

Department of Government Services

# Annual Report

## 2005-06



Department of Government Services

# **Annual Report 2005-06**



Government Services

# *Minister's Message*



It is my honour to present the Department of Government Services' Annual Report for fiscal year 2005-06.

The mandate of the Department of Government Services is to provide accessible and responsive services in the areas of public health and safety, occupational health and safety, the protection of consumer interests and the preservation of vital events and commercial transactions. In fulfilling this mandate, the Department administers more than 150 pieces of legislation through a staff complement of approximately 500 positions in over 40 communities across the Province.

The Department is organized into three branches - Government Services, Consumer and Commercial Affairs, Occupational Health and Safety. It is accountable for 14 additional public entities.

The purpose of this document is to promote a better understanding of departmental activities and policy directions. This is accomplished by providing an overview of the Department, highlighting key statistics and accomplishments, and identifying potential challenges for fiscal year 2006-07.

I would like to take this opportunity to acknowledge all those who contributed to this report and the diligent everyday work and dedication of the staff of Government Services.

Dianne Whalen  
Minister

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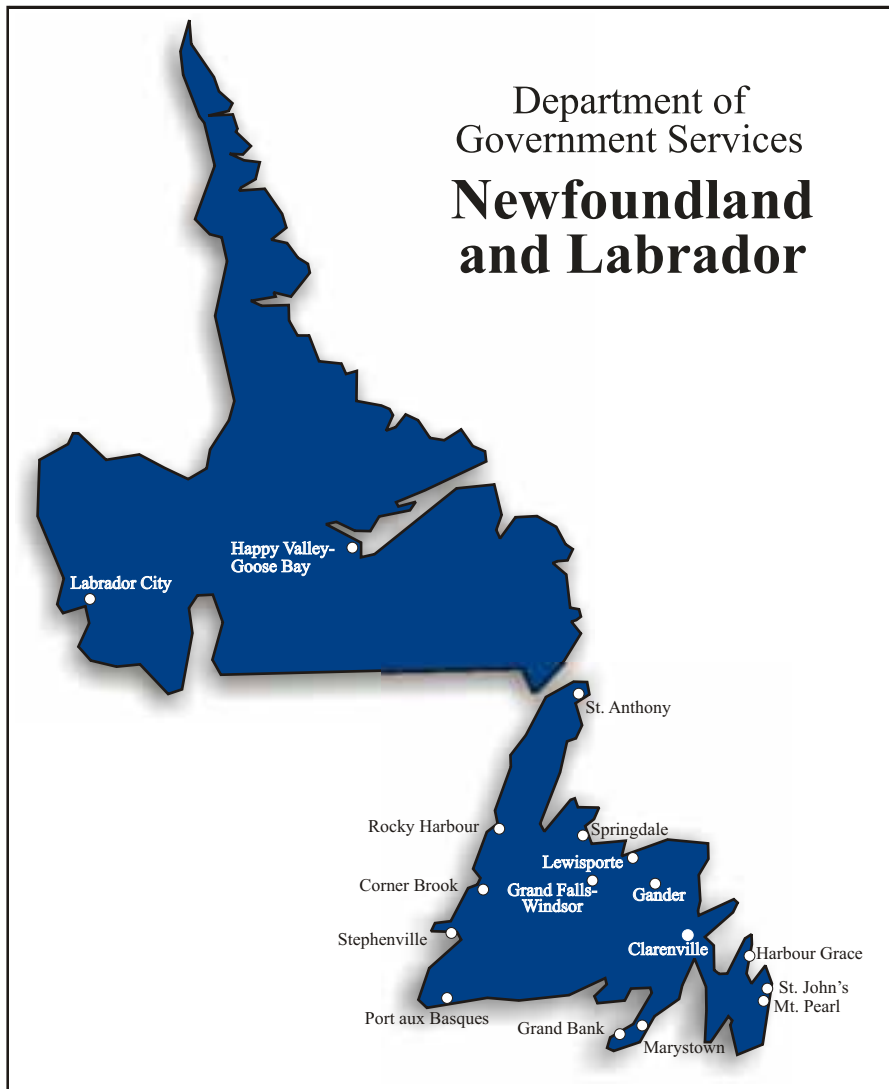
## Departmental Overview

The Department provides services to protect the public and the occupational health and safety of employees and employers of Newfoundland and Labrador. It also safeguards consumer interests and provides a wide array of services to the general public. The Department was founded on the concept of consolidating, as far as possible and practical, licencing, permitting, inspections and regulations within government and providing a single window for public access in these areas. The authority to carry out these functions is derived from more than

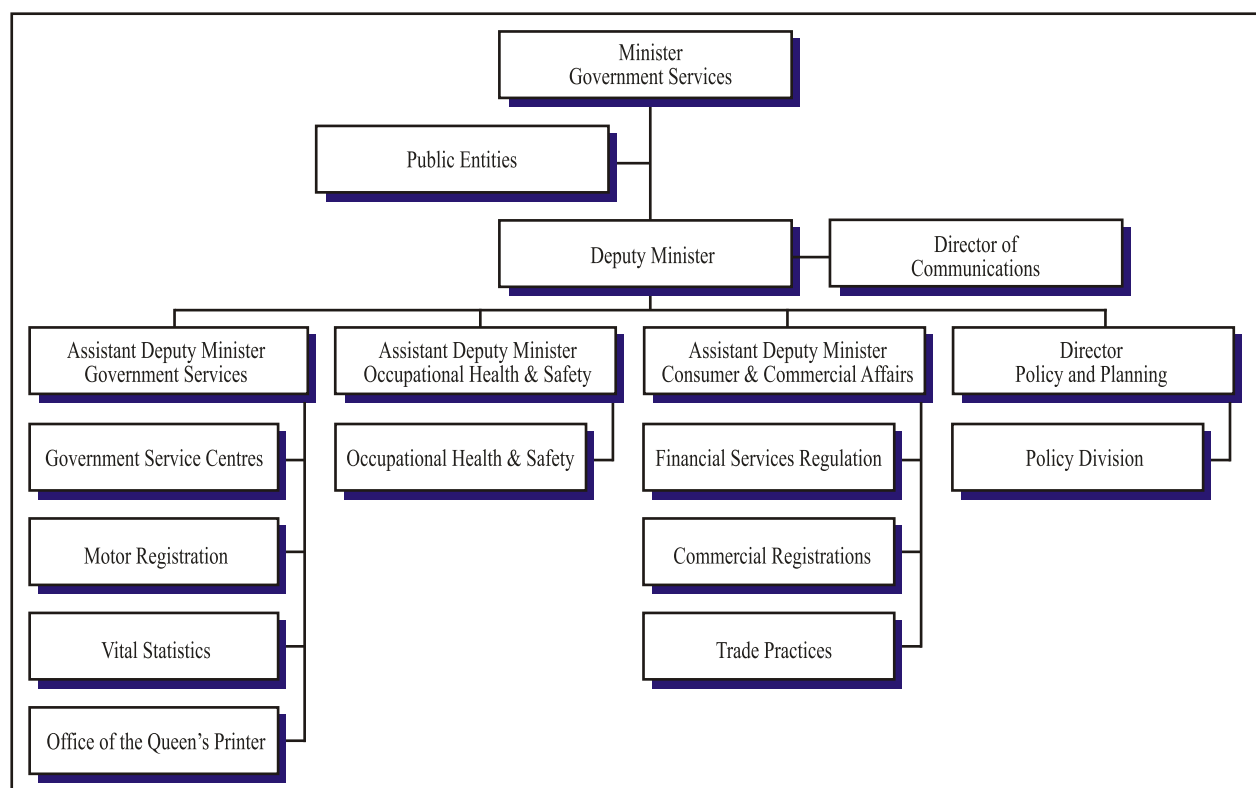
150 pieces of legislation and related standards and codes of practice. Our ability to fulfill the challenges of the Department's legislated responsibilities is directly linked to the efforts of our staff and the strength of our collaborative relationships with our partners and key stakeholders.

The Department of Government Services employs approximately 500 people, 240 men and 260 women, and is organized into the Government Services Branch, the Consumer and Commercial Affairs Branch, and the Occupational Health and Safety Branch. The Department of Government Services is accessible to the residents of the province through widely dispersed offices across the province, as well as through internet,

telephone, facsimile and mail services. Combined, the entire department collected \$105 million in current account and related revenues on behalf of government in 2005-06 and conducted 2.5 million transactions with the public. The operating budget for fiscal year 2005-2006 was \$29.8 million.



The Department is organized into three branches and is accountable for 14 public entities. The following organizational chart depicts the Department's reporting structure.

