
**Public Services and Procurement
Canada**
Fees Report
Fiscal year 2021–22

The Honourable Helena Jaczek, PC, MP
Minister of Public Services and Procurement



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Minister's message

I am pleased to present Public Services and Procurement Canada's (PSPC) report on fees for 2021–22.

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 report lists fees that support the effective operation of government in delivering services to Canadians, such as procurement, real property management and official languages.



PSPC is mandated to undertake procurement in some situations for non-federal entities. In 2021-22, not related to COVID-19, there was increase demand for seasonal influenza vaccines. In addition, one element of a much broader response to COVID was procurement of mobile oxygen concentrators. PSPC, as a result of the pandemic, also saw a reduction in parking revenues.

I am honoured to present this information on behalf of PSPC in accordance with the provisions of the *Service Fees Act*.

The Honourable Helena Jaczek, PC, MP
Minister of Public Services and Procurement

About this report

This report, which is tabled under section 20 of the *Service Fees Act*, the *Low-Materiality Fees Regulations*, and subsection 4.2.8 of the Treasury Board *Directive on Charging and Special Financial Authorities*, contains information about the fees that Public Services and Procurement Canada had the authority to set in fiscal year 2021–22 including any that were collected by another department¹.

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

For reporting purposes, fees are categorized by fee-setting mechanism. There are three mechanisms:

1. Act, regulation or fees notice
The authority to set these fees is delegated to a department, minister or Governor in Council pursuant to an act of Parliament.
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 a regulation, and the minister, department or Governor in Council has no control over the fee amount.

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

Although the fees that Public Services and Procurement 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 Services and Procurement Canada's access to information fees for 2021–22 is in our annual report to Parliament on the administration of the *Access to Information Act*, which is posted on our web page: [Understanding your right to obtain information](#).

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

Remissions

In 2021–22, Public Services and Procurement Canada was subject to the requirements to issue remissions under section 7 of the *Service Fees Act* and subsection 4.2.4 of the Treasury Board *Directive on Charging and Special Financial Authorities* to remit a fee, in whole or in part, to a fee payer when a service standard was deemed not met. Public Services and Procurement Canada’s remission policy and procedures, pursuant to the *Service Fees Act*, are on the following web page: [Public Services and Procurement Canada’s policy on remissions](#).

Overall totals, by fee-setting mechanism

The following table presents the total revenue, cost and remissions for all fees that Public Services and Procurement Canada had the authority to set in 2021–22, by fee-setting mechanism.

Overall totals for 2021–22, by fee-setting mechanism

Fee-setting mechanism	Revenue (\$)	Cost (\$)	Remissions (\$)
Fees set by contract	256,874,650.31	257,979,333.05	Remissions do not apply to fees set by contract.
Fees set by market rate or auction	14,283,028.21	5,497,563.87 ²	0
Fees set by act, regulation or fees notice	9,587,704.94	14,261,493.77	0
Total	280,745,383.46	277,738,390.69	0

² The difference between the revenues and the costs for fees set by market-rate or auction is mainly explained by the fact that the department has no mechanism for tracking costs associated with parking fees.

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

This section presents, for each fee grouping, the total revenue, cost and remissions for all fees that Public Services and Procurement Canada had the authority to set in 2021–22 that are set by the following:

- act
- regulation
- fees notice

Canada Gazette Insertion Fees: totals for 2021–22

Revenue (\$)	Cost (\$)	Remissions (\$)
114,545.78	161,332.08	0.00

Canada Gazette (1978) Special Issue Regulations: totals for 2021–22

Revenue (\$)	Cost (\$)	Remissions (\$)
0.00	0.00	0.00

Esquimalt Graving Dock: totals for 2021–22

Revenue (\$)	Cost (\$)	Remissions (\$)
9,473,159.16	14,100,161.68	0.00

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

This section provides detailed information on each fee that Public Services and Procurement Canada had the authority to set in 2021–22 and that was set by the following:

- act
- regulation
- fees notice

Fee grouping

Canada Gazette Insertion Fees

Fee

- Crown Corporations: Part 1
- Crown Corporations: Part 2
- Non-federal clients: Part 1
- Non-federal clients: Part 2
- Federal departments and agencies: Part 1
- Federal departments and agencies: Part 2

