

To: COUNCIL

Meeting Date: 12/14/2021

Subject: Alternative Voting Methods Update – 2022 Municipal & School Board Election

Submitted By: Danielle Manton, City Clerk

Prepared By: Jennifer Shaw, Deputy City Clerk

Report No.: 21-319(CRS)

File No.: C1101

Recommendation(s)

THAT report 21-319(CRS) Alternative Voting Methods Update – 2022 Municipal & School Board Election be received for information; and

THAT the City of Cambridge adopts Paper Ballot Tabulation and Internet Voting for the 2022 Municipal Election scheduled on Monday, October 24, 2022;

AND FURTHER THAT the by-law to support the use of vote tabulators and internet voting as an alternative voting method in the 2022 Municipal and School Board Election attached as Appendix B to Report 21-319(CRS) be passed.

Executive Summary

Purpose

The purpose of this report is to provide Council with an overview of the proposed voting systems and alternative voting method options for the 2022 Municipal and School Board Election and to share the feedback from the recent Election method survey in preparation for 2022.

Key Findings

- The next municipal election will take place on October 24, 2022.
- Bill 218, Supporting Ontario’s Recovery and Municipal Elections Act, 2020, has removed the option for Ontario municipalities to consider a ranked ballot election for 2022 and has adjusted some timelines as it relates to preparing for the 2022 Municipal Election.

- A survey was conducted in summer of 2021 to review various voting methods and assist in setting the direction for 2022 planning.
- This report provides an overview of the various voting methods available and the recommendations from staff for the continued use of vote tabulators with paper ballots at in-person voting locations, and that the advance period for the 2022 Municipal Election be held through a Curbside in person model and internet voting.
- Staff are also recommending a change to vote anywhere in your Ward for election day.

Financial Implications

- The total cost to run the Ward 7 By-Election in 2020 was \$83,990, which came in under budget by \$151,100. The approved budget for the By-Election was \$235,000 of which \$185,000 was to be funded through the Election Reserve Fund.
- The budget for the 2018 Municipal and School Board Election was approved at \$390,000 with \$220,000 funded through the Election Reserve Fund. The actual cost to run the election was \$345,503.
- Staff anticipate the cost to run the 2022 Municipal and School Board Election will be similar to that of the 2018 election with all vote counting equipment and alternative voting methods costs funded through the Election Reserve Fund requiring no additional funds.
- The Election Reserve Fund currently has a balance of \$424,650.

Background

In accordance with the *Municipal Elections Act*, 1996 (“MEA”); municipal elections are held every four years. The MEA requires the City Clerk to prepare a report about the identification, removal and prevention of barriers affecting electors and candidates with disabilities and to make the report available to the public.

The MEA authorizes the Clerk to determine the method of voting for Municipal Elections and requires that Council pass a by-law for any alternative methods recommended for the election including internet, and use of tabulators for vote counting equipment.

Prior to each municipal election, Section 42 (1) of the MEA requires that:

The council of a local municipality may pass by-laws:

- (a) authorizing the use of voting and vote-counting equipment such as voting machines, voting recorders or optical scanning vote tabulators;
- (b) authorizing electors to use an alternative voting method, such as voting by mail or by telephone, that does not require electors to attend at a voting place in order to vote. 1996, c. 32, Sched., s. 42 (1).

On October 20, 2020, Bill 218, Supporting Ontario's Recovery and Municipal Elections Act was introduced to the Legislative Assembly of Ontario. Bill 218 proposed several amendments to the MEA, the most significant being the removal of sections that permit municipalities to offer a ranked ballot election.

The City Clerk's Office monitored the quick progress of the Bill from first reading to its referral to the Standing Committee on Justice Policy on October 27, 2020 and made the decision to pause a planned update to Council on voting systems.

The bill proceeded through the legislature and received Royal Assent on November 20, 2020.

As such, no City Council decision on voting systems is possible for the 2022 Municipal Election. Should ranked ballots be made available for municipal elections in the future staff will ensure that report is brought to Council outlining any legislated changes and options.

Bill 218 also amended the MEA to require that the decision on vote-counting equipment and alternative voting methods be made by May 1 in the year of the election rather than May 1 in the year prior to the election.

Given that there is additional planning that is anticipated as a result of the COVID-19 pandemic and to ensure that staff have sufficient time to effectively plan for the election (including the ability to facilitate a competitive procurement process), it is staff's recommendation that Council decide on vote counting equipment and alternative voting methods this year.

The City Clerk, as the Returning Officer for the City of Cambridge has several criteria to consider before making a recommendation on vote-counting equipment and alternative voting methods.

The first is whether an option upholds the principles of the MEA and its regulations. These principles, while not established as part of legislation, are generally recognized based on case law as:

- (a) the secrecy and confidentiality of the voting process is paramount;
- (b) the election shall be fair and non-biased;
- (c) the election shall be accessible to the voters;

- (d) the integrity of the voting process shall be maintained throughout the election;
- (e) there is to be certainty that the results of the election reflect the votes cast;
- (f) voters and candidates shall be treated fairly and consistently; and
- (g) the proper majority vote governs by ensuring that valid votes are counted and invalid votes are rejected so far as reasonably possible.

Other criteria include community engagement feedback, the ability to effectively administer and support an option, as well as what trends we are seeing in municipal, provincial, national and international elections.

Election Methods

In 2018, there were 85,731 eligible electors in the City of Cambridge, the 2018 Municipal Election resulted in a voter turn out of 32.24% (up from approximately 30% in 2014)

- 8,677 voted using internet voting
- 2,071 voted at advance polls
- 485 voted at travelling polls
- 17,059 voted on Election Day at physical polls

Cambridge saw a large uptake in internet voting from 2014 to 2018. In 2014 there were roughly 5,000 voters who utilized internet voting, representing an increase of over 3,000 voters in 2018. This has the added benefit of lessening the strain on election resources on Election Day.

In the 2018 Cambridge Municipal Election there was a referendum on the ballot related to the use of ranked ballots for the municipal election. 13,488 voted “yes” to moving to a ranked ballot voting system in 2022, while 10,449 voted “no”; however, it required 50% voter turnout to be binding.

Four third party advertisers registered with the City of Cambridge in 2018.

Analysis

Strategic Alignment

PEOPLE To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

Goal #2 - Governance and Leadership

Objective 2.1 Provide a wide range of ways that people can become involved in city decision making.

The planning and execution of a Municipal Election is a major undertaking for the organization. The election is lead by the City Clerk, but supported by many City staff. Planning for the 2022 Municipal and School Board Election will maintain an element of emergency procedures to ensure that the safety of electors remains paramount throughout the planning process.

