

Report to Council

Report Title: 2018 Municipal and School Board Election Update
Prepared By: Fiona Hamilton, Clerk
Department: Clerks
Date: October 2, 2018
Report Number: CLK2018-11 **File Number:** C11CL, C07EL

Attachments:

Recommendation:

That the Council of the Municipality of Brockton receive Report Number CLK2018-11 – 2018 Municipal and School Board Election Update, prepared by Fiona Hamilton, Clerk, for information purposes.

Report:

Background:

This report serves to update Council about the 2018 Municipal and School Board Election.

Internet and Telephone Voting

As part of Council’s decision making process to determine whether to approve an alternate form of voting (internet and telephone voting) for the 2018 Municipal and School Board Election, an Alternative Voting Methods Ad Hoc Committee was established in February 2017. Openings on the committee were advertised and following review of letters of interest, five members were appointed who represented a wide cross-section of Brockton voters. The Committee’s mandate was “to review traditional and alternative methods of voting in order to provide a recommendation to Council for the method of voting most suited to the needs of Brockton electors.” On March 13, 2017 the Committee presented its report to Council and recommended:

- adopting a combined internet and telephone voting system
- providing for in-person voting by electronic ballot at more than one location on voting day
- ensure special voting locations are established at locations such as Maple Court and Brucelea Haven
- increased public education and information about the election
- ensuring all candidates are well oriented to the e-voting process

Council accepted these recommendations and on March 27, 2018 Council approved By-Law 2017-030 - Alternate Voting Method, to allow for telephone and internet voting for the 2018 Municipal and School Board Elections. At this same meeting, Council considered the CAO/Clerk’s Report CAO2017-12 - 2018 Election - Internet and Telephone Vote Service Provider (Dominion), and the CAO/Clerk’s recommendation to enter into an agreement with Dominion Voting Systems Corp. for the provision of telephone and internet voting services for the 2018 Municipal and School Board elections for the following reasons:

- Brockton has used Dominion in the past and are confident in the company

- Dominion Voting's familiarity with Ontario election laws and past experience in some very large municipalities including Peterborough and Burlington;
- Dominion Voting process meets the Accessibility Standards allowing equal voting opportunity for all electors;
- The security of the Dominion Voting system has also underwent extreme scrutiny to ensure the adequacy and speed of the system They have dual, hard, data centers that mirror each other. Therefore, if there is a load problem or security attack with one system the load can be easily transferred from the primary to the secondary system;
- Dominion Voting hosts a voting site that is mobile friendly to enhance the vote from a smartphone, iPad or tablet;
- Dominion Voting uses the DataFix software called Municipal Voter View (MVV) that Brockton has used for the past decade to maintain the Voters' List received from MPAC. This system is fully integrated with the Dominion Voting System so there is no need to train on additional software;
- Dominion has assured us they will not accept clients beyond their capacity to ensure their service and security remains of the highest quality

On September 11, 2017 Council approved By-Law 2017-075 - Dominion Voting Systems Corporation Agreement.

The Municipality of Brockton is using Internet and Telephone Voting for this 2018 Election.

Paper ballots will not be used in this election.

The electronic voting method is consistent with the majority of municipalities across Grey and Bruce Counties for the 2018 Election.

Voting System Preparations

Staff have been working with Dominion Voting Systems over the course of 2018 to prepare Brockton's Telephone and Internet Voting System. Before Voter Information letters were printed and mailed to voters, staff completed a thorough test to ensure logic and accuracy of the telephone and internet voting system. We continue to work with our IT contractor to ensure the security of all telephone and computer equipment that will be used for voting at our Voter Help Centre locations.

Voting Period

With Internet and Telephone Voting, electors may vote anytime and anywhere they have internet or telephone access between **Monday, October 15 at 8:30 a.m. and Monday, October 22 at 8:00 p.m.**

Voter Information Letters

By Monday, September 24, 2018 staff had ensured that the over 7,400 Voter Information Letters for electors who were listed on the Brockton Voters' List by September 4, 2018, were delivered to Canada Post for mail delivery. We are hopeful, that by this point, the majority of electors have received their Voter Information Letter and that the possible Canada Post labour disruption will not affect electors for this election.

If Electors have not received Voter Information Letters by Thursday, October 4, they are encouraged to contact the Municipal Office to ensure they are on the Voters' List, or to fill out the necessary forms to be added to the Voters' List and to receive a Voter Information Letter.

The Voter Information Letter contains a unique and confidential Voter ID and PIN that each elector will need to vote online or by telephone. The Voter Information Letter describes how to vote and includes a complete list of all candidates for the 2018 Municipal and School Board Elections. As a security measure, it is important to note that only qualified electors on the Voters' List will receive the voting website address, or URL, and toll free telephone voting number as this information is only listed on Voter Information Letters and will not be publicized in any other way.

Voters' List Revision Period

It is the responsibility of the Municipal Property Assessment Corporation (MPAC) to provide municipalities with the Voters' List ahead of the municipal election. In 2014 and 2018 MPAC has promoted the use of VoterLookup.ca, an online tool voters can use to confirm and update their information to the Voters' List. In 2018 Brockton staff have worked to publicize VoterLookup.ca to encourage Brockton voters to update their information with MPAC in anticipation that this will help MPAC to provide a more up-to-date Voters' List to the municipality. VoterLookup.ca is one tool MPAC uses to help populate the Voters' List; they also use property ownership information, information about tenant electors provided by landlords, and other sources of data in an attempt to ensure that all eligible electors in the municipality are included on the Voters' List. These methods are not perfect and the Voters' List does reflect this from time to time. To date we have had a number of Voter Information Letters returned to the office for electors who have moved, or whose mailing address is incorrect. Staff are working to correct address information and forward Voter Information Letters to electors as mailing time permits.