Fee-setting authority

- *Department of Public Works and Government Services Act*ⁱⁱ, Section 17
- Publishing rates are available on the [Canada Gazette website](#)ⁱⁱⁱ

Year fee-setting authority was introduced

1996

Last year fee-setting authority was amended

2017

Service standard³

The Canada Gazette Directorate strives for the highest level of client service by:

1. Maintaining an accuracy rating of over 99% of documents published in Part I and Part II of the Canada Gazette
2. Maintaining a client satisfaction rating of at least 85%
3. Meeting 100% of all legislated deadlines
4. Responding to all information requests within 2 business days
5. Providing quality service to clients in French and English

Performance result

1. Maintaining an accuracy rating of over 99% of documents published in Part I and Part II of the Canada Gazette: results 100%
2. Maintaining a client satisfaction rating of at least 85% : results 99.99%
3. Meeting 100% of all legislated deadlines : Results 100%
4. Responding to all information requests within 2 business days : Results 100%
5. Providing quality service to clients in French and English : met

Application of *Low-Materiality Fees Regulations*

- Material (formula): Crown Corporations: Part 1
- Material (formula): Crown Corporations: Part 2
- Material (formula): Non-federal clients: Part 1
- Material (formula): Non-federal clients: Part 2
- Material (formula): Federal departments and agencies: Part 1
- Material (formula): Federal departments and agencies: Part 2

Fee	2021–22 fee amount (\$) ⁴	2021–22 total fee revenue (\$)	2021–22 total remissions issued for the fee(\$)	Fee adjustment date in 2023–24	2023–24 fee amount (\$)
Crown Corporations: Part 1	418.22, per page	44,447.39	0.00	April 1, 2023	461.84, per page
Crown Corporations: Part 2	126.92, per page	3,173.00	0.00	April 1, 2023	140.16, per page
Non-federal clients: Part 1	418.22 per page	54,848.07	0.00	April 1, 2023	461.84, per page
Non-federal clients: Part 2	126.92 per page	3,680.68	0.00	April 1, 2023	140.16, per page
Federal Departments and Agencies: Part 1	368.28, per page	8,396.64	0.00	April 1, 2023	406.70, per page
Federal Departments and Agencies: Part 2	144.60, per page	0.00	0.00	April 1, 2023	159.69, per page

³ In 2021-22, the Canada Gazette reviewed its service and a revised service standard was implemented in April 2022 to meet policy and legal requirements

⁴ As at April 1, 2021, PSPC adjusted these fees cumulatively to reflect CPI adjustments from 2019-20, 2020-21, and 2021-22, as required under the *Service Fees Act*.

Fee grouping

Canada Gazette (1978) Special Issue Regulations

Fee

- Sale of volume of Special Issue – Part 2

Fee-setting authority

- *Department of Public Works and Government Services Act*^{iv}, Section 17
- *Canada Gazette (1978) Special Issue Regulations (SOR/79-613), Section 4*^v

Year fee-setting authority was introduced

1979

Last year fee-setting authority was amended

Not applicable

Service standard

Not subject to a service standard requirement

Performance result

Not subject to a service standard requirement

Application of *Low-Materiality Fees Regulations*

- Low-materiality (<\$51): Sale of volume of Special Issue – Part 2

Fee	2021–22 fee amount (\$)	2021–22 total fee revenue (\$)	2021–22 total remissions issued for the fee(\$)	Fee adjustment date in 2023–24	2023–24 fee amount (\$)
Sale of volume of Special Issue – Part 2	34.50	0.00	This fee was not subject to remissions	Not applicable	34.50

Fee grouping

Esquimalt Graving Dock

Fee

- Booking
- Draining
- Berthage
- Rail mounted crane with light hook
- Rail mounted crane with main hook, up to 50-tonne lift
- Rail mounted crane with main hook, over 50-tonne lift
- Mobile crane 9-tonne crane
- Mobile crane 20-tonne crane
- Mobile crane 30-tonne crane
- Mobile crane forklift
- Mobile crane tower crane
- Air compressor (first)
- Air compressor (second)
- Air compressor (wheeled)
- Motorized vessel
- Fresh water
- Electric power
- Tie-up or letting go
- Overtime labour services, dry dock employee
- Security services
- Dockage, 1 section
- Dockage, 2 sections
- Dockage, 3 sections
- Dockage: under 5 000 gross tonnage
- Dockage: 5 000 to 34 999 gross tonnage
- Dockage: 35 000 to 69 999 gross tonnage
- Dockage: 70 000 to 89 999 gross tonnage
- Dockage: over 89 999 gross tonnage
- Sewer discharge
- Vacuum loader