Elections are, by their very nature, exercises in direct public engagement. The City will ensure that ongoing communication occurs throughout the planning process of the election with electors, candidates, staff and Council to deliver a safe and inclusive election in 2022.

Comments

Voting Methods

The purpose of this report is to provide Council with information on a variety of voting methods used in Ontario municipal elections and recommend a course of action for the 2022 Municipal and School Board Elections.

The recommendations in the report have been formulated with the principles of the MEA in mind, as these principles serve as a benchmark and guide for the conduct of municipal elections:

- secrecy and confidentiality of the voting process;
- fair and non-biased;
- accessible to voters;
- integrity of the voting process;
- results of the election reflect votes cast;
- voters and candidates shall be treated fairly and consistently;

The following provide an overview on the voting methods considered and recommended for Cambridge in 2022.

Paper Ballot with Vote Tabulators

A vote tabulator (optical scan unit) reads and records how ballots are marked. A ballot is marked by indicating the voter's choice(s). The ballot is then inserted into the vote tabulating unit. The tabulator reads and stores the information in the unit. At the close of voting on Election Day, the vote tabulator will produce cumulative totals of all votes cast and the totals will be compiled to produce the final election results.

The use of vote tabulators has become a generally accepted vote counting method in Ontario municipal elections over the last several years and has been used at the

provincial level of government. Cambridge has used vote tabulators for a number of Elections and most recently at the 2020 Ward 7 By-election.

As a result, there are established and recognized best practices for municipalities to use for effective implementation, including those already created at the City of Cambridge in previous elections.

The use of vote-counting equipment, such as vote tabulators, allows for:

- efficient vote counting - making it possible to report unofficial election results on election night.
- secret and confidential voting process - ballots and voters cannot be connected.
- accurate and non-biased vote count - automated counting processes ensure that determination of voter intent and what is counted is consistent.
- the integration of accessible technology, which allows for independent marking of a ballot which is indistinguishable from any other ballot once cast in the tabulator.
- certainty and integrity of the process - results reflect votes cast.

The system is precise, easy to use for voters, and capable of generating final election results very quickly following the close of voting. Moreover, manual counting of ballots is not required.

Vote by Mail

Vote-by-mail is generally used in rural municipalities where electors would otherwise be required to travel some distance to vote at a polling station. This system requires significant printing and mailing costs, as each qualified elector is mailed a voting kit including instructions, a voter declaration form, a ballot, a secrecy folder, and a postage-paid return envelope.

Once ballots are returned to the municipality's designated return point, ballots must either be counted manually or using an optical scan vote tabulator.

To ensure all eligible electors receive a kit, a series of deadlines must be established, and voting kits may be sent in batches. In the first batch, voting kits would be mailed by the service provider to all eligible electors on the Voter's List. Following this mail out, a second period would be established wherein electors revising the list would receive a mailed voting kit sent by the municipality.

Due to the time it takes to mail a kit out to an elector and allow time for the completed ballot to be returned, this process can only take place up until approximately two weeks before Voting Day. For electors revising the list less than approximately 14 days before Voting Day, voting kits would be provided when they make their revision. It is important to note that these revisions would require electors to come to City Hall in person in order to receive the voting kit.

To complete their ballot, voters must mark the ballot, place it in the secrecy envelope and seal that envelope. They will then sign the declaration form and place it and their sealed secrecy envelope inside the return envelope to be returned to the municipality. These envelopes may be returned via Canada Post or dropped off at a secure location as designated in the election procedures established by the City Clerk. In order to allow adequate time for mailed ballots to be processed by Canada Post and delivered to the municipality, voters are provided an appropriate deadline by which they must place the return envelope in the mail in order to ensure it is delivered to the municipality by Voting Day. After this deadline, voters would be required to go to the designated drop off location in person.

To protect the integrity and security of the vote, designated drop off locations would need to be appropriately staffed and secured but still allow scrutineers to view processes. As such, a limited number of drop off locations could be provided, requiring some voters to drive well outside of their respective voting subdivisions to access a return centre if they are unable to meet the timelines required due to Canada Post processing.

Specific procedures may vary, but generally, as return envelopes are received after a certain date, the municipality will open the return envelopes to ensure that there is both a declaration form and secrecy envelope. Voters will be marked off the Voter's List based on the declaration form, and the secrecy envelope will be placed in a secure ballot box until Voting Day. This process, like any other on Voting Day, must be subject to scrutineer viewing.

On Voting Day, the secrecy envelopes will be opened and counted at a designated vote processing centre, generally through an optical scan tabulator, and the results processed in a similar manner to other paper ballot systems.

This could take considerably longer than systems used by the City in the past, as fewer tabulators would be used to process all of the ballots, resulting in later results reporting.

Vote-by-mail systems may leave opportunity for a number of votes to not be counted should a voter not follow the instructions completely or accurately. Ballots that are not accompanied by a signed voter declaration form, ballots that are loose inside the return envelope, secrecy envelopes that identify the voter or ballots that are received after 8:00 p.m. on Voting Day are rejected cannot be counted. When a voter attends a voting place and the tabulator rejects the ballot, the voter is present and may have the opportunity to correct their ballot. In a vote-by-mail system, the voter is not present so if the tabulator cannot read the ballot, that vote is not cast. While information and messaging would be distributed, vote-by-mail systems may leave significant room for voter error resulting in an unintentional loss of their vote.

As noted, all eligible electors in the municipality are provided with a voting kit regardless if the elector intends to use it or not. A vote-by-mail system prints significantly more ballots and incurs substantively larger postage costs than other systems.

Given the size and resource demands of this option, voting by mail is not a recommended option due to the potential inconvenience for voters, the results are not immediate and some votes may not be counted if the ballots are inadvertently spoiled or received after the established deadline.

While the other options include some printing and the use of an optical scan tabulators, vote by mail kits would require an entirely different system of processes which will require additional resources for security, staffing as well as additional postage and printing costs.

In anticipation of possible continued COVID-19 restrictions, this option is being employed by municipalities like the City of Toronto, the City of Ottawa, and the City of Guelph to provide an accessible method of voting for individuals who may not be able to attend a voting location in person.

Cambridge has provided a variety of methods to ensure accessible and safe voting methods are available in 2022.

Telephone Voting

The service provider that the City of Cambridge has on contract for the 2022 Municipal Election has advised that they are no longer supporting the telephone voting method.

They have advised that with very few exceptions, most municipalities in Ontario who used telephone voting in 2018 experienced issues using the telephone voting option. Among these issues was confusion by the voters due to long lists of candidates and the need to do multiple confirmations. On average the telephone voting system was used by a very small number of voters, in most jurisdictions less than 5%, but these voters were responsible for the largest number of complaints, and many required additional steps to be taken to assist them during the telephone voting process. As a result, voting time was increased along with general voter disenfranchisement.

