



# Department of Finance



## ANNUAL REPORT

2024-25



## Table of Contents

|  |           |
|--|-----------|
| <b>Message from the Minister</b>   | <b>1</b>  |
| <b>Departmental Overview</b>   | <b>2</b>  |
| Mandate  | 2         |
| Mission Statement  | 3         |
| Vision Statement   | 3         |
| Values   | 3         |
| <b>Legislative Responsibilities Assigned to the Minister of Finance</b>      | <b>4</b>  |
| <b>Message from the Deputy Minister &amp; Secretary to Treasury Board</b>    | <b>5</b>  |
| <b>Year in Review 2024-25</b>  | <b>6</b>  |
| <b>Organizational Chart</b>  | <b>7</b>  |
| Staffing Summary   | 8         |
| <b>Accountability Reporting - Overview</b>                                   | <b>9</b>  |
| <b>Overview of Divisions</b>   | <b>11</b> |
| Corporate Services   | 11        |
| Human Resources  | 11        |
| Pensions and Capital Management  | 11        |
| Economics, Statistics, and Federal Fiscal Relations                          | 12        |
| Office of the Comptroller  | 13        |
| Taxation and Property Records  | 14        |
| Treasury Board Secretariat   | 15        |
| Information Technology Shared Services (ITSS)                                | 16        |
| <b>Key Performance Accomplishments</b>                                       | <b>18</b> |
| Legislative Highlights   | 18        |
| Corporate Services   | 19        |
| Human Resources  | 19        |
| Pensions and Capital Management  | 19        |
| Economics, Statistics, and Federal Fiscal Relations                          | 20        |
| Office of the Comptroller  | 20        |
| Taxation and Property Records  | 21        |
| Treasury Board Secretariat   | 22        |
| Information Technology Shared Services                                       | 22        |
| Key Departmental Statistics  | 23        |
| <b>ITSS Initiatives with Departments, Agencies, Boards &amp; Commissions</b> | <b>25</b> |
| <b>Financial Statements</b>  | <b>29</b> |
| <b>Appendix: Agencies, Boards &amp; Commissions</b>                          | <b>35</b> |



## Message from the Minister



The Honourable Dr. Wassim Salamoun  
Lieutenant Governor of Prince Edward Island  
P.O. Box 2000 Charlottetown, PE C 1A 7N8

May It Please Your Honour:

I have the honour to submit herewith the Annual Report of the Department of Finance for the fiscal year ending March 31, 2025.

Respectfully submitted,

A handwritten signature in black ink that reads "Jill Burridge".

Honourable Jill Burridge  
Minister of Finance



## Departmental Overview

The Department of Finance is a central agency of the Government of Prince Edward Island. It is responsible for overseeing the financial affairs of the provincial government, including fiscal and budgetary planning through the Treasury Board Secretariat, as well as

- Investment, debt management and banking
- Federal fiscal relations, statistics and tax policy
- Comptrollership – including government's corporate accounting system and preparing Public Accounts
- Procurement services
- Property assessment, property tax, land registry and consumption tax legislation
- King's printer services
- Risk management and insurance services
- Information technology services to government departments, Crowns and agencies

The Minister of Finance is also the Chair of the Treasury Board, which acts on behalf of and/or advises the Executive Council in areas of management of the public service, budgetary, and financial matters.

Treasury Board is supported in its work by staff of the Department of Finance, including the Secretary to Treasury Board, and is responsible for assessing financial, administrative, and budgetary proposals, as well as monitoring continuous liaison between the Treasury Board and the various government departments and agencies.

The Prince Edward Island Public Service Commission, the Prince Edward Island Liquor Control Commission, and the Prince Edward Island Cannabis Management Corporation fall under the responsibility of the Minister of Finance. These Crown corporations file annual reports separately, as does PEI Risk Management and Insurance, which reports to the Secretary of Treasury Board, and the Prince Edward Island Lotteries Commission, of which the Minister of Finance is Chair. The Minister is also responsible for the Island's harness racing industry.

The Department of Finance is also responsible for administering the budget for the following government expenditures: Employee Benefits; General Government, and Interest Charges on Debt.

## Mandate

The Department of Finance seeks to ensure that the financial, information technology, and human resource support required by government are available, allocated in accordance with government priorities, and used in an efficient and accountable way. The department provides administrative, analytical, and policy support to the Treasury Board.

## Mission Statement

The Department of Finance is responsible for ensuring that the fiscal and information technology resources required by government are available, used efficiently and effectively, while being allocated in accordance with government policies and priorities. The Department works closely with partners to deliver on government commitments in a transparent and accountable way to ensure Island citizens have access to the public services they need.

## Vision Statement

The Department of Finance is a trusted advisor on strategic issues, a model of operational excellence, and a sought-after workplace with capable and well-educated staff.

## Values

**Truth and Respect:** We will treat others as they wish to be treated. We will strive to communicate with each other in a way that allows us to feel safe in sharing different views and opinions.

**Competence:** We are a diversely skilled and capable team. We apply evidence-informed practices in our innovative decision making. We are dependable and trusted by partners, clients and citizens.

**Client Focus:** We care about the people of this province and are committed to supporting all government entities to provide courteous, inclusive and accessible public services for citizens.

**Teamwork:** We commit to working and communicating collaboratively with each other and trusted partners, utilizing our diverse skills and perspectives to support public services.

## Legislative Responsibilities Assigned to the Minister of Finance

| Act   | Division Responsible                               |
|---|--|
| <i>Appropriation Acts (Operating &amp; Capital)</i>     | Treasury Board Operations                          |
| <i>Atlantic Provinces Harness Racing Commission Act</i> | Deputy Minister's Office                           |
| <i>Cannabis Management Corporation Act</i>              | PEI Liquor Control Commission                      |
| <i>Cannabis Taxation Agreement Act</i>                  | Economics, Statistics and Federal Fiscal Relations |
| <i>Civil Service Act</i>                                | PEI Public Service Commission                      |
| <i>Climate Leadership Act</i>                           | Taxation and Property Records                      |
| <i>Community Development Equity Tax Credit Act</i>      | Economics, Statistics and Federal Fiscal Relations |
| <i>Condominium Act</i>                                  | Taxation and Property Records                      |
| <i>Deposit Receipt (Winding-up) Act</i>                 | Office of the Comptroller                          |
| <i>Environment Tax Act</i>                              | Taxation and Property Records                      |
| <i>Financial Administration Act</i>                     | Office of the Comptroller                          |
| <i>Financial Corporation Capital Tax Act</i>            | Taxation and Property Records                      |
| <i>Gasoline Tax Act</i>                                 | Taxation and Property Records                      |
| <i>Health Tax Act</i>                                   | Taxation and Property Records                      |
| <i>Income Tax Act</i>                                   | Economics, Statistics and Federal Fiscal Relations |
| <i>King's Printer Act</i>                               | Information Technology Shared Services             |
| <i>Lotteries Commission Act</i>                         | Deputy Minister's Office                           |
| <i>Northumberland Strait Crossing Act</i>               | Taxation and Property Records                      |
| <i>Pension Plan Transfer Act</i>                        | Pensions and Capital Management                    |
| <i>Procurement of Goods Act</i>                         | Office of the Comptroller                          |
| <i>Public Sector Pay Reduction Act</i>                  | PEI Public Service Commission                      |
| <i>Public Sector Pension Plan Act</i>                   | Pensions and Capital Management                    |
| <i>Real Property Assessment Act</i>                     | Taxation and Property Records                      |
| <i>Real Property Tax Act</i>                            | Taxation and Property Records                      |
| <i>Real Property Transfer Tax Act</i>                   | Taxation and Property Records                      |
| <i>Registry Act</i>                                     | Taxation and Property Records                      |
| <i>Retail Sales Tax Act</i>                             | Taxation and Property Records                      |
| <i>Revenue Administration Act</i>                       | Taxation and Property Records                      |
| <i>Revenue Tax Act</i>                                  | Taxation and Property Records                      |
| <i>Statistics Act</i>                                   | Economics, Statistics & Federal Fiscal Relations   |
| <i>Tobacco Tax Act</i>                                  | Taxation and Property Records                      |
| <i>Vaping Products Taxation Agreement Act</i>           | Taxation and Property Records                      |



## Message from the Deputy Minister & Secretary to Treasury Board



The Honourable Jill Burridge  
Minister of Finance

Minister Burridge:

We are pleased to submit the Annual Report of the Department of Finance for the fiscal year ending March 31, 2025. The report outlines the Department's activities from April 1, 2024, to March 31, 2025.

Our employees provided important services to the people of Prince Edward Island over the course of this reporting period, while proactively adapting departmental processes and programs. As a result of their innovative thinking and commitment to operational continuity, the Department is well-positioned to respond to events both now and into the future.

We are both very proud to lead this devoted team.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Denise Lewis Fleming".

Denise Lewis Fleming  
Deputy Minister

A handwritten signature in black ink, appearing to read "Cindy Harris".

