

# Impact Assessment Agency of Canada

## **Fees Report**

Fiscal year 2019–20

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The Honorable Jonathan Wilkinson, P.C., M.P.  
Minister of the Environment and Climate Change  
and Minister responsible for the Impact Assessment  
Agency of Canada

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## Minister's message

On behalf of Impact Assessment 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 Agency's transition to the reporting regime provided under the *Service Fees Act*.



The Honourable Jonathan Wilkinson, P.C., M.P.  
Minister of Environment and Climate Change



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## 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*, contains information about the fees that the Agency 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 the Agency's authority, including any that are collected by another department.

The information covers fees that are subject to the *Service Fees Act* and fees that are exempted from 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 the Agency charges under the *Access to Information Act* are subject to the *Service Fees Act*, they are not included in this report. Information on Agency's access to information fees for 2019–20 can be found in our access to information report, which is posted on [Transparency](#)<sup>ii</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*. It does, however, include remissions issued under Agency's enabling legislation.

## Overall totals, by fee setting mechanism

The following table presents the total revenue, cost and remissions for all fees that the Agency 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>	0	0	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>	2,702,848	6,241,737	0
<b>Total</b>	2,702,848	6,241,737	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 Agency had the authority to set in 2019–20 that are set by any of the following:

- act
- regulation
- 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.

### Cost Recovery: totals for 2019–20

Fee grouping	Cost Recovery		
	Revenue (\$)	Cost (\$)	Remissions (\$)
	2,702,848	6,241,737	0

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

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

- act
- regulation
- fees notice

<b>Fee grouping</b>	Cost Recovery			
<b>Fee</b>	<b>Third-Party Services</b>			
<b>Fee-setting authority</b>	Cost Recovery Regulations – SOR/2012-146 <sup>iii</sup> <i>Impact Assessment Act</i> <sup>iv</sup>			
<b>Year fee-setting authority was introduced</b>	2012			
<b>Last year fee-setting authority was amended</b>	Not applicable			
<b>Service standard</b>	Exempt			
<b>Performance result</b>	Exempt			
<b>Application of Low-Materiality Fees Regulations</b>	Not subject to <i>Service Fees Act</i>			
<b>Fee</b>	<b>2019–20 fee amount (\$)</b>	<b>2019–20 total fee revenue (\$)</b>	<b>Fee adjustment date</b>	<b>Adjusted fee amount in 2021–22 (\$)</b>
Third-Party Services: <ul style="list-style-type: none"> <li>• travel;</li> <li>• publication and printing;</li> <li>• distribution services;</li> <li>• telecommunications;</li> <li>• advertising and news wires services;</li> <li>• public meeting, panel hearing and panel meeting facilities and equipment.</li> </ul>	The fees are based on the rates that are being charged by the service provider.	418,545	Not applicable	The fees are based on the rates that are being charged by the service provider.

<b>Fee grouping</b>	Cost Recovery
<b>Fee</b>	<b>Amounts Related to the Exercise of the Agency's Responsibilities</b>
<b>Fee-setting authority</b>	<a href="#">Cost Recovery Regulations – SOR/2012-146<sup>v</sup></a> <a href="#">Impact Assessment Act<sup>vi</sup></a>
<b>Year fee-setting authority was introduced</b>	2012
<b>Last year fee-setting authority was amended</b>	Not applicable
<b>Service standard</b>	Exempt
<b>Performance result</b>	Exempt
<b>Application of Low-Materiality Fees Regulations</b>	Not subject to <i>Service Fees Act</i>

Note: The table continues on next page.

