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Message from Minister Rodriguez

On behalf of Canadian Heritage, I am pleased to present the 2017 to 2018 Fees Report.

On June 22, 2017, the *Service Fees Act* received royal assent, thereby repealing the *User Fees Act*.

The *Service Fees Act* introduces a modern legislative framework that enables cost-effective delivery of services and, through enhanced reporting to Parliament, improved transparency and oversight. The act provides for:

- a streamlined approach to consultation and the approval of new or modified fees
- a requirement for services to have service standards and reporting against these standards, along with a policy to remit fees to fee payers when standards are not met
- an automatic annual fee adjustment by the Consumer Price Index (CPI) to ensure that fees keep pace with inflation
- annual detailed reporting to Parliament in order to increase transparency



This 2017 to 2018 Fees Report is the first report to be prepared under the *Service Fees Act*. The report includes new information such as a detailed listing of all fees along with future year fee amounts. Additional fee information will be included starting next fiscal year, once Canadian Heritage fully transitions to the Service Fees Act regime.

I welcome the increased transparency and oversight that the *Service Fees Act*'s reporting regime embodies, and I am fully committed to transitioning my department to this modern framework.

The Honourable Pablo Rodriguez, P.C., M.P.
Minister of Canadian Heritage and Multiculturalism

General fees information

The tables that follow provide information on each category of fees, including:

- the name of the fee category;
- the date that the fee (or fee category) was introduced and last amended (if applicable);
- service standards;
- performance results against these standards; and
- financial information regarding total costs, total revenues and remissions.

In addition to the information presented by fee category, there is a summary of the financial information for all fees as well as a listing of fees under the department's authority. This listing includes the existing fee dollar amounts and the adjusted dollar fee amount for a future year.

General and financial information by fee category

General information

Fee category	Fee levy under the Canadian Film or Video Production Tax Credit Program (CPTC)
Fee-setting authority	<i>Financial Administration Act</i> , paragraph 19 (1) (b) <i>Department of Canadian Heritage Act</i> , subsection 10
Year introduced	December 28, 1996
Year last amended	April 1, 2004
Service standard	Issuance of a certificate within 120 working days from receipt of a complete application. The target is to meet this standard 85% of the time.
Performance results	The 120 working days processing standard was met 54% of the time over the course of the year. However, due to efforts to improve service delivery, this standard was being met 80% of the time by March 2018.
Other information	<p>Canadian Audio-Visual Certification Office (CAVCO), a directorate of Canadian Heritage, co-administers this program with the Canada Revenue Agency.</p> <ul style="list-style-type: none"> To establish fees that would be simple and equitable for the entire audio-visual industry; and To recover the cost of the services provided by CAVCO. <p>In 2004, CAVCO modified the user fee structure for the CPTC program to maintain service standards.</p>

Financial information (dollars)

2016–17 Revenue	2017–18 Revenue	2017–18 Cost*	2017–18 Remissions†
3,363,363	3,496,307	6,042,279	Not applicable

* The amount includes direct and indirect costs, where such costs are identifiable and material.

† A remission is a partial or full return of a fee paid.

General information

Fee category	Fee Levy Under the Film or Video Production Services Tax Credit Program (PSTC)
Fee-setting authority	<i>Financial Administration Act</i> , paragraph 19 (1) (b) <i>Department of Canadian Heritage Act</i> , subsection 10
Year introduced	October 24, 1998
Year last modified	The accreditation fees have never been modified since their introduction on October 24, 1998.
Service Standard	Issuance of a certificate within 120 working days from receipt of a complete application. The target is to meet this standard 85% of the time.
Performance results	The service standard of 120 working days to issue a certificate was met 97% of the time.
Other information	CAVCO, a directorate of Canadian Heritage, co-administers this program with the Canada Revenue Agency.

Financial information (dollars)

2016–17 Revenue	2017–18 Revenue	2017–18 Cost*	2017–18 Remissions†
1,827,289	2,171,000	1,237,575	Not applicable

* The amount includes direct and indirect costs, where such costs are identifiable and material.

† A remission is a partial or full return of a fee paid.