Cindy Harris  
Secretary to Treasury Board



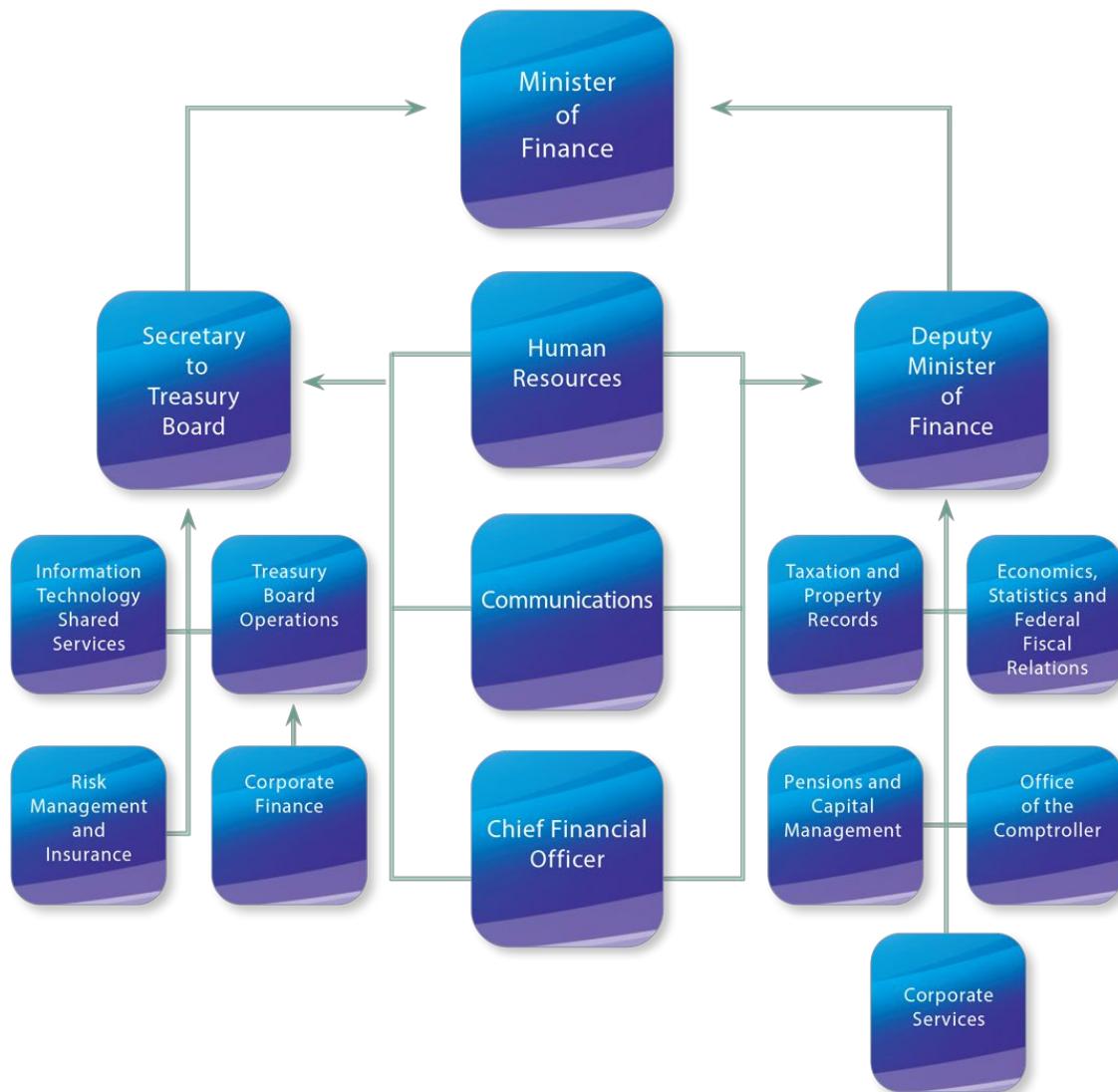
## Year in Review 2024-25

### Highlights and Key Achievements

- Reduced personal income taxes in 2025 by increasing the basic personal amount, spousal amount, low-income tax reduction, and age credit, as well as raising income thresholds and reduced rates for the first four tax brackets to support a more progressive tax system.
- Launched an online property tax balance inquiry tool, allowing taxpayers to access their balance online.
- Tabled Volume I, II and III (Parts A and B) of the Public Accounts for the 2023-2024 fiscal year with the Clerk of the Legislative Assembly on October 11, 2024, nearly one month earlier than prior year.
- Supported departments in providing additional services online, leading to 163,000 online transactions, which was a 34% increase over prior year.
- Publicized the Treasury Board Policy and Procedures Manual in July 2024 for the first time since its creation.
- Began offering bi-monthly leadership training by HR team to support professional development for Department of Finance managers and supervisors enhancing leadership skills, fostering collaboration, and addressing department-specific challenges through targeted learning.
- Implemented a centralized submission management system to streamline all retirement allowance and severance requests through a single web-based portal to significantly improve processing efficiency, reduced administrative errors, and enhanced transparency to allow real-time tracking and centralized recordkeeping.
- Onboarded and funded five new investment mandates for the Province of Prince Edward Island Master Trust.
- Deployed 7,250 free computers for citizens and non-profits as part of Computers for Success program.
- Upgraded the technical infrastructure of all Health PEI-operated long term care facilities and successfully implemented Long Term Care Information Management System at Prince Edward Home.
- Coordinated the second annual Panel of Economists to inform government on economic conditions and trends ahead of the fall capital budget and spring operating budget.
- Hosted two national conferences: the Geographical Names Board of Canada and the Interprovincial and Territorial Tax Council.
- Signed the Coordinated Vaping Product Taxation Agreement between the Government of Canada and the Government of Prince Edward Island, implementing the excise tax on vaping products which came into effect January 1, 2025.

## Organizational Chart

This Organizational Chart is a visual representation of the Department's internal structure and reporting lines.



## Staffing Summary



The Department of Finance's Human Resources, in partnership with the PEI Public Service Commission (PSC), plays a vital role in fostering a workplace environment where collaboration, well-being, and productivity thrive. Aligned with the PSC Strategy for 2023-2026, the HR section is dedicated to building strong, harmonious, and mutually beneficial working relationships. By providing expert advice, proactive support, and comprehensive assistance in all areas of human resources and labour relations, the team ensures that every employee has the resources and support they need to excel and contribute meaningfully to the Department's success.

| Full -Time Equivalent (FTE) Employees as of March 31, 2025 |            |
|--|------------|
| Corporate Services   | 9          |
| Pensions and Capital Management                            | 16         |
| Economic, Statistics and Federal Fiscal Relations          | 5          |
| Comptroller's Office                                       | 24         |
| Taxation and Property Records                              | 58         |
| Treasury Board Secretariat                                 | 89         |
| Information Technology Share Services (ITSS)               | 307        |
| <b>Total</b>   | <b>508</b> |

| Demographics                 | Female | Male | Other |
|------------------------------|--------|------|-------|
| Average Age                  | 48     | 44   | 40    |
| Gender Distribution          | 36%    | 47%  | 17%   |
| 25 Years of Service and Over | 4%     | 4.5% |       |

## Accountability Reporting - Overview

### Strategic Goals and Objectives

The Department has established the following strategic goals and objectives to guide its annual operating and capital plans and budgets for the 2024–27 period.

- 1. Fiscal and Digital Stewardship:** Strengthen government fiscal and IT planning, accountability, and transparency by providing high quality advice, information, and data that supports strong fiscal management and digital service delivery.

Achieved through key objectives of:

- Strengthening management of Government's fiscal plan
- Updating and strengthening debt management policies
- Promoting a dynamic economy to ensure a provincial tax base to support public services through modernization of the Provincial Taxation System
- Championing digital government solutions

- 2. Operational Excellence:** Strengthen the capacity of people, systems, and processes to work together efficiently, effectively, and innovatively to deliver services and respond to emerging needs.

Achieved through key objectives of:

- Stabilizing our workforce
- Modeling digital first
- Strengthening departmental resilience and adaptive capacity in response to crisis and disaster
- Fostering a proactive and risk aware environment

- 3. Communication and Engagement:** Increase communication and engagement to foster an inclusive and collaborative organizational culture that delivers high quality client services.

Achieved through key objectives of:

- Enhancing internal communication and engagement
- Strengthening external engagement and collaboration
- Modernizing departmental planning and reporting processes
- Developing a cohesive organizational identify

In 2024–25, the Department initiated the implementation of its strategic goals and objectives, with each division identifying and measuring outcomes, which are highlighted in the Key Performance Accomplishments section of this report.