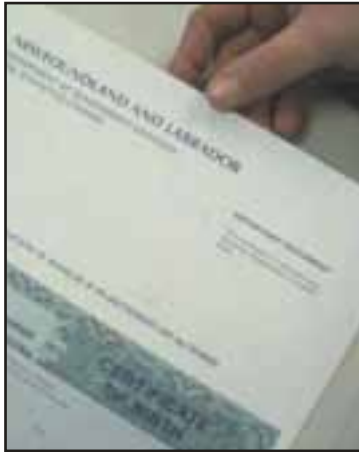


## Government Services Branch

The Government Services Branch provide a variety of services internally to government and externally to the people of this province. This is accomplished through four divisions:

- The Government Service Centres (GSC) provide accessible, efficient one-stop access to the general public and the business community in a wide range of government services, including:
  - satellite vital statistics services (e.g. birth certificates, marriage licences and certificates; death certificates)
  - driver licences, photo IDs and vehicle registrations (some locations);
  - sale and distribution of small game, coyote, trout, and salmon licences to vendors and the general public;
  - environmental health (e.g. licensing and inspection of food premises, daycares, personal care homes and, public swimming pools; meat inspections; drinking water and raw milk sampling; approval of septic systems; tobacco control)
  - environmental protection (e.g. environmental spill response; petroleum storage tank registration; service station inspections; approval and inspection of waste disposal sites and on-farm manure management systems)

- permits and inspections for development control, elevating devices and amusement rides, boiler/pressure vessels, electrical and welding activities
  - plan approvals and inspections for fire and life safety and building accessibility for persons with disabilities
- The Motor Registration Division develops, administers, maintains, and audits highway enforcement programs to achieve safety on public highways; tests and issues driver's licences and other photo identification cards; maintains and manages driver convictions, suspension, accident and medical records; issues vehicle registrations and oversees automobile dealers; and collects traffic court fines, as well as, HST, RST and other government revenue related to the above activities.
  - Vital Statistics registers and certifies all vital events (births, deaths, marriages) and issues related documents to support personal identification needs. It registers adoptions and legal name changes and certifies clergy and civil authorities for marriages.
  - The Office of the Queen's Printer provides internal printing and micrographic services to government departments and makes available to the public and government departments provincial legislation and publications.



## Consumer and Commercial Affairs Branch

The Consumer and Commercial Affairs Branch provides consumer protection through three divisions:

- The Financial Services Regulation Division regulates individuals and companies that provide financial products and services to the public. The regulated sectors include insurance, securities, pensions, real estate, mortgage brokers, prepaid funerals, and deposit taking loan and trust companies.
- The Commercial Registrations Division registers transactions for real and personal property in the province and all corporations, cooperatives and limited partnerships for the purpose of ensuring these companies uphold their legal responsibilities as prescribed by legislation. It also registers mechanics' liens, condominiums, and lobbyists.
- The Trade Practices Division regulates individuals and corporations to ensure a fair and equitable marketplace, protects the interests of consumers, mediates and adjudicates



disputes between residential landlords and tenants, and regulates charitable and non-profit organizations' lottery fund-raising activities. It also licences and regulates the collection agency, private investigations and security guard industries.



## Occupational Health and Safety Branch

The Occupational Health and Safety Branch oversees the occupational health and safety relationships between employees and employers to ensure workplaces are safe. It is responsible for: developing and enforcing occupational health and safety legislation, investigating workplace accidents, conducting compliance inspections of workplaces, completing hygiene assessments of various physical, chemical, biological and ergonomic agents in the workplace in order to protect worker health, and evaluating and inspecting radiation control measures in workplaces.

## Lines of Business

The Department of Government Services is responsible for carrying out four basic lines of business throughout all of its branches and divisions including: enforcement of legislated requirements; licencing, permitting, inspections and registrations; conflict resolution; and printing services.

### Enforcement of Legislated Requirements

The Department of Government Services enforces legislated requirements in all mandated aspects of public health and safety, occupational health and safety, environmental protection, provincially regulated financial services, and consumer protection. (An indication of the scope of what is addressed within these areas is provided in the specific items listed under the next line of business).

### Licencing, Permitting, Inspections and Registrations

The Department of Government Services provides licences, permits, inspections and registration services at designated locations around the province for:

- public safety activities (boiler and pressure vessels; elevating devices; amusement rides; electrical installations; licencing of electrical contractors; building design approvals for fire/life safety and building accessibility for recreational facilities, personal care homes, group homes, and day care facilities);





- environmental health activities (food establishments, tobacco retailers, waste disposal systems, municipal water supplies, commercial and institutional water supplies, well inspections, abattoirs, public pools, recreational parks, child care centres, dairy farms and milk sampling, and housing sanitation investigations);
- environmental protection activities (waste disposal sites, spill responses, petroleum storage tank systems, dry cleaners, sawmills, quarries, asphalt plants, scrap yards, used tire facilities, exploration sites, used oil storage facilities, PCB storage sites, farm waste management, soil treatment facilities, and indiscriminate dumping/abandoned vehicles);
- regulation of provincial financial services activities (insurance, securities, pension funds, real estate, mortgage brokers, and prepaid funeral services);
- consumer protection activities (trade practices legislation, collection agencies, private investigators and security guards, charitable gaming, residential tenancies, and several self regulating professions);
- commercial registrations activities (deeds, companies, personal property, co-operatives, limited partnerships, mechanics' liens, condominiums, and lobbyists);
- occupational health and safety activities (inspections of workplaces, radiation emitting devices, asbestos abatement contractors, explosive magazines on mine sites, and underground diesel equipment);
- motor vehicle activities (driver licencing and vehicle [individual and commercial] registrations);
- vital statistic activities (marriages, births, deaths, legal name changes, adoptions, and gender changes);
- sale and distribution of angling and small game licences.

Select licencing application information is available on the department's web site: <http://www.gs.gov.nl.ca/gs/>.

### **Conflict Resolution**

The Department of Government Services provides conflict resolution services for such disputes as: residential landlord tenancy, the provincially regulated financial services industry, occupational health and safety complaints and compliance orders, outcomes of building inspections, consumer complaints, and suspension of driver licences.



### **Printing Services**

The Department of Government Services provides internal printing and microfilming services through the Office of the Queen's Printer. The Queen's Printer book store, located in the Confederation Building, provides provincial government legislation and various provincial government reports to the public for purchase.

Select documents and purchasing information are available on the Queen's Printer web site:

<http://www.gs.gov.nl.ca/gs/oqp/bookstore.stm>

## Public Entities

The Department is also accountable for 14 Public Entities, two of which, the Credit Union Deposit Guarantee Corporation and the Government Purchasing Agency, provide independent annual reports, upon approval by the Minister of Government Services, to the House of Assembly.

Of the 14 Public Entities reporting to the Minister responsible for the Department of Government Services, the following provide activity letters:

- Consumer Protection Fund for Prepaid Funerals
- Embalmers and Funeral Directors Board
- Public Accountants Licencing Board
- Real Estate Foundation

The Driver's Licence Medical Advisory Board does not provide an annual activity letter because it is not required to come together as a group.

This Board is established to provide guidance to the Registrar of Motor Vehicles on difficult or unusual medical cases involving driver competency as determined by medical standards in the Canadian Council of Motor Transport Administrators Medical Standards. Driver medical standards are developed jointly by the provinces and territories and in consultation with the Canadian Medical Association, however, from time to time professional evaluation of drivers must be undertaken to ensure the applicability of standards on an individual basis. The Board does not have authority to grant a driver's license but acts solely in an advisory role. The Board consists of six specialists in various fields, under the Chairmanship of a medical doctor on staff of the Department as a Medical Advisor to the Registrar and any others required on an ad hoc basis. The clients are those persons suffering from severe conditions likely to interfere with safe driving who wish to obtain a drivers license or to retain their existing license. The specialists cover neurology, cardiology, endocrinology, ophthalmology and psychiatry.

The Board does not sit as a regular Board. A case is referred to the particular specialist who has knowledge of the requirements necessary to hold a license e.g., heart problems are referred to the Cardiologist. The review is conducted on the basis of medical reports and does not involve a doctor/patient visit. A recommendation is made to the Registrar through the Departmental Medical Advisor and/or Medicals Review Officer as to whether or not to license or suspend a driver's license. For fiscal year 2005/06 there was three claims submitted at a total of \$600.00.

The following entities were inactive in the 2005-06 fiscal year:

### **The Advisory Council on Occupational Health and Safety**

The Advisory Council on Occupational Health and Safety is established under Section 12 of the *Occupational Health and Safety Act*. The duties and responsibilities of the Council include providing advice to the Minister on the administration of the Act and regulations; occupational health and safety; and any matter relating to occupational health and safety that the Minister has referred to the Council for advice. The Advisory Council has 11 members including, Chairperson, Vice-Chairperson, two ex-officio positions, secretary and the remaining membership consisting of equal representation from labour and management. Members are appointed for terms not exceeding three years and are eligible for reappointment for not more than two consecutive terms. The Council was inactive for the 2005-06 fiscal year.

### **Boiler Pressure Vessel Advisory Board**

The Boiler Pressure Vessel Advisory Board is appointed by the Lieutenant-Governor in Council under the authority of Section 29 of the *Public Safety Act*, SNL1996 P-41.01. The Board's mandate is to report to and advise the minister on the application of the *Public Safety Act* and the Boiler Pressure Vessel and Compressed Gas Regulations and on other matters that may be assigned by the minister regarding systems or devices. The Board was inactive for the 2005-06 fiscal year.

### **Boiler Pressure Vessel Appeal Tribunal**

The Boiler Pressure Vessel Appeal Board is appointed by the Lieutenant-Governor in Council under the authority of Section 25 of the *Public Safety Act*, SNL1996 P-41.01. The Board's mandate is to make decisions regarding a person aggrieved by an action taken under the *Public Safety Act* or the Boiler, Pressure Vessel and Compressed Gas Regulations. The Board was inactive for the 2005-06 fiscal year, as there were no cases referred for its attention.

