

# Community Sector Network of PEI

Representing more than 1,100 non-profit organizations and 6,000 staff

by Gloria Welton

**O**n PEI, the non-profit sector is recognized as the third-largest economic sector. The sector has more employees than aerospace, bioscience and IT combined. There are also about 53,000 volunteers.

This sector provides access to thousands of critical services and programs in areas such as social services, environment, health, education, employment, arts & culture, sport & recreation, and more.

Recently, the board of directors of the Community Sector Network of PEI announced success in establishing the non-profit sector as an incorporated organization, with a vision to having a vibrant, valued, and collaborative community sector for PEI.

This initiative began several years ago with leadership from the late Steve McQuaid on behalf of the Community Foundation of PEI. In 2017, United Way of PEI in partnership with the Community Foundation and Canada 150 hosted a conference that helped to shape future planning for the sector. From there, a group representing various organizations worked to establish the newly incorporated sector.

“Now with an official organization and board of directors, we will have a stronger voice for the sector,” says **Andrea MacDonald**, CEO, United Way of PEI. “Those working in the sector face challenges such as high turnover rates and lack of connectedness, professional development, and access to resources, and we believe it’s in our best interest to work together.”

## Community Sector has four key focus areas:

- Make the community sector more recognized, so that Islanders understand it is essential to health and well-being.
- Share expertise and work together to remain strong and efficient.
- Ensure their voice is heard.
- Ensure it has the resources needed to deliver quality services in a sustainable way.



From left, Andrea MacDonald, United Way of PEI, Jinny Greaves, PEI Literacy Alliance, Evelyn McQuaid, widow of the late Steve McQuaid, Craig Mackie, PEI Association for Newcomers to Canada, and Heather Doran, Big Brothers Big Sisters of Prince Edward Island.

## Providing a pathway to community organizations - comments for the Law Foundation of PEI

**Sheila Lund MacDonald**, Executive Director of the Law Foundation of PEI, says the Community Sector Network will make it easier to get the word out about resources on PEI that non-profit organizations can access.

“The Law Foundation, which exists in every province in Canada, encourages and supports projects and programs to strengthen the ability of Canadians to access justice and legal knowledge,” says Sheila.

“We encourage innovative projects, perhaps things that have never been done before on PEI.”

It carries out its mandate by awarding grants annually such as:

- One-time project grants for single or multi-year projects.
- Continuous program grants such as those made available to the following:
  - PEI Law libraries
  - Community Legal Information Association
  - Legal Aid Services
  - Bar Admission Course
  - Legal Education Coordinator
  - Scholarships.

For details about projects that have been funded and scholarship information, visit [www.lawfoundationpei.ca/grants.php](http://www.lawfoundationpei.ca/grants.php)

For more information, contact **Sheila Lund MacDonald** at 902-620-1763, email [info@lawfoundationpei.ca](mailto:info@lawfoundationpei.ca)

Visit [www.lawfoundationpei.ca](http://www.lawfoundationpei.ca)

For more information about the **Community Sector Network of PEI**, visit [www.facebook.com/CSNPEI](https://www.facebook.com/CSNPEI)

To find out more about PEI’s non-profit sector and some great stories of what is happening across the Island, visit [www.peiunitedway.com/docs/Unitedwaybook-onlineversion.pdf](http://www.peiunitedway.com/docs/Unitedwaybook-onlineversion.pdf)

# DID YOU KNOW that employees must receive a pay statement when they are paid and employers must keep pay records of their employees?

## Employee pay statements

A pay statement or a pay stub is a written record of what an employee was paid during a pay period. An employer must provide a written record when paying the employee, which contains the following information:

- name and address of the employer and name of the employee
- period of time for which the employee is being paid
- the rate of wages to which employee is entitled
- number of hours worked
- gross amount of wages, vacation pay, and any pay in lieu of notice of termination
- amount and purpose of each deduction
- any bonus, gratuity, living allowance or other payment
- the net amount of money paid to the employee.

An employer can choose, instead, to provide pay statements electronically if the employer provides, through the employee’s place of employment, confidential access to the electronic pay statement and a means of making a paper copy of it.

## Employer pay records

An employer must keep complete and accurate pay records for each employee for 36 months from the time the employee no longer works for the employer. The pay records contain the following information:

- employee’s name, address, date of birth, and social insurance number
- wage rate, gross earnings and net pay for each pay period
- hours worked each day and week and type of work performed
- the nature and amount of each deduction
- start and end date of employment
- period of paid vacation or the amount of pay instead of vacation
- holiday pay (due or paid)
- any period during which the employee was on a leave of absence and the reason for the leave
- number of overtime hours the employee has accumulated and used
- dates of dismissals, suspensions or layoffs and dates of the notices

This article provides only general information. Details about any provision of the Prince Edward Island Employment Standards Act and Regulations can be obtained by contacting the Employment Standards Branch at 902-368-5550 or toll free at 1-800-333-4362.

Visit [www.peiemploymentstandards.com](http://www.peiemploymentstandards.com). The Branch is located in Charlottetown at Sherwood Business Centre, second floor, 161 St. Peter’s Road.

