*, and no difficulties have been encountered in the administration of the *Access to Information Act* during the reporting period.

### **INITIATIVES TO IMPROVE ACCESS TO INFORMATION (A8)**

The TRPA does not have the resources to develop this component.

## **NOTE**

This report is prepared in accordance with section 72 of the *Access to information Act*.

Furthermore, the Annual Reports are tabled in Parliament in accordance with section 72 of the *Access to information Act*.