## Overview of Department Financial Results

|  | Actual<br>2024-2025 | Budget<br>2024-2025 | Variance           |
|--|---------------------|---------------------|--------------------|
|  | \$                  | \$                  | \$                 |
| <b>Expenditures by Division*</b>                   |                     |                     |                    |
| Corporate Services                                 | 785,217             | 949,000             | 163,783            |
| Pensions and Capital Management                    | 1,951,422           | 2,282,600           | 331,178            |
| Economics, Statistics and Federal Fiscal Relations | 11,436,528          | 10,447,100          | (989,428)          |
| Office of the Comptroller                          | 5,809,111           | 2,315,000           | (3,494,111)        |
| Taxation and Property Records                      | 5,069,556           | 5,718,900           | 649,344            |
| Treasury Board Secretariat                         | 55,534,913          | 60,628,300          | 5,093,387          |
| <b>Total Department Expenditures</b>               | <b>\$80,586,747</b> | <b>\$82,340,900</b> | <b>\$1,754,153</b> |

*Expenditures for the fiscal year ended March 31, 2025, were lower than budgeted by \$1.75 million. This variance is primarily due to position vacancies within the Taxation and Property Records, Corporate Finance and Information Technology Shared Services divisions due to challenges in recruiting. This underspend was partially offset by fees paid to contractor for HST Recovery (offset by revenue from recovered HST payments) as well as an increase in Low and Modest Income Household Credit which was adjusted for current population growth.*

### Other Budgetary Responsibilities

|                          |             |             |             |
|--------------------------|-------------|-------------|-------------|
| General Government       | 20,654,540  | 18,587,900  | (2,066,640) |
| Interest Charges on Debt | 162,405,243 | 167,956,700 | 5,551,457   |
| Employee Benefits        | 27,787,726  | 41,226,500  | 13,438,774  |

*Expenditures for the fiscal year ended March 31, 2025 were higher than budget by \$2.07 million in General Government. This variance is primarily contributed to the increased costs of mandates for salary negotiations with public sector unions. Interest Charges on Debt were lower than budgeted by \$5.55 million due to lower than expected interest rates. Employee Benefit costs were lower than budgeted by \$13.44 million primarily due to changes in discount rates and increase in contributions.*

### Revenues

|                       |               |               |              |
|-----------------------|---------------|---------------|--------------|
| Federal Sources       | 925,525,392   | 912,717,800   | (12,807,592) |
| Provincial Sources    | 1,508,027,653 | 1,551,945,500 | 43,917,847   |
| Investment Income     | 25,508,672    | 27,820,000    | 2,311,328    |
| Sinking Fund Earnings | 12,812,049    | 10,500,000    | (2,312,049)  |
| General Government    | 67,251,496    | -             | (67,251,496) |

*Revenues for the fiscal year ended March 31, 2025, were higher than budgeted by \$36.14 million. This variance is primarily contributed to unbudgeted revenue from the Tobacco Agreement, HST Recovery by contractor through a review, as well as higher than expected Personal Income Tax. This was offset by lower than budgeted revenues for Sales Tax.*

*\*Detailed expenditure information is included in the Financial Statements section of document.*

## Overview of Divisions

### Corporate Services

#### Overview

Department Corporate Services include the Policy, Planning, and Regulatory Affairs section and the Office of the Minister and Deputy Minister of Finance.

#### Policy, Planning, and Regulatory Affairs

The Policy, Planning and Regulatory Affairs section is responsible for coordinating the Department's legislative priorities, strategic and corporate planning, business continuity, policy, and representing the Department in various interdepartmental working groups and initiatives. This section also oversees harness racing and responsible gambling strategy.

### Human Resources

#### Overview

Human Resources team is part of the PEI Public Service Commission assigned to the department.

#### Human Resources

Human Resources ensures that human resource policies and programs are consistent and aligned with the Department's strategic direction, while also supporting the Department in advancing its mandate.

### Pensions and Capital Management

#### Overview

The Pensions and Capital Management division is responsible for the day-to-day cash, liquidity, debt, financial/investment risk, banking, and optimization of the province's treasury management function. In addition, it is responsible for the planning and delivery of the Provincial Public Sector plans (both administration and investment) as well as post-employment benefits.

#### Debt and Investment Management

The Debt and Investment Management section is responsible for the Province's daily banking, liquidity reserve, and developing debt management strategies. It manages the sinking fund payments used for principal repayment and monitors and controls the umbrella trust that manages the provincial pension funds. The section is responsible for advancing loans to eligible entities in accordance with the *Financial Administration Act* and administering loan guarantees provided by the province to Crown corporations. It is the focal point for consultations with bond rating firms.

## Pensions and Benefits

The Pensions and Benefits section has fiscal, operational, and policy responsibilities for employer-sponsored pension programs and retirement payments. It devotes the majority of its resources to the administration of the two registered pension plans that are sponsored by the province: the Public Sector Pension Plan (PSPP) and the Teachers' Pension Plan (TPP). The section also manages several non-registered pension plans and other employer-sponsored benefit plans. The Pensions and Benefits section has fiscal responsibility for worker's compensation for volunteer firefighters, certain aspects of group insurance, and other employee benefits. It takes a proactive role in keeping members up to date on their pension plan by offering information sessions to employees and other active members approaching retirement.

## Economics, Statistics, and Federal Fiscal Relations

### Overview

The Economics, Statistics and Federal Fiscal Relations division is responsible for fiscal, tax, statistical and economic policy advice, and provides liaison with the federal government and the provinces on federal/provincial fiscal arrangements.

### Provincial Economics

This section provides up-to-date economic information to senior officials, both in the Department and in wider government, for numerous functions throughout the year. It provides broader analytical support to other government departments, agencies, and commissions.

### Statistics Bureau

The Statistics Bureau has a legislated mandate to collect, compile, analyze, abstract, and publish statistical information relating to a variety of activities and conditions in the province. Designated as the province's official "statistics finder," the Statistics Bureau has primary responsibility for consolidating the government's statistical program.

### Federal Fiscal Relations

This section is responsible for interprovincial work on fiscal transfers, the equalization program, and revenue forecasting. The most prominent aspects of federal/provincial fiscal arrangements are equalization; the Canada Health and Social Transfers; Income Tax Collection Agreement; Comprehensive Integrated Tax Coordination Agreement (HST); the Reciprocal Taxation Agreement; the Coordinated Cannabis Taxation Agreement; infrastructure funding; the Fiscal Stabilization program; and statutory subsidies.

## Office of the Comptroller

### Overview

The Comptroller is the chief accountant for the province. This office is responsible for establishing and maintaining financial control over the money government spends and collects, as well as the provision of financial information to departments and agencies. It maintains the Province's financial records and produces the Public Accounts for annual presentation by the Minister of Finance to the Legislature and public. It is also responsible for the overall procurement policy of government, provides procurement services to the public, government departments, and Crown corporations.

### Accounting

This section is responsible for the operation and maintenance of the Province's corporate accounting system, as well as the preparation of the consolidated financial statements and the operating fund financial statements that form the Public Accounts. It works with departments to ensure accurate recording of transactions, both revenue and expenditure, and the proper management of supporting documentation for those transactions. It provides support and monitors financial transactions for accuracy as well as assisting users with reporting requirements.

### Financial System Support

This section supports the operation, maintenance, and security over the government's corporate financial information system and maintains the various service levels and maintenance agreements. It uses a help desk approach to provide system users with procedural and functional support.

### Accounts Payable

This section is responsible for the timely and accurate processing of government payments through a decentralized payment system and managing all supporting financial documentation. It provides various administrative functions related to accounts payable and payment issuance as well as activities pertaining to government bank account transactions. Accounts Payable is responsible for recording corporate procurement card transactions in the financial system, including staff training and support. The section works with government departments to produce payments for a number of programs including the province's social services case management system, Labour Market Development Agreement and the Maintenance Enforcement Program.

### Accounts Receivables

This section is responsible for the decentralized accounts receivable function within the government's corporate accounting system. It establishes the protocol and provides direction for processing government revenues, including accurately recording both the revenues received and the amounts due to the province. The section oversees several electronic interfaces from other IT systems and reconciles the province's bank accounts.

## Procurement Services

This group is the hub of the Province's decentralized procurement model which supports the timely and cost-effective procurement of goods and services essential to government operations, including office supplies, IT equipment, vehicles, and professional services. It ensures procurement activities are transparent, competitive, and aligned with policy, while also running the administration of the corporate procurement card program and providing training and support. The section actively advises departments on tendering processes to ensure compliance with legislation and trade agreements, promoting consistency and accountability across procurement practices.

## Taxation and Property Records

### Overview

Taxation and Property Records administers the Province's property assessment, property tax, and consumption tax legislation, ensuring legislation is applied fairly and consistently. The division also maintains and provides stakeholder access to provincial land registration records. Taxation and Property Records is comprised of three sections: Administration, Tax Administration and Compliance Services, and Real Property Services.

### Administration

This section is responsible for providing overall administration of Taxation and Property Records including monitoring and reporting of provincial property and consumption tax revenues. It collects and remits property tax payments to municipalities, fire districts, and the Island Waste Management Corporation. The section facilitates the dissemination of tax information via hard copy brochures and websites for use by internal and external stakeholders and administers stakeholder access to online land information systems.

### Tax Administration and Compliance Services

This section is responsible for the administration and interpretation of provisions within consumption tax legislation and related regulations. It processes consumption tax returns, consumption and property tax payments, and bank deposits; and it prepares annual and amended property tax bills. The section administers various tax programs such as seniors' tax deferral, provincial tax credit, grants-in-lieu of property taxes, and marked fuel. It also facilitates tax compliance activity, including collections and activity, performing consumption tax audits, and International Fuel Tax Agreement (IFTA) audits. The section maintains the Provincial Property Line Program and provides property-related geomatics products and services to other government departments, government agencies, and the private sector. It is also responsible for the operation of the provincial land registry system, the interpretation of all land-related documents, and the provision of property mapping for the Island.

## Real Property Services

This section is responsible for assessing all real property in the Province on an annual basis. It maintains both market value and taxable value assessments for owner-occupied residential property, producing annual provincial, municipal, and fire district assessment rolls that form the basis for levying property taxes, dues, and fees. The section administers assessment programs such as re-appraisal, new construction, sales review, and referrals. It also supports tax credit programs, such as bona fide farm and farm use, and defends real property assessment appeals filed with the Island Regulatory Appeals Commission.

