

September 9, 2021.

To: Deans, Directors, Chairs, Managers and Department Heads
From: Kane Kilbey, Associate Vice President Human Resources
cc: Vice-Presidents, President
RE: Federal election – September 20, 2021

With respect to the Federal election on Monday, September 20, 2021, this is to inform you of the provisions of the Canada Elections Act which particularly apply to staff working a regular day shift:

CANADA ELECTIONS ACT (S.C. 2000, c.9)

Section 132 (1)

“Every employee who is an elector is entitled, during voting hours on polling day, to have three consecutive hours for the purpose of casting his or her vote and, if his or her hours of work do not allow for those three consecutive hours, his or her employer shall allow the time for voting that is necessary to provide those three consecutive hours.”

Section 132 (2)

“The time that the employer shall allow for voting under subsection (1) is at the convenience of the employer.”

Section 133 (1)

“No employer may make a deduction from the pay of an employee, or impose a penalty, for the time that the employer shall allow for voting under subsection 132(1).”

In accordance with this, and due to the fact that the polls close at 7:00 p.m., anyone working a normal day shift may leave to vote at 4:00 p.m. Therefore, University offices and services may be closed at 4:00 p.m. on September 20, 2021 unless other arrangements are made by the Department Head.

Would you please inform your staff and post this memorandum.

