



Item
Meeting2014 Feb 24

COUNCIL REPORT

TO: CITY MANAGER

DATE: 2014 February 24

FROM: CHIEF ELECTION OFFICER

FILE: 45000

Reference: 2014 Election

SUBJECT: 2014 ELECTION BYLAWS AND ELECTION DAY PAY RATES

PURPOSE: To obtain Council authorization to prepare bylaws for conducting the Advance Voting Opportunities and Special Voting Opportunities for the 2014 Local Government Election, to establish election day pay rates and to enter into an agreement with School District No. 41 regarding cost sharing.

RECOMMENDATIONS:

1. **THAT** Council authorize Bylaw No.12948 dividing the City into voting divisions be repealed.
2. **THAT** Council authorize the City Solicitor to prepare a bylaw to provide additional Advance Voting Opportunities on 2014 November 01 and 08.
3. **THAT** Council authorize the City Solicitor to prepare a bylaw to provide Special Voting Opportunities for qualified residents of care homes and seniors facilities on 2014 November 04 and for qualified residents hospitalized in Burnaby Hospital on general voting day, 2014 November 15 as presented in the *attached* Appendix "B".
4. **THAT** Council approve the 2014 Election Day pay rates as presented in the *attached* Appendix "C".
5. **THAT** Council authorize the Chief Election Officer to execute an agreement with School District No. 41 to share in the costs of the 2014 Local Government Election for School Trustees.
6. **THAT** a copy of this report be forwarded to School District No. 41 for information.

REPORT

1.0 Introduction

The *Local Government Act* requires the adoption of election bylaws and agreements for the conduct of local government elections. This report outlines the bylaw requirements for the 2014 election.

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2.0 Vote ‘At Large’ and Voting Locations

During the 2011 Election, the City was divided into thirty-five (35) voting divisions establishing the boundaries within which an elector must vote. In 2012 September, Council approved the implementation of the electronic voter strike-off system for the entire election process and authorized the Vote ‘At Large’ concept for future elections. Staff recommends Council repeal Bylaw No. 12948. This will enable the Vote ‘At Large’ concept allowing electors to vote where they *live, work, play or learn*.

This action on the part of Council has numerous benefits that will improve the overarching voting experience for electors and is in line with the City’s commitment to leadership in social, economic and environmental sustainability.

Staff recommend Council repeal Bylaw No.12948 dividing the City into voting divisions for the purpose of enabling voting ‘At Large’ at thirty-five (35) voting locations throughout Burnaby as noted in Appendix ‘A’.

3.0 Advance Voting Opportunities

In 2008, the *Local Government Act* was amended to allow any elector to vote at an Advance Voting Opportunity rather than on general voting day. This resulted in a much larger turnout for advance voting than in previous elections. In 2012, Council approved four additional advance voting locations over three days in each quadrant of the City to provide electors with the option of voting where they *live, work, play or learn*. As a result, advance voting will be held from 8:00 a.m. to 8:00 p.m. at Brentwood Town Centre, Lougheed Town Centre, Metropolis at Metrotown, Edmonds Community Centre and Shadbolt Centre for the Arts.

In accordance with the *Local Government Act*, the City of Burnaby is required to hold at least two Advance Voting Opportunities, one of which must be 10 days prior to general voting day or Wednesday, 2014 November 05. In selecting the extra two (2) advance voting dates for this election, staff referred to voter feedback and past statistics to suggest in addition to November 05, that November 01 and 08 be designated as Advance voting days in 2014.

Staff recommends Council authorize the City Solicitor to prepare a bylaw to provide additional Advance Voting Opportunities on 2014 November 01, and 08.

4.0 Special Voting Opportunities (SVO)

Traditionally, Council have also provided Special Voting Opportunities (SVO) for qualified individuals residing in care facilities or seniors’ housing or who are hospitalized on voting day.

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In 2011, the SVO for seniors' facilities and care homes was held on one weekday prior to general voting day. This was in consideration of requests from the facilities as more staff are available on weekdays to assist qualified voters to attend the voting place within the facilities. This also avoids conflicts with other special events scheduled to take place on the weekends at this time of year. As the feedback was very positive, it is recommended Council continue with this practice and that the date for the SVO be established as Tuesday, 2014 November 04.

Staff recommends Council approve the 2014 local government election Special Voting Opportunities to be held on Tuesday, 2014 November 04 at locations as noted in Appendix 'B' of this report. Voting at Burnaby Hospital will be held on general voting day, 2014 November 15.

5.0 Election Day Pay Rates

Election day pay rates, as outlined in *Appendix 'C'* of this report includes compensation for a training allowance and are competitive with other Metro Vancouver municipalities allowing us to continue attracting qualified and experienced staff to carry out election responsibilities.