Fee	2019–20 fee amount (\$)	2019–20 total fee revenue (\$)	Fee adjustment date	Adjusted fee amount in 2021–22 (\$)
<p>Cost Recovery: Amounts Related to the Exercise of the Agency's Responsibilities:</p> <ul style="list-style-type: none"> <li>• Direct and attributable federal government employees' salaries and benefit plans (EBP), including overhead and overtime charges;</li> <li>• Direct and attributable federal government employees' travel expenses news wires services;</li> </ul>	<ul style="list-style-type: none"> <li>• Direct and attributable federal per diem rates based on a productivity rate of 220 days/year and an EBP of 20% of total chargeable salaries using (a) for employees represented by bargaining units, the rates of pay as established in collective agreements between Treasury Board and the bargaining units (the highest increment will be used for all classifications), or (b) for excluded or unrepresented employees, the rates of pay established by Treasury Board under section 11.1 of the Financial Administration Act (the highest increment will be used for all classifications)government employees' salaries and benefit plans (EBP), including overhead and overtime charges;</li> <li>• Rates as per the Treasury Board Directive on the Management of Expenditures on Travel, Hospitality and Conferences;</li> </ul>	<p>1,700,639</p> <p>157,753</p>	<p>Not applicable</p>	<ul style="list-style-type: none"> <li>• Direct and attributable federal per diem rates based on a productivity rate of 220 days/year and an EBP of 20% of total chargeable salaries using (a) for employees represented by bargaining units, the rates of pay as established in collective agreements between Treasury Board and the bargaining units (the highest increment will be used for all classifications), or (b) for excluded or unrepresented employees, the rates of pay established by Treasury Board under section 11.1 of the Financial Administration Act (the highest increment will be used for all classifications)government employees' salaries and benefit plans (EBP), including overhead and overtime charges;</li> <li>• Rates as per the Treasury Board Directive on the Management of Expenditures on Travel, Hospitality and Conferences;</li> </ul>

<b>Fee grouping</b>	Cost Recovery			
<b>Fee</b>	<b>Amounts Related to the Exercise of the Responsibilities of Members of a Review Panel</b>			
<b>Fee-setting authority</b>	Cost Recovery Regulations – SOR/2012-146 <sup>vii</sup> <i>Impact Assessment Act</i> <sup>viii</sup>			
<b>Year fee-setting authority was introduced</b>	2012			
<b>Last year fee-setting authority was amended</b>	Not applicable			
<b>Service standard</b>	Exempt			
<b>Performance result</b>	Exempt			
<b>Application of Low-Materiality Fees Regulations</b>	Not subject to <i>Service Fees Act</i>			
<b>Fee</b>	<b>2019–20 fee amount (\$)</b>	<b>2019–20 total fee revenue (\$)</b>	<b>Fee adjustment date</b>	<b>Adjusted fee amount in 2021–22 (\$)</b>
Cost Recovery: Amounts Related to the Exercise of the Responsibilities of Members of a Review Panel:				
• Remuneration of review panel members: (a) panel chairperson;	• 650, per day	57,850	Not applicable	• 650, per day
• Remuneration of review panel members: (b) panel member;	• 500, per day	283,220	Not applicable	• 500, per day
• Direct and attributable review panel members' travel expenses;	• Rates as per the Treasury Board Directive on the Management of Expenditures on Travel, Hospitality and Conferences	84,841	Not applicable	• Rates as per the Treasury Board Directive on the Management of Expenditures on Travel, Hospitality and Conferences



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## Endnotes

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- i. *Service Fees Act*, <https://laws-lois.justice.gc.ca/eng/acts/S-8.4/index.html>
- ii. Government of Canada webpage, Transparency, <https://www.canada.ca/en/impact-assessment-agency/corporate/transparency.html>
- iii. Cost Recovery Regulations – SOR/2012-146, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-2012-146/FullText.html>
- iv. *Impact Assessment Act*, <https://laws.justice.gc.ca/eng/acts/I-2.75/index.html>
- v. Cost Recovery Regulations – SOR/2012-146, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-2012-146/FullText.html>
- vi. *Impact Assessment Act*, <https://laws.justice.gc.ca/eng/acts/I-2.75/index.html>
- vii. Cost Recovery Regulations – SOR/2012-146, <https://laws-lois.justice.gc.ca/eng/regulations/SOR-2012-146/FullText.html>
- viii. *Impact Assessment Act*, <https://laws.justice.gc.ca/eng/acts/I-2.75/index.html>