



Public Health Agency of Canada

Fees Report
Fiscal year 2021–22

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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Table of contents

Minister’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
Endnotes	16

Minister's message

On behalf of Public Health Agency of Canada, I am pleased to present our report on fees for 2021-22, the fifth 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.

As a signatory to the World Health Organization International Health Regulations (2005), the Agency conducts inspections of international maritime vessels through its Travelling Public Program and issues Ship Sanitation Certificates and Ship Sanitation Exemption Certificates. The Agency successfully met all of its service standards in 2021-22 for this Program.

The Agency also formalized its remission policy in 2021-22 and became effective on April 1, 2022. This policy grants remissions to fee-payers for missed service standards.

I will continue to lead the Public Health Agency of Canada'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, the *Low-Materiality Fees Regulations*ⁱⁱ, and subsection 4.2.8 of the Treasury Board *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 fiscal year 2021–22.¹

The report covers fees that are subject to the *Service Fees Act* and exempted from 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, the report provides totals only.

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 2021–22 is in our annual report to Parliament on the administration of the *Access to Information Act*^{iv}.

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

Remissions

In 2021–22, the Public Health Agency of 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. The Public Health Agency of Canada’s remission policy and procedures, pursuant to the *Service Fees Act*, are on the following web page:

<https://www.canada.ca/en/public-health/services/emergency-preparedness-response/centre-emergency-preparedness-response/travelling-public-program.html>

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 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	401,589	173,024	Remissions do not apply to fees set by contract.
Fees set by market rate or auction	0	0	0
Fees set by act, regulation or fees notice	886,524	927,366	0
Total	1,288,113	1,100,390	0

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 Health Agency of Canada had the authority to set in 2021–22 that are set by the following:

- act
- fees notice

Ship Sanitation Certificate Fees^v: totals for 2021–22

Revenue (\$)	Cost (\$)	Remissions (\$)
886,524	927,366	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 2021–22 and that was set by the following:

- act
- fees notice

Fee grouping

Ship sanitation certificate fees

Fee

Standard port

Fee-setting authority

- [Department of Health Act^{vi}](#), subsection 6(1)
- PHAC fees notice posted on the [Travelling Public Program page^{vii}](#)

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 730 of the 730 pre-scheduled inspections.

Application of *Low-Materiality Fees Regulations*

Material (>\$151)

2021–22 fee amount (\$)

780.78

2021–22 total fee revenue (\$)

541,211.58

2021–22 total remissions issued for the fee (\$)

0

Fee adjustment date in 2023–24

April 1, 2023

2023–24 fee amount (\$)

862.23

Fee grouping

Ship sanitation certificate fees

Fee

Non-standard port

Fee-setting authority

- [Department of Health Act](#), subsection 6(1)
- PHAC fees notice posted on the [Travelling Public Program page](#)

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 180 of the 180 pre-scheduled inspections.

Application of *Low-Materiality Fees Regulations*

Material (formula)

2021–22 fee amount (\$)

780.78 plus overtime and travel

2021–22 total fee revenue (\$)

301,644.83

2021–22 total remissions issued for the fee (\$)

0

Fee adjustment date in 2023–24

April 1, 2023

2023–24 fee amount (\$)

862.23, 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)
- PHAC fees notice posted on the [Travelling Public Program page](#)

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 25 non-scheduled inspections at a designated seaport in Canada.

Application of *Low-Materiality Fees Regulations*

Material (>\$151)

2021–22 fee amount (\$)

975.21

2021–22 total fee revenue (\$)

20,485.26

2021–22 total remissions issued for the fee (\$)

0

Fee adjustment date in 2023–24

April 1, 2023

2023–24 fee amount (\$)

1,076.94

Fee grouping

Ship sanitation certificate fees

Fee

Non-standard port: short-notice

Fee-setting authority

- [Department of Health Act](#), subsection 6(1)
- PHAC fees notice posted on the [Travelling Public Program page](#)

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 6 non-scheduled inspections at a designated seaport in Canada.

Application of *Low-Materiality Fees Regulations*

Material (formula)

2021–22 fee amount (\$)

975.21, plus overtime and travel

2021–22 total fee revenue (\$)

10,711.74

2021–22 total remissions issued for the fee (\$)

0

Fee adjustment date in 2023–24

April 1, 2023

2023–24 fee amount (\$)

1,076.94, 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)
- PHAC fees notice posted on the [Travelling Public Program page](#)

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 82 requests for extension certificates received.

Application of *Low-Materiality Fees Regulations*

Material (>\$151)

2021–22 fee amount (\$)

159.82

2021–22 total fee revenue (\$)

12,470.12

2021–22 total remissions issued for the fee (\$)

0

Fee adjustment date in 2023-24

April 1, 2023

2023–24 fee amount (\$)

176.49

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.canada.ca/pol/doc-eng.aspx?id=32502>
- ^{iv} Access to Information Act, <https://www.canada.ca/en/public-health/corporate/mandate/about-agency/access-information-privacy/access-information-privacy-annual-reports.html>
- ^v Ship Sanitation Certificate Fees, <https://www.canada.ca/en/public-health/services/emergency-preparedness-response/centre-emergency-preparedness-response/travelling-public-program.html>
- ^{vi} Department of Health Act, <https://lois-laws.justice.gc.ca/eng/acts/h-3.2/>
- ^{vii} Travelling Public Program page, <https://www.canada.ca/en/public-health/services/emergency-preparedness-response/centre-emergency-preparedness-response/travelling-public-program.html>