We have evaluated all staffing requirements and have adjusted the number of staff required at voting locations to address potential increases in the number of eligible voters in neighbourhoods which have experienced significant development and population increases since the last election. Also, as voter turnout at the five (5) voting locations established for the Advance Voting Opportunities is expected to be greater than in 2011, additional staff for the three (3) advance voting dates have been included, particularly for Saturday, 2014 November 01 and 08.

Staff recommends Council approve the 2014 Election Day pay rates as presented in Appendix 'C' attached to this report.

6.0 School District No. 41 Cost Sharing Agreement

The *Local Government Act* authorizes the City of Burnaby to enter into an agreement with the School District under which one party conducts its election in conjunction with the election of the other, and further authorizes the sharing of the costs of the election. The Chief Election Officer is seeking authorization from Council to execute an agreement with School District No. 41 to pay the portion of the election costs directly attributed to the election of school trustees, to a maximum of \$10,000.

Staff recommends Council authorize the Chief Election Officer to execute an agreement with School District No. 41 to share in the costs of the 2014 Local Government Election for School Trustees.

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7.0 Summary

This report provides a consolidated list of bylaw requirements, establishes election day pay rates and seeks authorization to enter into a cost sharing agreement with School District No. 41 for the 2014 Local Government Election. Staff will continue to provide updates to Council on election-related initiatives over the coming months.

Respectfully submitted,

Lynne Axford
CHIEF ELECTION OFFICER

Copies City Manager
 Deputy City Managers
 Director Finance
 Director Planning & Building
 Chief Information Officer
 City Solicitor

APPENDIX 'A'

GENERAL VOTING DAY LOCATIONS 2014

#	Voting Locations	Address
1	Gilmore Avenue Community School	50 Gilmore Avenue
2	Rosser Elementary School	4375 Pandora Street
3	Capitol Hill Elementary School	350 Holdom Avenue
4	Westridge Elementary School	510 Duncan Avenue
5	Kitchener Elementary School	1351 Gilmore Avenue
6	Alpha Secondary School	4600 Parker Street
7	Brentwood Mall (Town Centre)*	4657 Lougheed Highway
8	Burnaby North Secondary School	851 Kensington Avenue
9	Parkcrest Elementary School	6055 Halifax Street
10	Lochdale Community School	6990 Aubrey Street
11	Sperling Elementary School	2200 Sperling Avenue
12	Forest Grove Elementary School	8525 Forest Grove Drive
13	Stoney Creek Community School	2740 Beaverbrook Crescent
14	Cascade Heights Elementary School	4343 Smith Avenue
15	Shadbolt Centre for the Arts*	6450 Deer Lake Avenue
16	Seaforth Elementary School	7881 Government Street
17	Lougheed Town Centre*	9855 Austin Avenue
18	Inman Elementary School	3963 Brandon Street
19	Chaffey-Burke Elementary School	4404 Sardis Street
20	Bonsor Recreation Complex	6550 Bonsor Avenue
21	Metropolis at Metrotown*	4700 Kingsway
22	Marlborough Elementary School	6060 Marlborough Avenue
23	Brantford Elementary School	6512 Brantford Avenue
24	Morley Elementary School	7355 Morley Street
25	Lakeview Elementary School	7777 Mayfield Street
26	Armstrong Elementary School	8757 Armstrong Avenue
27	Suncrest Elementary School	3883 Rumble Street
28	South Slope Elementary School	4446 Watling Street
29	Nelson Elementary School	4850 Irmin Street
30	Windsor Elementary School	6166 Imperial Street
31	Clinton Elementary School	5858 Clinton Street
32	Edmonds Community Centre*	7433 Edmonds Street
33	Taylor Park Elementary	Mission Urban Trail
34	University Highlands Elementary	9388 Tower Road
35	Second Street Community School	7502 Second Street

* Indicates Advanced Voting Locations

APPENDIX 'B'

SPECIAL VOTING OPPORTUNITIES 2014

The following places are hereby established as Special Voting Opportunities on 2014 November 04 for the general local election and other voting.