### **Buildings Accessibility Advisory Board**

The Buildings Accessibility Advisory Board is appointed by the Lieutenant-Governor in Council under the authority of section 18 of the *Buildings Accessibility Act*, RSNL1990 B-10. The mandate of the Board is to report to and advise the Minister on the application of the *Buildings Accessibility Act* and regulations, and on other matters in relation to the Act and regulations that may be assigned to the Board by the Minister. The Board did not formally meet but was consulted on buildings accessibility issues.

### **Buildings Accessibility Appeal Tribunal**

The Building Accessibility Appeal Tribunal is appointed by the Lieutenant-Governor in Council under the authority of Section 20

of the *Buildings Accessibility Act*, RSNL1990 B-10. The tribunal's mandate is to hear appeals of notices, decisions, directions or orders confirmed or varied by the director under section 17 of the *Buildings Accessibility Act*. The tribunal was inactive for the 2005-06 fiscal year, as there were no cases referred to its attention.

### **Financial Services Appeal Board**

The Financial Services Appeal Board came into existence in May 2005 when an Act to establish a Financial Services Appeal Board became law. The Board is comprised of five individuals appointed by the Lieutenant-Governor in Council, with one member being appointed Chairperson. Board members have the powers of a commissioner appointed under the *Public Enquiries Act*. An appeal to the Board is to be heard by the Chairperson and two members.

The Board has been established to hear appeals from persons impacted by a decision or order of a person in authority under another Act of the province where that other Act states an appeal of the decision or order may be made to the Board.

Currently decisions made by the Superintendent of Securities under the *Securities Act*, Superintendent of Insurance under the *Insurance Adjusters, Agents and Brokers Act*, Superintendent of Real Estate Agents and Salespersons under the *Real Estate Trading Act* and Registrar of Mortgage Brokers under the *Mortgage Brokers Act* may be appealed to the Board.

No appeals have been made to the Board to date.

### **Radiation Health and Safety Advisory Committee**

The Radiation Health and Safety Advisory Committee was established under Section 11 of the *Radiation Health and Safety Act*. The duties and responsibilities of the Committee include:

- providing advice to the Minister on the administration of the Act and regulations;
- promoting educational programs to those who may be exposed to radiation;
- advise the Minister with respect to non-ionizing radiation emitting devices;
- reviewing professional qualifications of persons applying for appointment as inspectors;
- any matter relating to radiation health and safety that the Minister has referred to the Committee for its advice.

The Radiation Health and Safety Advisory Committee was inactive during 2005-06 fiscal year.

## Shared Commitments

In fulfilling its mandate, Government Services collaborates with many other departments/agencies, industry, and federal/provincial/territorial (F/P/T) governments and regulatory agencies. Our success in addressing challenging legislated responsibilities is directly affected by the strength of our collaborative relationships with our partners and key stakeholders.

### Government Services Branch



#### Departments/Agencies

The Government Service Centres are responsible for delivering permitting, inspection, licensing, and enforcement services on behalf of a number of other departments/agencies in which the partners retain legislative and policy responsibility. In particular, in 2005-06, Government Services had formal MOUs with the Department of Environment and Conservation, Department of Health and Community Services, and the Office of the Fire Commissioner. The Centres also delivered services on behalf of the Department of Natural Resources.

The Vital Statistics Division performs certain functions related to adoptions on behalf of the Department of Health and Community Services and also has information-sharing arrangements with a number of federal and provincial departments and agencies. These arrangements are in compliance with applicable provincial legislation.

The Motor Registration Division coordinates joint efforts with the Department of Transportation and Works in liaison with commercial transportation firms, associations, and individual drivers to develop and maintain harmonized standards for highway safety.

#### Industry

As part of its legislated mandate, the Government Service Centres work closely with industry to fulfill the Department's responsibilities and ensure regulatory practices in the public health and safety fields are current and consistent with other jurisdictions.

#### Federal/Provincial/Territorial Governments and Regulatory Agencies

The Government Service Centres participate on national committees to standardize various codes and technical requirements (i.e., fire, electrical, and boilers) across Canadian and international jurisdictions. These include the National Public Safety Advisory Committee (NPSAC) and the Provincial-Territorial Policy Advisory Committee on Codes (PTPACC).



Motor Registration Division represents the province on the Canadian Council of Motor Transport Administrators, a federal/provincial/territorial group which coordinates national highway safety policy.

The Vital Statistics Division is working with the Vital Statistics Council of Canada Security Subcommittee to implement minimum security level standards across all jurisdictions and the Council on Identity to develop a framework for common definitions of identity of individuals.

## Consumer and Commercial Affairs Branch

In its role to protect consumers and facilitate commerce in the province, the Consumer and Commercial Affairs Branch collaborates with a number of industry associations and F/P/T governments and regulatory agencies. In some instances, this involves direct membership of a departmental representative while, in other instances, ongoing consultation is involved.

### Consumer and Commercial Affairs Stakeholders

#### Departments/Agencies

- Department of Tourism, Culture and Recreation
- Department of Justice

#### Industry

- Association of Professional Engineers and Geoscientists
- Canadian Institute of Mortgage Brokers and Lenders
- Canadian Life and Health Insurance Association
- Canadian Motor Vehicle Arbitration Plan
- Certified General Accountants Association of Newfoundland
- Embalmers and Funeral Directors Board
- Institute of Chartered Accountants of Newfoundland
- Insurance Brokers Association of Newfoundland
- Insurance Bureau of Canada
- Investment Dealers Association
- Law Society of Newfoundland
- Newfoundland and Labrador Funeral Services Association
- Newfoundland and Labrador Society of Fund-Raising Executives

#### Industry (continued)

- Newfoundland Association of Architects
- Newfoundland Automobile Dealers Association
- Newfoundland Real Estate Association
- Newfoundland Security Guards and Private Investigators Agencies Association Limited
- Public Accountants Licencing Board
- Real Estate Foundation Board
- Society of Management Accountants of Newfoundland

#### F/P/T Governments and Regulatory Agencies

- Canadian Association of Pension Supervisory Authorities
- Canadian Association of Real Estate Licencing Law Officials
- Canadian Council of Insurance Regulators
- Canadian Gaming Regulators Association
- Canadian Insurance Self Regulatory Organization
- Canadian Securities Administrators
- Consumer Measures Committee
- Joint Forum of Financial Market Regulators



## Occupational Health and Safety Branch



Partnerships and consultations are the best means to ensure effective, relevant legislation and standards with which employers and employees may readily comply and which facilitate harmonious, productive, safe and healthy workplaces.

### Departments/Agencies

The Occupational Health and Safety Branch shares data with Workplace Health Safety and Compensation Commission and continues to collaborate to implement the recommendations of the Provincial Accident Prevention Strategy 2003-2006.

### Industry

The Occupational Health and Safety Branch collaborates extensively with industry stakeholders on the implementation of new and revised legislative requirements. Such stakeholders include, but are not limited to:

### **Occupational Health and Safety Stakeholders**

- Newfoundland & Labrador Construction Safety Association
- Safe Communities
- Newfoundland and Labrador Federation of Labour
- Canadian Federation of Independent Business
- Fish, Food and Allied Workers
- St. John Ambulance
- Canadian Red Cross
- Royal Life Saving Society
- Safety Net
- Marine Institute of Memorial University
- Canadian Standards Association
- Newfoundland and Labrador Safety Council
- Newfoundland and Labrador Employers' Council
- Other provincial government departments

### Federal/Provincial/Territorial Governments and Agencies

The Occupational Health and Safety Branch regularly consults with Federal/Provincial/Territorial governments and agencies in the development and implementation of new legislation and codes of practice and represents the interests of the province on several national committees.

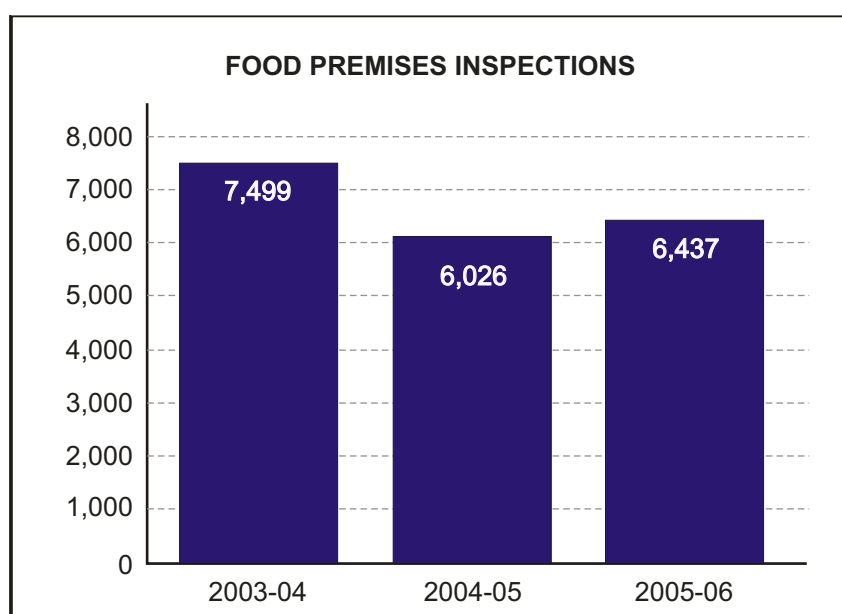
Work is progressing between the Governments of Canada, Nova Scotia, Newfoundland and Labrador as well as offshore petroleum boards, in the development of a new legislative framework to incorporate an offshore occupational health and safety legislative and enhanced regulatory regime in the offshore. When completed, the improved legislation will bring offshore health and safety on par with land-based activities.

