



Schedule

The following are the fees to be paid to returning officers, other election officials and other personnel employed, for services rendered and expenses named under provisions of The Election Act, 1996 (the "Act").

Returning Officers

- 1. During a calendar year, the following payments to the returning officer of the constituency are hereby authorized:
(a) an allowance of \$911.00;
(b) expenses for travel, sustenance and accommodation while necessarily absent from place of residence while discharging duties as returning officer at the rates paid to members of the public service of Saskatchewan;
(c) for necessary charges for postage, long distance tolls, maps, stationery, and cartage of election supplies where the amount of charge is reasonable and where a receipt is submitted.

- 2. During a calendar year in which there is an election of a member to the Legislative Assembly in the constituency, the following payments to the returning officer of the constituency are hereby authorized:

- (a) an allowance of \$5,732.00 with an additional \$1,911.00 for services after polling day up to the return of the writ;
(b) rental charges for office space in connection with the conduct of the election provided that the arrangements for the rental and the charges have been approved by the Chief Electoral Officer;
(c) for a partial enumeration outside the writ, an allowance of \$500 for each of the first five polling divisions enumerated and an additional \$200 allowance for each additional polling division enumerated;
(d) for the Revision Period, an allowance \$300.00
(e) a lump sum travel allowance where the residence of the returning officer is located more than ten kilometres from the office described in paragraph (b), in accordance with the following table:

Table with 2 columns: DISTANCE and ALLOWANCE. Rows include 10-20 kilometres (\$400.00), 21-30 kilometres (\$600.00), 31-40 kilometres (\$800.00), and 41 kilometres or more (\$1,000.00).

- (f) for services of clerical and other office assistants, including services for the tabulation of election results, remuneration shall be paid at the rate of \$13.00 per hour or part thereof; for services of senior clerical and administrative assistants, remuneration shall be paid at the rate of \$16.00 per hour or part thereof.
(g) expenses for travel, sustenance and accommodation while necessarily absent from place of residence in connection with the conduct of the election at the rates paid to members of the public service of Saskatchewan;
(h) charges evidenced by receipt for air, rail or water transport, in those areas where travel by air, rail or water is necessary and reasonable;
(i) charges for stationery, postage, electronic hardware and

software, adding machines, facsimile equipment and office furniture, installation of telephones and service, long distance tolls, cartage of election supplies, and other incidental outlays necessary in conducting the election, where the amounts are reasonable and where receipts are submitted.

- 3. The returning officer shall be reimbursed for services in attending at a recount on the following basis:
(a) for each day's attendance an allowance of \$141.00;
(b) expenses for travel, sustenance and accommodation at the rates paid to members of the public service of Saskatchewan.
4. The returning officer shall be compensated for attendance at a Returning Officers' Workshop called by the Chief Electoral Officer, on the following basis:
(a) for each day's attendance an allowance of \$141.00;
(b) expenses for travel, sustenance and accommodation at the rates paid to members of the public service of Saskatchewan.

Election Clerks

- 5. An election clerk shall be paid an allowance of:
(a) \$4,299.00 per election for services with an additional \$1,433.00 for services after polling day up to the return of the writ;
(b) for a partial enumeration outside the writ, an allowance of \$375.00 for each of the first five polling divisions enumerated and an additional \$150.00 allowance for each additional polling division enumerated;
(c) for the Revision Period, an allowance \$225.00
6. An election clerk shall be paid a lump sum travel allowance where the residence of the election clerk is located more than ten kilometres from the office described in paragraph 2(b), in accordance with the following table:

Table with 2 columns: DISTANCE and ALLOWANCE. Rows include 10-20 kilometres (\$400.00), 21-30 kilometres (\$600.00), 31-40 kilometres (\$800.00), and 41 kilometres or more (\$1,000.00).