## Treasury Board Secretariat

### Overview

Treasury Board Secretariat provides policy advice on government expenditures and fiscal planning, develops the annual fiscal framework, and prepares the Budget Estimates of Revenues and Expenditures. It includes Budget Management, Treasury Board Operations, and Corporate Finance. Treasury Board Secretariat also encompasses Risk Management and Insurance, and the Information Technology Shared Services (ITSS) section, both of whom deliver quality services to government departments and Crown corporations.

### Budget Management

Budget Management is responsible for the preparation and coordination of the operating and capital budgets, which assist government in the overall financial direction for the province. It provides technical support and policy advice on various aspects of government fiscal planning.

### Treasury Board Operations

Treasury Board Operations section provides analytical, consultative, and administrative services to Treasury Board and consultative services to departments and agencies on policy, operational, and administrative matters. It manages government's administrative policies to ensure consistency and efficiency, supporting departments and agencies in improving accountability and reporting.

### Corporate Finance

The Corporate Finance section provides financial support for each department. The section prepares departmental estimates and forecasts for both operating and capital budgets and processes actual revenue and expenditure transactions. Finance teams assigned to each department are an integral part of maintaining and improving the programs and operations of the department, as well as ensuring accountability and compliance with policies and procedures.

## Risk Management and Insurance

The Risk Management and Insurance section is responsible for developing, implementing and maintaining government risk management and insurance or self-insurance programs, to eliminate or minimize the potential for loss to government departments, Crown corporations, agencies, commissions, and school boards. Risk Management and Insurance is responsible for settling insured losses incurred by entities insured under the PEI Risk Management and Insurance Fund. The PEI Risk Management and Insurance Fund publishes its own annual report as a Schedule B entity under the Financial Administration Act.

## Information Technology Shared Services (ITSS)

### Overview

Information Technology Shared Services (ITSS) is a strategic and technical leader enabling the delivery of digital government initiatives, as well as the ongoing IT operational support to run government's IT infrastructure and systems. ITSS works with partners to plan new and creative ways to prepare for the future and keep pace with the needs of clients and citizens. ITSS leads the development of digital government that is a commitment of placing people at the center of every government program, service, and policy and to delivering simpler, faster, and more easily accessible services for people, communities, and businesses. ITSS provides a broad range of services to government departments, Crowns, and agencies including hospitals and schools.

## The Office of the Chief Digital and Operating Officer (CDOO)

The CDOO team is responsible for the leadership, development, and execution of government's Digital Strategy and for the Information Management and Technology Strategic Plan across departments, Crowns, and agencies, as well as the overall day-to-day operations of ITSS. The CDOO Office is responsible for ensuring the ITSS team and its divisions work collectively, balancing security, agility, and adaptability with appropriate Information Management and Information Technology standards. The CDOO Office balances between expenditures to manage government's IT business needs, and the investments required to grow its capabilities through innovation, modernization, and digital service delivery through the Enterprise Project Management Office and the Efficiency, Policy, and Business Strategy Team.

## Business Infrastructure Services (BIS) & Document Publishing Centre (DPC)

The BIS division is responsible for providing leadership in planning, operation, and support of network communications and the deployment of server and storage, desktops, laptops, tablets, audio visual systems, and printing assets, as well as the King's Printer and provincial mail services. This division is responsible for providing voice and email services, client and technical support across government through logging and tracking incidents and requests, telephone support, and onsite technical assistance. The division includes Infrastructure Operations, Infrastructure Projects, the Service Centre, King's Printer and PEI mail services.

### **Business Systems Services (BSS)**

The BSS division provides application support and consultation for government, educational, and health care sites. It is also responsible for maintaining and enhancing current information technology systems as well as the implementation of new systems. The divisional staff provide daily support of systems used by Government of PEI staff in the delivery of a full spectrum of services to Islanders. This division also includes the Consultancy and Application System Support teams and the Clinical Information System teams.

### **Corporate Operations, Finance and Planning (COFP)**

The COFP division is responsible for ensuring responsible and accountable investment and financial management for all ITSS.

### **Digital Services Office (DSO)**

The Digital Services Office leads cross-functional teams to accomplish initiatives related to digital transformation. Within this unit, the Digital Trust team is responsible for the implementation of a single digital trust product for the Government of PEI and the implementation of the Enterprise Integration Platform. The Business Process Redesign team is responsible for the ongoing work with government departments to create a digital-by-design and citizen centric approach to business process redesign to support flexible and adaptive services and IT solutions to meet citizen needs. The Web Digital Office works with departments and agencies to develop new digital initiatives that will support the increasing number of digital services offered to Island citizens and businesses, and enhancements to princeedwardisland.ca and government's overall online web presence. The Application Programming team supports maintaining and enhancing ITSS built information technology systems. The Product Development Team supports interoperability between systems.

### **Enterprise Architecture, Data and Security Services (EADSS)**

The EADSS division is responsible for providing IT governance support, developing the overall information technology architecture of government, implementing security practices and data services. This division includes the Enterprise Architecture Services team, the Data Services team supports unified data standards and platforms providing the technical foundation for systems and supporting evidence-based decision-making. The Security Services Office is responsible for the overall security of information systems in government, including cyber-security policy and associated technology to keep government and its citizen's information secure.

### **Workplace Information Services (WIS)**

The WIS Division is responsible for the design and implementation of common workplace systems used across the organization. This includes email, collaboration tools, and electronic document management system.

## Key Performance Accomplishments

*The following highlights the key performance accomplishments of the divisions within the Department of Finance. Additional information can also be found under “Key Departmental Statistics”.*

### Legislative Highlights

- Bill no.47, ***An Act to Amend the Public Sector Pension Plan Act*** enabled retired public sector employees to receive remuneration when serving as a member on the PSPP Commission.
- Bill no. 59, ***Appropriation Act (Capital Expenditures) 2025*** granted legislative authority to support the capital budgetary plan for the 2025/2026 Fiscal Year.
- Bill no.61, ***Supplementary Appropriation Act 2024*** introduced schedules listing all special warrants approved between sittings of the Legislature.
- Bill no. 65, ***An Act to Amend the Atlantic Provinces Harness Racing Commission Act*** to adjust the governance of the Commission as a result of Newfoundland and Labrador ceasing participation which included changing the Commission’s name to reflect only maritime provinces were members, as well as adjusting the number of commissioners and adding a transition clause.
- Bill no. 66, ***An Act to Amend the Income Tax Act (No.2)*** included the new PEI Child Benefit program and implement changes for the 2025 taxation year included in the spring 2024 budget - increasing the basic personal amount and the associated spousal amount, increasing the Low-Income Tax Reduction threshold and the age credit.
- Bill no. 67, ***An Act to Amend the Real Property Assessment Act*** amended the definition of owner-occupied residential property under section 1(3) to allow for those who rent out a room in their primary residence to qualify for owner-occupied residential program (2025 onwards).
- Bill no. 68, ***An Act to Amend the Real Property Tax Act (No.2)*** authorized excess tax sale proceeds to be applied to outstanding orders or judgements under the ***Environmental Protection Act***.
- Bill no. 77, ***Loan Act 2024*** granted legislative authority to borrow money for a term greater than 12 months.
- Bill no. 78, ***Supplementary Appropriation Act (No.2) 2024*** introduced schedules listing all special warrants approved between sittings of the Legislature.

## Corporate Services

- Coordinated the Department's legislative workplan for the spring and fall legislative sessions.
- Coordinated and published the 2023-24 Department of Finance Annual Report.
- Coordinated the pre-operating budget public consultations and survey, stakeholder roundtable discussion and published the feedback in the Pre-Budget Consultations 2025-26 Operating budget report.
- Coordinated timely responses to Freedom of Information requests for the Department.
- Completed the 2025-26 French Language Services Plan and 2024-25 French Language Service Report for the Department.
- Participated on various inter-departmental committees including Climate Change, Task Force for Advancing Gender Equity and Diversity, Missing and Murdered Indigenous Women and Girls and International Human Rights Coordination Network.
- Updated the Department website with new initiatives and updated information.

## Human Resources

- Began offering bi-monthly leadership training by HR team to support professional development for Department of Finance managers and supervisors enhancing leadership skills, fostering collaboration, and addressing department-specific challenges through targeted learning.
- Human Resources maintained the departmental SharePoint sites to support internal communication.
- Offered “Anti-Racism Lunch & Learn – Planting Seeds of Change” training session to all staff.
- Offered “Supervisor Sessions” to all supervisors and managers to create a place for knowledge sharing and peer learning.

## Pensions and Capital Management

- Delivered the Loan Act 2024 and completed a \$400 million bond offering.
- Delivered six formal pension information sessions to cohorts of members ranging from new hires to pre-retirement, both virtually and in-person.
- Dominion Bond Rating Services (DBRS) confirmed the Province of PEI's issuer rating at “A” and short-term debt rating at R-1 (low), with stable trends.
- Reviewed annual operational plan and business objectives for the Division of Pensions and Capital Management, with clear 1-year and 3-year goals.
- Commenced organizational restructuring and role reviews to achieve operational objectives as well as reduce staff turnover, enhance long-term training opportunities, and career progression.
- Completed process to select a new investment consultant to work with the Joint Investment Advisory Committee on the investment management of the pension plans.
- Onboarded and funded five new investment mandates for the Province of PEI Master Trust.
- Commenced the process to select a Customer Relationship Management (CRM) solution for the Public Sector Pension Plan and Teachers' Pension Plan members, consistent with the operational goals of ongoing modernization, service delivery and risk reduction.

