



Thursday October 23, 2014

HUMAN RESOURCES COMMUNIQUE

Time for Voting – Municipal Election

In accordance with the Municipal Elections Act, the following will apply for the upcoming Municipal election on **Monday October 27th, 2014:**

Where an employee's hours of work prevent him or her from having the three consecutive voting hours required by the *Act*, the employer "shall allow the time for voting that is necessary to provide those three consecutive hours". The time off is paid.

Where an employee has three consecutive hours that fall within the voting hours, but fall outside of his or her work hours, there is no obligation to provide paid time off from work

If requested, employees should be allowed three (3) consecutive hours to vote during the period that the polls are open. The polls will be open from **10:00 a.m. - 8:00 p.m.** Within these time limits, all enfranchised University staff must be permitted time off to exercise their right to vote.

If a supervisor is required to let an employee leave early or arrive late to fulfil the above requirements, no deductions from pay are to be made.

A handwritten signature in blue ink, appearing to read "Chris Nutt".

Chris Nutt
Director of Staff Relations

THIS BULLETIN IS TO BE POSTED FOR THE INFORMATION OF ALL STAFF