- 7. (1) An election clerk shall be compensated for attendance at a Returning Officers' Workshop, called by the Chief Electoral Officer, on the following basis:
(a) for each day's attendance an allowance of \$141.00;
(b) expenses for travel, sustenance and accommodation at the rates paid to members of the public service of Saskatchewan;

(2) An election clerk shall be compensated for services in attending at a recount on the following basis:

- (a) for each day's attendance an allowance of \$141.00;
- (b) expenses for travel, sustenance and accommodation at the rates paid to members of the public service of Saskatchewan.

Deputy Returning Officer

- 8. (1) A deputy returning officer shall be compensated for duties performed on election day by payment of the sum of \$223.00.
- (2) A deputy returning officer shall be compensated for attending a school of instruction, called by the returning officer, with an allowance of \$44.00.

Supervisory Deputy Returning Officers

- 9. (1) A supervisory deputy returning officer shall be compensated for duties performed on election day by payment of the sum of \$277.00.
- (2) A supervisory deputy returning officer shall be compensated for attending a school of instruction, called by the returning officer, with an allowance of \$44.00.

Poll Clerks

- 10. (1) A poll clerk shall be compensated for duties on election day by payment of the sum of \$185.00.
- (2) A poll clerk shall be compensated for attending a school of instruction, called by the returning officer, with an allowance of \$44.00.

Interpreters

- 11. (1) Where under the authority of subsection 78(1) of the Act, an interpreter is appointed, he or she shall be compensated by payment of the sum of \$14.00 per hour or part thereof during which he or she is required to remain in a poll or attend any other type of poll except a mobile or mobile temporarily displaced voter poll.

Information Officers

- 12. (1) An information officer shall be compensated for duties performed on election day by payment of the sum of \$13.00 per hour or part thereof.
- (2) An information officer shall be compensated for attending a school of instruction, called by the returning officer, with an allowance of \$44.00.

Rental of Regular Polling Places

- 13. (1) Payment of a rental fee of \$141.00 is authorized for each polling place.
- (2) Where more than one poll is set up in the same location payment for each additional poll is authorized in the amount of \$71.00.
- (3) The rates set out in paragraphs (1) and (2) shall include lights, heat, janitorial service and the use of tables and chairs.

Personal Care Facility Polls

- 14. (1) Compensation for duties performed during a 4 hour period at a personal care facility poll shall be paid on the following basis:
 - (a) deputy returning officer\$120.00

- (b) poll clerk\$99.00
- (c) information officer \$13.00/hour or part thereof
- (d) interpreter..... \$14.00/hour or part thereof
- (e) for a deputy returning officer, poll clerk or information officer attending a school of instruction called by the returning officer, an allowance of \$44.00.

- (2) Payment of a rental fee of \$71.00 is authorized for a personal care facility poll open for a 4 hour period.
- (3) Where a personal care facility poll is open for the same period as a regular polling place on polling day, the regular schedule of fees for deputy returning officers, poll clerks, information officers, interpreters and poll rental shall apply.

Advance Polls

- 15. (1) A deputy returning officer shall be compensated for duties performed at an advance poll on the following basis:
 - (a) for each five day period an allowance of \$719.00;
 - (b) for attending a school of instruction, called by the returning officer, an allowance of \$44.00;
- (2) A poll clerk shall be compensated for duties performed at an advance poll on the following basis:
 - (a) for each five day period an allowance of \$597.00;
 - (b) for attending a school of instruction, called by the returning officer, an allowance of \$44.00;
- (3) An information officer shall be compensated for duties performed at an advance poll on the following basis:
 - (a) at the rate of \$13.00 per hour or part thereof;
 - (b) for attending a school of instruction, called by the returning officer, an allowance of \$44.00;
- (4) An interpreter shall be compensated for duties performed at an advance poll on the following basis:
 - (a) at the rate of \$14.00 per hour or part thereof;
 - (b) for attending a school of instruction, called by the returning officer, an allowance of \$44.00.

16. Payment of a rental fee of \$705.00 is authorized for each polling place used for the 5 day period of an advance poll and the count on election night.