General information

Fee category	Fees charged for processing access requests files under the <i>Access to Information Act</i> (\$5.00)
Fee-setting authority	<i>Access to Information Act</i>
Year introduced	1983
Year last modified	2006
Service Standard	Response provided within 30 days of receipt of request. Response time may be extended pursuant to s. 9 of the Act. A notice of extension is sent within 30 days of receipt of request.
Performance results	Taking into account external factors, 84% of requests were completed within the prescribed time frame.
Other information	Not applicable

Financial information (dollars)

2016–17 Revenue	2017–18 Revenue	2017–18 Cost*	2017–18 Remissions[†]
2,300	2,770	1,599,193	Not applicable

* The amount includes direct and indirect costs, where such costs are identifiable and material.

† A remission is a partial or full return of a fee paid.

General information

Fee category	Canadian Conservation Institute - Publications and Special Products
Fee-setting authority	<i>Financial Administration Act</i> , paragraph 19 (1) (b) <i>Department of Canadian Heritage Act</i> , subsection 9
Year introduced	1996
Year last amended	2016-2017
Performance standard	Publications and special products are delivered within a week of receiving payment.
Performance results	The one week delivery standard was met 100% of the time.
Other information	Fees for recent publications available for purchase are determined at the time of publishing and are based on a comparison of comparable CCI and/or market prices to partially recover printing costs.

Financial information (dollars)

2016–17 Revenue	2017–18 Revenue	2017–18 Cost*	2017–18 Remissions†
24,481	19,703	80,120	Not applicable

* The amount includes direct and indirect costs, where such costs are identifiable and material.

† A remission is a partial or full return of a fee paid.

General information

Fee category	Capital Experience - Rent and Loan Program
Fee-setting authority	<i>Financial Administration Act</i> , paragraph 19 (1) (b) <i>Department of Canadian Heritage Act</i> , subsection 4.2 (k.1) and 9
Year introduced	In 1994 by the National Capital Commission and transferred to the Department of Canadian Heritage in October of 2013
Year last amended	Not applicable
Performance standard	As per the <i>Service Fees Act</i> , Performance Standards are not required for the provision of a product (Article 3 (1)). Therefore, none were established for the Rent and Loan Program.
Performance results	Not applicable
Other information	<p>The Capital Experience inventory primary function is to support the delivery of Canadian Heritage Major Events and Celebration programs. The Rent and Loan program is to contribute to the animation of the Capital objective by offering festival hardware inventory at a minimal cost to non-profit organizations producing events when the equipment is not required by Canadian Heritage events. Approximately 40 different non-profit Organizations and Festivals in the National Capital Region benefit from this program. Only low value assets representing a portion of the Capital Experiences inventory are made available via the Rent and Loan Program.</p> <p>Since no employees are assigned at 100% of their workload to this program, the salary costs consists of a percentage of related task assignments for multiple Capital Experiences Employees. Only the Life Cycle Management cost related to the specific inventory items available via the Rent and Loan program have been calculated in the reported cost.</p> <p>The revenues are meant to offset Capital Experiences Rent and Loan program costs and consists of administration fees and rental fees. The direct and indirect costs identified in this report are based on a pro-rata ratio of numbers of rental days over the course of the report period.</p> <p>The rental and fee structure has not been increased since the launch of the program back in 1994. At the time of the Capital Experience program transfer from the National Capital Commission to the Department of Canadian Heritage back in 2013, nine of the local major festivals who benefit from the Rent and Loan program</p>

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	were exempted of paying rental fees as part of the National Capital Commission land access exemption program. Since then, the National Capital Commission has abolished their exemption program and increased their land use fees but the Canadian Heritage Rent and Loan Program still to this day honour the fee exemptions.
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Financial information (dollars)

2016–17 Revenue	2017–18 Revenue	2017–18 Cost*	2017–18 Remissions†
33,435	31,836	72,146	Not applicable

* The amount includes direct and indirect costs, where such costs are identifiable and material.

† A remission is a partial or full return of a fee paid.

Financial totals for all fee categories

Total revenues, cost and remissions (dollars)

2016–17 Total revenue	2017–18 Total revenue	2017–18 Total cost	2017–18 Total remissions
5,250,868	5,721,616	9,031,313	Not applicable

Note: the totals are the sums of the revenues, costs and remissions reported for all fee categories in the “Financial information” tables.

