

ANNUAL REPORT

DEPARTMENT OF DEVELOPMENT AND TECHNOLOGY

2004-2005

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Honourable Barbara Hagerman
Lieutenant Governor of Prince Edward Island
Government House
P.O. Box 846
Charlottetown, PE C1A 7L9

May It Please Your Honour:

Please find attached the Annual Report for the Department of Development and Technology for the fiscal year 2004-2005.

Sincerely,

Michael F. Currie
Minister of Development and Technology
Province of Prince Edward Island

The Honourable Michael F. Currie
Minister of Development and Technology
P.O. Box 2000
Charlottetown, PE
C1A 7N8

Dear Minister Currie:

Please find attached the Annual Report for the Department of Development and Technology for the fiscal year 2004-2005.

Sincerely,

Michael O'Brien
Deputy Minister

OVERVIEW

MISSION

The Department of Development and Technology leads the development of government policies which produce the conditions necessary for sustainable, province-wide economic growth.

The Department, its subsidiaries and divisions also implement and manage programs which:

- Support sustainable economic growth through active partnerships with the private sector, citizens, communities and other governments, and
- Assist communities across Prince Edward Island to build capacity, resiliency and opportunity.

VISION

Prince Edward Island is a province of opportunity. Sustainable, high value-added products and services continually increase the returns from our human and natural resource base, resulting in competitive levels of income, employment and productivity.

The provincial economy provides youth with multiple opportunities on which to build a satisfying career. The population continues to grow due to the attraction of capable individuals and families who choose PEI as their preferred place to live.

TOUR D'HORIZON

MISSION

Le ministère du Développement et de la Technologie mène l'élaboration de politiques gouvernementales qui produisent les conditions nécessaires pour la croissance économique durable dans l'ensemble de la province. Le ministère, ses filiales et ses divisions mettent également en œuvre et gèrent des programmes qui :

- appuient la croissance économique durable grâce à des partenariats actifs avec le secteur privé, les citoyens, les collectivités et d'autres gouvernements;
- aident les collectivités de l'ensemble de l'Île-du-Prince-Édouard à établir une capacité de production, une capacité de récupération et des occasions favorables.

VISION

L'Île-du-Prince-Édouard est une province qui a de nombreuses possibilités à exploiter. Des produits et services durables à forte valeur ajoutée augmentent continuellement le rendement économique du stock de ressources naturelles et de l'effectif humain, ce qui mène à des niveaux concurrentiels en matière de revenus, d'emplois et de productivité.

L'économie provinciale offre aux jeunes de multiples possibilités sur lesquelles ils peuvent se bâtir une carrière satisfaisante. La population continue de s'accroître en raison de l'attraction des familles et individus compétents qui élisent domicile à l'Î.-P.-É. par préférence.

COMMUNICATIONS

The Communications Division provides support to all parts of the Ministry, including PEI Business Development Inc, PEI Food Technology Centre and the Atlantic Technology Centre.

Communications continued the effort, in conjunction with the Minister and other Ministry divisions, to produce information that highlighted the province's continuing strong economic growth, especially with job creation, exports, new business starts and sales. In particular, we have concentrated on new initiatives including the Progressive Tax Rebate Program.

The division works closely with the Community Development Bureau, community groups and with federal funding partners to highlight the successes of the Bureau and its community partners.

The Division continued to provide support to the Minister and Deputy Ministers' offices. Support included speech writing, media releases, media events and briefing notes.

COMMUNITY DEVELOPMENT

The Division is responsible for the Employment Development Agency (EDA), the province's support for community development through the Community Development Bureau, and co-management of the Canada/PEI Labour Market Development Agreement (LMDA).

Staff contributed to labour force development through short term job creation, skills training, wage subsidy, and employment matching. Financial resources available through the LMDA and complemented by those offered through EDA allowed for a cooperative effort between the Federal and Provincial governments in support of labour force development.

The Community Development Bureau, comprised of four Cabinet Ministers, was supported by divisional staff located across Prince Edward Island.

SPECIAL INITIATIVES

Forum of Labour Market Ministers (FLMM)

The Forum of Labour Market Ministers is a federal/provincial/territorial cooperative arrangement committed to the development of an integrated, effective, and efficient labour market. One of the Forum's objectives is consensual and collaborative approaches to decision making in national labour market matters.