Hospital, Remand Centre or Temporarily Displaced Voter Polls

- 17. (1) Compensation for duties performed during a 4 hour period at a hospital poll, remand centre poll or temporarily displaced voter poll shall be paid on the following basis:
 - (a) deputy returning officer.....\$120.00
 - (b) poll clerk\$99.00
 - (c) information officer..... \$13.00/hour or part thereof
 - (d) interpreter..... \$14.00/hour or part thereof
 - (e) for a deputy returning officer, poll clerk or information officer attending a school of instruction called by the returning officer, an allowance of \$44.00.
- (2) Payment of a rental fee of \$71.00 is authorized for a hospital poll, remand centre poll or temporarily displaced voter poll open for a 4 hour period.
- (3) Where a hospital poll, remand centre poll or temporarily displaced voter poll is open for the same period as a regular polling place on polling day, the regular schedule of fees for deputy returning officers, poll clerks, information officers, interpreters and poll rental shall apply.

Mobile or Mobile Temporarily Displaced Voter Polls

- 18. (1) Compensation for duties performed at a mobile poll or mobile temporarily displaced voter poll shall be paid on the following basis:
 - (a) deputy returning officer.. \$25.00/hour or part thereof;

- (b) poll clerk \$21.00/hour or part thereof;
- (c) information officer..... \$15.00/hour or part thereof;
- (d) interpreter..... \$15.00/hour or part thereof;
- (e) for a deputy returning officer, poll clerk or information officer attending a school of instruction called by the returning officer, an allowance of \$44.00.

- (2) Payment of a rental fee of \$141.00 is authorized for a mobile poll or mobile temporarily displaced voter poll for an 11 hour period, of \$98.00 for a 7 hour period and of \$71.00 for a 4 hour period.

Messengers

- 19. Where a messenger is appointed by the returning officer in connection with the appointment of poll officials or the delivery of materials and ballot boxes, he or she shall be paid at the rate of \$13.00 per hour or part thereof and shall be compensated for travel, sustenance and accommodation at the rates paid to members of the public service of Saskatchewan.

Enumerators

- 20.(1) For duties in connection with the compilation of the preliminary voters' list, and for attending scheduled hearings for revision of the voters' list and such other duties as directed by the returning officer, an enumerator shall be compensated with:
 - (a) an allowance of \$350.00;
 - (b) in the case of an enumerator assigned to enumerate a polling division that is in an urban municipality, a payment of \$0.75 per name for each name on the voters' list;
 - (c) in the case of an enumerator assigned to enumerate a polling division that is outside an urban municipality, a payment of \$1.00 per name for each name on the voters' list;
 - (d) an allowance of \$44.00 for attending a school of instruction called by the returning officer.

Security Assistants for Election Officials

- 21. Where in exceptional circumstances, a returning officer authorizes the appointment of a security assistant pursuant to subsection 11(1) of the Act, he or she shall be paid at the rate of \$13.00 per hour or part thereof.

Registration Officers

- 22. (1) A registration officer shall be compensated for duties performed on election day by payment of the sum of \$185.00;
- (2) A registration officer shall be compensated for attending a school of instruction, called by the returning officer, with

an allowance of \$44.00.

Revising Agents

- 23. (1) A revising agent shall be compensated for duties performed during an election on the following basis;
 - (a) at the rate of \$13.00 per hour or part thereof;
 - (b) in the case of a revising agent assigned to enumerate a polling division that is in an urban municipality, a payment of \$0.75 per name for each name on the voters' list;
 - (c) in the case of a revising agent assigned to enumerate a polling division that is outside an urban municipality, a payment of \$1.00 per name for each name on the voters' list;
 - (d) an allowance of \$44.00 for attending a school of instruction called by the returning officer.

Automation Co-ordinators

- 24. (1) An automation co-ordinator shall be compensated for duties performed at the rate of \$21.00 per hour or part thereof.