## Statistical Highlights

The programs and services offered by the Department of Government Services varies widely and ranges from the issuance of small game licences to the registration of births and deaths, from enforcement of safe and healthy occupational practices to inspection of food premises and water supplies and includes protection of consumer interests in financial and other matters. The following statistical data highlights the outputs of the department's activities for fiscal year 2005-06:

### Government Services Branch

Environmental Health Officers completed 6,437 Food Premises Inspections in the 2005-06 fiscal year. The decrease in food



premise inspections are a result of a change from an annual inspection requirement for each premise to a risk-based (low, medium and high) approach. Inspections vary annually as low risk premises only require inspections every two years, while high risk premises require four inspections every year. There are relatively few high risk premises which accounts for the decrease in overall inspections. This risk-based approach is a more efficient use of resources and focuses attention on high risk premises.

#### ENVIRONMENTAL HEALTH OFFICER ACTIVITIES 2005-06

In addition to Food Premise inspections, the following are some of the other inspections carried out by Environmental Health Officers in 2005-06:

Public Swimming Pools	103
Dairy Farms	56
Septic Systems	1,754
Tobacco Control	3,071
Private Drinking Water	5,667
Meat Inspections	1,494
Child Care Centres	257
Personal Care Homes	137
Schools	287
Park/Summer Camp	96

#### ENVIRONMENTAL PROTECTION OFFICER ACTIVITIES 2005-06

The following lists some of the activities performed by Environmental Protection Officers in 2005-06:

Service Station Fuel Storage	683
Bulk Plant Fuel Storage	92
Spill Responses	440
Waste Disposal Sites	474
PCB Storage Sites	10
Abandoned Vehicles	572
Farms	99
Saw Mills	15
Asphalt	76
Quarries	103
Scrapyards	65

#### TECHNICAL INSPECTION ACTIVITIES FOR 2005-06

Additional inspections carried out through the GSCs in 2005-06 include:

Boilers/Pressure Vessels	5,703
Elevating Devices	924
Welding	771
Buildings Accessibility	1,479
Fire and Life Safety	1,228
Electrical	4,669

The Government Service Centres collected \$18,137,417 in revenue in 2005-06, served approximately 165,000 individuals and responded to some 210,000 telephone calls.

During 2005-06 the Vital Statistics Division issued 43,692 certificates. As well, the division processed approximately 2,900 marriage licences and 126 requests for release of original birth and adoption records to adopted persons and/or birth parents.

The Motor Registration Division (MRD) processed over 1.5 million transactions in 2005-06 (e.g., driver's licences, vehicle registrations; permits). Seventeen percent of all vehicle renewals were conducted via the internet, an increase of three percent over the previous year. There were 1,243 Commercial Vehicle Safety Alliance inspections conducted in 2005-06. MRD generated \$71,120,708 in revenue for government during fiscal year 2005-06.

The Office of the Queen's Printer served 2,519 clients in the book store, generating a revenue of approximately \$182,783. Printing and Micrographic Services completed 2,112 jobs, generating revenue of approximately \$882,028.

## Consumer and Commercial Affairs Branch

The Commercial Registrations Division maintains responsibility for the Registry of Companies, Registry of Deeds and the Personal Property Registry.



### COMMERCIAL REGISTRATIONS STATISTICS

#### Registry of Companies

Total Active Companies	22,995
New Corporations During the Year	2,173
Total Documents Filed	41,953

Total Active Limited Partnerships	392
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Total Co-operatives	71
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#### Registry of Deeds

Documents registered During the Year	63,383
Searches (approximate)	1,000,000

#### Registry of Personal Property

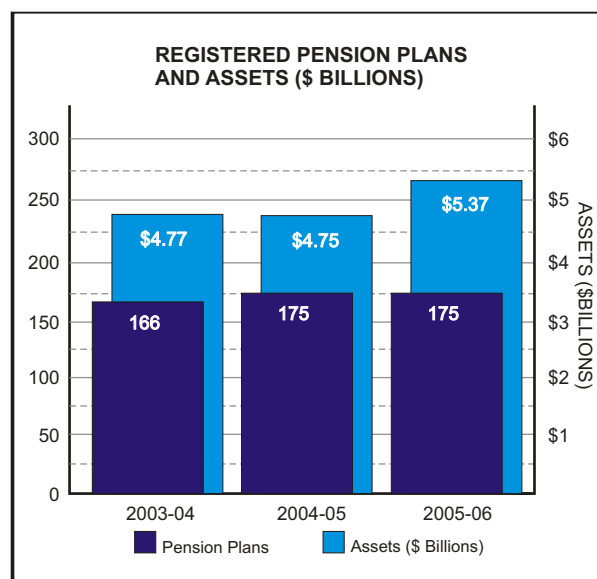
Registrations During the Year	78,103
Searches During the Year	25,665

The Financial Services Regulation Division is responsible for regulating the securities industry, the insurance industry, the pensions industry, the real estate industry, the mortgage industry

and sellers of prepaid funeral contracts. The following chart contains the number of licencees/registrants at the end of the reporting period and the number of new licences/registrations which were issued during the year for each category for which statistics are available:

	CORPORATIONS		INDIVIDUALS	
	# of Licences at the end of the Reporting Period	# of Licences Issued During the Year	# of Licences at the end of the Reporting Period	# of Licences Issued During the Year
Insurance	463	43	2351	948
Real Estate	81	9	508	179
Mortgage Brokers	62	22	Note 1	Note 1
Prepaid Funerals	39	0	Note 2	Note 2
Securities	N/A	N/A	N/A	N/A

The chart below to the left depicts the number of pension plans registered in the province and their total assets.



The chart below to the right depicts enforcement activity for the year. The Division has increased emphasis in this area in order to better protect consumers.

#### SUMMARY REPORT - ENFORCEMENT ACTION April 1, 2005 - March 31, 2006

##### Division Investigations

Active Investigations:	77
Closed Investigations:	26

Total Active Investigations Period Ending: 51

##### Branch Investigations

Corporations Act:	11
Credit Union Act:	1
Trade Practices Act:	3

Total: 15

##### Enforcement Action

Enforcement Undertakings:	8
Cease and Desist Orders:	3
Cease Trade Orders:	2
Cancellations/Refusal of Licences/Registrations:	9
Statutory charges Pending:	6
Criminal Code of Canada - police referrals:	5
Warnings - Other:	11

Total: 44

##### Appeal Hearings

No decisions were appealed.

##### Criminal Investigations

Three complaints alleging major fraud related offences were uncovered and referred to police authorities having jurisdiction within Canada. Three complaints alleging major fraud related offences were referred to the Federal Bureau of Investigation and/or the United States Postal Inspection Service.

The following table provides information on residential tenancy activities within the Trade Practices Division for the year.

**APRIL 1, 2005 - MARCH 31, 2006**

	Telephone Calls	Visits	Applications	Hearings Heard	Mediations	*Discontinued/Other
St. John's/Eastern	11,297	4,019	491	224	67	200
Central	1,311	213	82	29	11	42
Western/Labrador	1,815	441	121	52	14	55
<b>TOTALS</b>	<b>14,423</b>	<b>4,673</b>	<b>694</b>	<b>305</b>	<b>92</b>	<b>297</b>

**\*Discontinued/Other** - This section reflects the number of applications where an application is postponed, where an applicant discontinues the application or an application is dismissed - usually because there has been mediation without a written agreement or information was provided on the legislation to both the landlord or tenant which settled the dispute.

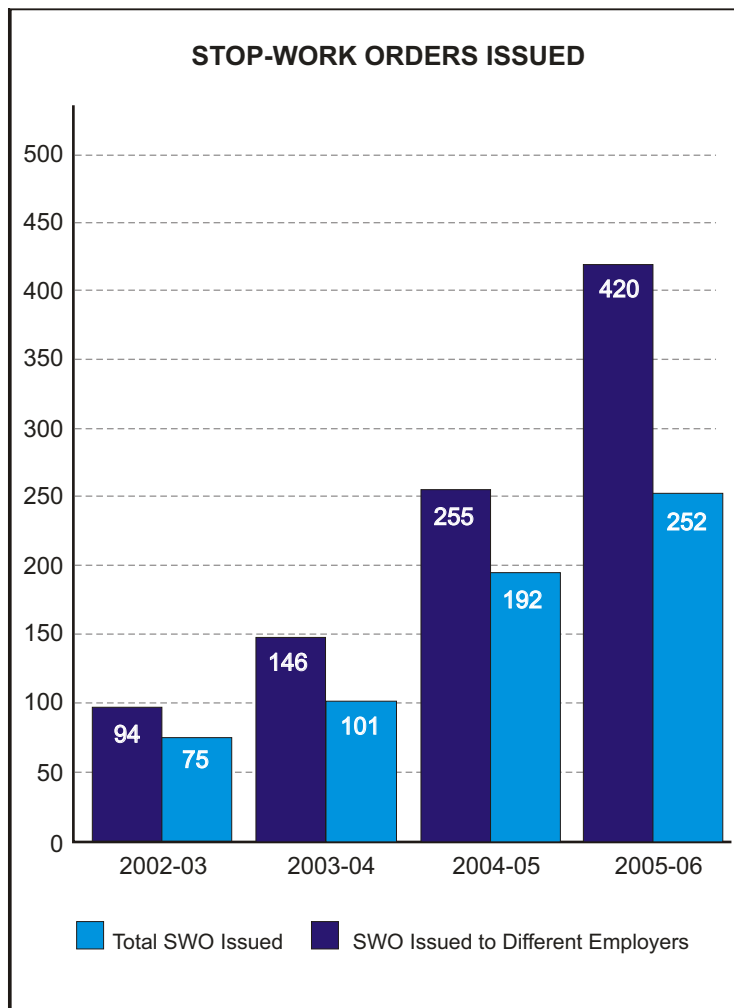
Applications are generally heard within two weeks of the application and the goal is to have the decision issued within two weeks. The division is attempting mediation on all applications received in order to reduce hearings and resolve complaints.