The Division participates in the FLMM on a variety of policy issues with Canadian provinces, territories, and the federal government through conference calls, meetings and general correspondence at minister, deputy, and senior official levels and through the Labour Market Information and the LMDA Working Groups. The FLMM has completed a Multilateral Framework Agreement that identifies priorities associated with future labour market development.

Currently, the FLMM is supporting the Council of the Federation to highlight these priorities and to address future support for post secondary education and skill training.

Community Development Bureau (CDB)

The Division was supported by the Community Development Bureau which is comprised of the following departments: Development and Technology; Health and Social Services; Education and Attorney General; and Environment, Energy and Forestry. The Bureau met on three (3) occasions to review and recommend financial assistance for community initiatives. The Bureau helps to rationalize and focus the Province's participation in community based development.

Canadian Rural Partnership (CRP)

The Canadian Rural Partnership is an initiative to enhance the quality of life in rural communities and better equip the communities to compete in a global economy.

The Partnership operates within the federal government to ensure that federal programs, policies and activities provide support to rural communities. Rural Teams working in each province and territory are responsible for implementing the Partnership. The Department of Development and Technology has representation on the Prince Edward Island Rural Team.

During fiscal year 2004/05, strategic priorities and initiatives involved the following: establishment of a Prince Edward Island Youth Network; promotion of the National Communities Database (Pilot-Eastern Kings), participation on the Pan-Atlantic Repopulation (Retention, Repatriation, Immigration) Task Team, partnership with Prince Edward Island Network of the Canadian Volunteer Initiative, and promotion of rural issues to the Prince Edward Island Federal Council.

Community Services Bursary Program

The Community Services Bursary contributes up to \$500 per approved grade 11 or 12 students based on the number of hours the student works for a voluntary organization. The funds go directly to the student's account at the post secondary institution they are attending during their first year.

This is a program of the Department of Education although delivery in the community is performed by divisional community development officers.

Since the commencement of the Community Services Bursary Program, approximately 2,000 students have volunteered their time with over 300 registered non-profit organizations and thus applied for bursaries.

Healthy Child Strategy

The Department of Development and Technology is one of five provincial departments partnering in the Healthy Child Strategy with representation on the Children's Secretariat. This department is involved through literacy, training, and employment programs and through community development.

Community Development Fund

This fund contributes to initiatives which help to strengthen the local community. Sustainable projects with a high degree of community support, local funding contributions, and multiple funding partners are prioritized.

Approved contributions in 2004-2005 totalled \$441,131 and was shared among 19 projects. These projects had a total value exceeding six million dollars of which 15% was provided by the community. Some of these approved projects included the following: Phase I of the Souris waterfront development; Phase II development for St. Peters; development of Mooney's Pond and Trail; eco trail development in Central Kings area; Phase I development of the Roma site; village enhancement in Murray Harbour; trail development in Wood Islands; soccer field irrigation for Stratford ; Eco Centre development in Mt Stewart; the Stanhope Promenade; the Soup Kitchen relocation; renovations to Sterling Women's Institute; park improvements at Albany; renovations to Augustine Cove Women's Institute; downtown improvements for Kensington; Seniors housing in Evangeline; Heritage Inn improvements in Tignish; and upgrades to eight rural exhibition sites.

Regional Development Support Program

This program assisted community based development organizations in various locations across the Island. Assistance was normally directed to providing essential gap funding in support of a community initiative. Contributions were used to plan new ventures, assist with short term operational costs where a long term sustainable plan was being realized or to provide gap capital funding to enable a community project to proceed.

Following is a listing of some of the organizations which received support from the Regional Development Support Program in 2004-2005: Souris Lions Club; Eastern Kings Community Enhancement Corporation; Cardigan Communities Development Association; Three Rivers Sportsplex; PEI Plowing Match and Agricultural Association; Cardigan Development Corporation; Special Olympics Canada; College of Piping, Le Bel Age; New London Community Complex, Municipality of Wellington, Tourism Industry Association of PEI, Tignish Initiatives Corporation, and Tignish Historical Preservation

Foundation. The program supported 23 new projects and had commitments of \$231,207.

