



Sage 300 Canadian Payroll

January 1, 2023 Release Notes

December 2022

This is a publication of Sage Software, Inc.

© 2022 The Sage Group plc or its licensors. All rights reserved. Sage, Sage logos, and Sage product and service names mentioned herein are the trademarks of The Sage Group plc or its licensors. All other trademarks are the property of their respective owners.

Last updated: December 16, 2022

Contents

- Product update release notes** 1
 - Product update information 1
 - Software requirements 1
 - Support and resources 1

- Payroll Tax Updates** 2
 - Federal Legislative Updates 2
 - Provincial and Territorial Legislative Updates 3
 - Québec 6

- Product updates** 7
 - Payroll product updates 7

- Preparing for Year-End Processing** 8

- Product update installation instructions** 9
 - Installing the product update 9
 - Activating the tax update 9
 - Verifying the product update 10

Product update release notes

Important! All customers who update, maintain, and use Sage 300 Canadian Payroll should read these release notes to obtain valuable information about changes to the software program and payroll legislative database.

Product update information

Product: Sage 300 Canadian Payroll

Version: Product Update January 1, 2023

If we receive additional payroll tax changes for this period and/or this year, a new update will be made available.

Software requirements

To use this product update, you must have Sage 300 Canadian Payroll 7.3, which is supported in Sage 300 2023, 2022, 2021, and 2020.

Support and resources

Sage strives to provide you with the best help and support in the industry. If you have a question, we're here to help!

- **Help and documentation:** Many answers to common questions can be found in the help and documentation included with Sage 300. Visit the [Sage 300 Product Documents website](#) for access to more documents.
- **Sage University:** Learn pro tips for year-end processing in online or classroom courses. Visit <http://SageU.com> and log on or create an account to register for training.
- **Sage City Year-End Center:** Visit <http://sagecity.na.sage.com/p/yearend> for help, guidance, documents, and downloads specific to Sage 300 Payroll and Year End 2022.
- **Customer Support:** For additional articles and resources, visit the Sage Knowledgebase at <https://support.na.sage.com> or contact Customer Support at 800-253-1372 (U.S. and Canada). Please have your Sage Customer Number handy when contacting Support.

Payroll Tax Updates

The following federal, provincial, and territorial tax changes are included in this update.

You may need to adjust your employee records to reflect these tax changes.

Federal Legislative Updates

This section lists federal legislative updates available with this release.

Note: Pre-printed T4 forms obtained from the CRA are not supported. You can print on plain paper only.

EI Maximum Insurable Earnings and Premium Rates for 2023

For Employment Insurance, the annual maximum insurable earnings for 2023 is \$61,500.

The premium rates are:

- 1.63% for residents of provinces without a provincial plan (all of Canada except Québec)
- 1.27% for residents of Québec

The annual maximum contributions for the general rate are:

- Employee contributions - \$1,002.45
- Employer contributions - \$1,403.43

The annual maximum contributions for Québec are:

- Employee contributions - \$781.05
- Employer contributions - \$1,093.47

Pension Plan Rates and Maximum Pensionable Earnings for 2023

The maximum pensionable earnings under the Canada Pension Plan (CPP) for 2023 is \$66,600. Additionally, for 2023:

- The basic exemption amount remains unchanged at \$3,500.
- The maximum contributory earnings increase to \$63,100.
- The employee and employer contribution rates increase to 5.95%.
- The maximum employee and employer contribution to the plan is \$3,754.45 each.

Federal Indexation for 2023

The federal indexation factor effective January 1, 2023 is 6.30%.

Provincial and Territorial Legislative Updates

This section lists provincial and territorial legislative updates available with this release. If a province and territory is not listed in this section, there are currently no tax updates or product modifications for that province and territory.

To confirm the amounts and to receive the forms for 2023, contact your tax services office or visit the government websites:

- CRA: <http://www.cra-arc.gc.ca/>
- Revenu Québec: <https://www.revenuquebec.ca/fr/>

WCB Maximum Assessable Earnings for 2023

The 2023 Workers Compensation Board Maximum Assessable Earnings are:

	2023	2022
Alberta	\$102,100	\$98,700
British Columbia	\$112,800	\$108,400
Manitoba	\$153,380	\$150,000
New Brunswick	\$74,800	\$69,200
Newfoundland and Labrador	\$72,870	\$69,005
Northwest Territories	\$107,400	\$102,200
Nova Scotia	\$69,800	\$69,000
Nunavut	\$107,400	\$102,200
Ontario	\$110,000	\$100,422
Prince Edward Island	\$65,000	\$58,300
Québec	\$91,000	\$88,000
Saskatchewan	\$94,440	\$94,440
Yukon	\$98,093	\$94,320

Personal Tax Credits for 2023

Effective January 1, 2023, the provincial and territorial personal tax credits that employees can claim have changed. These changes are reflected in the new 2023 provincial and territorial TD1 forms, and the Québec TP-1015.3-V form. The basic personal amounts have changed as listed below.