There were 19 reconsiderations applications filed.

Reconsiderations are appeals of the Division's decisions. Twelve decisions were confirmed, four decisions were changed and three applications were refused because they did not meet the criteria to file. This is a very small percentage of actual disputes heard (total 694). The small percentage reflects the Division's policy of providing clear reasons for decisions. There has been one appeal to the Supreme Court this fiscal year from a reconsideration order which was confirmed.

## Occupational Health and Safety Branch

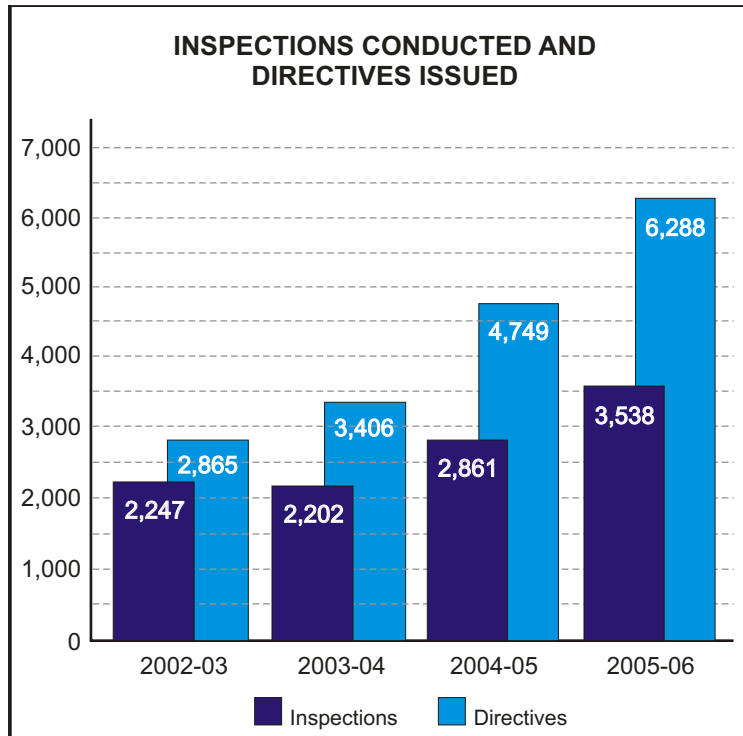
The Occupational Health and Safety Inspections Branch has increased the number of inspections conducted over the past four years by approximately fifty-eight percent. In 2005-06, there were 3,538 inspections conducted, compared to 2,861 in the previous year, an increase of 24 percent. The construction, service, wholesale/retail and manufacturing industries have been the focus of the majority of the enforcement activity. These industries combined account for almost 81 percent of the inspections conducted. In 2005-06, of the total inspections conducted, 47 percent (1,651) did not require the issuance of an order, while 53 percent (1,887) did result in an order being issued.



Inspection-related enforcement activities are also initiated through client-generated requests that are made to the Division. These are issues brought forward by the general public, RNC/RCMP, 911 calls, etc. When received, they are categorized as either a complaint, injury, incident, work refusal, or request for inspection. The majority of client-generated inspection assignments for 2005-06 resulted from complaints (70 percent or 449); and 17 percent (109) involved the reporting of a workplace injury.

Over the past four years the number of stop work orders (SWOs) issued have increased significantly from 94 in 2002-03 up to 420 in 2005-06. This highlights the zero tolerance approach to serious violations of occupational health and safety legislation. In 2005-06, 252 companies were issued 420 SWOs. Hazardous situations where stop work orders have been issued include: fall protection, general duties of employer, chemical substances, ventilation, asbestos removal and mobile equipment.

In 2005-06, 6,288 directives were issued representing an increase of 32.4 percent from the previous year and a further increase of 120 percent from 2002-03. Directives are issued for specific violations of Occupational Health and Safety legislation. In 2005-06, the top five violations for which directives have been



issued include: general conditions in work places, eye protection, scaffolds and stages, head protection, and safety belts and lifelines.

The number of charges being laid for failure to comply with Occupational Health and Safety legislation fluctuates from year to year. The statute of limitations (s70, OHS Act) to initiate a prosecution under the *Occupational Health and Safety Act* or Regulations has recently been amended from the two years from the date on which an offence is alleged to have been committed, to two years from the date when an official of the OHS Branch first becomes aware of the alleged offence. By changing the limitation period employers will no longer avoid prosecution by delaying notification to the Branch. Between

April 2005 and March 2006, the Occupational Health and Safety Branch laid charges against six entities. Two have concluded with fines totaling \$17,000 while the remaining four are still ongoing. In addition, seven prosecutions initiated in previous years were concluded during this time period resulting in fines totaling \$43,000.

In addition to fines, government expanded the powers of the court on conviction for violations of the *Occupational Health and Safety Act* and Regulations to include creative sentencing. This form of prosecution requires a convicted party to do more than pay a monetary sum. It is used to impose an educational obligation to better inform the workplace parties and the general public of occupational health and safety issues and procedures. In 2005-06, in addition to fines, the judge imposed creative sentencing requiring one of the guilty parties to have two external audits conducted on its mobile equipment maintenance system. In the second case the judge ordered the convicted company to pay \$4,000 to the Minister to be used for public education. This money went towards funding the Passport to Safety program for high school students in Corner Brook.



# Key Accomplishments and Challenges Ahead

## KEY ACCOMPLISHMENTS



### Insurance

- May 6, 2005, the Public Utilities Board report on the auto insurance review was released.
- In addition to the changes made in 2004, further auto insurance reforms were proclaimed August 2, 2005 which gave consumers an additional five per cent reduction in premiums and elimination of rating based on age, gender and marital status. The reforms also included regulation of underwriting guidelines, a new rate setting process and new requirements for companies to complete a Point of Claim Disclosure Form which ensures consumers are fully aware of their rights when they make a claim.

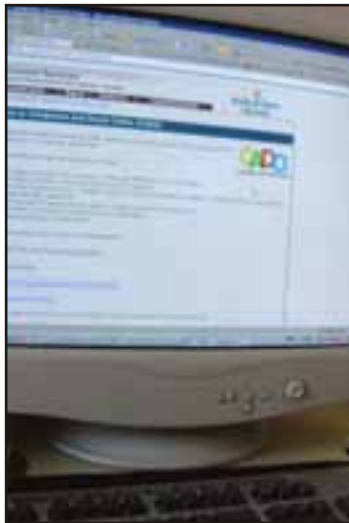
### Motorized Snow Vehicles and All-Terrain Vehicles

- On May 25, 2005, the Minister announced changes to the *Motorized Snow Vehicles and All-Terrain Act* relating to the use of ATVs, including raising the minimum age to operate adult-size ATVs to 16.
- Details were also announced in May, 2005 on how ATV users could register ATVs, that had not previously been properly registered, under an amnesty program until May 2006. This would ensure proper ownership could be identified in the case of misuse or theft of a vehicle.
- A public consultation process was held pertaining to the use of snowmobiles, further issues related to ATVs and dirt bikes during August 2005 and the fall 2005. Online responses totaled over 2,000 making it one of government's most successful online consultation processes undertaken.

### Occupational Health and Safety

- The Occupational Health and Safety Branch have increased their inspection record by 24% over the previous fiscal year. The number of stop work orders issued has also increased significantly from 94 in 2002-03 to 420 in 2005-06. This highlights the zero tolerance approach to serious violations of occupational health and safety legislation.

- The *Occupational Health and Safety Act* was amended to adjust the statute of limitations from two calendar years to two years from date in which the Department became aware of the alleged offence.
- Amendments to the *Occupational Health and Safety Regulations* were announced that allows seafood harvesters to be certified diving supervisors.
- Two intensive inspection campaigns were conducted to address hazards concerning working at height, proper use of personal protective equipment, and tool safety in residential home construction. Additional staff are presently being recruited to aid in the construction sector as well as other industrial sectors throughout the province.
- Initiatives were undertaken to assess the status of municipalities within the province with regard to Occupational Health and Safety. Needs assessments were conducted on 10 to 12 municipalities of different population sizes to determine problem areas.
- In association with MUN and SafetyNet, the Branch participated in the development of a discussion paper and a subsequent multi-stakeholder consultation on the future of OHS research and occupational health services in the province.