Community Capacity Fund

The Community Capacity Fund enables communities and volunteers to plan development initiatives at the local level. The Fund allowed organizations to access professional assistance prior to implementation of capital improvements. Some examples of requests supported included: volunteer training, incorporation fees, newsletters, forums, surveys, business or design plans, and development studies.

Organizations which received assistance through the Community Capacity Fund included: La Societe Historique Acadienne de Kings-Est, Community of Kinkora Inc., Morell & Area Development Corporation, Eastern Kings Enhancement Corporation, West Country Historical Society, St. Teresa & Area Development Corporation, Gulf Shore Community Corporation, Green Park Development Corporation, Confederation Trail Award Committee, Northumberland Community Development Corporation, Belfast Development Corporation, Island Draft Horse Field Day Association, Southern Kings & Queens Chamber of Commerce, MacPhee & MacAulay Chartered Accountants, Community of Borden-Carleton, Hillsborough River Area Development Corporation, Community of Hunter River, West Prince Seniors Cooperative Ltd., New London Community Complex, and Northside Recreation Inc. This Fund was utilized for approximately 20 activities with a total commitment of \$20,671.

FINANCE AND ADMINISTRATION

Finance and Administration provides support services to the operating Divisions of the Department. Major areas of responsibility include:

- Budget preparation
- Expenditure monitoring and forecasting
- Purchasing
- Invoice and expense claim processing
- IT support
- Staffing
- Classification
- Payroll
- Staff development
- Other employee-related programs

SINGLE WINDOW SERVICE

The Single Window Service Division was created in February 2003 and consists of two sections:

- Access PEI
- Government of PEI website

The purpose of the Division is to provide quality services to Islanders through single window access to government programs, services and information in person and on the web.

Access PEI

At one window of an Access PEI centre, customers can pay property taxes, register for sales tax, renew their driving licence, get a marriage licence or a fishing licence (or a host of other licences), apply for a government job or get information about a variety of services.

Access PEI is the public face of government throughout PEI providing Islanders with access to 200 or so provincial government programs and services on behalf of all departments.

There are Access PEI sites in the following locations

- Tignish
- Alberton
- O'Leary
- Wellington
- Summerside
- Charlottetown
- Montague
- Souris.

During the year, sites in Crapaud, Kinkora, North Rustico, Stratford and Morell were closed with staff being transferred to the closest larger centre. Staffing was also solidified with staff being hired through the casual conversion process.

Government of Prince Edward Island Web Site

The objectives of the site are to:

- promote PEI as a place to do business,
- promote PEI as a place to visit, and
- provide information about Prince Edward Island to Islanders and Internet users alike.

The intent for 2005-2006 is to continue to build the Government's web site to include as much information about PEI as possible and to expand the e-government content at the web site. The Internet is a cost-effective means of distributing information and promoting PEI.

Islanders can now complete more than 100 forms on line. A government online page shows the range of e-government options now available to Islanders.

The Business Directory for the province was also updated. The Division also worked in close consultation with the Department of Community and Cultural Affairs to revise and update their web site. Considerable time and effort is spent in working with departments and agencies to ensure that the information is up to date. A new look and feel was also introduced for the web site which also resulted in the re-organization of content to make it easier to find information on the site. Work has also begun with support from the Government of Canada on re-vamping the french web site ensuring that more content is available to francophone Islanders.

All of these new information resources can be accessed at www.gov.pe.ca. There are more than 50,000 pages of information at the web site.

During Christmas of 2004, the Internet Information Centre enabled thousands of Internet users to send Christmas cards to other Internet users around the world and this proved to be a very popular feature. As well, the web site had a contest each day during the month leading up to Christmas.

An interdepartmental committee chaired by the Single Window Service Division works together to develop the content at the Internet site on behalf of the Province. The information on the Internet about Prince Edward Island has been growing steadily.