Internet Voting

Internet voting has proven to be easy, simple, straight forward, convenient and private. The primary benefits offered by internet voting are convenience and accessibility, with the potential for minimal to moderate increase in voter turnout. Internet voting project showed that internet voting is associated with a 3% increase in voter participation in Ontario.

Based on research, voters over 50 years of age are the most likely to vote by internet. 97 municipalities utilized internet voting in the 2014 municipal election. 59 of the 97

municipalities ran fully electronic election, offering electors either internet voting only or a combination of internet and telephone voting.

In 2018, a number of municipalities using the same Internet Voting Provider experienced issues on Voting Day, Cambridge was one of the municipalities that experienced these issues.

The 2018 issues were caused by a limit placed on incoming online traffic by the Internet Voting Provider's third-party server that was approximately 1/10th of the Internet Voting Provider's system designated bandwidth. As a result, voting was not available for 90 minutes on Voting Day causing some municipalities to extend voting for up to an additional 24 hours to accommodate and provide the opportunity for electors to cast their vote while maintaining the integrity of the process. Although these municipalities experienced technical issues, there was no evidence of voter fraud, security breaches or other issues that could give cause for a controverted election.

Following the election, the affected vendor stated that the issues were related to a specific bandwidth issue, which has since been rectified. The vendor has also confirmed that it did not affect the security or accuracy of the elections in those municipalities. It is also important to note that these technological issues occurred only occurred on Voting Day, and 17 of the 51 municipalities used internet and telephone voting for the advance voting period only and did not experience these issues.

Internet voting offers benefits such as the integration of accessible technology and enables the voter to identify errors in the ballot selections prior to casting a ballot. This voting method also allows for automated election processes like ballot processing, striking names off the voters list, and an effective and rapid count of the votes at the close of voting.

Technological advances in protective measures such as firewalling and user authentication techniques all decrease the likelihood and effectiveness of these threats.

Proper testing and auditing throughout the various implementation phases also serve to protect the voting system from external threats. As part of the testing phases, Municipal Clerks, in addition to the vendors, conduct thorough logic and accuracy testing prior to the election to test the system. During the logic and accuracy testing phase, the Clerk can test the system by running a mock election, and may investigate the feasibility of including candidates and scrutineers in this process to help electors gain confidence in a new voting method. The Clerk may also establish partnerships with other municipalities who are conducting internet voting and participate in a joint audit of the internet voting system.

It is important to note that although there have been documented attempts designed to compromise an online voting system, there are no known disputed or challenged elections resulting from the use of an internet voting system.

There have been concerns raised that internet voting may violate privacy concerns, such as voter coercion, including family members exercising illegitimate and unlawful authority over another compelling them to vote a certain way. This kind of concern is also relevant with all voting methods.

Some voters may not have full confidence in an internet voting system and may be concerned with the security of the internet including voter fraud, security breaches or other challenges or issues to controvert an election.

Section 49(2) of the MEA provides that no person shall:

- a) interfere or attempt to interfere with an elector who is marking their ballot;
- b) obtain or attempt to obtain, at a voting place, information about how an elector intends to vote or who has voted;
- c) communicate any information obtained at a voting place about how an elector intends to vote or has voted.

The City Clerk is responsible to ensure that security and internal processes are established regardless of the method of election chosen to ensure that the integrity of the election process is upheld and the secrecy of the vote is maintained.

With internet voting, there are two basic models to use: one step and two step voting.

In one step internet voting, an eligible elector on the voters list receives a Voter Identification Information Letter in the mail. The voter identification letter will include a PIN, and other unique voter identification information (ID number) that the voter will use to access a website and vote. As noted above, the voter may also be requested to enter their birth date or other information as an additional security step, as determined by the municipality.

With the step two internet voting, the voter will first receive a Voter Information Letter in the mail. They will then register online and receive, through a separate email, a unique PIN and voter ID.

Ontario municipalities that have used internet voting in the past have developed their own processes to address security risks, voter verification, auditing and testing of the system, and internet and connectivity issues.

Academic studies and municipal statistics do not definitively indicate that internet voting has a significant impact on voter turnout; however, internet voting has been a successful customer service initiative that can lessen wait times and congestion at voting stations and has made voting more convenient and accessible. Internet voting provides a method of voting that may encourage participation from voters who may have previously faced barriers to voting such as mobility and time constraints.

Recommendations for 2022 Voting Methods

For 2022 the Clerk is recommending the following methods for the City of Cambridge:

Advance Voting Options:

Curbside in-person voting

The curbside in person voting method was recently used for the 2020 Ward 7 By-election and received positive feedback from electors. Staff will be implementing one curbside location within each Ward during Advance Voting Days and provide the opportunity for voters to experience a drive through voting experience.

Internet voting

Staff are recommending internet voting for Cambridge in 2022, however rather than voting via internet up until election day it is recommended to mitigate any disruptions that internet voting is only offered during the advance period and will conclude a few days prior to voting day. Staff are also recommending a joint audit of the internet voting be pursued with other municipalities who are using internet voting in 2022.

Election Day Voting Options:

In person voting

Staff recommend implementation of vote anywhere in your Ward on election day and establishing larger polling stations that will use paper ballots with vote tabulators.

Accessible voting

While curbside and internet voting provide accessible voting options, staff will also be providing a polling station at City Hall throughout the advance period and on election day that will provide fully accessible voting opportunities for the public with the use of accessible vote features such as paddle voting or sip/puff voting.

Planning in a Pandemic

It is important to note that any election model has an inherent risk. Therefore, regardless of the voting method selected, adequate back-up systems would still need to be provided to ensure emergency plans are in place should technology fail during the voting periods, whether that technology is an optical scan vote tabulator or an internet connection.

Regardless of the method selected, Municipal and School Board Elections also place an increased demand on the City's resources and Clerks and Technology Service divisions with respect the planning, and execution of the various methods and delivery.

Staff are recommending that the impact of COVID-19 be considered and that the City build off of recent successes proven through the 2020 Ward 7 By-Election. It is still unknown how long the safety and emergency measures which have been implemented will be in place. It is possible that there may be another wave of COVID-19 or another pandemic which may limit the ability for the public to gather in groups, impacting the method of voting selected for the 2022 Municipal Elections.