### Registries

- The Companies and Deeds Online (CADO) document management system continues to grow through the addition of the Mechanics' Liens Registry and the Registry of Cooperatives.
- CADO has enhanced online service delivery through the added functionality of licenced user access for unlimited Internet-based searches and electronic funds transfer as a payment option for online incorporations and corporate document filings.
- A microfilm conversion project commenced in 2005-06 that will digitize the deeds registration documents from 1980 to June 2004. A feasibility study was completed on providing online deeds registration that would further enhance client service.
- Filing date changes were amended for corporate annual returns from a single date for all corporations to the anniversary month of incorporation/registration resulting in faster document

processing and enhanced client service.

- The Registry of Lobbyists was launched on October 11, 2005.

### **Consumer Protection**

- The Department increased its activity in advising consumers of potential scams operating in the province. In addition, a number of public notices were issued to consumers advising companies operating in this province that they were not registered under the *Corporations Act* and/or the *Securities Act*.
- The Department implemented February's Fraud Awareness Month by issuing warnings to consumers on how to protect themselves and launching an Identity Theft Kit for businesses. Also a consumer information kit was posted on the Department's web site on how to reduce the risk of becoming a victim of identity theft.

### **Securities Regulation**

- A Memorandum of Understanding was signed on the implementation of a passport system for securities regulation in Canada. This system was officially implemented on September 19, 2005, and will streamline and harmonize securities regulations in Canada.

### **Motor Registration**

- Motor Registration Division (MRD) re-established a Road Safety Committee, comprised of membership from government, law enforcement and the public sector with the goal of improving traffic safety in the province.
- MRD also initiated a crackdown on the fraudulent use of Official Inspection Station certificates and on commercial carriers violating the National Safety Code.
- The Motor Registration Division is partnering in the Atlantic Canada Photo Driver Licence initiative to implement a single driver licence database and common card with security features for all four Atlantic provinces.
- In December of 2005, MRD implemented a completely revised commercial carrier safety rating system. The system

design is formula based and provides an accurate picture of a carrier's on-road performance based on accident, inspection and conviction data. It serves as an effective program in enhancing highway safety.



### Building Accessibility

- A report was released by the Building Accessibility Advisory Board and public comments invited on recommended changes to the *Buildings Accessibility Act* and Regulations and further stakeholder consultations were held. The *Buildings Accessibility Act* was amended to streamline the inspection process.

## CHALLENGES AHEAD

A comprehensive role and mandate review of the Department commenced in May, 2005. A draft report was completed January, 2006. The draft report contains significant recommendations requiring consideration by government prior to implementation. Initiatives to be under taken in 2006/07 include a comprehensive workload analysis to determine whether current inspection and customer service standards are adequate, whether current staffing levels are sufficient to meet these standards, whether duties and responsibilities are aligned appropriately within programs and regions, and to determine if the appropriate supports and training are in place.

In addition, all branches of the Department are challenged with the task of the government-wide red tape initiative of reviewing all legislation and meeting the overall reduction target of 25%.

### Government Services Branch

#### Service Delivery

The Branch continues to be challenged in the timely delivery of public services under resource constraints. Notwithstanding, the Department is confident that the key priorities of protecting public health, public safety and the environment are being met.

The Department will continue to develop and promote the availability of on-line services and e-commerce to improve public access to government programs.

#### Training

This branch has significant responsibility in providing customer

service to the public in a wide range of program areas and enforcing 150 pieces of legislation. Customer service and enforcement training are critical to the Department's performance and are therefore targeted as a priority.

#### Recruitment of Environmental Health Officers

These positions have been identified as hard to fill and initiatives such as a training bursary are ongoing to recruit particularly in areas outside the Avalon region.

### **Consumer and Commercial Affairs Branch**

#### Commercial Registrations:

In the interest of document preservation and security as well as completing the Companies and Deeds Online (CADO) holdings of registered deeds documents, the Division is planning to digitize its paper indices and bound paper volumes containing registered deeds information from the 1800s to 1979. Upon completion, the Registry of Deeds will be fully digitized and searchable online. Also, a similar project for digitizing corporate paper documents for active corporations incorporated/registered prior to CADO implementation in 2004 is envisioned. In addition, the Division plans to integrate into CADO the Registry of Limited Partnerships and the Condominium Registry.

#### White Paper on Self Regulating Occupations (SRO)

The Department is required to amend the legislation for seven self regulating occupations to comply with the principles outlined in the White Paper on Self Regulating Occupations. In addition, many of these SROs are seeking additional amendments to their legislation.

#### Report on Homeowner, Commercial and Marine Insurance

This report is expected to be released in the next fiscal year. Depending on the outcomes of the report, further reforms in the insurance sector may be required.

#### Harmonization of Securities Regulations

All provinces and territories, except Ontario, have signed on to a Passport System of securities regulations which is intended to streamline and harmonize securities regulation across Canada. A considerable amount of work will be required by the department to implement the necessary legislative and rule changes.

### **Occupational Health and Safety Branch**

#### Regulatory Review

The process of reviewing and improving the Occupational Health and Safety Regulations is ongoing. To ensure that the regulations are current and align with best practices, a review of existing regulations, stakeholder comments, and other jurisdictional regulations is being undertaken with a view to jurisdictional

regulatory amendments. A draft regulation is nearing completion. Following internal review, stakeholder consultation will commence.



#### Standard Operating Procedures

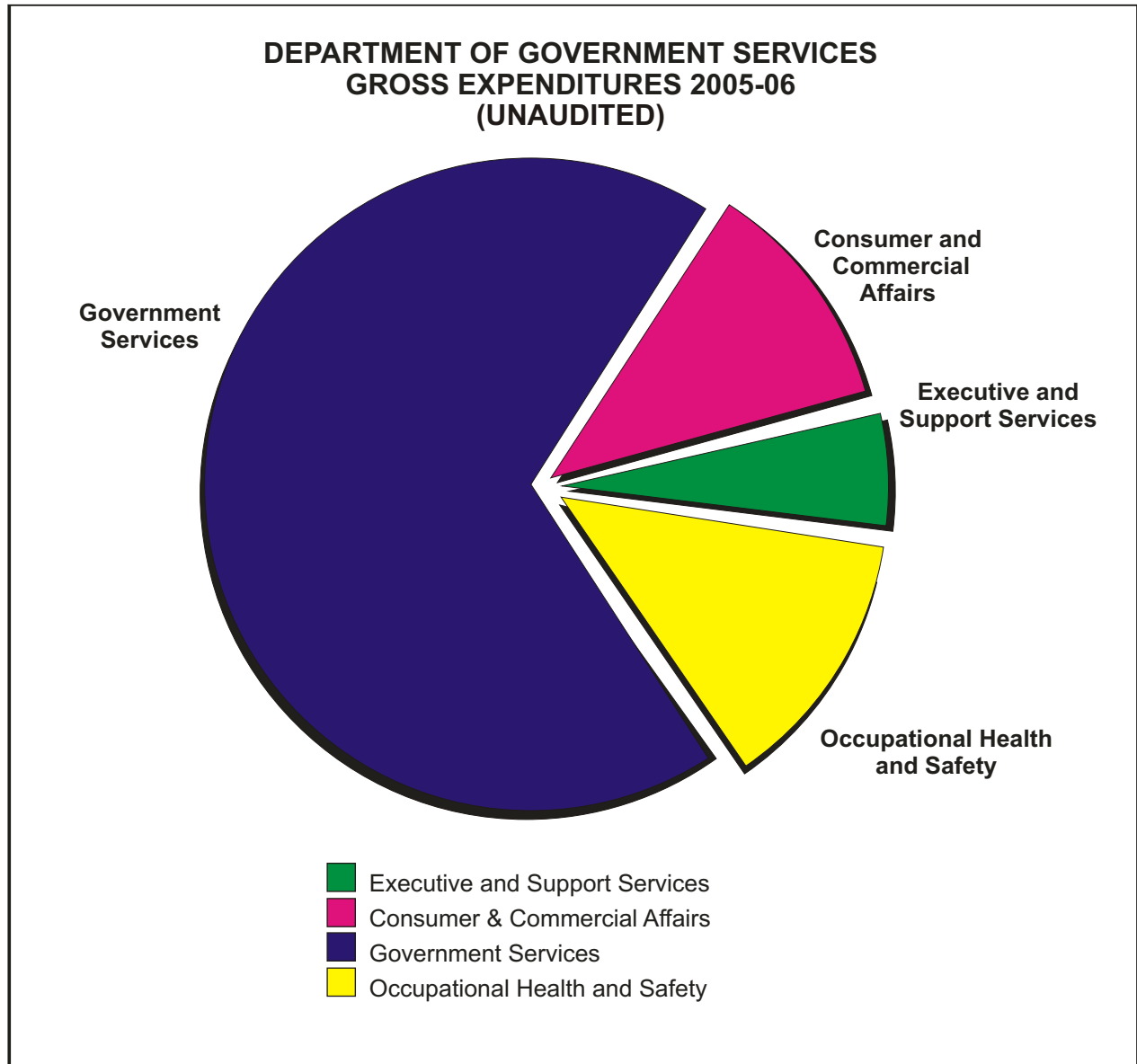
A review of operating procedures pertaining to workplace inspections, accident /incident investigations and prosecution protocols has been conducted. The Branch has reviewed protocols from other jurisdiction with the goal of establishing Standard Operating Procedures (SOP) for the above activities. This initiative should be completed in early 2006 following input from stakeholders. Extensive training is planned before the SOP is introduced, to ensure consistency of application by officers.

