



Public Health Agency of Canada

Fees Report
Fiscal year 2020–21

The Honourable Jean-Yves Duclos, P.C., M.P.
Minister of Health



Public Health
Agency of Canada

Agence de la santé
publique du Canada

Canada 

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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 2020-21, the fourth report prepared under the *Service Fees Act*.

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.

The Public Health Agency of Canada is committed to transparency and continuous improvement to better serve stakeholders and Canadians. Accordingly, as per the *Service Fees Act*, the Public Health Agency of Canada will be implementing a remission policy for its Ship Sanitation Inspections in 2021-22.

As a signatory to the World Health Organization International Health Regulations (2005), the Public Health Agency of Canada conducts these inspections of international maritime vessels and issues Ship Sanitation Certificates and Ship Sanitation Exemption Certificates. This policy will grant remissions to fee-payers for missed service standards.

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



The Honourable Jean-Yves Duclos, P.C., M.P.
Minister of Health

About this report

This report, which is tabled under section 20 of the *Service Fees Act*ⁱ, including the *Low-Materiality Fees Regulations*ⁱⁱ and subsection 4.2.8 of the *Directive on Charging and Special Financial Authorities*ⁱⁱⁱ, contains information about the fees that the Public Health Agency of Canada had the authority to set in 2020–21.¹

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
 - 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.

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

For fees set by contract, 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.

1. All years presented in this manner refer to fiscal years.

Although the fees that Public Health Agency of Canada charges under the *Access to Information Act* were 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 2020–21 can be found in our access to information report, which is posted on our Web page: [Access to Information and Privacy Annual Reports^{iv}](#).

Remissions

This report does not include remissions issued under the authority of the *Service Fees Act*, since this requirement took effect on April 1, 2021. Remissions issued under the *Service Fees Act* will be reported for the first time, as applicable, in the 2021–22 Fees Report, which will be published in 2022–23.

The *Service Fees Act* requires departments to remit a fee, in part or in full, to a fee payer when a service standard is deemed not met. Under the *Service Fees Act* and the *Directive on Charging and Special Financial Authorities*, departments had to develop policies and procedures for determining:

- whether a service standard has been met
- how much of a fee will be remitted to a fee payer if a service standard is deemed not met

The Public Health Agency of Canada’s remission policy and procedures will be made available to the public, and will be found on the following web page: [Ship Sanitation Certificate Remission Policy^v](#).

No other remissions related to fees were issued by Public Health Agency of Canada since it did not have or seek other authorities to remit.

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 2020–21, by fee-setting mechanism.

Overall totals for 2020–21, by fee-setting mechanism

Fee-setting mechanism	Revenue (\$)	Cost (\$)	Remissions (\$)
Fees set by contract	112,551	76,564	Remissions do not apply to fees set by contract.
Fees set by either market rate or auction	0	0	0
Fees set by act, regulation or fees notice	841,029	797,582	0
Total	953,580	874,146	0

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

The following section presents, for each fee grouping, the total revenue, cost and remissions for all fees that Public Health Agency of Canada had the authority to set in 2020–21 that are set by any of the following:

- act
- fees notice

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

Ship Sanitation Certificate Fees^{vi}: totals for 2020–21

Fee grouping	Ship Sanitation Certificate Fees	
Revenue (\$)	Cost (\$)	Remissions (\$)
841,029	797,582	0

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

This section provides detailed information on each fee that Public Health Agency of Canada had the authority to set in 2020–21 and that was set by any of the following:

- act
- fees notice

The revenue reported below may include fees from previous years due to the timing of payments.

Fee grouping

Ship sanitation certificate fees

Fee

Standard Port

Fee-setting authority

Department of Health Act^{vii}, subsection 6(1), Fees Notice, on the [Public Health Agency of Canada's website](#)^{viii}

Year fee-setting authority was introduced

2007

Last year fee-setting authority was amended

2008

Service standard

Conduct a pre-scheduled inspection during daylight hours at a designated seaport in Canada.

Performance result

The service standard was met for all 683 pre scheduled inspections.

