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**TO:** CHIEF ADMINISTRATIVE OFFICER      **DATE:** 2021 JAN 26

**FROM:** CHIEF ELECTION OFFICER      **FILE:** 45000  
*Reference: 2022 Election*

**SUBJECT: 2022 LOCAL GOVERNMENT ELECTION ADVANCE, GENERAL VOTING AND TRAINING PAY RATES**

**PURPOSE:** To obtain Council authorization to establish advance, general voting and training pay rates for the 2022 Local Government Election.

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**RECOMMENDATION:**

1. **THAT** Council approve the 2022 advance, general and training pay rates for the 2022 Local Government Election as set out in Appendix A of this report.

**REPORT****1.0 INTRODUCTION**

Local Government General Voting Day will take place on Saturday, 2022 October 15. Advance Voting will take place on Saturday, October 1<sup>st</sup>, Wednesday, October 5<sup>th</sup> and Saturday, October 8<sup>th</sup> from 8:00 am to 8:00 pm.

Mail ballot applications will be made available to the public starting on 2022 September 01 until 12:00 pm October 06.

As part of the organization and conduct of the election, Council approval is required to establish rates of pay for advance and general voting day election workers and the training necessary to undertake their duties and responsibilities.

The rates outlined in this report are based on previous general elections with increases based on the inflationary rates in 2018, 2019 and 2020 as established by the Province of BC.

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## 2.0 POLICY SECTION

### Goal

- A Connected Community
  - Digital connection – Provide online access to core City services and information
  - Partnership – Work collaboratively with businesses, educational institutions, associations, other communities and governments
- An Inclusive Community
  - Serve a diverse community – Ensure City services fully meet the needs of our dynamic community
  - Create a sense of community – Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Thriving Organization
  - Communication – Practice open and transparent communication among staff, Council and the community
  - Reliable service, technology and information – Protect the integrity and security of City information, services and assets
  - Technology and Innovation – Support technology development and innovation to empower staff to advance community objectives

## 3.0 BACKGROUND

The past two years are undoubtedly some of the most challenging modern society has experienced. This has resulted in large deficits in the availability of skilled workers across the employment spectrum. In order to attract and retain election officials, it is necessary to establish pay rates competitive with other local governments. Competition is fierce.

As the population ages, experienced election officials are becoming more rare and given the nature of the work schedule (4 individual working days in a one month period plus training), recruiting and retaining people until voting day is challenging. Historically, there is a high rate of turnover between recruitment and voting day, particularly when other local governments offer higher rates of pay. To date we have experienced greater challenges in recruiting election office staff without starting to recruit the 480 election officials the City will require for the four voting days as well as mail ballot processing.

In order to run a successful election, officials need to be very comfortable with technology, customer service oriented, well organized, reliable, and trained in the software, systems, equipment and legislative requirements necessary to maintain the integrity of the election.

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Training in pandemic protocols and public health orders is also required. While we do not know what October 2022 will be like, the City must plan for a variety of scenarios from strict public health orders to the absence of public health orders and situations in between.

The proposed rates of pay are *attached* as Appendix A to this report. They are competitive with surrounding local governments without being excessive.

#### 4.0 CONCLUSION

Preparations are well underway for the 2022 Local Government Election. An integral part to this process is establishing competitive rates of pay in order to be able to hire and keep the necessary election workers to conduct the election.

Staff will continue to provide updates to Council on election related initiatives over the coming months.



Lynne Axford  
CHIEF ELECTION OFFICER

DC:dc

Copy: Deputy Chief Administrative Officer / CFO  
General Manager Corporate Services  
City Clerk

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**APPENDIX A**

**ELECTION PAY RATES 2022**

POSITION	PAY RATE
<i>General Election Day</i>	
Chief Election Officer	\$1900
Deputy Chief Election Officer	\$1500
Election Supervisor	\$1250
Area Supervisors	\$1000
Runners	\$900
Presiding Election Officials (PEO)	\$715
Alternate Presiding Election Officials (APEO)	\$565
Election Officials (EO)	\$375
Machine Attendants (MA)	\$345
Greeters (GR)	\$315
Health & Safety (Dependent upon public health orders) (HS)	\$315
<i>General Election Day and Advance Voting Opportunities Expenses</i>	
PEO Supervision Premium (supervising more than 7 staff)	\$8.50 per person over 7
Election Workers Training Rate	\$35.00 per hour
Voting Place Set Up	\$30.00 per hour
Election Night Stock Handler (4 hour shift)	\$25.00 per hour
Cell Phone Stipend (One per Voting Place)	\$20.00

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**APPENDIX A (cont'd)**

**ELECTION PAY RATES 2022**

<b>POSITION</b>	<b>PAY RATE</b>
<i>Advance Voting Day – 7.5 hour shift/2 shifts per day</i>	
Presiding Election Officials (PEO)	\$360
Alternate Presiding Election Officials (APEO)	\$275
Election Officials (EO)	\$240
Machine Attendants (MA)	\$225
Greeters (GR)	\$200
Health & Safety (Dependent upon public health orders) (HS)	\$200