

Notice to Employers
Re: Federal Election, May 2, 2011
(April 20, 2011)

A Federal election will take place on May 2, 2011.

The following summarizes an employer's obligation to provide an employee with time off to vote, under the *Canada Elections Act*.

- Any employee eligible to vote is entitled to three consecutive hours free from work on election day.
- Time off provided is at the convenience of the employer.
- Time off provided must be paid¹. An employer cannot make a deduction from wages or impose a penalty on an employee for time taken off to vote.
- There is no obligation to provide paid time off if an employee has three consecutive hours free from work within voting hours. For example, an employee employed in Ontario (Eastern Time Zone) scheduled to start work no earlier than 12:30 pm or who will finish working by 6:30 pm is not entitled to additional time off to vote.
- An employer is not required to provide three consecutive hours off during the middle of the day. To satisfy three consecutive hours, an employer may allow an employee to arrive at work later than usual or to leave earlier.

Polling stations will open and close at the following local times:

TIME ZONE	VOTING TIMES
Central, Atlantic and Newfoundland	8:30 am - 8:30 pm
Eastern	9:30 am - 9:30 pm
Pacific	7:00 am - 7:00 pm
Mountain	7:30 am - 7:30 pm

If you have questions regarding your obligations in connection with the upcoming election, please contact a member of Sherrard Kuzz LLP.

¹ There is one exception. The obligation to provide paid time off does not apply to an employee who transports passengers or goods by land, water or air, when employed outside their polling division and time off cannot be provided without interfering with the transportation service.