Application of *Low-Materiality Fees Regulations*

Material: >\$151

2020–21 fee amount (\$)

782.34

2020–21 total fee revenue (\$)

514,255.32

Fee adjustment date in 2022–23

April 1, 2022

2022–23 fee amount (\$)

807.33

Fee grouping

Ship sanitation certificate fees

Fee

Non-standard port

Fee-setting authority

Department of Health Act, subsection 6(1), Fees Notice, on the [Public Health Agency of Canada's website](#)

Year fee-setting authority was introduced

2007

Last year fee-setting authority was amended

2008

Service standard

Conduct a pre-scheduled inspection during daylight hours at a designated seaport in Canada.

Performance result

The service standard was met for all 164 pre scheduled inspections.

Application of *Low-Materiality Fees Regulations*

Material (formula)

2020–21 fee amount (\$)

782.34 plus overtime and travel

2020–21 total fee revenue (\$)

291,350.48

Fee adjustment date in 2022–23

April 1, 2022

2022–23 fee amount (\$)

807.33 plus overtime and travel

Fee grouping

Ship sanitation certificate fees

Fee

Standard port: short-notice

Fee-setting authority

Department of Health Act, subsection 6(1), Fees Notice, on the [Public Health Agency of Canada's website](#)

Year fee-setting authority was introduced

2007

Last year fee-setting authority was amended

2008

Service standard

Conduct a non-scheduled inspection during daylight hours at a designated seaport in Canada.

Performance result

The service standard was met for all 14 non-scheduled inspections at a designated seaport in Canada.

Application of *Low-Materiality Fees Regulations*

Material: >\$151

2020–21 fee amount (\$)

977.16

2020–21 total fee revenue (\$)

11,672.06

Fee adjustment date in 2022–23

April 1, 2022

2022–23 fee amount (\$)

1,008.37

Fee grouping

Ship sanitation certificate fees

Fee

Non-standard port: short-notice

Fee-setting authority

Department of Health Act, subsection 6(1), Fees Notice, on [Public Health Agency of Canada's website](#)

Year fee-setting authority was introduced

2007

Last year fee-setting authority was amended

2008

Service standard

Conduct a non-scheduled inspection during daylight hours at a designated seaport in Canada.

Performance result

The service standard was met for all 3 non-scheduled inspections at a designated seaport in Canada.

Application of *Low-Materiality Fees Regulations*

Material (formula)

2020–21 fee amount (\$)

977.16, plus overtime and travel

2020–21 total fee revenue (\$)

4,101.46

Fee adjustment date in 2022–23

April 1, 2022

2022–23 fee amount (\$)

1,008.37, plus overtime and travel

Fee grouping

Ship sanitation certificate fees

Fee

Extension of existing certificate

Fee-setting authority

Department of Health Act, subsection 6(1), Fees Notice, on [Public Health Agency of Canada's website](#)

Year fee-setting authority was introduced

2007

Last year fee-setting authority was amended

2019

Service standard

Issue a 30-day extension to an existing ship sanitation certificate, if the inspection cannot be accomplished at the port requested.

Performance result

The service standard was met for all 123 extension certificate requests received.

Application of *Low-Materiality Fees Regulations*

Material: >\$151

2020–21 fee amount (\$)

160.14

2020–21 total fee revenue (\$)

19,650.12

Fee adjustment date in 2022–23

April 1, 2022

2022–23 fee amount (\$)

165.25

Endnotes

- ⁱ Service Fees Act, <https://laws-lois.justice.gc.ca/eng/acts/S-8.4/index.html>
- ⁱⁱ Low Materiality Fees Regulations, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-2019-109/index.html>
- ⁱⁱⁱ Directive on Charging and Special Financial Authorities, <https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32502>
- ^{iv} 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>
- ^v Public Health Agency of Canada’s website, <https://www.canada.ca/en/public-health/services/emergency-preparedness-response/centre-emergency-preparedness-response/travelling-public-program.html>
- ^{vi} Ship Sanitation Certificate Fees, <https://www.canada.ca/en/public-health/services/emergency-preparedness-response/centre-emergency-preparedness-response/travelling-public-program.html>
- ^{vii} Department of Health Act, <https://lois-laws.justice.gc.ca/eng/acts/h-3.2/>
- ^{viii} Public Health Agency of Canada’s website, <https://www.canada.ca/en/public-health/services/emergency-preparedness-response/centre-emergency-preparedness-response/travelling-public-program.html>