
ATIP

atip-airp <atip-airp@destinationcanada.com>
To: CTF Research <research2@taxpayer.com>

Tue, May 24, 2022 at 4:27 PM

Re: Access to information #: A-2022-002, A-2022-003 and A-2022-004

Dear Mr. Klassen:

Destination Canada has received your three requests for information under the *Access to Information Act*. We recognize that you had initially sent in an email request; however, due to COVID and staffing changes, your email had unfortunately been overlooked. Thank you for your patience and below are responses to each of your requests.

Request #1 for Information, A-2022-002

“Provide documentation on the number of employees who have received pay increases since the beginning of 2020, including step pay increases, but do not include pay raises due to promotions to new positions. Provide the annual breakdown for 2020 and 2021, including annual costs for these pay increases. Please also provide the amount of employees who received pay cuts during the same time period, as well as corresponding amounts – but excluding those employees who leave their positions.”

Search through electronic records only, unless relevant records do not exist in that format. Include documents in which cabinet material can be severed, however exclude documents marked cabinet confidences in their entirety. Remove French versions if English exists. Final version of documents or last draft if final version is not available.”

The information requested has been provided below.

	Number of employees* who received performance increases	Associated cost**
2020	79	\$194,239.37
2021	63	\$155,069.71

* Canada-based staff only.

** Includes step pay increases. Excludes pay increases due to promotions to new positions. Corresponds to previous year's performance.

Notes:

- Staff are not eligible for step/automatic increases or cost of living adjustments. Staff are only eligible for merit increases, based on performance as evaluated through annual performance appraisals. Staff who do not achieve performance targets do not receive salary increases.
- In recognition of the adverse impact of COVID-19 on the tourism industry, salaries for senior management and executives (directors and above) were frozen at 2020 levels for 2021 and 2022.
- For unionized staff, salary increases, while contingent upon performance, are contractual as they form part of the collective bargaining agreement.

	Number of employees who received pay cuts	Associated cost
2020	0	\$0.00
2021	0	\$0.00

Request #2 for Information, A-2022-003

“Provide documentation on the amounts and number of employees who have received bonuses or other forms of performance incentives since the beginning of 2020. Provide the annual breakdown or equivalent for calendar years 2020 and 2021.”

Search through electronic records only, unless relevant records do not exist in that format. Include documents in which cabinet material can be severed, however exclude documents marked cabinet confidences in their entirety. Remove French versions if English exists. Final version of documents or last draft if final version is not available.”

The information requested has been provided below.

	Number of employees* who received at-risk performance pay	Associated cost
2020	84	\$617,094.94
2021	92	\$604,153.31

* Canada-based staff only.

Notes:

- Destination Canada's compensation philosophy is to set total cash compensation at mid-market levels, based on benchmark market compensation data. As such, incorporating at-risk performance pay at all levels results in a corresponding reduction in base salary ranges. Staff who do not achieve performance targets do not receive at-risk performance pay.
- In recognition of the adverse impact of COVID-19 on the tourism industry, the corporate component of at-risk performance pay for executives was reduced by 36% in 2021 (with respect to the 2020 performance year).
- For unionized staff, at-risk performance pay, while contingent upon performance, is contractual as it forms part of the collective bargaining agreement.

Request #3 for Information, A-2022-004

"Please provide the total compensation (salary + benefits) paid out to executives for the calendar years 2019, 2020 and 2021. Include a breakdown of the different type of benefits paid out, including any performance or incentive pay received for each year. Please provide ranges if exact amounts cannot be provided.

Search through electronic records only, unless relevant records do not exist in that format. Include documents in which cabinet material can be severed, however exclude documents marked cabinet confidences in their entirety. Remove French versions if English exists. Final version of documents or last draft if final version is not available."

Part of the information requested has been provided below.

	Total compensation paid to executives*	Amount of at-risk performance pay
2019	\$1,279,299.35	\$147,118.97
2020	\$1,240,060.05	\$195,913.30
2021	\$1,322,048.99	\$112,884.35

* Includes salary and at-risk performance pay for Vice Presidents, Senior Vice Presidents and the President & CEO. Excludes benefits.

Types of benefits provided include pension, health insurance and individually negotiated benefits.

Part of your request is seeking the total cost of benefits paid out to executives. Individually negotiated benefits have the potential to identify the individuals to whom they accrue; therefore,

these benefits have been withheld as they are considered personal information as per Section 19(1) of the [Access to Information Act](#).

The process of determining the cash cost of all other benefits paid to executives requires manual calculations and can be quite complex. We have estimated charges for search and preparation to be \$120, based on six hours of time at a rate of \$20/hour, pursuant to Section 11 of the [Access to Information Act](#) and Section 7 of the [Access to Information Regulations](#). This fee already takes into account the initial five free hours of search and preparation time as prescribed by the [Access to Information Act](#).

Should you wish to proceed with this request, please forward a cheque or money order in the amount of \$120 made payable to Destination Canada, ATIP Services. Should payment or further instructions from you not be received within 30 days, we will consider this request abandoned and will close the file.

For your information, if you are not satisfied with the processing of your requests, you are entitled to file a complaint with the Information Commissioner within 60 days. Information on the complaint submission process can be found at oic-ci.gc.ca.

Should you have any questions, please feel free to contact me at atip-aiprp@destinationcanada.com.

Sincerely,

Zemin Kheatani (*she / her*)

Access to Information and Privacy Officer

ATIP Services

From: CTF Research <research2@taxpayer.com>

Sent: Tuesday, March 22, 2022 10:53 AM

To: CTF Research <research2@taxpayer.com>

Subject: ATIP

Hi there,

[Quoted text hidden]