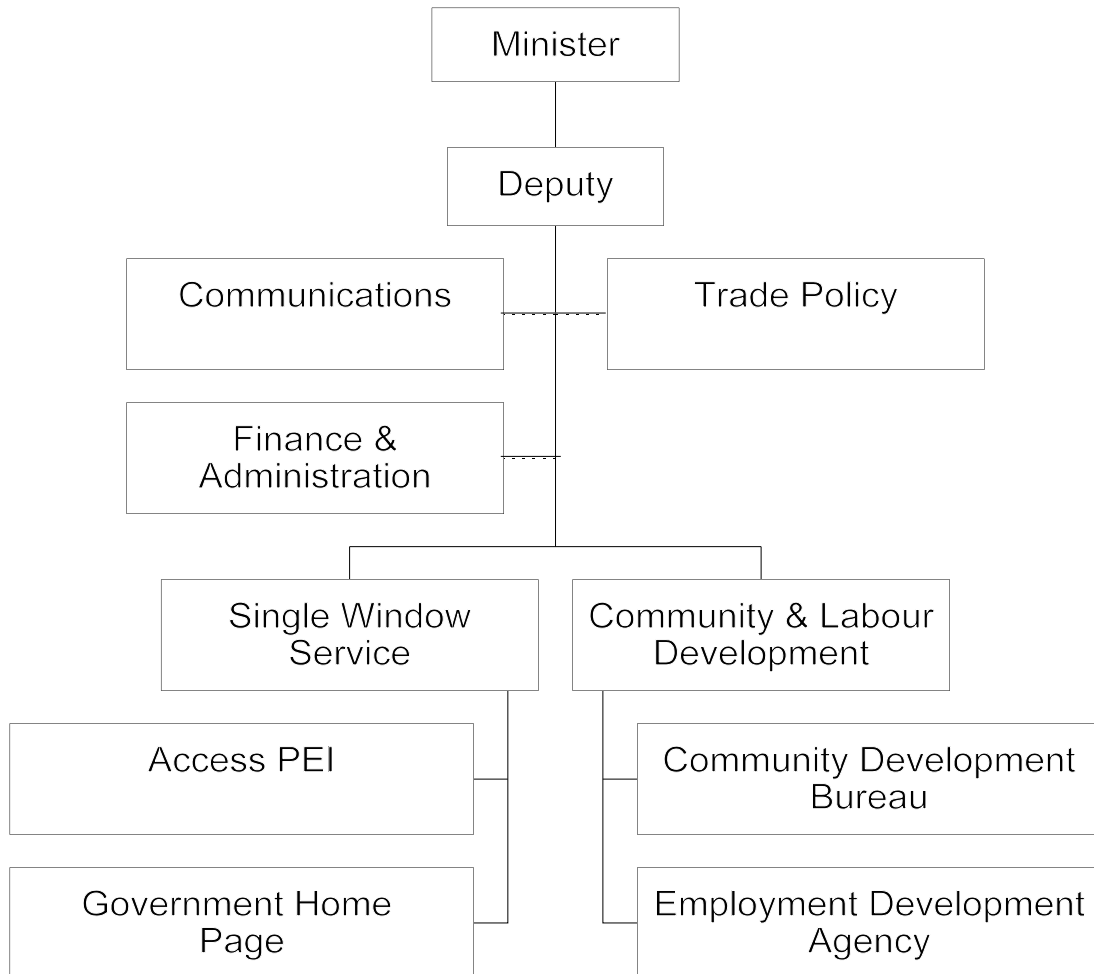
TRADE POLICY

The activities of the Trade Policy Division included:

- overseeing input by the Government of Prince Edward Island into the Atlantic Procurement Agreement, an agreement entered into by the Atlantic Provinces' Premiers through the Council of Atlantic Premiers to reduce interprovincial barriers related to government procurement;
- served as PEI's Internal Trade Representative in coordinating and providing provincial input into issues raised under various chapters of the Agreement on Internal Trade (AIT). The AIT is an agreement to reduce and eliminate trade barriers within Canada, entered into in 1995 among the federal, provincial and territorial governments. The trade policy section coordinated the activities of the PEI Government in the development and implementation of a work plan to strengthen interprovincial trade and to re-invigorate the AIT.
- represented Government of PEI interests to the federal government on the Federal/Provincial Committee of Officials on International Trade. Key international trade agreements that were monitored and where input into issues was provided were: World Trade Organization (WTO) Agreements on Agriculture and Services; North American Free Trade Agreement; and, Canada-Chile Free Trade Agreement. As well, representations were made to the federal government on negotiations related to several bilateral and regional free trade agreements that the federal government is involved in negotiating. They included negotiations involving the Free Trade Area of the Americas (FTAA), Singapore, European Free Trade Area, Costa Rica and various other Caribbean and South American countries.
- provided trade policy advice to government departments, agencies or boards or represented the PEI government with respect to various trade disputes or issues including: Softwood Lumber Dispute with the United States; United States Legislation on Bioterrorism Related to Food Imports; United States legislation to require country of origin labeling for agri-food and seafood products; US ban on cattle and beef related to BSE in Canada.