- Implemented a single web-based portal for all retirement allowance and severance requests to significantly improve processing efficiency, reduced administrative errors, and enhanced transparency to allow real-time tracking and centralized recordkeeping.
- Onboarded a new external financial statement auditor for the Public Sector Pension Plan.

## Economics, Statistics, and Federal Fiscal Relations

- Reduction of personal income taxes in 2025 by increasing the basic personal amount, spousal amount, low-income tax reduction, and age credit, as well as raising income thresholds and reduced rates for the first four tax brackets to support a more progressive tax system.
- Delivered policy advice and analysis to support two key social programs, including the implementation of the new PEI Child Benefit and social policy simulation modelling of a basic income program.
- Registered three Community Economic Development Businesses (CEDBs), raising \$3.7 million in equity from 266 investors to support local economic development and facilitated issuance of \$1.3 million in provincial tax credits to eligible investors.
- Coordinated the second annual Panel of Economists to inform government on economic conditions and trends ahead of the fall capital budget and spring operating budget.
- Provided analysis and modelling to the Cabinet Committee on Trade Relations on potential tariff impacts; updated the provincial input-output model to support this and related work.
- Collaborated with Workforce, Advanced Learning and Population and CANCEA to develop long-term planning tools for use by government departments.
- Represented the department on various F-P-T committees, including sub-committees on economic and fiscal policy, revenue allocation, carbon pricing and inter-provincial air travel, and Statistics Canada economic and social statistics; participated in the Tax Collection Agreement (TCA) review as well as represents province as chair of the F-P-T model review sub-committee.
- Provided economic data and analysis to departments including Social Development and Seniors, Skills PEI, NetZero Office, and Environment and Climate Action.
- Published key reports including the Annual Statistical Review, Population Projections, Fall Economic Update and Fiscal Update; released monthly labour force and CPI updates, quarterly population and farm cash receipts, and annual reports on the labour force, CPI, farm cash receipts and GDP.

## Office of the Comptroller

- Posted 202 tender ads and notices for the MASH (municipalities, academic institutions, school boards, and health authorities) sector.
- Processed a total of 11,464 purchase orders on behalf of the government, with a dollar value of \$44,925,379.55.
- Supported departments in transitioning several services online to modernize and automate payment transactions, assisting in capturing 163,000 online payment transactions, which was a 34% increase over prior years.

- Issued 365 tenders for goods and services worth \$96.7 million, managed \$8.3 million Procurement card (PCard) transactions, and \$44.9 million purchase orders.
- Maintained the government PCard program as the preferred method of payment for low-volume purchases and continued to replace local purchase orders (LPOs). The PCard program processed \$8,324,601 transactions during the year.
- Provided support and advice on procurement related to domestic and international trade agreements. Several procurement presentations were made to departments and Crown corporations throughout the year.
- Tabled Volume I, II and III (Parts A and B) of the Public Accounts for the 2023-2024 fiscal year with the Clerk of the Legislative Assembly on October 11, 2024, nearly one month earlier than prior year.
- Successfully implemented two new Public Sector Accounting Standards.

## Taxation and Property Records

- Completed a business requirements review of the computer systems that service real property registration, assessment and taxation, and began planning towards the issuance of an RFP for systems replacement.
- Hosted two national conferences: the Geographical Names Board of Canada and the Interprovincial and Territorial Tax Council.
- Amended the Real Property Tax Act Regulations to increase the income threshold for the Seniors Property Tax Deferral Program to \$42,000.
- Launched an online property tax balance inquiry tool, allowing taxpayers to access their balance online.
- Amended the *Real Property Assessment Act* to expand eligibility for the Owner-Occupied Residential Property Assessment Program, allowing homeowners to remain eligible even if they are renting out a space within their home on a long-term basis.
- Amended the *Real Property Tax Act* to allow for excess tax sale proceeds to be applied to outstanding orders or judgements under the *Environmental Protection Act*.
- Proclaimed the 2022 amendments to *Gasoline Tax Act* which modernized the act and allows for the marked fuel inspection program, and implemented the new Gasoline Tax Act Regulations.
- In conjunction with the Department of Housing, Lands and Communities, negotiated a new municipal funding framework providing municipalities with access to tax credits to support services provided.
- Developed orientation and training for the Geographical Naming Advisory Committee to prepare them for their work in relation to the Geographic Naming and Renaming Program.
- Signed the Coordinated Vaping Product Taxation Agreement between the Government of Canada and the Government of Prince Edward Island, implementing the excise tax on vaping products which came into effect January 1, 2025.
- Worked with the Canadian Food Inspection Agency to provide mapping information to develop a potato wart restriction map.

## Treasury Board Secretariat

- Prepared the Spring 2024 Operational budget, including the 2024 Budget Address, the Estimates of Operating Revenue and Expenditure and the Appropriation Act (Current Expenditures) 2024.
- Prepared the Fall 2024 Capital Budget, including the Estimates of Capital Revenue and Expenditure for tabling in the Legislative Assembly along with the Appropriation Act (Capital Expenditures) 2025.
- Publicized the Treasury Board Policy and Procedures Manual in July 2024 for the first time since its creation.
- Detailed budget documents as well as additional supplementary to support the debate in the Legislative Assembly of PEI were created with input from all departments, agencies, and Crown corporations as part of the Department's work on transparency and accountability.
- Processed over 800 Treasury Board submissions in 2024-25, aligning with our four-year average.

## Information Technology Shared Services

- Enterprise Learning Management Solution Project was awarded, and project was initiated.
- Applicant Tracking System is now in production for government and education.
- Officially opened ITSS new Activity Hive on 5th Floor of the Sullivan Building. This project was awarded the Premiers award for Diversity Equity and Inclusion.
- Launched a “Mobile Office” pilot, enabling staff to set up “pop-up” offices at locations across PEI. Successful deployments included Lennox Island, Scotchfort, and MCPEI offices, and used as part of the pilot launch of the MyPEI project.
- Finalized the development of MyHealthPEI, a new secure online health portal that provides PEI residents 24/7 access to their personal health information and rolled out the first phase of MyHealthPEI allowing pilot users to view their immunization records and general lab results, connect health devices (e.g. Fitbit, Garmin) and self-entry features (e.g. insulin tracking, allergies, procedures, family history).
- Upgraded the technical infrastructure of all Health PEI-operated Long Term Care facilities and successfully implemented Long Term Care Information Management System at Prince Edward Home.
- Computers for Success deployed over 7,250 free computers for citizens and non-profits.
- Developed a situation based funding system to allow for income based payments and cheque printing during provincial disasters or emergencies.
- Started upgrade to the Health Wide Area and Local Networks for Modernizing Health Care Connectivity project, with a focus on Acute Care sites.
- Coordinated technology needs for several work site moves/upgrades for health, government, board of education offices and schools.

## Key Departmental Statistics

| Summary of Bond Ratings for PEI |                   |                  |                   |
|---------------------------------|-------------------|------------------|-------------------|
| Bond Rater                      | Short-term Rating | Long-term Rating | Confirmation Date |
| Moody's                         | -                 | Aa2 (Stable)     | June 2025         |
| DBRS                            | R-1 (low)         | A (Stable)       | July 2025         |
| S&P                             | A-1               | A (Stable)       | May 2025          |

| Taxation and Property Records Statistics   |         |         |         |         |
|--|---------|---------|---------|---------|
|  | 2021-22 | 2022-23 | 2023-24 | 2024-25 |
| Tax payments received in offices   | 285,046 | 288,776 | 294,822 | 292,933 |
| Documents registered and interpreted<br>(Registry of Deeds office)                 | 21,979  | 19,673  | 21,185  | 19,910  |
| New parcels (property) created   | 1,585   | 1,325   | 1,511   | 1,145   |
| Subdivision plans filed  | 881     | 753     | 868     | 937     |
| Registered tax-exempt permit applications<br>(farmers/fishermen)                   | 2,272   | 2,290   | 2,322   | 2,125   |
| Properties Assessed<br>(as of municipal rolls date)                                | 112,143 | 113,275 | 114,662 | 115,938 |
| Provincial Market Value Assessment<br>(as of municipal rolls date) in Billions     | \$14.6B | \$16.1B | \$17.9B | \$19.9B |
| Market value of exempt properties<br>(as of municipal rolls date) in Billions      | \$1.23B | \$1.27B | \$1.3B  | \$1.3B  |
| Property assessment referrals<br>(first-level appeal)                              | 244     | 218     | 249     | 496     |
| Appeals to IRAC<br>(property assessment related)                                   | 4       | 30      | 5       | 1       |
| New construction reviews and new accounts<br>(property assessed value) in Millions | \$288M  | \$373M  | \$384M  | \$352M  |
| Number of regular audits completed   | 17      | 15      | 18      | 14      |
| Regular audit assessments  | 69,002  | 41,671  | 76,020  | 80,696  |
| Number of special assessments issued   | 55      | 48      | 66      | 284     |
| Special assessments  | 33,343  | 49,449  | 53,117  | 425,004 |