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| <p>(a) AMICA AT RIDEAU MANOR
1850 Rosser Avenue, Burnaby V5C 5E1
<i>2:00 p.m. to 3:30 p.m.</i></p> | <p>(b) CARLTON GARDEN CARE CENTRE
4108 Norfolk Street, Burnaby V5G 0B4
<i>8:00 a.m. to 9:30 a.m.</i></p> |
| <p>(c) COURTYARD TERRACE
3730 Burke Street, Burnaby V5H 1A3
<i>1:00 p.m. to 1:30 p.m.</i></p> | <p>(d) DANIA HOME, LODGE & MANOR
4035 Norland Avenue, Burnaby V5G 4T7
4155 Norland Avenue, Burnaby V5G 3S7
4215 Norland Avenue, Burnaby V5G 4V1
4279 Norland Avenue, Burnaby V5G 3Z6
<i>11:30 a.m. to 12:30 p.m.</i></p> |
| <p>(e) FAIRHAVEN UNITED CHURCH HOMES
7557 Sussex Avenue Burnaby V5J 3V6
4351 Rumble Street, Burnaby V5J 2A2
<i>3:00 p.m. to 4:00 p.m.</i></p> | <p>(f) FELLBURN CARE CENTRE
6050 E. Hastings Street, Burnaby V5B 1R6
<i>12:30 p.m. to 1:30 p.m.</i></p> |
| <p>(g) FINNISH MANNOR
3460 Kalyk Avenue &
3462 Kalyk Avenue, Burnaby V5G 3B2
<i>10:00 a.m. to 11:00 a.m.</i></p> | <p>(h) GEORGE DERBY CENTRE
7550 Cumberland St., Burnaby V3N 3X5
<i>8:30 a.m. to 9:30 a.m.</i></p> |
| <p>(i) HARMONY COURT CENTRE & ESTATE
7195 Canada Way, Burnaby V5E 3R7
& 7197 Canada Way, Burnaby V5E 4A6
<i>12:30 p.m. to 2:00 p.m.</i></p> | <p>(j) LIBERTY PLACE
7899 17th Avenue, Burnaby V3N 1M1
<i>11:30 a.m. to 12:00 p.m.</i></p> |
| <p>(k) NEW VISTA SOCIETY
7550 Rosewood Street, Burnaby, V4E 3Z3
<i>2:30 p.m. to 3:30 p.m.</i></p> | <p>(l) NIKKEI HOME
6680 Southoaks Cres., Burnaby V5E 4N3
<i>4:00 p.m. to 5:00 p.m.</i></p> |
| <p>(m) NORMANNA REST HOME
7725 – 4th Street, Burnaby V3N 5B6
<i>10:00 a.m. to 11:00 a.m.</i></p> | <p>(n) SETON VILLA
3755 McGill Street, Burnaby V5C 1M2
<i>4:00 p.m. to 7:00 p.m.</i></p> |
| <p>(o) ST. MICHAELS CENTRE
7451 Sussex Avenue, Burnaby V5J 5C2
<i>4:30 p.m. to 5:30 p.m.</i></p> | <p>(p) SWEDISH ASSISTED LIVING
7230 Halifax Street, Burnaby V5A 0B2
<i>9:00 a.m. to 10:00 a.m.</i></p> |
| <p>(q) SWEDISH CANADIAN MANOR
1812 Duthie Avenue Burnaby V5A 3R3
1802 Duthie Avenue Burnaby V5A 3R3
& 7250 Halifax Street, Burnaby V5A 4V6
<i>10:30 a.m. to 12:00 p.m.</i></p> | <p>(r) WILLINGDON PARK HOSPITAL
4435 Grange Street, Burnaby, V5H 1P4
<i>2:00 p.m. to 2:30 p.m.</i></p> |

The following place is hereby established as a Special Voting Opportunity on 2014 November 15 for the general local election and other voting from 8:00 am to 8:00 pm:

- (36) BURNABY HOSPITAL, 3935 Kincaid Street, Burnaby, BC V5G 2X6

APPENDIX 'C'

ELECTION PAY RATES 2014

Salary and staff requirements for the 2014 Local Government Election includes the training allowance is based on thirty-five Voting Locations, 16 Special Voting Opportunities and five (5) Advance Voting Opportunities at: Brentwood Town Centre, Lougheed Town Centre, Metropolis at Metrotown, Edmonds Community Centre and Shadbolt Centre for the Arts for the three (3) days established in the report.

POSITION	NUMBER REQUIRED	PAY RATE	TOTAL
Chief Election Officer	1	\$ 1,500	\$ 1,500
Deputy Chief Election Officer	1	\$ 1,135	\$ 1,135
Senior Chief Election Official	2	\$ 1,020	\$ 2,040
Transport Election Official	7	\$ 835	\$ 5,845
Presiding Election Official (PEO)	35	\$ 650	\$ 22,750
PEO Supervision Premium (<i>minimum 7 staff supervised</i>)	14	\$ 8.50	\$ 119
Alternate Presiding Election Official (APEO)	35	\$ 520	\$ 18,200
Election Officials (EO) (<i>Includes new registrations</i>)	229	\$ 345	\$ 79,005
Machine Attendant (MA)	35	\$ 315	\$ 11,025
Special Voting Opportunities (<i>Including Burnaby Hospital</i>)	4 PEOs 4 APEOs 8 EOs	\$ 470 \$ 340 \$ 295	\$ 1,880 \$ 1,360 \$ 2,360
Advance Voting Opportunities (<i>5 locations for 3 days each</i>)	15 PEOs 15 APEOs 70 EOs 15 MAs	\$ 420 \$ 290 \$ 265 \$ 245	\$ 6,300 \$ 4,350 \$ 18,550 \$ 3,675
Office Assistance Election Headquarters	5	\$ 490	\$ 2,450
Security Services (Malls)	12	\$ 525	\$ 6,300
TOTAL			\$ 188,844