Cell phone Usage

- 25. (1) For occasional use of a cell phone during electoral events when requested by the Returning Officer, a flat fee of \$5.00 will be paid.
- (2) For continuous use of a cell phone during electoral events when requested by the Returning Officer, a flat fee of \$20.00 will be paid.

Travel Allowance

- 26. (1) All election officials are eligible for vehicle mileage reimbursement at standard rates paid to members of the public service of Saskatchewan for each kilometre necessarily travelled going to and from a training session; for election day travel to and from the poll; for travel to and from advance polls during the advance poll period; to receive or return a ballot box at the direction of the returning officer; during the discharge of the duty of enumeration or revision in the polling division; and during the discharge of the duty of a mobile poll.
- (2) For the purposes of attending a training session, the first 25 kilometres of roundtrip travel are included in the basic training fee. Only mileage above this amount may be claimed for reimbursement.

Sufficient copies of expense vouchers for the account of the returning officer, other election officials and other personnel employed are supplied to each returning officer.

- 1 Travel expenses must be specified on vouchers as required, and full particulars as to route travelled, living allowance claimed, dates given, points of departure and arrival and services rendered must be stated.
- 2 Original bills and receipts for disbursements must be attached.
- 3 Vouchers must be signed by the payee and provide the name, address, postal code and phone number to whom the payment is due.

Fees Summary

Election Officials*	Returning Officer	Election Clerk	Deputy Returning Officer	Supervisory Deputy Returning Officer	Poll Clerk	Registration Officer	Information Officer	Interpreter
Annual Retainer	\$911.00							
Election	\$5,732.00	\$4,299.00						
Post Election Services	\$1,911.00	\$1,433.00						
Partial Enumeration Outside of Writ								
Coordination Fee	\$500.00	\$375.00						
Each polling division enumerated	\$200.00	\$150.00						
Revision Period	\$300.00	\$225.00						
Recount	\$141.00 per day	\$141.00 per day						
School of Instruction	\$141.00 per day	\$141.00 per day	\$44.00	\$44.00	\$44.00	\$44.00	\$44.00	
Regular Polls								
11 hour period			\$223.00	\$277.00	\$185.00	\$185.00	\$13.00 per hour	\$14.00 per hour
Advance Polls								
5 day period			\$719.00		\$597.00		\$13.00 per hour	\$14.00 per hour
Personal Care Facility, Hospital, Remand Centre or Temporarily Displaced Voter Polls								
11 hour period			\$223.00		\$185.00		\$13.00 per hour	\$14.00 per hour
4 hour period			\$120.00		\$99.00		\$13.00 per hour	\$14.00 per hour
Mobile or Mobile Temporarily Displaced Voter Polls								
			\$25.00 per hour		\$21.00 per hour		\$15.00 per hour	\$15.00 per hour
Enumeration		Basic Fee		Voters' List (Urban)		Voters' List (Rural)		School of Instruction
Enumerators		\$350.00		\$0.75 for each name		\$1.00 for each name		\$44.00
Security Assistants		\$13.00 per hour						
Clerical Assistance								
Clerical/Office Work		\$13.00 per hour						
Senior Clerical/Admin. Assistants		\$16.00 per hour						
Automation Co-ordinators		\$21.00 per hour						
Revising Agents		\$13.00 per hour		\$0.75 for each name		\$1.00 for each name		\$44.00
Messengers*		\$13.00 per hour						
Rental of Space**		Regular Poll		Advance Poll		Hospital, remand Centre or Temporarily Displaced Voter Poll		Mobile or Mobile Temporarily Displaced Voter Poll
11 hour period		\$141.00				\$141.00		\$141.00
		(each additional poll \$71.00)						
7 hour period								\$98.00
4 hour period						\$71.00		\$71.00
5 day period				\$705.00				

* Expenses for travel, sustenance and accommodation at the rates paid to members of the public service of Saskatchewan, where applicable.

** Includes light, heat, janitorial service and the use of tables and chairs.