The City of Cambridge delivered a successful By-election shortly after the pandemic began, many safety precautions were implemented in the 2020 By-election to ensure elector, candidate and staff safety. Plexi glass barriers were installed, single use pens were provided to all voters, new staff roles at the poll were developed to ensure cleaning was frequent and capacity was managed. The City held Curbside voting outside of City Hall so electors could safely cast their ballot from the convenience of their vehicle.

The City of Cambridge was the recipient of the E.A. Danby Award in 2021 for planning and execution of the Ward 7 By-election. The City of Cambridge collaborated with 3 other municipalities, Ottawa, Windsor and Pelham who also planned and held By-elections. Each of the four municipalities ran unique and successful by-elections amidst the chaos of the pandemic. Through this, the City of Cambridge is fortunate to have pandemic procedures for municipal elections already established and tried and tested practices to exercise in 2022.

The City of Cambridge was also one of the first municipalities in history to apply Section 53 of the Municipal Election Act, exercising the authority of the Clerk to postpone an election.

Section 53 of the MEA authorizes the City Clerk to declare an emergency when circumstances have arisen that are likely to prevent the election from being conducted in accordance with the MEA, and allows the City Clerk to make arrangements that she considers advisable for the conduct of the election, as follows:

Clerk's Powers re: Emergency

Emergency

53 (1) The clerk may declare an emergency if he or she is of the opinion that circumstances have arisen that are likely to prevent the election being conducted in accordance with this Act.

Arrangements

(2) On declaring an emergency, the clerk shall make such arrangements as he or she considers advisable for the conduct of the election.

Conflict

(3) *The arrangements made by the clerk, if they are consistent with the principles of this Act, prevail over anything in this Act and the regulations made under it.*

Time

(4) *The emergency continues until the clerk declares that it has ended.*

No review or setting aside

(5) *If made in good faith, the clerk's declaration of emergency and arrangements shall not be reviewed or set aside on account of unreasonableness or supposed unreasonableness.*

As detailed in section 53 it is understood that the City Clerk is responsible both for declaring and lifting the declaration of emergency under the MEA. The Declaration of Emergency declared for the 2020 By-Election for Ward 7 is not to be confused with the Declaration of Emergency declared by the Mayor currently in place under the Emergency Management and Civil Protection Act.

On October 22, 2021 the Clerk declared that all 2020 Ward 7 By-Election timelines had passed, and the Declaration of Emergency was lifted.

Given the changing environment of the pandemic, and through the extensive planning of the 2022 Election, the Clerk will be prepared to adapt and if necessary implement the same authority that Section 53 provides, should there be risk to the safety of electors and the process of the 2022 Municipal and School Board Election.

Voters List:

The municipal voters list, as provided by the Municipal Property Assessment Corporation (MPAC), has been criticized across the municipal sector for its lack of accuracy, resulting in election administrators needing to devote considerable resources to correct substantial amounts of errors to enable voters to vote. Having an inaccurate voters list, despite efforts to correct it, pose enhanced barriers to voters and make the administration of the election process more difficult.

The province has recognized the need for an accurate and centralized voters list and has tasked Elections Ontario with this objective through Bill 204, *Helping Tenants and Small Businesses Act*, which received Royal Assent on October 1, 2020. Particularly, schedule 3 outlines that:

"The Election Act is amended to extend the Chief Electoral Officer's responsibilities with respect to the permanent register of electors to include persons entitled to be electors in municipal elections, beginning in 2024."

Given the imminent progress in this regard, staff are optimistic that this change will better facilitate the administration of internet voting in 2026.

Existing Policy/By-Law

The MEA provides the rules and guidelines for the administration of the Municipal and School Board Election.

Financial Impact

Staff believe that each option can be managed within the existing budget plus internal staff costs. The choice of option should not require any change to how the budget has typically been allocated for past elections as internet voting has been used by Cambridge since 2014.

Public Input

2022 Municipal Election Voting Method Survey – Have Your Say!

Election Survey

In August of 2021 eligible Cambridge voters were asked to provide input into the October 2022 Municipal and School Board Election through a survey which was designed to inform the subject report. The survey was available to complete beginning the second week of August through to the first week of September on the EngageCambridge platform and asked voters for their feedback on various election matters, including:

- Voting history and eligibility;
- General Ward and demographic information;
- When electors are most likely to vote (advance period or Voting Day);
- Comfort level and preferences around voting methods (in person paper ballot voting, mail in, internet voting and curbside/drive thru voting);
- How electors would like to hear about the 2022 candidates (all candidate meeting, door to door, website, newspaper, other);
- Accessibility and potential barriers to voting;
- Voting during a pandemic.

The survey received 128 responses, with ninety-five (95) per cent of respondents indicating they typically voted in the City of Cambridge Municipal and School Board

elections. Among survey respondents, ninety-eight (98) per cent indicated they were resident electors who live in Cambridge.

The Wards with the greatest response rates were Ward 4 (21.1 per cent), Ward 1 (17.2 per cent), and Ward 6 (14.1 per cent). The age groups most represented by the survey were 60-69 years (25.8 per cent), 50-59 years (21.1 per cent) 30-39 years (19.5 per cent), and 40-49 years (17.2 per cent).

When asked about their level of comfort with the methods to cast their vote, respondents ranked traditional paper ballot at a polling station and internet voting highest at seventy-seven (77) and sixty-four (64) per cent respectively, followed by curbside - in person voting at forty-two (42) per cent and mail-in voting at thirty-eight (38) per cent.

Sixty-one (61) per cent of survey participants indicated that they would be more likely to vote remotely via internet voting or mail-in ballots if pandemic restrictions are still in place for the 2022 Election.

A summary of the survey results and feedback received is included as Appendix A to this report.

2022 Outreach and Education

Planning for the 2022 Municipal and School Board Election will include outreach and education for the public on Advance and Voting Day options available. Similar to years past, a media campaign using print, social media and the City's website will be undertaken working with Communications staff.

Internal/External Consultation

Early in 2022, consultation with City's Tech Services, Purchasing and Communications Divisions will begin around the various technology planning, equipment/supply purchases and promotional work to be undertaken as part of preparations for the election.

Clerk's staff will attend each Citizen Advisory Committee to share the 2022 Election Plans and, with the exception of legislated committees, will communicate expectations around the pause in advisory committee activity between the period of September 1 – December 31 of an Election year as approved by Council in the Advisory Committee Preliminary Review Report 21-197(CRS) in July of this year.

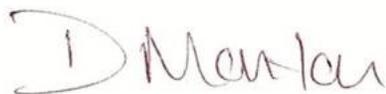
Conclusion

Based on the uptake of internet voting in the 2014 and 2018 elections and responses from the voting methods survey, staff are recommending a hybrid option of in-person and internet voting for the 2022 election year. The use of curbside in-person voting and

internet voting during the Advance Voting period will help to lessen some of the strain on Election Day and allows for wider coverage, while also considering individual voter preferences and potential barriers some voters may face with a traditional in-person paper ballot vote.