Fee-setting authority

- *Department of Public Works and Government Services Act*^{vi}, Section 23
- *Esquimalt Graving Dock Regulations*^{vii} (SOR/89-332, SOR/95-642, and SOR/2009-324)

Year fee-setting authority was introduced

2009

Last year fee-setting authority was amended 2018

Service standard⁵

Public Services and Procurement Canada (PSPC) is the federal department responsible for managing the dock. The department will provide, in a reasonable manner:

1. administration services, to reserve services or space for vessels
2. notification to users, within 48 hours of changes to service or space that may affect the safe and efficient operations of the facility
3. an emergency response plan for the dock
4. an approved Marine Facility Security Plan and a qualified Marine Facility Security Officer

Performance result

The department reports annually on the measurement of the following performance standards:

1. reservations and confirmed bookings were provided in a reasonable manner when requested
2. notifications of changes to service and/or capacity of the facility have been provided within 48 hours after first noting the change in condition of the service or capacity at least 90% of the time
3. the dock's emergency response plan has been reviewed and updated, when required, every two years
4. the dock continued to have a valid Statement of Compliance to the International Ship and Port Facility Security Code as issued by Transport Canada and that all regulated security audits have been completed:
 - disputes related to service and/or capacity of the dock would be handled in the following manner:
 - first level of referral: Director, Esquimalt Graving Dock
 - second level of referral: Senior Director, Engineering Assets
 - third level of referral: Director General, Infrastructure Assets Management
 - fourth level of referral: Associate Assistant Deputy Minister, Public Services and Procurement Canada

Application of *Low-Materiality Fees Regulations*

- Material (>\$151): Booking
- Material (formula): Draining
- Material (formula): Berthage
- Material (formula): Rail mounted crane with light hook
- Material (formula): Rail mounted crane with main hook, up to 50-tonne lift
- Material (formula): Rail mounted crane with main hook, over 50-tonne lift
- Material (formula): Mobile crane 9-tonne crane
- Material (formula): Mobile crane 20-tonne crane

⁵ The department is currently reviewing its service standards to meet policy and legal requirements.

- Material (formula): Mobile crane 30-tonne crane
- Material (formula): Mobile crane forklift
- Material (formula): Mobile crane tower crane
- Material (formula): Air compressor (first)
- Material (formula): Air compressor (second)
- Material (formula): Air compressor (wheeled)
- Material (formula): Motorized vessel
- Material (formula): Fresh water
- Material (formula): Electric power
- Material (>\$151): Tie-up or letting go
- Material (formula): Overtime labour services, dry dock employee
- Material (formula): Security services
- Material (formula): Dockage, 1 section
- Material (formula): Dockage, 2 sections
- Material (formula): Dockage, 3 sections
- Material (formula): Dockage – under 5 000 gross tonnage
- Material (formula): Dockage – 5 000 to 34 999 gross tonnage
- Material (formula): Dockage – 35 000 to 69 999 gross tonnage
- Material (formula): Dockage – 70 000 to 89 999 gross tonnage
- Material (formula): Dockage – over 89 999 gross tonnage
- Material (formula): Sewer discharge
- Material (\$51–\$151): Vacuum loader

Fee	2021–22 fee amount (\$)	2021–22 total fee revenue (\$)	2021–22 total remissions issued for the fee(\$)	Fee adjustment date in 2023–24	2023–24 fee amount (\$)
Booking	6,012.21	102,207.57	0.00	April 1, 2023	6,369.48
Draining	6,012.21, per section	150,305.25	0.00	April 1, 2023	6,369.48, per section
Berthage	7.02, per metre, per day	701,620.92	0.00	April 1, 2023	7.44, per metre, per day
Rail mounted crane with light hook	552.01, per hour	1,858,617.67	0.00	April 1, 2023	584.81, per hour
Rail mounted crane with main hook, up to 50-tonne lift	797.34, per hour	74,949.96	0.00	April 1, 2023	844.72, per hours
Rail mounted crane with main hook, over 50-tonne lift	1,226.69, per hour	0.00	0.00	April 1, 2023	1,299.59, per hour
Mobile crane 9-tonne crane	153.34, per hour	26,987.84	0.00	April 1, 2023	162.45, per hour
Mobile crane 20-tonne crane	196.27, per hour	0.00	0.00	April 1, 2023	207.94, per hour