It is also important to understand that it is each elector's responsibility to ensure their name is on the Voters' List and that their personal information is correct to ensure they receive a complete and accurate Voter Information Letter. Electors with incorrect information on the Voters' List will be unable to vote until they are added to the Voters' List and are given a Voter Information Letter.

Electors who have not received a Voter Information Letter, or whose Voter Information Letter is not correct should contact or visit the Municipal Office or a Voter Help Centre. Proof of identity and residence is required to show an elector is qualified to vote. Once identity is verified and the appropriate form is completed, electors who visit the Municipal Office or Voter Help Centre in person will usually receive a Voter Information Letter while they wait.

If an elector receives a Voter Information Letter in error, for themselves, or for someone who is no longer at the address, the Voter Information Letter should be returned to the attention of the Clerk at the Municipal Office, 100 Scott Street, Walkerton where it will be kept in a secure manner and used to help update the Voters' List in preparation for the 2022 Municipal and School Board Election.

Elector Education

An Election Buzz, which includes information about the revision period, voting methods, and Voter Help Centre hours and locations, was mailed on Monday, September 24, 2018.

Staff continue to share information about the election on the municipal website (Brockton.ca/Election), through news items sent our electronic News subscription service, via social media, and through other advertising venues as budget and resources allow.

Staff have attended or plan to attend the three community organized All Candidates Meetings to offer a presentation to voters which includes a comprehensive video outlining how to vote using the internet voting system. At these meetings staff are also providing voters with the opportunity to confirm whether they are on the Voters' List and to fill out any necessary paperwork to be added to the list, or to update information. In response to an inquiry from a voter, staff also attended a Walkerton Action Committee meeting to explain the electronic voting process to the Community Living clients who are members of the Committee.

Staff are also hosting a Voter Information Table at the Little Royal Fair (in the Horse Palace) on Friday, October 12 from 6:00 p.m. to 9:00 p.m., Saturday, October 13 from 9:00 a.m. to 2:00 p.m., and Sunday, October 14, from 11:00 a.m. to 1:00 p.m.

We will continue to reach out to other groups and organizations to help educate them about the election and electronic voting process as time and resources allow.

Voter Help Centres

Electors who need assistance to vote, or need access to a phone or computer to vote, may visit one of our Voter Help Centres to vote during the Voting Period.

Any voter who experiences trouble logging in or accessing the Telephone or Internet Voting System should contact our Voter Helpline at 519-881-2223 Ext. 138, 1-877-885-8084 Ext. 138 or email election@brockton.ca.

Municipality of Brockton Municipal Office - 100 Scott Street, Walkerton

Monday, September 24 to Friday, October 12, 2018 – Monday to Friday 8:30 a.m. - 4:30 p.m.

Monday, October 15 to Friday, October 19, 2018 – 8:30 a.m. - 4:30 p.m.

Saturday, October 20, 2018 – 10:00 a.m. - 6:00 p.m.

Sunday, October 21, 2018 – 10:00 a.m. - 4:00 p.m.

Monday October 22, 2018 – 8:30 a.m. - 8:00 p.m.

Brockton Works Shop (Greenock) - 248 Concession 10, Greenock

Monday, October 22, 2018 – 8:30 a.m. - 8:00 p.m.

Elmwood Community Centre - 38 Concession Road 10

Monday, October 22, 2018 – 8:30 a.m. - 8:00 p.m.

Internet Voting Assistance

Brockton Election Staff will provide Internet Voting Assistance to residents at the following senior's residences and homes for the aged:

- Maple Court Villa - Tuesday, October 16, 2018 from 9:00 a.m. until 11:00 a.m.
- Brucelea Haven - Wednesday, October 17, 2018 from 9:00 a.m. until 12:00 Noon

Free Library Internet Access

Free internet access is available at the following library branches during regular library hours. Voting assistance will not be provided at these library locations:

- Walkerton Library - 253 Durham Street East, Walkerton
- Cargill Library - 1012 Major Street (Brant-Greenock Line), Cargill

Important Election Dates

Electors may visit Brockton.ca/Election to find a link to our [Election Calendar](#) to add important Election events and dates to their electronic calendars.

Accessibility

The provision of Telephone and Internet Voting for the 2018 Election helps us to ensure that we have met several levels of accessibility so that voters with varying abilities will be able to participate in the voting process without barriers. The telephone system provides an accessible option for those with visual impairments while the internet system provides an accessible option for those with physical limitations who may find getting to a polling station to be a barrier, for those who may find it difficult to clearly mark a ballot, or for those individuals with visual impairments who may find the system's ability to increase font size, adjust colours and contrast etc. makes voting easier or possible.

While we have identified that our Voter Help Centre locations are not considered to be completely barrier free, we have taken steps to ensure we are able to provide a high level of accessible customer service for anyone who may require assistance as a result of the fact that these locations are not completely physically accessible. Those with specific needs are also welcome to contact our Voter Helpline to arrange for any assistance that may be needed (519-881-2223 Ext. 138; 1-877-885-8084 Ext. 138 or election@brockton.ca).

All staff assisting with the election have been trained in accessible customer service and we are working diligently to ensure all electors are provided the opportunity to exercise their right to vote in a secure manner.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- | | |
|---|-----|
| • Do the recommendations help move the Municipality closer to its Vision? | Yes |
| • Do the recommendations contribute to achieving Cultural Vibrancy? | Yes |
| • Do the recommendations contribute to achieving Economic Prosperity? | Yes |
| • Do the recommendations contribute to Environmental Integrity? | Yes |
| • Do the recommendations contribute to the Social Equity? | Yes |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes
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Respectfully Submitted by:



Fiona Hamilton, Clerk

Reviewed By:



CAO