Signature

Division Approval



Reviewed by the CFO

Reviewed by Legal Services

Name: Danielle Manton

Title: City Clerk

Departmental Approval



Name: Dave Bush

Title: Deputy City Manager, Corporate Services

City Manager Approval



Name: David Calder

Title: City Manager

Attachments

- Appendix A – EngageCambridge Election Survey Results
- Appendix B – Draft by-law to authorize the use of alternative voting methods and vote counting equipment in the 2022 Municipal and School Board Election

Project Report

15 August 2018 - 11 October 2021

EngageWR

Municipal Voting: Have Your Say



Visitors Summary

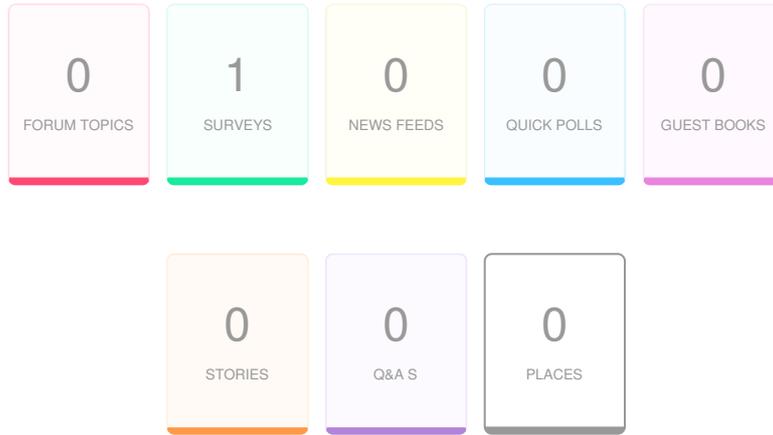


Highlights



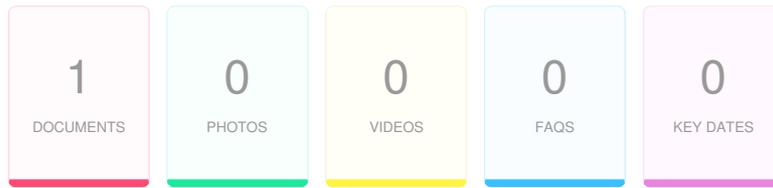
Aware Participants	498	Engaged Participants	128		
Aware Actions Performed	Participants	Engaged Actions Performed	Registered	Unverified	Anonymous
Visited a Project or Tool Page	498				
Informed Participants	267	Contributed on Forums	0	0	0
Informed Actions Performed	Participants	Participated in Surveys	128	0	0
Viewed a video	0	Contributed to Newsfeeds	0	0	0
Viewed a photo	0	Participated in Quick Polls	0	0	0
Downloaded a document	15	Posted on Guestbooks	0	0	0
Visited the Key Dates page	0	Contributed to Stories	0	0	0
Visited an FAQ list Page	0	Asked Questions	0	0	0
Visited Instagram Page	0	Placed Pins on Places	0	0	0
Visited Multiple Project Pages	127	Contributed to Ideas	0	0	0
Contributed to a tool (engaged)	128				

ENGAGEMENT TOOLS SUMMARY



Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Survey Tool	Voting survey	Archived	259	128	0	0

INFORMATION WIDGET SUMMARY



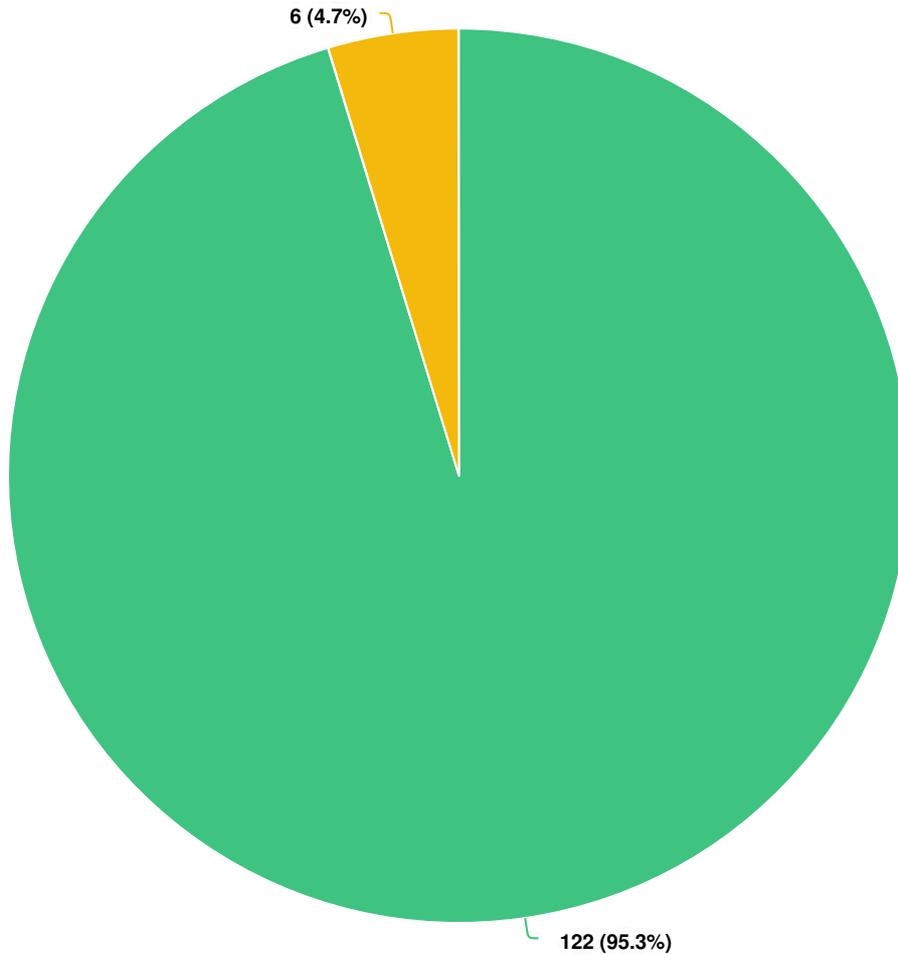
Widget Type	Engagement Tool Name	Visitors	Views/Downloads
Document	Description of Voting Methods.pdf	15	22

ENGAGEMENT TOOL: SURVEY TOOL

Voting survey

Visitors	259	Contributors	128	CONTRIBUTIONS	128
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Do you typically vote in City of Cambridge Municipal and School Board elections?