APPENDIX A

Department of Development and Technology Organization Chart / Staff Complement



Departmental Staff Complement

Permanent

On March 31, 2005, the Department had 79 Permanent full-time equivalent positions. Following is a breakdown:

Departmental Management	7
Policy and Planning	3
Single Window Service	57
Community and Labour Development	<u>12</u>
	<u>79</u>

Casual

Approximately 14 employees were employed on a casual basis, primarily with the Single Window Service Division - 9 Access PEI and 4 Government Home Page.

APPENDIX B

DEPARTMENT OF DEVELOPMENT AND TECHNOLOGY LEGISLATIVE RESPONSIBILITIES

Acts

Area Industrial Commission Act
Business Development Inc. Act, PEI
Employment Development Agency Act
Institute of Man and Resources Act
Island Investment Development Act
Liquor Control Act
Maritime Economic Cooperation Act
Prince Edward Island Science and Technology Corporation Act

Boards/Commissions/Agencies

Anne of Green Gables Licensing Authority
Capital Commission Inc.
Charlottetown Area Development Corporation
Charlottetown Civic Centre Management Inc.
Community Advisory Boards (various)
Corporate Services Inc.
Employment Development Agency
Environmental Industrial Services Inc.
Food Technology Centre
Gateway Village Development Inc.
Island Investment Development Inc.
PEI Liquor Control Commission
Prince Edward Island Business Development Inc.
Summerside Regional Development Corporation
Technology PEI Inc.

APPENDIX C

EXPENDITURES BY DIVISION

	Unaudited Actual 2004/05 \$	Budget Revised 2004/05 \$	Budget Estimate 2004/05 \$
Expenditures by Division (1)			
Departmental Management	960,547	949,100	962,600
Single Window Service	2,849,342	2,957,300	2,937,200
Community and Labour Development . .	<u>1,749,953</u>	<u>1,712,800</u>	<u>1,654,100</u>
Total Department	<u>5,559,842</u>	<u>5,619,200</u>	<u>5,553,900</u>
Revenue	<u>160,611</u>	<u>79,400</u>	<u>79,400</u>

Notes:

(1) Detailed information is appended.

DEPARTMENT OF DEVELOPMENT AND TECHNOLOGY
Expenditures by Division

	Unaudited Actual 2004/05 \$	Budget Revised 2004/05 \$	Budget Estimate 2004/05 \$
Departmental Management			
Administration	54,243	54,700	50,400
Equipment	17,554	17,900	8,000
Materials, Supplies, and Services	59,165	56,000	42,800
Professional and Contract Services	18,316	5,700	40,800
Salaries	766,720	771,800	781,700
Travel and Training	<u>44,549</u>	<u>43,000</u>	<u>38,900</u>
	<u>960,547</u>	<u>949,100</u>	<u>962,600</u>
Single Window Service			
Administration	240,593	276,900	299,300
Equipment	57,159	65,400	18,800
Materials and Supplies	96,445	113,100	87,200
Professional and Contract Services	6,860	1,200	0
Salaries	2,394,900	2,439,200	2,460,200
Travel and Training	<u>53,385</u>	<u>61,500</u>	<u>71,700</u>
	<u>2,849,342</u>	<u>2,957,300</u>	<u>2,937,200</u>
Community and Labour Development			
Administration	12,236	13,100	2,700
Equipment	1,455	0	0
Materials, Supplies and Services	3,482	2,800	1,400
Professional and Contract Services	5,208	5,600	7,000
Salaries	716,937	711,900	700,300
Travel and Training	39,807	38,900	42,700
Grants	<u>970,828</u>	<u>940,500</u>	<u>900,000</u>
	<u>1,749,953</u>	<u>1,712,800</u>	<u>1,654,100</u>
Total Department	<u>5,559,842</u>	<u>5,619,200</u>	<u>5,553,900</u>