

# Public Health Agency of Canada

## **Fees Report**

Fiscal year 2019–20

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The Honourable Patricia A. Hajdu, P.C., M.P.  
Minister of Health

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## Minister's message

On behalf of Public Health Agency of Canada, I am pleased to present our report on fees for 2019–20.

The *Service Fees Act* provides a modern legislative framework that enables cost-effective delivery of services and, through better reporting to Parliament, improves transparency and oversight.

I will continue to lead my department's transition to the reporting regime provided under the *Service Fees Act*.

The Honourable Patricia A. Hajdu, P.C., M.P.  
Minister of Health





## About this report

This report, which is tabled under section 20 of the *Service Fees Act*<sup>i</sup> and section 4.2.8 of the *Directive on Charging and Special Financial Authorities*<sup>ii</sup>, contains information about the fees that Public Health Agency of Canada had the authority to set in 2019–20.

Government of Canada departments may set fees for services, licences, permits, products, the use of facilities; for other authorizations of rights or privileges; or to recover, in whole or in part, costs incurred in relation to a regulatory scheme.

For reporting purposes, fees must be categorized under the following three fee setting mechanisms:

1. Act, regulation or fees notice
  - An act of Parliament delegates the fee setting authority to a department, minister or Governor in Council.
2. Contract
  - Ministers have the authority to enter into contracts, which are usually negotiated between the minister and an individual or organization, and which cover fees and other terms and conditions. In some cases, that authority may also be provided by an act of Parliament.
3. Market-rate or auction or both
  - The authority to set these fees is pursuant to an act of Parliament or regulation, and the minister, department or Governor in Council has no control over the fee amount.

This report contains information about all fees that are under Public Health Agency of Canada's authority, including any that are collected by another department.

The information covers fees that are subject to the *Service Fees Act*.

For fees set by contract, fees set by market-rate, auction or both, the report provides totals only. For fees set by act, regulation or fees notice, it provides totals for fee groupings, as well as detailed information for each fee.

Although the fees that Public Health Agency of Canada charges under the *Access to Information Act* are subject to the *Service Fees Act*, they are not included in this report. Information on Public Health Agency of Canada's access to information fees for 2019–20 can be found in our access to information report, which is posted on [Access to Information and Privacy Annual Reports](#)<sup>iii</sup>.

## Remissions

A remission is a partial or full return of a fee to a fee payer who paid for a service for which a department deemed that the service standard was not met.

Under the *Service Fees Act*, departments must develop policies for determining whether a service standard has been met and for determining how much of a fee will be remitted to a fee payer if a service standard is not met. This requirement will not take effect until April 1, 2021, so this report does not include remissions issued under the *Service Fees Act*. The report also does not include other remissions.

## Overall totals, by fee setting mechanism

The following table presents the total revenue, cost and remissions for all fees that Public Health Agency of Canada had the authority to set in 2019–20, by fee setting mechanism.

### Overall totals for 2019–20, by fee setting mechanism

Fee setting mechanism	Revenue (\$)	Cost (\$)	Remissions (\$)
<b>Fees set by contract</b>	438,964	124,796	Remissions do not apply to fees set by contract.
<b>Fees set by market-rate, auction or both</b>	0	0	Remissions do not apply to fees set by market-rate, auction or both.
<b>Fees set by act, regulation or fees notice</b>	765,306	677,222	0
<b>Total</b>	1,204,270	802,018	0



## Totals, by fee grouping, for fees set by act, regulation or fees notice

The following table presents, for each fee grouping, the total revenue, cost and remissions for all fees that the Public Health Agency of Canada had the authority to set in 2019–20 that are set by any of the following:

- act
- fees notice

A fee grouping is a grouping of all the fees that a department has the authority to set for activities relating to a single business line, directorate or program.

### Ships Sanitation Certificate Fees<sup>iv</sup>: totals for 2019–20

Fee grouping	Ships Sanitation Certificate Fees	
Revenue (\$)	Cost (\$)	Remissions (\$)
765,306	677,222	0

## Details on each fee set by act, regulation or fees notice

This section provides detailed information on each fee that the Public Health Agency of Canada had the authority to set in 2019–20 and that was set by any of the following:

- act
- fees notice

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<b>Fee grouping</b>	Ship sanitation certificate fees
<b>Fee</b>	Standard port
<b>Fee-setting authority</b>	<a href="#">Department of Health Act</a> <sup>v</sup> , subsection 6(1), Fees Notice, on the <a href="#">PHAC website</a> <sup>vi</sup>
<b>Year fee-setting authority was introduced</b>	2007
<b>Last year fee-setting authority was amended</b>	2008
<b>Service standard</b>	Conduct a pre-scheduled inspection during daylight hours at a designated seaport in Canada.
<b>Performance result</b>	The service standard was met for all 610 pre-scheduled inspections.
<b>Application of <i>Low-Materiality Fees Regulations</i></b>	Material: >\$151
<b>2019–20 fee amount (\$)</b>	767
<b>2019–20 total fee revenue (\$)</b>	418,810
<b>Fee adjustment date</b>	April 1, 2021
<b>Adjusted fee amount in 2021–22 (\$)</b>	780.78