| <b>Procurement Statistics</b> |                |               |                |               |
|-------------------------------|----------------|---------------|----------------|---------------|
|                               | <b>2023-24</b> |               | <b>2024-25</b> |               |
|                               | <b>Number</b>  | <b>Amount</b> | <b>Number</b>  | <b>Amount</b> |
| Purchase Orders Issued        | 11,325         | \$50,936,528  | 11,464         | \$44,925,380  |
| Tenders Processed             | 123            | \$21,804,229  | 151            | \$20,712,831  |
| RFPs Processed                | 126            | \$54,145,645  | 214            | \$75,989,370  |
| Purchase Card Transactions    | 29,687         | \$7,758,301   | 31,856         | \$8,324,601   |

| <b>Accounts Receivable Transactions</b> |                |                 |                |                 |
|---|----------------|-----------------|----------------|-----------------|
|   | <b>2023-24</b> |                 | <b>2024-25</b> |                 |
|   | <b>Number</b>  | <b>Amount</b>   | <b>Number</b>  | <b>Amount</b>   |
| Invoices Issued                         | 55,415         | \$2,516,485,672 | 59,954         | \$2,832,404,474 |
| Online Transactions                     | 120,939        | \$9,572,225     | 163,017        | \$11,627,665    |
| Deposit Batches Processed-CAD           | 9,620          | \$4,703,018     | 9,889          | \$2,980,074,480 |
| Deposit Batches Processed-USD           | 385            | \$2,090,231     | 358            | \$2,395,232     |

| <b>Accounts Payable and File Maintenance Statistics</b> |                |                 |                |                 |
|---|----------------|-----------------|----------------|-----------------|
|   | <b>2023-24</b> |                 | <b>2024-25</b> |                 |
|   | <b>Number</b>  | <b>Amount</b>   | <b>Number</b>  | <b>Amount</b>   |
| System Vendors New                                      | 5,616          |                 | 5,441          |                 |
| Vendor Sites Updated                                    | 31,930         |                 | 74,565         |                 |
| All Invoices Processed                                  | 403,906        | \$2,975,508,378 | 433,166        | \$3,396,423,818 |
| Payments Issued – Electronic                            | 179,935        | \$2,825,406,559 | 194,162        | \$3,245,331,282 |
| Payments Issued – Cheque                                | 33,589         | \$67,813,180    | 31,560         | \$92,516,105    |

## ITSS Initiatives with Departments, Agencies, Boards & Commissions

(Coordinated / Implemented/ Upgraded)

| Coordinated / Implemented   | Upgraded   |
|---|--|
| <b>Agriculture</b> <ul style="list-style-type: none"> <li>AIC – Awarded and work with ePMO on RFP AIC &amp; AgriStability Database</li> <li>Agriculture Insurance Corporation (AIC) - PEI AIC Digital Playbook Created</li> </ul> <b>Digital Services:</b> <ul style="list-style-type: none"> <li>Beef Weaning Weight Application and Reports</li> <li>Register for the Future of Farming Conference</li> </ul>                       | <ul style="list-style-type: none"> <li>PEI Grain Elevators Server Upgraded</li> <li>Fifth Floor Jones Building Teams Collaboration Board Rooms upgraded</li> </ul>   |
| <b>Education and Early Years</b> <b>Digital Services:</b> <ul style="list-style-type: none"> <li>Sherwood School closure (Operator Child Care Expense Form)</li> <li>Public Library Service Request for Reconsideration</li> </ul>  |  |
| <b>Environment, Energy and Climate Action</b> <ul style="list-style-type: none"> <li>Energy Building Label and Support Pilot</li> <li>Clean Tech Academy new building in Georgetown</li> <li>New drone and storage</li> <li>Watercourse Alterations permits</li> </ul> <b>Digital Services:</b> <ul style="list-style-type: none"> <li>Wildlife Tracking Application</li> </ul>   | <ul style="list-style-type: none"> <li>Fire Restrictions - combining Burn Restrictions and Fire Weather Index into one feature</li> <li>Upgraded video-conference equipment</li> </ul> <b>Digital Services:</b> <ul style="list-style-type: none"> <li>Search Network of Excellence Contractors for Energy Efficient Programs and Services</li> <li>Well Driller App rebuild</li> <li>Fire Restrictions Feature</li> </ul> |
| <b>Executive Council</b> <ul style="list-style-type: none"> <li>ECO SharePoint site for Policies, Procedures and Resources</li> </ul> <b>Digital Services:</b> <ul style="list-style-type: none"> <li>Register for AccessAbility Supports and Residential Services Review Engagement Session</li> <li>Engage PEI Board Management implemented (Phase 1)</li> <li>Request Official Portrait of His Majesty King Charles III</li> </ul> |  |
| <b>Legislative Assembly</b> <b>Digital Services:</b> <ul style="list-style-type: none"> <li>Order of Prince Edward Island Nomination</li> <li>Register for the 2025 Parliamentary Committee Clerks and Researchers Conference</li> </ul>  |  |
| <b>Finance</b> <ul style="list-style-type: none"> <li>Taxation Modernization Project Phase 1</li> </ul> <b>Digital Services:</b> <ul style="list-style-type: none"> <li>Public Accounts public search feature</li> <li>Register for Procurement Reverse Tradeshow</li> </ul>  | <ul style="list-style-type: none"> <li>Upgraded to a new version of content management system for the Government website.</li> </ul>   |

| Coordinated / Implemented  | Upgraded  |
|--|---|
| <ul style="list-style-type: none"> <li>• Retirement Allowance or Severance Payment Request Application and webform</li> <li>• Search Awarded Procurement Opportunities and Tenders public search feature</li> </ul>  | <p><b>Digital Services:</b></p> <ul style="list-style-type: none"> <li>• Public Disclosure of expenses public search feature</li> </ul>   |
| <b>Fisheries, Tourism, Sport and Culture</b>   |   |
| <p><b>Digital Services</b></p> <ul style="list-style-type: none"> <li>• Licensed Tourism Accommodations public search feature</li> <li>• Sport and Recreation Facilities - Map</li> </ul>  |   |
| <b>Health and Wellness</b>   |   |
| <ul style="list-style-type: none"> <li>• Long Term Care Electronic Medical Record at first facility - Prince Edward Home</li> <li>• Health Staff at Lennox Island to access the Home Care Solution Electronic Medical Record</li> <li>• Developed a data registry system for Population Health Data which allows Chief Public Health Office to analyze data for public health surveillance.</li> <li>• Support to all Island Pharmacies to expand free Smoking Cessation Program to help Islanders quit smoking</li> <li>• AI Scribe pilot project that will implement AI use in medical transcription in community physician offices has been initiated.</li> </ul> | <ul style="list-style-type: none"> <li>• Selected vendor to develop and implement new features to LiveWell PEI website and provide operational support.</li> <li>• Proof of Covid-19 vaccination</li> </ul> |
| <p><b>Digital Services</b></p> <ul style="list-style-type: none"> <li>• Health Innovation Fund Application</li> <li>• Incidents and Events for Nursing Facilities Application</li> <li>• Internationally Educated Nurses Bursary Program Reimbursement</li> <li>• Report Gastrointestinal Illness</li> <li>• Report Immunization for Long-Term Care Residents</li> <li>• Take Home Naloxone Program: Monthly Kit Distribution Report</li> </ul>  |   |
| <b>Housing, Land and Communities</b>   |   |
| <ul style="list-style-type: none"> <li>• Land Digitization pilot for records</li> </ul>  |   |
| <p><b>Digital Services:</b></p> <ul style="list-style-type: none"> <li>• Apply for a Building Acceleration Grant</li> <li>• Boiler, Pressure Vessel, and Pressure Piping - Installation/Alteration Permit Application</li> <li>• Shelter Statistics Application and public search feature</li> </ul>   |   |
| <b>Justice and Public Safety</b>   |   |
| <ul style="list-style-type: none"> <li>• RFP for a new Court Information Management System to aid in the modernization of and expansion of court services offered to Islanders</li> </ul>  |   |
| <p><b>Digital Services:</b></p> <ul style="list-style-type: none"> <li>• Reception Centres – Map</li> </ul>  |   |