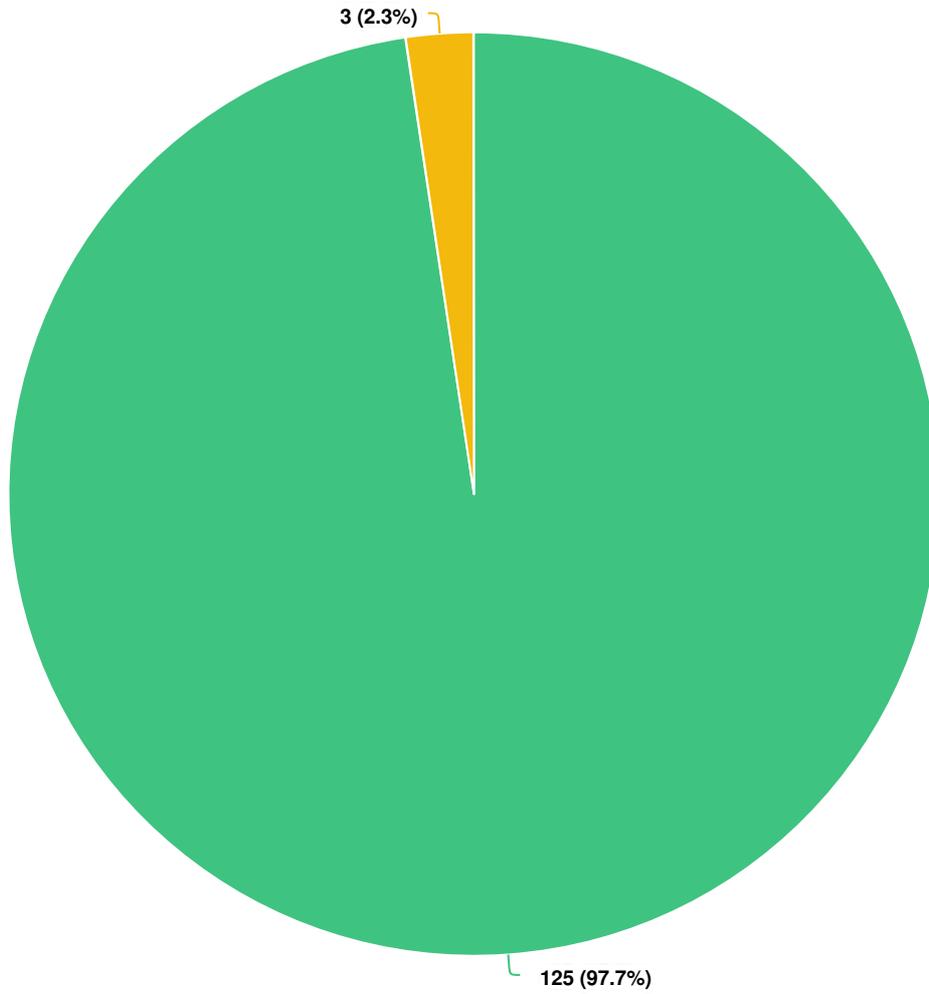
Question options

- Yes
- No

Mandatory Question (128 response(s))

Question type: Radio Button Question

Which of the above criteria best describes you:



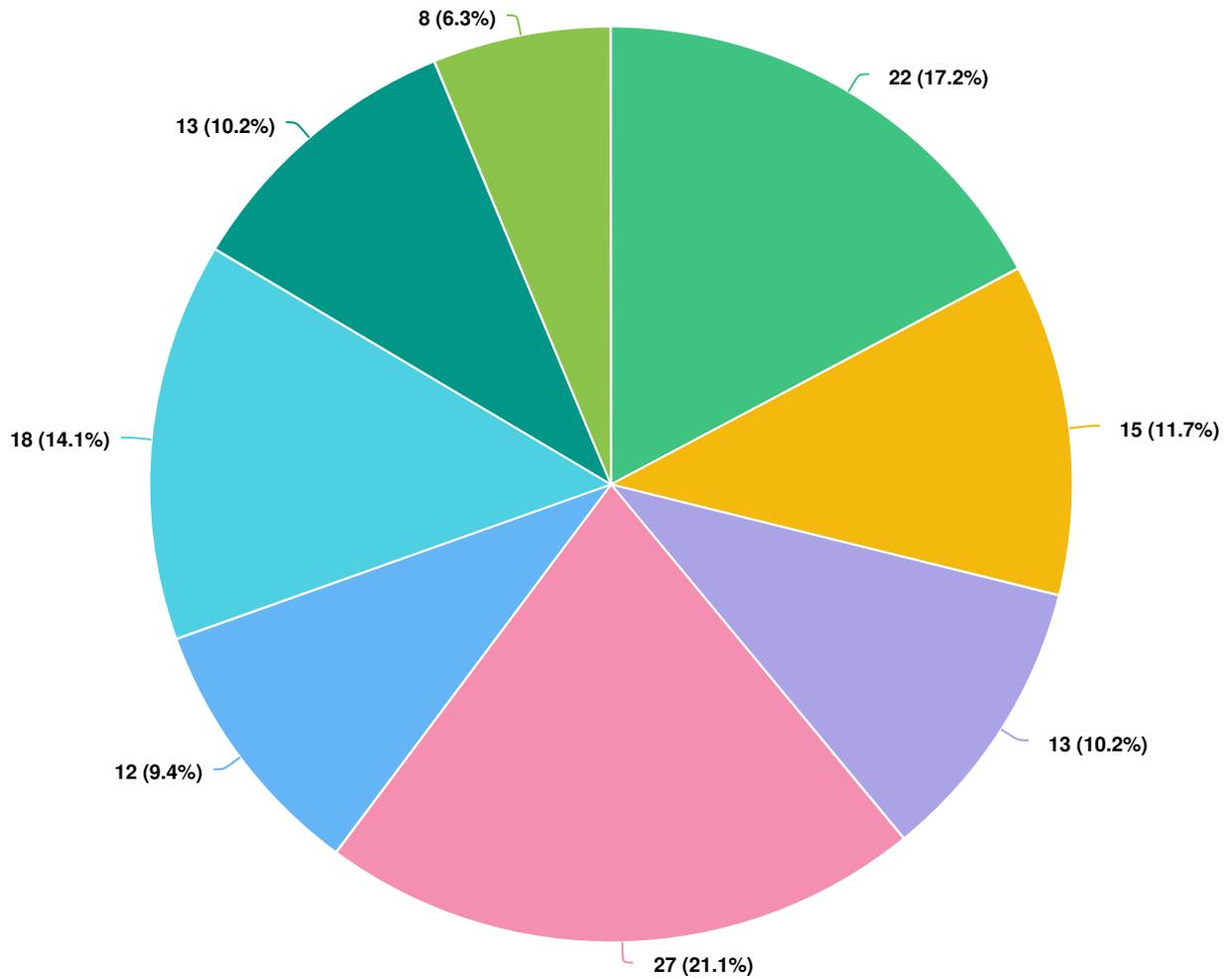
Question options

- I am a resident elector
- I am a non-resident elector

Mandatory Question (128 response(s))

Question type: Radio Button Question

To assist us in planning voting locations and methods please select the Ward that best describes you. If you are unsure of which Ward best describes you, check the City's Interactive Ward Map.