<b>Fee grouping</b>	Ship sanitation certificate fees
<b>Fee</b>	Non-standard port
<b>Fee-setting authority</b>	<a href="#">Department of Health Act</a> , subsection 6(1), Fees Notice, on the <a href="#">PHAC website</a>
<b>Year fee-setting authority was introduced</b>	2007
<b>Last year fee-setting authority was amended</b>	2008
<b>Service standard</b>	Conduct a pre-scheduled inspection during daylight hours at a designated seaport in Canada.
<b>Performance result</b>	The service standard was met for all 201 pre-scheduled inspections.
<b>Application of <i>Low-Materiality Fees Regulations</i></b>	Material (formula)
<b>2019–20 fee amount (\$)</b>	767, plus overtime and travel
<b>2019–20 total fee revenue (\$)</b>	320,744
<b>Fee adjustment date</b>	April 1, 2021
<b>Adjusted fee amount in 2021–22 (\$)</b>	780.78, plus overtime and travel

<b>Fee grouping</b>	Ship sanitation certificate fees
<b>Fee</b>	Standard port: short-notice
<b>Fee-setting authority</b>	<a href="#">Department of Health Act</a> , subsection 6(1), Fees Notice, on the <a href="#">PHAC website</a>
<b>Year fee-setting authority was introduced</b>	2007
<b>Last year fee-setting authority was amended</b>	2008
<b>Service standard</b>	Conduct a non-scheduled inspection during daylight hours at a designated seaport in Canada.
<b>Performance result</b>	The service standard was met for all 9 non-scheduled inspections at a designated seaport in Canada.
<b>Application of <i>Low-Materiality Fees Regulations</i></b>	Material: >\$151
<b>2019–20 fee amount (\$)</b>	958
<b>2019–20 total fee revenue (\$)</b>	5,748
<b>Fee adjustment date</b>	April 1, 2021
<b>Adjusted fee amount in 2021–22 (\$)</b>	975.21

<b>Fee grouping</b>	Ship sanitation certificate fees
<b>Fee</b>	Non-standard port: short-notice
<b>Fee-setting authority</b>	<a href="#">Department of Health Act</a> , subsection 6(1), Fees Notice, on <a href="#">PHAC website</a>
<b>Year fee-setting authority was introduced</b>	2007
<b>Last year fee-setting authority was amended</b>	2008
<b>Service standard</b>	Conduct a non-scheduled inspection during daylight hours at a designated seaport in Canada.
<b>Performance result</b>	The service standard was met for all 5 non-scheduled inspections at a designated seaport in Canada.
<b>Application of <i>Low-Materiality Fees Regulations</i></b>	Material (formula)
<b>2019–20 fee amount (\$)</b>	958, plus overtime and travel
<b>2019–20 total fee revenue (\$)</b>	7,685
<b>Fee adjustment date</b>	April 1, 2021
<b>Adjusted fee amount in 2021–22 (\$)</b>	975.21, plus overtime and travel

<b>Fee grouping</b>	Ship sanitation certificate fees
<b>Fee</b>	Extension of existing certificate
<b>Fee-setting authority</b>	<a href="#">Department of Health Act</a> , subsection 6(1), Fees Notice, on <a href="#">PHAC website</a>
<b>Year fee-setting authority was introduced</b>	2007
<b>Last year fee-setting authority was amended</b>	2019
<b>Service standard</b>	Issue a 30-day extension to an existing ship sanitation certificate, if the inspection cannot be accomplished at the port requested.
<b>Performance result</b>	The service standard was met for all 82 extension certificate requests received.
<b>Application of <i>Low-Materiality Fees Regulations</i></b>	Material: >\$151
<b>2019–20 fee amount (\$)</b>	157
<b>2019–20 total fee revenue (\$)</b>	12,319
<b>Fee adjustment date</b>	April 1, 2021
<b>Adjusted fee amount in 2021–22 (\$)</b>	159.82

## Endnotes

- <sup>i</sup> Service Fees Act, <https://laws-lois.justice.gc.ca/eng/acts/S-8.4/index.html>
- <sup>ii</sup> Directive on Charging and Special Financial Authorities, <https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32502>
- <sup>iii</sup> Access to Information and Privacy Annual Reports., <https://www.canada.ca/en/public-health/corporate/mandate/about-agency/access-information-privacy/access-information-privacy-annual-reports.html>
- <sup>iv</sup> Ships Sanitation Certificate Fees, <https://www.canada.ca/en/public-health/services/emergency-preparedness-response/centre-emergency-preparedness-response/travelling-public-program.html>
- <sup>v</sup> Department of Health Act, <https://lois-laws.justice.gc.ca/eng/acts/h-3.2/>
- <sup>vi</sup> PHAC website, <https://www.canada.ca/en/public-health/services/emergency-preparedness-response/centre-emergency-preparedness-response/travelling-public-program.html>