

Parole Board of Canada

Fees Report

2019–20

The Honourable William Sterling Blair, P.C.,
C.O.M., M.P.
Minister of Public Safety and Emergency
Preparedness

© Her Majesty the Queen in Right of Canada, represented by the Minister of Public Safety and
Emergency Preparedness, 2020

Catalogue No. PS91-9E

ISSN 2562-119X

This document is available on the Government of Canada website at www.canada.ca.

This document is available in alternative formats upon request.

Table of contents

Chairperson’s Message	5
About this report	7
Remissions	8
Overall totals, by fee setting mechanism	8
Totals, by fee grouping, for fees set by act, regulation or fees notice	9
Details on each fee set by act, regulation or fees notice	9

Chairperson’s Message

On behalf of Parole Board 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.

Last year, a detailed listing of individual fees under the department’s authority, along with anticipated increases, was added to the reporting requirements.

This year’s report provides more detail on each fee, such as the type and rate of adjustment, the service standard and the performance result. This information provides additional context on each fee, in the spirit of open and transparent fee management.

I welcome the increased transparency and oversight that the *Service Fees Act* reporting regime embodies, and the Parole Board of Canada is committed to establishing a framework that reflects these requirements.

Sylvie Blanchet
Acting Chairperson, Parole Board of Canada

About this report

This report, which is tabled under section 20 of the *Service Fees Act* and section 4.2.8 of the *Directive on Charging and Special Financial Authorities*, contains information about the fees that the Parole Board 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 (3) 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 Parole Board 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 the Parole Board 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 the Parole Board 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](#).

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 and as such, this report does not include remissions issued under the *Service Fees Act*.

Overall totals, by fee setting mechanism

The following table presents the total revenue, cost and remissions for all fees that the Parole Board 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 (\$)
Fees set by contract	0	0	Remissions do not apply to fees set by contract.
Fees set by market-rate, auction or both	0	0	Remissions do not apply to fees set by market-rate, auction or both.
Fees set by act, regulation or fees notice	4,474,870	6,822,455	0
Total	4,474,870	6,822,455	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 Parole Board of Canada 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.

Record Suspension Application Fee: totals for 2019–20

Fee grouping	Record Suspension Application Fee	
Revenue (\$)	Cost (\$)	Remissions (\$)
4,474,870	6,822,455	

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

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

- Act
- Regulation
- Fees notice

Fee grouping	Record Suspension Application Fee
Fee	Record Suspension Application Fee
Fee-setting authority	Order in Council 1995-698
Year fee-setting authority was introduced	1995
Last year fee-setting authority was amended	2012
Service standard	Record suspension or pardon applications for summary convictions are processed within 6 months of application acceptance; record suspension or pardon applications for indictable offences are processed within 12 months of application acceptance; and record suspension or pardon applications that the PBC is proposing to refuse to order or proposing to deny are processed within 24 months of application acceptance.

Performance result	In 2019-20, the PBC received a total of 12,441 record suspension/pardon applications and accepted 9,587 for processing. The accepted applications were successfully processed within the established standards at 99.80%. Average processing time for record suspension applications ¹ : <ul style="list-style-type: none"> - Containing offences tried summarily: 165 days; - Containing offences tried by indictment: 345 days; and - Where the PBC refused to order a record suspension: 480 days. Average processing time for pardon applications ² : <ul style="list-style-type: none"> - For pardon issued: 14 days; - For pardon granted: 341 days; and - When the PBC denied a pardon: 551 days.
Application of Low-Materiality Fees Regulations	Material (>\$151)
2019–20 fee amount (\$)	644.88 ³
2019–20 total fee revenue (\$)	4,474,870
Fee adjustment date	March 31, 2021
Adjusted fee amount in 2021–22 (\$)	656.45

¹ The average processing times reflect applications that have carried over from the previous fiscal year.

² The average processing times reflect applications that have carried over from the previous fiscal year.

³ The Record Suspension Application Fee was \$631 until March 30, 2020 and adjusted (Consumer Price Index increase) to \$644.88 as of March 31 2020.