#### Procedure Guidelines Manual

The OHS Division is developing a Standardized Procedures manual as part of their continuing framework in providing staff with the necessary resources required in carrying out their day-to-day job related duties. This document is intended to provide OHS Officers with guidelines that will ensure consistency in their approach to inspections and the subsequent writing of orders for violations of OHS Legislation.

## Budget

The Department's approved gross expenditure budget for 2005-06 was \$29.8 million. The following pie chart graphically depicts how it is utilized by the Department.





# FINANCIAL STATEMENTS

## DEPARTMENT OF GOVERNMENT SERVICES Statement of Expenditure and Related Revenue FOR THE YEAR ENDED 31 MARCH 2006

	Actual	Estimates	
		Amended	Original
	\$	\$	\$
<b>EXECUTIVE AND SUPPORT SERVICES</b>			
<b>MINISTER'S OFFICE</b>			
<i>CURRENT</i>			
<b>1.1.01. MINISTER'S OFFICE</b>			
01. Salaries .....	189,257	197,600	197,600
02. Employee Benefits .....	185	1,000	1,000
03. Transportation & Communications .....	21,161	40,000	40,000
04. Supplies .....	2,123	5,400	5,400
06. Purchased Services .....	4,514	18,800	18,800
07. Property, Furnishings & Equipment .....	50	500	500
<b>Total: Minister's Office</b>	<b>217,290</b>	<b>263,300</b>	<b>263,300</b>
<b>TOTAL: MINISTER'S OFFICE</b>	<b>217,290</b>	<b>263,300</b>	<b>263,300</b>
<b>GENERAL ADMINISTRATION</b>			
<i>CURRENT</i>			
<b>1.2.01. EXECUTIVE SUPPORT</b>			
01. Salaries .....	752,609	753,600	883,700
02. Employee Benefits .....	3,211	4,500	4,500
03. Transportation & Communications .....	72,868	105,300	118,300
04. Supplies .....	12,581	18,200	20,100
05. Professional Services .....	4,364	5,000	35,000
06. Purchased Services .....	21,392	23,500	13,500
07. Property, Furnishings & Equipment .....	6,818	8,000	3,000
	<b>873,843</b>	<b>918,100</b>	<b>1,078,100</b>
02. Revenue - Provincial .....	<b>( 1,118,416)</b>	<b>( 589,700)</b>	<b>( 589,700)</b>
<b>Total: Executive Support</b>	<b>( 244,573)</b>	<b>328,400</b>	<b>488,400</b>
<i>CAPITAL</i>			
<b>1.2.02. ADMINISTRATIVE SUPPORT</b>			
07. Property, Furnishings & Equipment .....	608,187	740,000	530,000
01. Revenue - Federal .....	-	( 80,000)	( 80,000)
02. Revenue - Provincial .....	<b>( 63,709)</b>	<b>( 25,000)</b>	<b>( 25,000)</b>
<b>Total: Administrative Support</b>	<b>544,478</b>	<b>635,000</b>	<b>425,000</b>
<b>TOTAL: GENERAL ADMINISTRATION</b>	<b>299,905</b>	<b>963,400</b>	<b>913,400</b>
<b>TOTAL: EXECUTIVE AND SUPPORT SERVICES</b>	<b>517,195</b>	<b>1,226,700</b>	<b>1,176,700</b>

		Estimates	
	Actual	Amended	Original
	\$	\$	\$
<b>CONSUMER AND COMMERCIAL AFFAIRS</b>			
<b>CONSUMER AND COMMERCIAL AFFAIRS</b>			
<i>CURRENT</i>			
<b>2.1.01. TRADE PRACTICES</b>			
01. Salaries .....	951,304	959,900	789,900
02. Employee Benefits .....	147	2,500	2,500
03. Transportation & Communications .....	39,667	60,100	62,600
04. Supplies .....	10,796	12,400	19,900
05. Professional Services .....	-	1,000	1,000
06. Purchased Services .....	10,143	17,100	20,100
07. Property, Furnishings & Equipment .....	12,656	16,400	5,900
	<u>1,024,713</u>	<u>1,069,400</u>	<u>901,900</u>
02. Revenue - Provincial .....	( 10,680)	( 6,500)	( 6,500)
<b>Total: Trade Practices</b>	<u>1,014,033</u>	<u>1,062,900</u>	<u>895,400</u>
<b>2.1.02. FINANCIAL SERVICES REGULATION</b>			
01. Salaries .....	635,943	641,300	891,300
02. Employee Benefits .....	420	6,100	6,100
03. Transportation & Communications .....	34,741	47,400	47,400
04. Supplies .....	10,303	13,300	14,000
05. Professional Services .....	25,708	26,500	26,500
06. Purchased Services .....	9,661	11,000	11,000
07. Property, Furnishings & Equipment .....	243	2,000	2,000
<b>Total: Financial Services Regulation</b>	<u>717,019</u>	<u>747,600</u>	<u>998,300</u>
<b>2.1.03. COMMERCIAL REGISTRATIONS</b>			
01. Salaries .....	967,566	968,200	873,200
02. Employee Benefits .....	383	2,000	2,000
03. Transportation & Communications .....	62,034	75,800	80,800
04. Supplies .....	27,890	34,600	46,600
06. Purchased Services .....	502,904	509,000	492,300
07. Property, Furnishings & Equipment .....	24,620	33,100	48,100
<b>Total: Commercial Registrations</b>	<u>1,585,397</u>	<u>1,622,700</u>	<u>1,543,000</u>
<b>TOTAL: CONSUMER AND COMMERCIAL AFFAIRS</b>	<u>3,316,449</u>	<u>3,433,200</u>	<u>3,436,700</u>
<b>TOTAL: CONSUMER AND COMMERCIAL AFFAIRS</b>	<u>3,316,449</u>	<u>3,433,200</u>	<u>3,436,700</u>

	<b>Actual</b>	<b>Estimates</b>	
		<b>Amended</b>	<b>Original</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>GOVERNMENT SERVICES</b>			
<b>MOTOR VEHICLE REGISTRATION</b>			
<i>CURRENT</i>			
<b>3.1.01. ADMINISTRATION</b>			
01. Salaries .....	897,860	898,300	1,055,900
02. Employee Benefits .....	471	1,500	1,500
03. Transportation & Communications .....	563,031	565,300	497,200
04. Supplies .....	237,821	529,300	616,300
05. Professional Services .....	18,731	46,000	-
06. Purchased Services .....	212,805	243,300	449,000
07. Property, Furnishings & Equipment .....	7,581	7,600	3,000
10. Grants and Subsidies .....	44,102	52,100	52,100
<b>Total: Administration</b>	<b>1,982,402</b>	<b>2,343,400</b>	<b>2,675,000</b>
<b>3.1.02. DRIVER EXAMINATIONS AND WEIGH SCALE OPERATIONS</b>			
01. Salaries .....	1,568,512	1,571,400	1,446,300
02. Employee Benefits .....	9,221	10,000	4,000
03. Transportation & Communications .....	77,371	84,400	94,400
04. Supplies .....	2,319	7,400	12,400
06. Purchased Services .....	9,098	25,000	25,000
07. Property, Furnishings & Equipment .....	6,160	6,600	11,600
<b>Total: Driver Examinations and Weigh Scale Operations</b>	<b>1,672,681</b>	<b>1,704,800</b>	<b>1,593,700</b>
<b>3.1.03. LICENCE AND REGISTRATION PROCESSING</b>			
01. Salaries .....	1,527,481	1,535,700	1,510,300
02. Employee Benefits .....	27,696	34,000	9,000
03. Transportation & Communications .....	2,616	3,300	3,300
04. Supplies .....	218,071	247,400	247,400
06. Purchased Services .....	433,184	561,400	338,400
07. Property, Furnishings & Equipment .....	4,822	7,000	7,000
<b>Total: Licence and Registration Processing</b>	<b>2,213,870</b>	<b>2,388,800</b>	<b>2,115,400</b>
<b>3.1.04. NATIONAL SAFETY CODE</b>			
01. Salaries .....	1,079,567	1,080,300	991,100
02. Employee Benefits .....	-	2,000	2,000
03. Transportation & Communications .....	73,807	90,100	93,100
04. Supplies .....	5,519	12,200	12,200
05. Professional Services .....	-	34,000	87,000
06. Purchased Services .....	9,800	10,400	9,400
07. Property, Furnishings & Equipment .....	76,056	77,100	22,100
	<b>1,244,749</b>	<b>1,306,100</b>	<b>1,216,900</b>
01. Revenue - Federal .....	( 176,790)	( 161,000)	( 161,000)
02. Revenue - Provincial .....	( 14,509)	-	-
<b>Total: National Safety Code</b>	<b>1,053,450</b>	<b>1,145,100</b>	<b>1,055,900</b>
<b>TOTAL: MOTOR VEHICLE REGISTRATION</b>	<b>6,922,403</b>	<b>7,582,100</b>	<b>7,440,000</b>

