

TO: CITY MANAGER

DATE: 1996 SEPTEMBER 03

FROM: DEPUTY CITY MANAGER - CORPORATE SERVICES

SUBJECT: ELECTION DAY SALARIES

PURPOSE: To obtain Council approval of the Election Day pay rates for the 1996 Local Government Election.

RECOMMENDATION:

1. THAT the proposed 1996 Election Day pay rates as presented in the attached Schedule "A" be approved.

R E P O R T

The proposed total Election Day payroll has been reduced from the 1993 figure of \$115,738. This is due to the use of automated vote counting equipment, the resultant reduction in the number of staff required in each voting place and the elimination of certain positions only required for a manual vote counting process. We no longer require the positions of Tally Clerk, Data Entry Clerk or additional staff to count the Park's Referendum ballot.

The proposed rates of pay are competitive with other municipalities in the Lower Mainland. The total election day payroll falls substantially below the estimate provided in the Annual Budget as previously approved by Council. It is anticipated we may enjoy further cost reductions in subsequent election years with the experience we will gain through use of the automated vote counting equipment in 1996.

The staffing components and rates of pay for this election have been extensively reviewed to ensure that the recommendations meet with Council's continued practice of controlled expenditure while allowing Burnaby to continue to attract qualified and experienced staff to carry out our election responsibilities.

Respectfully submitted,



C. A. Turpin,
Deputy City Manager Corporate Services

DC:et
Att.

SCHEDULE 'A'

**SALARY AND STAFF REQUIREMENTS FOR THE 1996 MUNICIPAL ELECTION
BASED ON THIRTY EIGHT (38) POLLING DIVISIONS**

POSITION	NUMBER REQUIRED	PAY RATE	TOTAL
Chief Election Officer	1	\$ 1,000	\$ 1,000
Senior Alternate Chief Election Officer	1	\$ 750	\$ 750
Alternate Chief Election Official	3	\$ 675	\$ 2,025
Transport Election Official	6	\$ 510	\$ 3,060
Presiding Election Official (Voting Places)	37	\$ 275 + \$50 Training Allowance	\$ 12,035
Presiding Election Official (Special Voting Opportunities)	6	\$ 275 + \$50 Training Allowance	\$ 1,950
Presiding Election Official (Advance Voting Opportunities)	3 x 4 shifts	\$ 175 per shift	\$ 2,100
Alternate Presiding Election Official	43	\$ 185 + \$50 Training Allowance	\$ 10,105
Election Officials	404	\$ 175	\$ 70,700
Machine Operators Training	38	\$ 25	\$ 950
Office Assistance & Switchboard Operator Election Headquarters	4 shifts	\$ 200 per shift	\$ 800
Security Services	1	\$ 235	\$ 235
Election Headquarters Custodial Services	4	\$ 140	\$ 560
TOTAL			\$106,270 =====