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Mobile crane 30-tonne crane	239.21, per hour	89,464.54	0.00	April 1, 2023	253.42, per hour
Mobile crane forklift	116.54, per hour	0.00	0.00	April 1, 2023	123.46, per hour
Mobile crane tower crane	196.27, per hour	0.00	0.00	April 1, 2023	207.93, per hour
Air compressor (first)	134.93, per manifold hour	1,595,817.11	0.00	April 1, 2023	142.95, per manifold hour
Air compressor (second)	128.21, per manifold hour	38,771.81	0.00	April 1, 2023	136.46, per manifold hour
Air compressor (wheeled)	67.47, per manifold hour	7,961.46	0.00	April 1, 2023	71.48, per manifold hour
Motorized vessel	223.02, per hour	0.00	0.00	April 1, 2023	236.27, per hour
Fresh water	1.54, per cubic metre	65,042.75	0.00	April 1, 2023	1.64, per cubic metre
Electric power	0.19, per kilowatt hour	1,071,758.84	0.00	April 1, 2023	0.20, per kilowatt hour
Tie-up or letting go	975.78	0.00	0.00	April 1, 2023	1,033.76
Overtime labour services, dry dock employee	119.34, per hour	483,737.85	0.00	April 1, 2023	126.43, per hour
Security services	552.01, per vessel, per day	245,092.44	0.00	April 1, 2023	584.81, per vessel, per day
Dockage, 1 section	3,607.33, per day	1,201,240.89	0.00	April 1, 2023	3,821.69, per day
Dockage, 2 sections	12,024.44, per day	986,004.08	0.00	April 1, 2023	12,738.97, per day
Dockage, 3 sections	16,834.19, per day	404,020.56	0.00	April 1, 2023	17,834.54, per day
Dockage: under 5 000 gross tonnage	0.00, per day	0.00	0.00	April 1, 2023	0.00, per day
Dockage: 5 000 - 34 999 gross tonnage	0.14, per day x the vessel's gross tonnage	136,380.58	0.00	April 1, 2023	0.14, per day x the vessel's gross tonnage
Dockage: 35 000 - 69 999 gross tonnage	0.13, per day x the vessel's gross tonnage	195,288.86	0.00	April 1, 2023	0.13, per day x the vessel's gross tonnage

Dockage: 70 000 - 89 999 gross tonnage	0.11, per day x the vessel's gross tonnage	0.00	0.00	April 1, 2023	0.11, per day x the vessel's gross tonnage
Dockage: over 89 999 gross tonnage	0.10, per day x the vessel's gross tonnage	0.00	0.00	April 1, 2023	0.10, per day x the vessel's gross tonnage
Sewer discharge	0.01, per litre	37,888.18	0.00	April 1, 2023	0.01, per litre
Vacuum loader	79.73	0.00	0.00	April 1, 2023	84.47

Endnotes

- ⁱ Government of Canada website, [Canada.ca](https://www.canada.ca)
- ⁱⁱ *Department of Public Works and Government Services Act*, <https://laws-lois.justice.gc.ca/eng/acts/P-38.2/page-1.html>
- ⁱⁱⁱ Latest publishing rates for the Canada Gazette, <https://canadagazette.gc.ca/pi-ip/pub-eng.html>
- ^{iv} *Department of Public Works and Government Services Act*, <https://laws-lois.justice.gc.ca/eng/acts/P-38.2/page-1.html>
- ^v Canada Gazette (1978) Special Issue Regulations (SOR/79-613), Section 4, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-79-613/page-1.html>
- ^{vi} *Department of Public Works and Government Services Act*, <https://laws-lois.justice.gc.ca/eng/acts/P-38.2/page-2.html#docCont>
- ^{vii} *Esquimalt Graving Dock Regulations*, <https://laws-lois.justice.gc.ca/eng/regulations/sor-89-332/page-1.html>