| Coordinated / Implemented  | Upgraded  |
|--|---|
| <ul style="list-style-type: none"> <li>• Life License Qualification Program (LLQP) Exam Eligibility Confirmation Request</li> </ul>  |   |
| <b>Public Service Commission</b>   |   |
| <ul style="list-style-type: none"> <li>• Application Tracking System</li> </ul> <p><b>Digital Services:</b></p> <ul style="list-style-type: none"> <li>• Development and Training Fund Application</li> <li>• Diversity and Talent Pool Application with Talent Pool internal search feature</li> <li>• Employee Wellness and Safety Training Registration</li> <li>• Health Recruiter Registered Nurse Employment Application</li> </ul>  | <ul style="list-style-type: none"> <li>• Five new Moodle courses; Programme de formation Bonjour - Version française, Bonjour Training Program - English Version, Leadership Competencies, Orientation to Government of PEI, French Language Training</li> <li>• Collaboration Board Room upgraded</li> </ul>   |
| <b>Social Development and Seniors</b>  |   |
| <ul style="list-style-type: none"> <li>• Child Protection Services Structured Decision Making solution implementation has been completed</li> </ul> <p><b>Digital Services:</b></p> <ul style="list-style-type: none"> <li>• At Home Care Program Referral webform</li> <li>• Caregiver Referral Management - Application</li> <li>• Register for the Children's Summer Food Program Small App, webform and internal map</li> </ul>  | <ul style="list-style-type: none"> <li>• At Home Caregiver program implemented in Integrated Services Management (ISM)</li> </ul>   |
| <b>Transportation and Infrastructure</b>   |   |
|  | <ul style="list-style-type: none"> <li>• Mobile Access PEI pop up sites</li> <li>• Access PEI Cornwall</li> </ul>   |
| <b>Workforce, Advanced Learning and Population</b>   |   |
|  | <ul style="list-style-type: none"> <li>• Integrated the Marian Reid Grant into One Government Service Module software to streamline delivery</li> </ul>   |
| <b>Health PEI</b>  |   |
| <ul style="list-style-type: none"> <li>• Electronic Medical Records Solution for Mental Health and Addictions providers, nurses, allied health and support staff in community</li> <li>• IT components of the new Physician Services Agreement</li> <li>• Implemented enhancements to PEI Pharmacare to align with the National Pharmacare Program and ensure seamless integration and billing through community pharmacies.</li> <li>• Developed an application for the Eye See...Eye Learn Program to confirm eligibility and track benefits.</li> <li>• Patient Registry system with webform</li> <li>• Improved primary care access for Islanders across PEI with expansion and implementation of 13 new Patient Medical Homes and 3 Primary Access Clinics</li> <li>• Mobile X-ray units for use at Long Term Care facilities across PEI</li> <li>• Virtual Care for All Islanders new platform procurement is in progress</li> </ul> | <ul style="list-style-type: none"> <li>• Diagnostic Imaging System</li> <li>• Updates to Provincial Dental Care Program</li> <li>• Cerner Behavioral Health Module implementation has started</li> <li>• Initiated software for Provincial Addictions &amp; Treatment Facility (PATF)</li> <li>• Orthoptics Clinic moved to shared space with private clinic providing cataract surgery</li> <li>• Implementation of Enterprise Image Storage for Diagnostic Imaging and for use across HPEI.</li> <li>• Assisted with the IT component of the off-Island MRI initiative to reduce MRI wait times.</li> <li>• Nurse Call systems at Beach Groove Home, Prince County Hospital, Wedgewood Manor and Summerset Manor.</li> <li>• Pharmacy Clinical Communications implemented with Electronic Medical Record (EMR)</li> <li>• IT infrastructure updates and implementation work in Progress:</li> </ul> |

| Coordinated / Implemented  | Upgraded  |
|--|---|
| <b>Digital Services:</b> <ul style="list-style-type: none"> <li>• Health Care Graduates Expression of Interest for Employment</li> <li>• Health PEI Access to Information and Privacy (ATIP) Files Application</li> <li>• Insulin Pump Payment Calculator</li> <li>• Program for Elementary Eye Care Registration, Reimbursement and Application</li> <li>• Submit Health PEI Location Storm Closure services</li> </ul> | <ul style="list-style-type: none"> <li>○ Brackley Small Option Home Renovation</li> <li>○ New QEH Residency Program Space</li> <li>○ New Summerside Community Health Center</li> <li>○ New Community Mental Health Office at 25 Myrtle Street Stratford</li> <li>○ SHORS Clinic in new Queens Health Hub</li> <li>• Phase 2 – Implementation for Provincial Medication Cart</li> <li>• Phase 2 Implementation for Hematology Lab Solution</li> <li>• Phase 1 for Automated Chemistry System for Queen Elizabeth Hospital Lab</li> <li>• Polyclinic Building infrastructure improvements</li> <li>• Dictation software for physicians, nurse practitioners</li> <li>• Clinical information System lab instrument medical device interface</li> </ul> |
| <b>Innovation PEI</b>  |   |
| <ul style="list-style-type: none"> <li>• Enterprise Customer Relationship Management system Phase 2</li> </ul>   |   |
| <b>Digital Services:</b> <ul style="list-style-type: none"> <li>• Export Enhancement and Diversification Fund</li> </ul>   |   |
| <b>Skills PEI</b>  |   |
| <b>Digital Services:</b> <ul style="list-style-type: none"> <li>• Register for the Self Employ PEI Information Session</li> </ul>  | <ul style="list-style-type: none"> <li>• Continued upgrades to Information Management System</li> </ul>   |

## Financial Statements

### Expenses by Division

|  | Actual<br>2024-25<br>\$ | Budget<br>2024-25<br>\$ | Variance       |
|--|-------------------------|-------------------------|----------------|
| <b>Corporate Services</b>                    |                         |                         |                |
| <b>Corporate Services</b>                    |                         |                         |                |
| Administration                               | 9,462                   | 11,000                  | 1,538          |
| Equipment                                    | 2,258                   | 4,000                   | 1,742          |
| Materials, Supplies and Services             | 9,654                   | 8,600                   | (1,054)        |
| Professional Services                        | 32,190                  | 2,500                   | (29,690)       |
| Salaries                                     | 666,451                 | 865,200                 | 198,749        |
| Travel and Training                          | 65,202                  | 57,700                  | (7,502)        |
| <b>Total Department Corporate Services</b>   | <b>785,217</b>          | <b>949,000</b>          | <b>163,783</b> |
| <b>Pensions and Capital Management</b>       |                         |                         |                |
| <b>Debt and Investment Management</b>        |                         |                         |                |
| Administration                               | 5,331                   | 7,400                   | 2,069          |
| Equipment                                    | 821                     | 4,000                   | 3,179          |
| Materials, Supplies and Services             | 7,101                   | 6,000                   | (1,101)        |
| Professional Services                        | 150,000                 | 145,700                 | (4,300)        |
| Salaries                                     | 417,944                 | 434,300                 | 16,356         |
| Travel and Training                          | 9,054                   | 19,600                  | 10,546         |
| <b>Total Debt and Investment Management</b>  | <b>590,251</b>          | <b>617,000</b>          | <b>26,749</b>  |
| <b>Pensions and Benefits</b>                 |                         |                         |                |
| Administration                               | 5,538                   | 11,100                  | 5,562          |
| Equipment                                    | 6,580                   | 5,400                   | (1,180)        |
| Materials, Supplies and Services             | 5,636                   | 8,600                   | 2,964          |
| Salaries                                     | 1,332,124               | 1,622,400               | 290,276        |
| Travel and Training                          | 11,293                  | 18,100                  | 6,807          |
| <b>Total Pension and Benefits</b>            | <b>1,361,171</b>        | <b>1,665,600</b>        | <b>304,429</b> |
| <b>Total Pensions and Capital Management</b> | <b>1,951,422</b>        | <b>2,282,600</b>        | <b>331,178</b> |

## Expenses by Division

|   | Actual<br>2024-25 | Budget<br>2024-25 | Variance           |
|---|-------------------|-------------------|--------------------|
|   | \$                | \$                | \$                 |
| <b>Economics, Statistics &amp; Federal Fiscal Relations</b>       |                   |                   |                    |
| Administration  | 148,359           | 162,600           | 14,241             |
| Equipment   | 2,385             | 2,000             | (385)              |
| Materials, Supplies and Services                                  | 2,366             | 2,000             | (366)              |
| Professional Services   | 146,710           | 115,000           | (31,710)           |
| Salaries  | 591,859           | 697,600           | 105,741            |
| Travel and Training   | 10,000            | 22,900            | 12,900             |
| Grants:   |                   |                   |                    |
| Low and Modest Income Household Credit                            | 8,860,004         | 7,800,000         | (1,060,004)        |
| First Nations HST Rebate  | 586,845           | 610,000           | 23,155             |
| Volunteer Firefighters Tax Credit                                 | 1,088,000         | 1,035,000         | (53,000)           |
| <b>Total Economics, Statistics &amp; Federal Fiscal Relations</b> | <b>11,436,528</b> | <b>10,447,100</b> | <b>(989,428)</b>   |
| <b>Office of the Comptroller</b>                                  |                   |                   |                    |
| Administration  | 25,112            | 23,700            | (1,412)            |
| Debt  | (667)             | -                 | 667                |
| Equipment   | 6,375             | 6,000             | (375)              |
| Materials, Supplies and Services                                  | 23,788            | 56,700            | 32,912             |
| Professional Services   | 3,558,537         | 50,600            | (3,507,937)        |
| Salaries  | 2,179,992         | 2,157,800         | (22,192)           |
| Travel and Training   | 15,974            | 20,200            | 4,226              |
| <b>Total Office of the Comptroller</b>                            | <b>5,809,111</b>  | <b>2,315,000</b>  | <b>(3,494,111)</b> |
| <b>Taxation and Property Records</b>                              |                   |                   |                    |
| Administration  | 92,181            | 88,500            | (3,681)            |
| Debt  | 364,368           | 295,000           | (69,368)           |
| Equipment   | 7,172             | 25,500            | 18,328             |
| Materials, Supplies and Services                                  | 79,334            | 94,100            | 14,766             |
| Professional Services   | 453,646           | 157,500           | (296,146)          |
| Salaries  | 4,007,087         | 4,963,800         | 956,713            |
| Travel and Training   | 65,768            | 94,500            | 28,732             |
| <b>Total Taxation and Property Records</b>                        | <b>5,069,556</b>  | <b>5,718,900</b>  | <b>649,344</b>     |

