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# One of the Best

## Payworks Named One of Canada's Best Managed Companies

Payworks is excited to announce that it was a winner of Canada's Best Managed Companies program in 2012 and has Requalified in 2013 to maintain its status as a Best Managed company. Requalified members are repeat winners that retain the Best Managed designation for up to two additional years, subject to annual operational and financial review.

"We are honoured to have been recognized, once again, among Canada's Best Managed Companies. Payworks' growth and success is a result of the hard work and dedication of each team member, and the

continued support of our partners and clients," said Barb Gamey, President and CEO of Payworks.

With 150 employees, and more than 10,000 clients, Payworks' growth is in large part due to its customer-centric service model, its proprietary suite of online workforce management solutions, and to its corporate culture. In an industry that routinely sees a lot of turnover both of clients and employees, Payworks has created a culture that emphasizes collaboration and camaraderie, and that encourages cultivating long-lasting relationships with customers.

"Today's marketplace is not just about the investment in the product; it is also about the investment in the people. Payworks invests in their team to build up a strong and stable company. Canada's Best Managed Companies carries this attribute and we are pleased to say Payworks is one of this year's recipients." John Hughes, National Leader of Canada's Best Managed Companies and Managing Partner, Growth Enterprises, Deloitte.

For more information about the program and recognition, please visit [www.bestmanagedcompanies.ca](http://www.bestmanagedcompanies.ca).



# Get to Know Them

## Get to know your Client Service Representative

Jessica Sorensen is a Small Business Client Service Representative. She works out of the Payworks National Service Centre in Winnipeg, Manitoba, and she has been with the company for approximately 2.5 years.

Before coming to Payworks, Jessica worked for Service Canada, reviewing Records of Employment (ROEs). She would read through each ROE looking for errors, and she says that job experience really helped her to transition to working for Payworks.

"Now I like working with the clients and building relationships with them, while

helping them with their payroll," says Jessica. "My favourite clients are the ones that call me to learn more about how they can process their payroll efficiently using the Payworks system. I like that my clients are willing to listen to me and follow my direction."

Jessica's ideal work day would be a day where she can answer every question posed to her. Her favourite days are those when she is able to help all of her clients.

Outside of work, Jessica likes to cook and watch sports on TV, particularly hockey and baseball. Her favourite

things to cook and bake are Tex-Mex food and desserts.

Jessica got married a year-and-a-half ago, and this spring and summer she and her husband plan on spending a lot of time at her family cabin in Clear Lake, Manitoba. They also enjoy taking walks together, and they plan on going for a lot of walks when the weather warms up.

Jessica's Payroll Tip: Always check your preview reports! Everything can be fixed by looking at the preview, so it is really important to check those reports thoroughly before finalizing your payroll.



**Jessica Sorensen**  
Client Service Representative  
Small Business Accounts

Payworks  
Spring 2014  
Newsletter

the  
Works

# In Your Community

## Tim Horton Children's Foundation

Payworks proudly supports a wide range of local and national charities, and is excited to announce that Payworks is now a Major Business Partner of the Tim Horton Children's Foundation.

"The Payworks philosophy is to pay it forward by participating in meaningful ways in the communities where our employees work, live, and raise their families. That's why I'm thrilled to announce that Payworks has partnered with the Tim Horton Children's Foundation. This organization is known for making a true difference in the lives of children in all communities across Canada," said Barb Gamey, President and CEO of Payworks.

The Tim Horton Children's Foundation (THCF) is a non-profit charitable organization founded in 1974 that is committed to providing an enriched and memorable camp experience for children and youth living in economically

disadvantaged homes. The Foundation's funding comes from Tim Hortons Camp Day, fundraising activities, special events, and year-round public donations collected through counter and drive-thru coin boxes, as well as other donations.

As a Major Partner, Payworks was recently invited to participate in the annual THCF Business Partner Appreciation Day on April 15, 2014. Payworks staff from our Toronto office joined over 100 supporters at Tim Horton Onondaga Farms in St. George, Ontario, and spent the day learning about the Foundation, listening to students speak about their experiences with the camp, and participating in camp activities.

"The Payworks team is excited to participate in events benefiting the Foundation," said Barb Gamey. "We've already attended Business Partner Appreciation Day, and we can't wait to get all of our regional offices involved in



Where kids discover their best.

supporting the Foundation."

Payworks plans on supporting the Tim Horton Children's Foundation through their other annual events, including Tim Hortons Camp Day on June 4, 2014. Camp Day is the one day each year when Tim Hortons restaurant owners donate 100% of the proceeds from coffee sales to the THCF, making it the Foundation's largest fundraiser each year. Camp Day 2013 raised \$11.8 million for the THCF.

Follow Payworks on social media to stay up to date on our community involvement: @PayworksInc (Twitter); Facebook.com/Payworks (Facebook); www.payworks.blogspot.ca (Blog).

## Upcoming Events

Come and stop by our booth at these upcoming conferences and tradeshows:

### May

The BC Chamber of Commerce  
62<sup>nd</sup> Annual BC Chamber of Commerce  
AGM & Conference  
Tradeshow: May 22-24  
Sheraton Vancouver Airport Hotel  
Richmond, BC  
www.bcchamber.org

### June

Chartered Professional Accountants  
2014 Manitoba Business Summit  
Tradeshow: June 4  
RBC Convention Centre Winnipeg  
Winnipeg, MB  
www.mbbusinesssummit.com

### The Canadian Payroll Association 32<sup>nd</sup> Annual Conference & Tradeshow

Tradeshow: June 18, 9:00 AM - 5:00 PM  
Booth #: 418 & 420  
The Sheraton Centre Toronto Hotel  
Toronto, ON  
www.payroll.ca

At the CPA Conference, Payworks is sponsoring the Snack Food Break, which takes place on Wednesday, June 18 from 2:30 PM - 3:30 PM.

# What's New?

## New at Payworks

### Minimum Wage Increases

Minimum wage rates in Nova Scotia and the Yukon increased on April 1. In Nova Scotia, the general minimum wage increased from \$10.30 to \$10.40 per hour. The general minimum wage in the Yukon increased from \$10.54 to \$10.72 per hour.

As well, minimum wage rates will increase in Quebec on May 1, 2014. The general minimum wage will increase from \$10.15 to \$10.35 per hour.

Ontario minimum wage rates will also increase on June 1, 2014. The general minimum wage will increase from \$10.25 to \$11.00 per hour.

### Audit on Internal Controls Report

Clients will find the 2013 Payworks Canadian Standard on Assurance Engagements number 3416 - Reporting on Controls at a Service Organization (CSAE 3416) available in PDF for download.

This report is located under Reports on the right side of the portal screen.

As we are always looking to improve controls and ensure that they are relevant to our customers, we welcome any feedback you might provide.

### CRA Frequency Exchange

Payworks is pleased to announce that effective March 20, 2014, we are now automatically uploading remittance frequency information directly from Canada Revenue Agency.

This new service is provided to you at no additional cost and ensures that the remittance frequency loaded in the Payworks system matches the remittance frequency CRA has prescribed for your organization.

If you have any questions, please contact your customer service representative at 1.866.788.3500.

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32<sup>nd</sup> ANNUAL CONFERENCE & TRADE SHOW  
JUNE 17-20, 2014 • SHERATON CENTRE TORONTO HOTEL

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