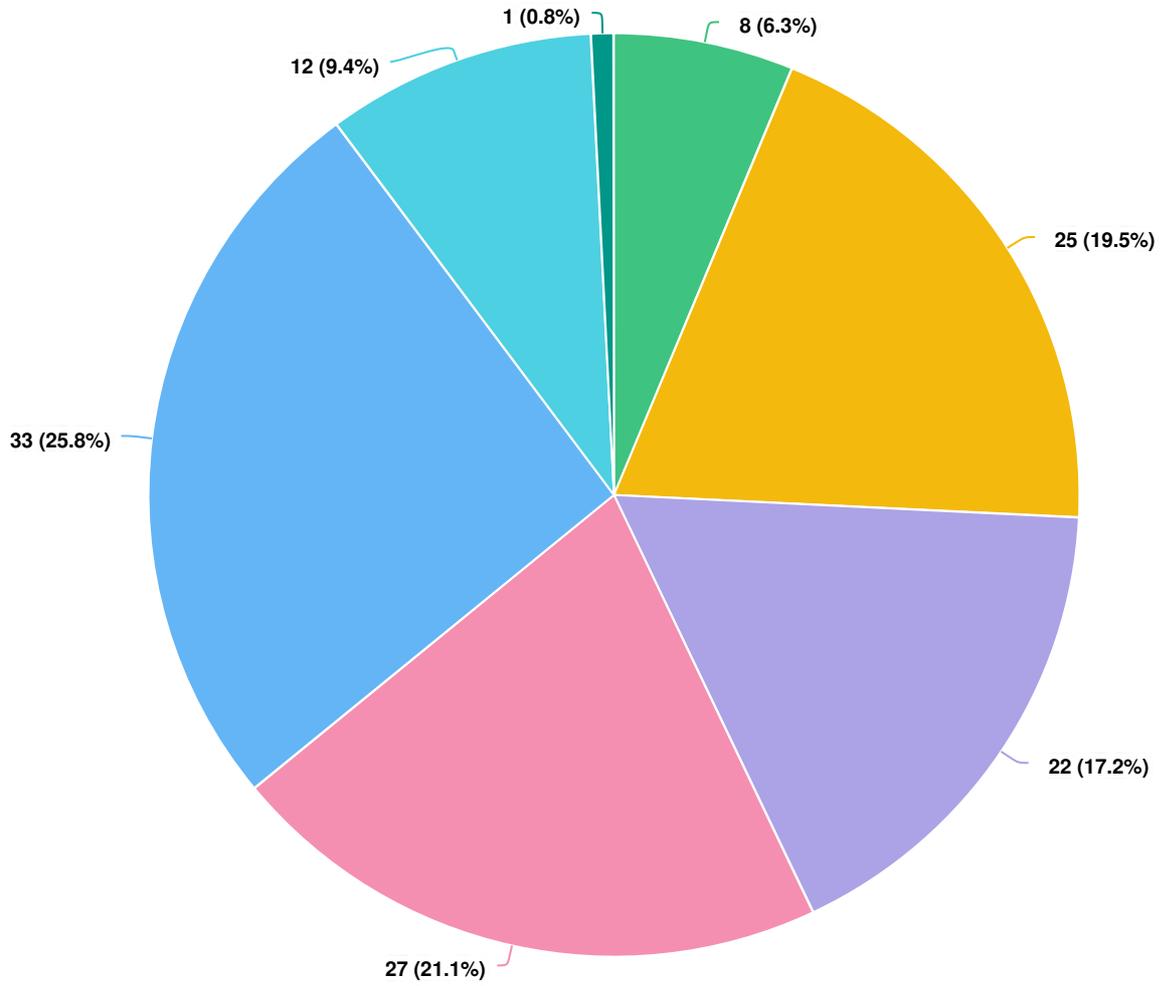
Question options

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6
- Ward 7
- Ward 8

Mandatory Question (128 response(s))

Question type: Dropdown Question

Now please select the Age Group that best describes you.