	2023	2022
Federal	\$15,000	\$14,398
Alberta	\$21,003	\$19,369
British Columbia	\$11,981	\$11,302
Manitoba	\$10,855	\$10,145
New Brunswick	\$12,458	\$10,817
Newfoundland and Labrador	\$10,382	\$9,803
Northwest Territories	\$16,593	\$15,609
Nova Scotia	Use CRA worksheet TD1NS-WS	Use CRA worksheet TD1NS-WS
Nunavut	\$17,925	\$16,862
Ontario	\$11,865	\$11,141
Prince Edward Island	\$12,000	\$11,250
Québec	\$17,183	\$16,143
Saskatchewan	\$17,661	\$16,615
Yukon	\$15,000	\$14,398

Provincial and Territorial Indexation for 2023

Effective January 1, 2023, the following provinces and territories have released updated indexing factors:

	2023	2022
Alberta	6%	0%
British Columbia	6%	2.1%
Manitoba	7%	2.1%

	2023	2022
New Brunswick	6.3%	2.4%
Newfoundland and Labrador	5.9%	2.8%
Northwest Territories	6.3%	2.4%
Nova Scotia	n/a	n/a
Nunavut	6.3%	2.4%
Ontario	6.5%	2.4%
Prince Edward Island	n/a	n/a
Québec	n/a	2.64%
Saskatchewan	6.3%	2.4%
Yukon	6.3%	2.4%

Provincial and Territorial Tax Brackets for 2023

Provincial/territorial tax brackets are indexed and have changed for 2023, for the following provinces and territories:

- Alberta
- British Columbia
- Manitoba
- New Brunswick
- Newfoundland and Labrador
- Northwest Territories
- Nunavut
- Ontario
- Québec
- Saskatchewan
- Yukon

To confirm the amounts, contact your tax services office or visit the government websites.

Québec

- The authorization (certification) number is assigned by Revenu Québec, and it identifies the developer of the software that is used to produce the Relevé 1 data file. In Payroll Government Reports > Relevé 1s Electronic Filing > Transmitter Info II tab, confirm the last three numbers of the authorization number: RQ-22-01-102.
- The maximum pensionable earnings amount for the Québec Pension Plan for 2023 is \$66,600. Additionally:
 - The maximum contributory earnings for QPP increases to \$63,100.
 - The QPP rate increases to 6.40%.
 - The maximum employee and employer contributions for QPP are \$4,038.40 each.
- The Québec Parental Insurance Plan (QPIP) rates have been updated for 2023 as follows:
 - Maximum insurable earnings: \$91,000
 - Employee premium rate: 0.494%
 - Employee maximum contributions: \$449.54
 - Employer premium rate: 0.692%
 - Employer maximum contributions: \$629.72

Product updates

Payroll product updates

The following new features and improvements to payroll are included with this update.

IN-412.A and IN-412.A-V

The documents, Information for Users of RL-Slip Software, IN-412.A (French) and IN-412.A-V (English), is available in the ..[program directory]\Docs\73A\ENG folder.

Preparing for Year-End Processing

Before you start processing your 2023 payroll, visit the Sage City Year-End Center, where you can get fast answers from Sage support, peers, and product experts at the busiest time of year. You'll find helpful articles, discussion forums, and other links and resources to help your year-end processing go smoothly.

To get started, visit <http://sagecity.na.sage.com/p/yearend> and select Sage 300.

The Year-End Center provides you with information on the following topics:

- Using the Update TD1 Claim function
- Printing and filing T4s and Relevé 1s
- Frequently asked questions for year-end processes
- Preparing for your first payroll of 2023

Product update installation instructions

Follow the instructions in this section to install, apply, and verify this Product Update.

Before you start:

- Back up your data.
- Make sure all users have exited the program.
- Verify your service pack or product update level. To verify what service pack or product update you have installed, click the **System Information** option on the **Help** menu in Sage 300.

Installing the product update

To install the product update:

1. Right-click the Product Update file to Run as Administrator (or make sure you have administrator rights to run the installation) and launch the installation program.
2. On the Welcome window, click **Next** to continue to the Software License Agreement window.
3. Select the features to install. Click **Next**, then **Install**.
4. On the Setup Complete window, click **Finish** to finish the installation.

Activating the tax update

To activate the tax update:

1. Start Sage 300.
2. In the **Administrative Services** folder, select **Data Activation**.
3. Select the current tax update, and then click **Activate**.
4. If you are prompted to convert a previous payroll tax update to the current version, click **Proceed**.

After you complete installation and activation, and after you have made any adjustments described in this document, you can resume processing payroll.

Verifying the product update

After the update is complete, you can confirm that the update was installed successfully by selecting **Help > System Information**.