Fees under the Department's authority

Fee amounts for 2017–18 and 2019–20 and for a future fiscal year, as applicable (dollars)

Name of fee	2017–18 Fee amount	2019–20 Adjusted fee amount*	Future fee amount and fiscal year†
Canadian Film or Video Production Tax Credit	0.15% of the Eligible Production Cost for a Part A or a Part B application; or 0.30% of the Eligible Production Cost for a Part A/B application, with a minimum fee of \$200.	The Canadian Film or Video Production Tax Credit is exempted from this section of the Service Fees Act since fees are determined based on a production's eligible production costs, which CAVCO does not control.	Not applicable
Film or Video Production Services Tax Credit	\$5,000 per application. Rebate available based on a sliding scale related to value of tax credit received	The Film or Video Production Services Tax Credit is exempted from this section of the Service Fees Act since fees are determined based on the ultimate value of the tax credit received. This in turn is based on a production's labour expenditures, which CAVCO does not control.	Not applicable

Canadian Conservation Institute - Publications and Special Products		2017-18		As at March 31, 2020 (Additional 2.2%**)		Not applicable
		Fee in Canada	Fee for Other Countries	Fee in Canada	Fee for Other Countries	
	Publications - Books					
	Adhesive Compendium for Conservation	90,00	110,00	91,98	112,42	
	Lighting Methods for Photographing Museum Objects	40,00	50,00	40,88	51,10	
	Metals and Corrosion: A Handbook for the Conservation Professional	65,00	81,25	66,43	83,04	
	Airborne Pollutants in Museums, Galleries, and Archives: Risk Assessment, Control Strategies, and Preservation Management	50,00	62,50	51,10	63,88	
	The Gentle Art of Applied Pressure	26,00	32,50	26,57	33,22	
	Mount-making for Museum Objects (second edition)	20,00	25,00	20,44	25,55	
	Publications - Technical					
	Technical Bulletins 32 Products Used in Preventive Conservation	25,00	30,00	25,55	30,66	
	Technical Bulletin 31 The Digitization of VHS Video Tapes	25,00	30,00	25,55	30,66	
	Special Products					
	Framework for Preserving Heritage Collections poster	25,00	30,00	25,55	30,66	

Capital Experience – Rent and Loan Program	Rental Fees						Not applicable	
		2017-18			As at March 31, 2020 (Additionnal 2.2%**)			
	Item	Rental Fee For Two Days or Less	Rental Fee For Three Days or More	Replacement Fees	Rental Fee For Two Days or Less	Rental Fee For Three Days or More		Replacement Fees
	Barricade (metal)	\$2.00	\$4.00	\$150.00	\$2.04	\$4.09		\$153.30
	Garbage barrel	\$4.00	\$8.00	\$100.00	\$4.09	\$8.18		\$102.20
	Recycling Container	\$4.00	\$8.00	\$350.00	\$4.09	\$8.18		\$357.70
	Riser	\$6.00	\$12.00	\$125.00	\$6.13	\$12.26		\$127.75
	Picnic table	\$9.00	\$18.00	\$175	\$9.20	\$18.40		\$178.85
	White picket fence	\$5.00	\$10.00	\$100.00	\$5.11	\$10.22		\$102.20
	Small entrance arch	\$325.00	\$650.00	\$6,500.00	\$332.15	\$664.30		\$6,643.00
	Large entrance arch	\$325.00	\$670.00	\$6,700.00	\$332.15	\$684.74		\$6,847.40
	2.4-metre tower (almost 8 ft.)	\$80.00	\$160.00	\$1,600.00	\$81.76	\$163.52		\$1,635.20
	Activity tower (ladder)	\$32.00	\$65.00	\$650.00	\$32.70	\$66.43		\$664.30
Activity tower (truss)	\$32.00	\$65.00	\$650.00	\$32.70	\$66.43	\$664.30		
Note : For each rental agreement there is a \$250 administration fee, plus the rental costs.				Note : For each rental agreement there is a \$255.50 administration fee, plus the rental costs.				