	<u>Actual</u>	<u>Estimates</u>	
		<u>Amended</u>	<u>Original</u>
	\$	\$	\$
<b>GOVERNMENT SERVICES</b>			
<b>PERMITTING AND INSPECTION SERVICES</b>			
<i>CURRENT</i>			
<b>3.2.01. SUPPORT SERVICES</b>			
01. Salaries .....	1,084,017	1,089,400	1,267,400
02. Employee Benefits .....	6,644	8,600	8,600
03. Transportation & Communications .....	256,923	257,500	217,500
04. Supplies .....	17,239	21,000	22,900
05. Professional Services .....	12,932	15,800	15,800
06. Purchased Services .....	953,260	1,013,700	1,033,700
07. Property, Furnishings & Equipment .....	3,450	9,000	29,000
	<u>2,334,465</u>	<u>2,415,000</u>	<u>2,594,900</u>
02. Revenue - Provincial .....	( 1,239,529)	( 1,832,000)	( 1,832,000)
<b>Total: Support Services</b>	<u>1,094,936</u>	<u>583,000</u>	<u>762,900</u>
<b>3.2.02. REGIONAL SERVICES</b>			
01. Salaries .....	5,317,396	5,339,800	5,344,800
02. Employee Benefits .....	11,998	23,900	38,900
03. Transportation & Communications .....	650,685	651,800	716,300
04. Supplies .....	115,379	120,600	89,100
06. Purchased Services .....	120,565	132,300	63,800
07. Property, Furnishings & Equipment .....	33,181	39,200	50,900
	<u>6,249,204</u>	<u>6,307,600</u>	<u>6,303,800</u>
01. Revenue - Federal .....	( 148,960)	( 124,000)	( 124,000)
02. Revenue - Provincial .....	( 2,309,200)	( 1,630,000)	( 1,630,000)
<b>Total: Regional Services</b>	<u>3,791,044</u>	<u>4,553,600</u>	<u>4,549,800</u>
<b>TOTAL: PERMITTING AND INSPECTION SERVICES</b>	<u>4,885,980</u>	<u>5,136,600</u>	<u>5,312,700</u>
<b>OTHER SERVICES</b>			
<i>CURRENT</i>			
<b>3.3.01. VITAL STATISTICS REGISTRY</b>			
01. Salaries .....	535,366	544,200	494,200
02. Employee Benefits .....	15,387	16,000	6,000
03. Transportation & Communications .....	31,063	32,100	25,100
04. Supplies .....	10,432	10,500	10,000
05. Professional Services .....	-	-	2,000
06. Purchased Services .....	19,897	20,000	15,000
07. Property, Furnishings & Equipment .....	1,421	1,500	1,000
	<u>613,566</u>	<u>624,300</u>	<u>553,300</u>
01. Revenue - Federal .....	( 9,336)	( 9,200)	( 9,200)
<b>Total: Vital Statistics Registry</b>	<u>604,230</u>	<u>615,100</u>	<u>544,100</u>

		Estimates	
	Actual	Amended	Original
	\$	\$	\$
<b>GOVERNMENT SERVICES</b>			
<b>OTHER SERVICES</b>			
<i>CURRENT</i>			
<b>3.3.02. QUEEN'S PRINTER</b>			
01. Salaries .....	45,081	50,400	65,400
02. Employee Benefits .....	510	1,300	-
03. Transportation & Communications .....	5,178	8,900	2,900
04. Supplies .....	655	2,000	2,000
06. Purchased Services .....	99,709	108,200	100,500
	<u>151,133</u>	<u>170,800</u>	<u>170,800</u>
02. Revenue - Provincial .....	( 284,394)	( 325,000)	( 325,000)
<b>Total: Queen's Printer</b>	<b>( 133,261)</b>	<b>( 154,200)</b>	<b>( 154,200)</b>
<b>3.3.03. PRINTING AND MICROGRAPHIC SERVICES</b>			
01. Salaries .....	595,073	652,800	652,800
02. Employee Benefits .....	375	1,000	-
03. Transportation & Communications .....	7,036	14,100	14,400
04. Supplies .....	253,136	288,400	339,400
06. Purchased Services .....	295,271	323,600	334,600
07. Property, Furnishings & Equipment .....	9,646	11,300	-
	<u>1,160,537</u>	<u>1,291,200</u>	<u>1,341,200</u>
02. Revenue - Provincial .....	( 776,128)	( 1,300,000)	( 1,300,000)
<b>Total: Printing and Micrographic Services</b>	<b>384,409</b>	<b>( 8,800)</b>	<b>41,200</b>
<b>TOTAL: OTHER SERVICES</b>	<b>855,378</b>	<b>452,100</b>	<b>431,100</b>
<b>TOTAL: GOVERNMENT SERVICES</b>	<b>12,663,761</b>	<b>13,170,800</b>	<b>13,183,800</b>
<b>OCCUPATIONAL HEALTH AND SAFETY</b>			
<b>OCCUPATIONAL HEALTH AND SAFETY INSPECTION</b>			
<i>CURRENT</i>			
<b>4.1.01. ADMINISTRATION AND PLANNING</b>			
01. Salaries .....	248,510	330,400	330,400
02. Employee Benefits .....	300	5,000	5,000
03. Transportation & Communications .....	3,249	23,700	23,700
04. Supplies .....	9,980	19,100	19,100
05. Professional Services .....	95	29,000	29,000
06. Purchased Services .....	5,453	5,700	5,700
07. Property, Furnishings & Equipment .....	1,535	14,400	14,400
	<u>269,122</u>	<u>427,300</u>	<u>427,300</u>
02. Revenue - Provincial .....	( 400,520)	( 427,300)	( 427,300)
<b>Total: Administration and Planning</b>	<b>( 131,398)</b>	<b>-</b>	<b>-</b>



	<u>Actual</u>	<u>Estimates</u>	
		<u>Amended</u>	<u>Original</u>
	\$	\$	\$
<b>OCCUPATIONAL HEALTH AND SAFETY</b>			
<b>OCCUPATIONAL HEALTH AND SAFETY INSPECTION</b>			
<i>CURRENT</i>			
<b>4.1.02. OCCUPATIONAL HEALTH AND SAFETY INSPECTIONS</b>			
01. Salaries .....	2,446,353	2,906,600	2,906,600
02. Employee Benefits .....	37,512	38,600	38,600
03. Transportation & Communications .....	374,182	393,900	393,900
04. Supplies .....	97,260	112,600	112,600
05. Professional Services .....	90,466	145,000	145,000
06. Purchased Services .....	307,462	487,400	487,400
07. Property, Furnishings & Equipment .....	55,595	78,500	78,500
	<u>3,408,830</u>	<u>4,162,600</u>	<u>4,162,600</u>
02. Revenue - Provincial .....	( 4,672,506)	( 4,205,700)	( 4,205,700)
<b>Total: Occupational Health and Safety Inspections</b>	<b>( 1,263,676)</b>	<b>( 43,100)</b>	<b>( 43,100)</b>
<b>TOTAL: OCCUPATIONAL HEALTH AND SAFETY INSPECTIONS</b>	<b>( 1,395,074)</b>	<b>( 43,100)</b>	<b>( 43,100)</b>
<b>FINANCIAL ASSISTANCE</b>			
<i>CURRENT</i>			
<b>4.2.01. ASSISTANCE TO ST. LAWRENCE MINERS' DEPENDENTS</b>			
09. Allowances and Assistance .....	59,397	66,000	66,000
02. Revenue - Provincial .....	( 74,626)	-	-
<b>Total: Assistance to St. Lawrence Miners' Dependents</b>	<b>( 15,229)</b>	<b>66,000</b>	<b>66,000</b>
<b>4.2.02. ASSISTANCE TO OUTSIDE AGENCIES</b>			
10. Grants and Subsidies .....	18,277	33,000	33,000
02. Revenue - Provincial .....	( 21,077)	( 33,000)	( 33,000)
<b>Total: Assistance to Outside Agencies</b>	<b>( 2,800)</b>	<b>-</b>	<b>-</b>
<b>TOTAL: FINANCIAL ASSISTANCE</b>	<b>( 18,029)</b>	<b>66,000</b>	<b>66,000</b>
<b>TOTAL: OCCUPATIONAL HEALTH AND SAFETY</b>	<b>( 1,413,103)</b>	<b>22,900</b>	<b>22,900</b>

## Summary of Gross Expenditure and Unexpended Balances

	<b>\$</b>
Original estimates (net) .....	18,907,400
Add (subtract) transfers of estimates .....	(16,500)
Addback revenue estimates net of transfers .....	11,006,400
Original estimates of expenditure .....	29,897,300
Supplementary supply .....	-
Total appropriation .....	29,897,300
Total net expenditure .....	16,211,300
Add revenue less transfers .....	11,424,868
Total gross expenditure (budgetary, non-statutory) .....	27,636,168
Unexpended balance of appropriation .....	2,261,132

## Summary of Cash Payments and Receipts

	Payments	Receipts	Net
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Current Account .....	27,027,981	11,361,159	15,666,822
Capital Account .....	608,187	63,709	544,478
Totals .....	27,636,168	11,424,868	16,211,300

SHEREE MACDONALD  
Deputy Minister  
Government Services