## Expenses by Division

|   | Actual<br>2024-25<br>\$ | Budget<br>2024-25<br>\$ | Variance<br>\$     |
|---|-------------------------|-------------------------|--------------------|
| <b>Treasury Board Secretariat</b>             |                         |                         |                    |
| <b>Administration</b>                         |                         |                         |                    |
| Administration                                | 16,389                  | 15,500                  | (889)              |
| Equipment                                     | 1,194                   | 4,200                   | 3,006              |
| Materials, Supplies and Services              | 13,079                  | 4,000                   | (9,079)            |
| Professional Services                         | -                       | 5,000                   | 5,000              |
| Salaries                                      | 1,018,100               | 1,037,400               | 19,300             |
| Travel and Training                           | 4,671                   | 7,100                   | 2,429              |
| <b>Total</b>                                  | <b>1,053,433</b>        | <b>1,073,200</b>        | <b>19,767</b>      |
| <b>Corporate Finance</b>                      |                         |                         |                    |
| Administration                                | 35,226                  | 28,400                  | (6,826)            |
| Equipment                                     | 2,195                   | 1,000                   | (1,195)            |
| Materials, Supplies and Services              | 3,929                   | 6,100                   | 2,171              |
| Salaries                                      | 6,116,317               | 6,751,500               | 635,183            |
| Travel and Training                           | 5,949                   | 21,300                  | 15,351             |
| <b>Total</b>                                  | <b>6,163,616</b>        | <b>6,808,300</b>        | <b>644,682</b>     |
| <b>Information Technology Shared Services</b> |                         |                         |                    |
| Administration                                | 1,289,794               | 1,211,300               | (78,494)           |
| Equipment                                     | 327,250                 | 216,600                 | (110,650)          |
| Materials, Supplies and Services              | 16,755,836              | 17,271,100              | 515,264            |
| Professional Services                         | 7,140,986               | 5,983,600               | (1,157,386)        |
| Salaries                                      | 22,185,804              | 27,398,800              | 5,212,996          |
| Travel and Training                           | 618,189                 | 665,400                 | 47,211             |
| <b>Total</b>                                  | <b>48,317,859</b>       | <b>52,746,800</b>       | <b>4,428,941</b>   |
| <b>Total Treasury Board Secretariat</b>       | <b>55,534,908</b>       | <b>60,628,300</b>       | <b>5,093,390</b>   |
| <b>TOTAL FINANCE</b>                          | <b>\$80,586,742</b>     | <b>\$82,340,900</b>     | <b>\$1,754,158</b> |

## Other Expenditure Budgetary Responsibilities

|  | Actual<br>2024-25<br>\$ | Budget<br>2024-25<br>\$ | Variance<br>\$     |
|--|-------------------------|-------------------------|--------------------|
| <b>General Government</b>                |                         |                         |                    |
| Miscellaneous General                    | 237,375                 | 230,000                 | (7,375)            |
| Grants                                   | 2,215,554               | 2,200,000               | (15,554)           |
| Government Insurance Program             | 4,239,853               | 4,430,000               | 190,147            |
| Contingency Fund and Salary Negotiations | 13,961,758              | 11,727,900              | (2,233,858)        |
| <b>Total General Government</b>          | <b>\$20,654,540</b>     | <b>\$18,587,900</b>     | <b>(2,066,640)</b> |

### *Explanation Notes:*

**Miscellaneous General** provides funding for the Premier's and Minister's out-of-province travel, cabinet meetings, protocol-related expenses and unanticipated expenditures realized.

**Grants** are grants-in-lieu of property tax.

**Government Insurance Program** provides insurance coverage to all government departments, and many Crown corporations, agencies, and commissions.

**Contingency Fund** allocation was used by government for unforeseen program requirements and public sectors salary negotiations mandates throughout the fiscal year.

## Other Expenditure Budgetary Responsibilities

|                                       | Actual<br>2024-25<br>\$ | Budget<br>2024-25<br>\$ | Variance<br>\$   |
|---------------------------------------|-------------------------|-------------------------|------------------|
| <b>Interest Charges on Debt</b>       |                         |                         |                  |
| Debentures                            | 117,751,926             | 118,719,600             | 967,674          |
| Loans and Treasury Notes              | 32,508,749              | 38,400,000              | 5,891,251        |
| Promissory Notes for Pension Funds    | 11,143,992              | 9,927,100               | (1,216,892)      |
| Bank Charges                          | 1,000,577               | 910,000                 | (90,577)         |
| <b>Total Interest Charges on Debt</b> | <b>\$162,405,244</b>    | <b>\$167,956,700</b>    | <b>5,551,456</b> |

*Explanation Note:*

**Interest Charges:** Appropriations provided for the funding of interest cost associated with monies borrowed by the way of issuance of provincial debentures, Treasury Notes, as well as borrowing through the use of bank lines of credit and loans from the federal government and the Canada Pension Plan.

|                                | Actual<br>2024-25<br>\$ | Budget<br>2024-25<br>\$ | Variance<br>\$    |
|--------------------------------|-------------------------|-------------------------|-------------------|
| <b>Employee Benefits</b>       |                         |                         |                   |
| Medical/Life Benefits          | 412,364                 | 502,500                 | 90,136            |
| Employee Future Benefits       | 16,951,750              | 19,588,000              | 2,636,250         |
| Government Pension Expense     | 9,979,328               | 20,626,000              | 10,646,672        |
| Pension Management             | 444,284                 | 510,000                 | 65,716            |
| <b>Total Employee Benefits</b> | <b>\$27,787,726</b>     | <b>\$41,226,500</b>     | <b>13,438,774</b> |

## Revenues

|                                 | Actual<br>2024-25<br>\$ | Budget<br>2024-25<br>\$ | Variance            |
|---------------------------------|-------------------------|-------------------------|---------------------|
| <b>Federal</b>                  |                         |                         |                     |
| Equalization                    | 609,545,000             | 609,545,000             | -                   |
| Canada Health Transfer          | 225,291,000             | 227,844,000             | 2,553,000           |
| Canada Social Transfer          | 73,145,000              | 73,973,000              | 828,000             |
| Statutory Subsidy               | 748,655                 | 748,600                 | (55)                |
| Other                           | 16,795,737              | 607,200                 | (16,188,537)        |
| <b>Total Federal Revenue</b>    | <b>925,525,392</b>      | <b>912,717,800</b>      | <b>(12,807,592)</b> |
| <b>Provincial</b>               |                         |                         |                     |
| Personal Income Tax             | 612,603,638             | 593,989,000             | (18,614,638)        |
| Harmonized Sales Tax            | 442,601,237             | 507,438,000             | 64,836,763          |
| Real Property Tax               | 171,078,220             | 162,096,000             | (8,982,220)         |
| Corporate Income Tax            | 161,399,902             | 164,084,000             | 2,684,098           |
| Gasoline Tax                    | 26,682,069              | 26,500,000              | (182,069)           |
| Health Tax on Tobacco           | 22,369,573              | 27,500,000              | 5,130,427           |
| Health Tax on Liquor            | 24,952,742              | 24,520,800              | (431,942)           |
| Real Property Transfer Tax      | 10,872,218              | 10,000,000              | (872,218)           |
| Beverage Container              | 8,541,006               | 8,400,000               | (141,006)           |
| Corporation Capital Tax         | 4,818,376               | 6,200,000               | 1,381,624           |
| Private Vehicle Sales           | 7,132,039               | 7,000,000               | (132,039)           |
| Registry of Deeds Fees          | 3,494,250               | 3,200,000               | (294,250)           |
| Environmental Tax               | 1,733,092               | 1,600,000               | (133,092)           |
| Cannabis Tax                    | 5,595,697               | 4,300,000               | (1,295,697)         |
| Recycled Materials              | 1,404,961               | 1,300,000               | (104,961)           |
| Other                           | 2,748,633               | 3,817,700               | 1,069,067           |
| <b>Total Provincial Revenue</b> | <b>1,508,027,653</b>    | <b>1,551,945,500</b>    | <b>43,917,847</b>   |
| General Government              | 67,251,496              | -                       | (67,251,496)        |
| Investment Income               | 25,508,672              | 27,820,000              | 2,311,329           |
| Sinking Fund Earnings           | 12,812,049              | 10,500,000              | (2,312,049)         |
| <b>Total Revenue</b>            | <b>\$2,539,125,261</b>  | <b>\$2,502,983,300</b>  | <b>(36,141,961)</b> |

## Appendix: Agencies, Boards & Commissions

The following agencies, boards, commissions, and committees have a responsibility to report to the Department of Finance:

- Classification Appeals Committee
- PEI Lotteries Committee
- Atlantic Provinces Harness Racing Commission
- PEI Liquor Control Commission
- PEI Cannabis Management Corporation
- PEI Public Sector Pension Commission
- PEI Master Trust Joint Investment Advisory Committee
- Public Service Commission
- Self-Insurance and Risk Management Fund Committee

## Contact Information

Department of Finance  
2<sup>nd</sup> Floor South, Shaw Building  
95 Rochford St. Charlottetown, PE C1A 7N8  
Tel 902-368-4050  
Fax 902-368-6575  
[PrinceEdwardIsland.ca](http://PrinceEdwardIsland.ca)





DPCEC-5829