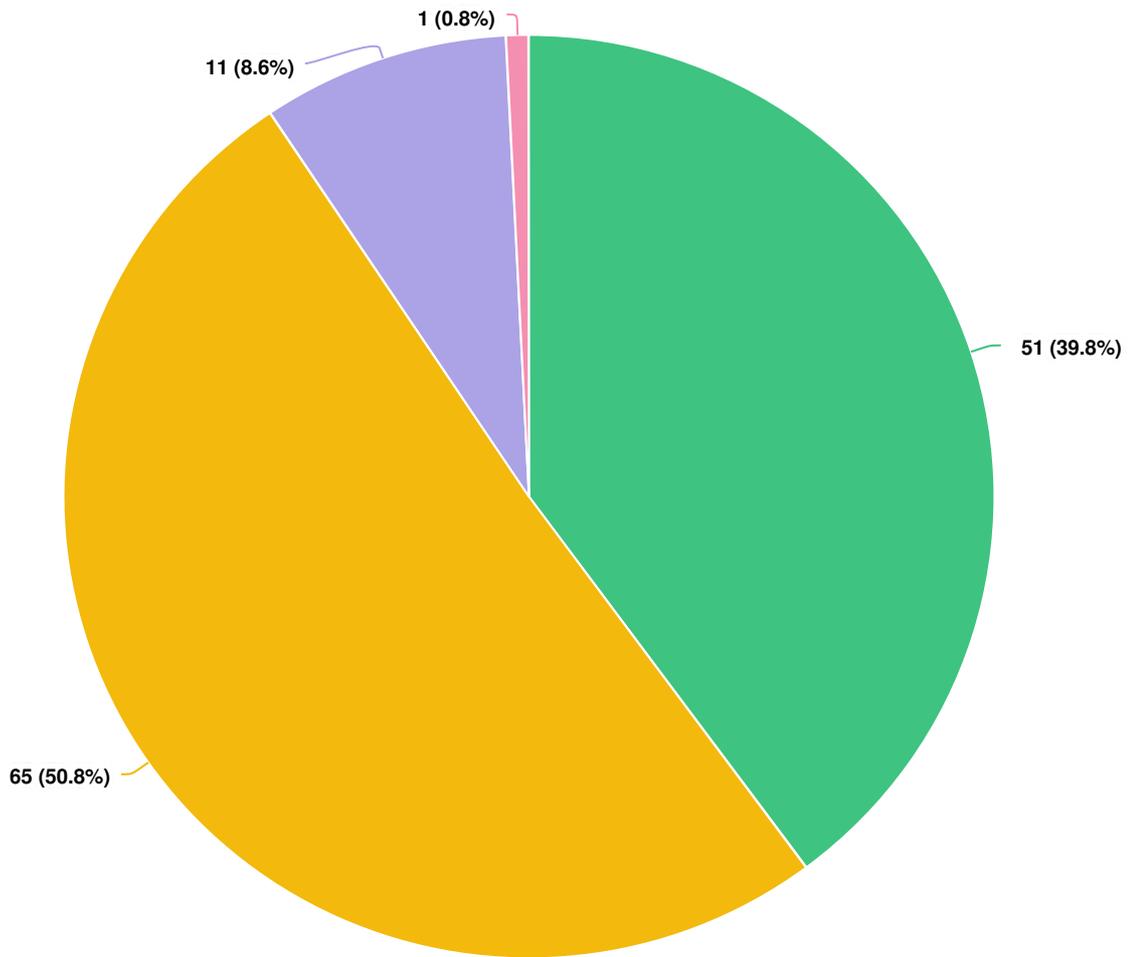
Question options

- 18-29
- 30-39
- 40-49
- 50-59
- 60-69
- 70-79
- Prefer not to say

Mandatory Question (128 response(s))

Question type: Dropdown Question

Municipal and School Board Elections provide voters with options to vote during an advance voting period or on Election Day. When are you most likely to vote?



Question options

- During the advance voting period
- On Election Day
- Don't know
- Prefer not to say

Mandatory Question (128 response(s))

Question type: Radio Button Question

Considering the methods to cast your vote described above, please rate your level of comfort with the following:



Mandatory Question (128 response(s))

Question type: Likert Question

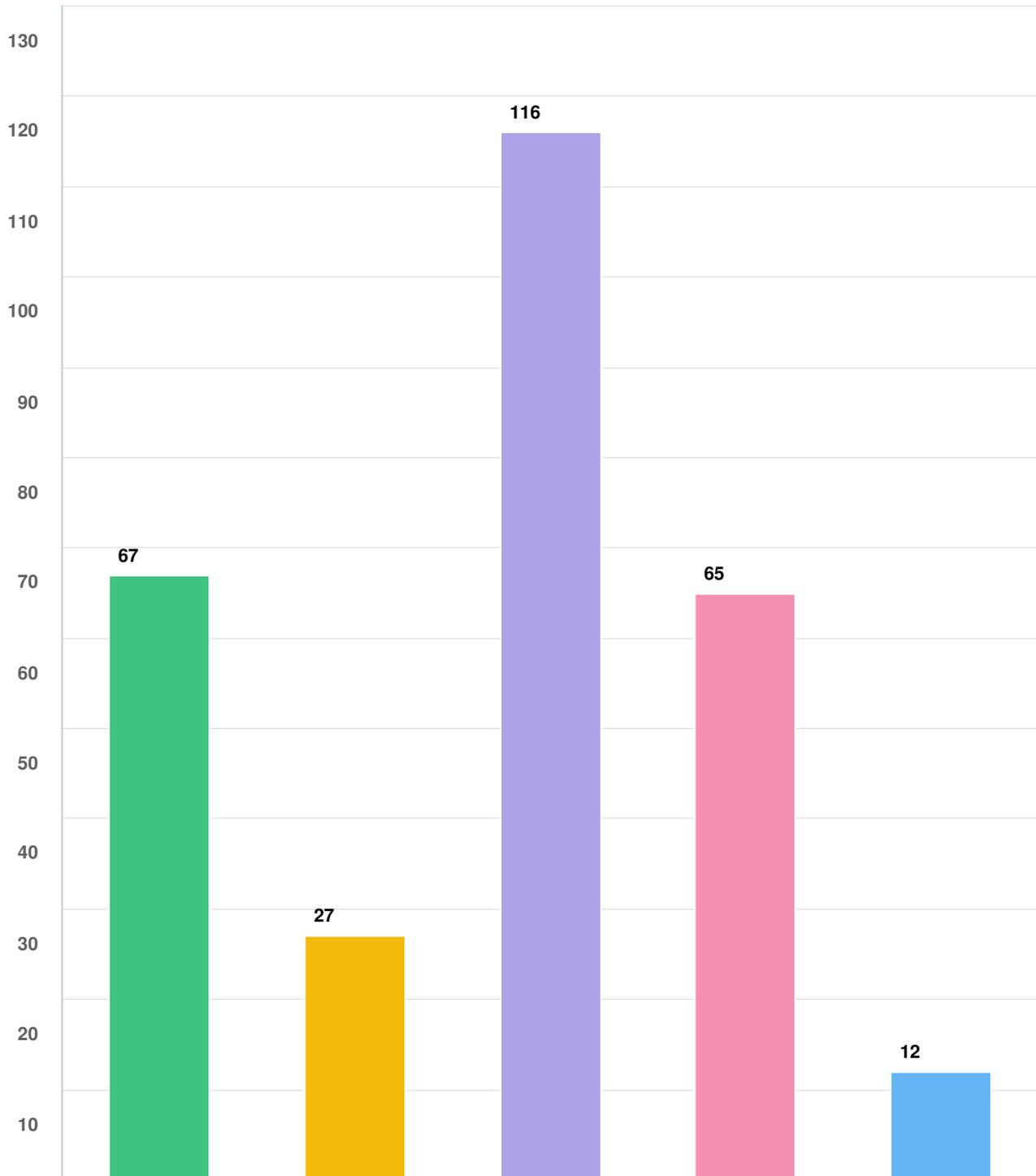
Please rank in order of your preference, each of the following voting methods. 1 being the most likely that you would use and 4 being the least likely that you would use.

OPTIONS	AVG. RANK
Internet Voting	1.76
Paper Ballot at a polling station with tabulator	2.02
Curbside/Drive thru voting	2.93
Mail-in ballot	3.30

Mandatory Question (128 response(s))

Question type: Ranking Question

How you would like to hear about the 2022 Municipal Election and School Board Candidates?



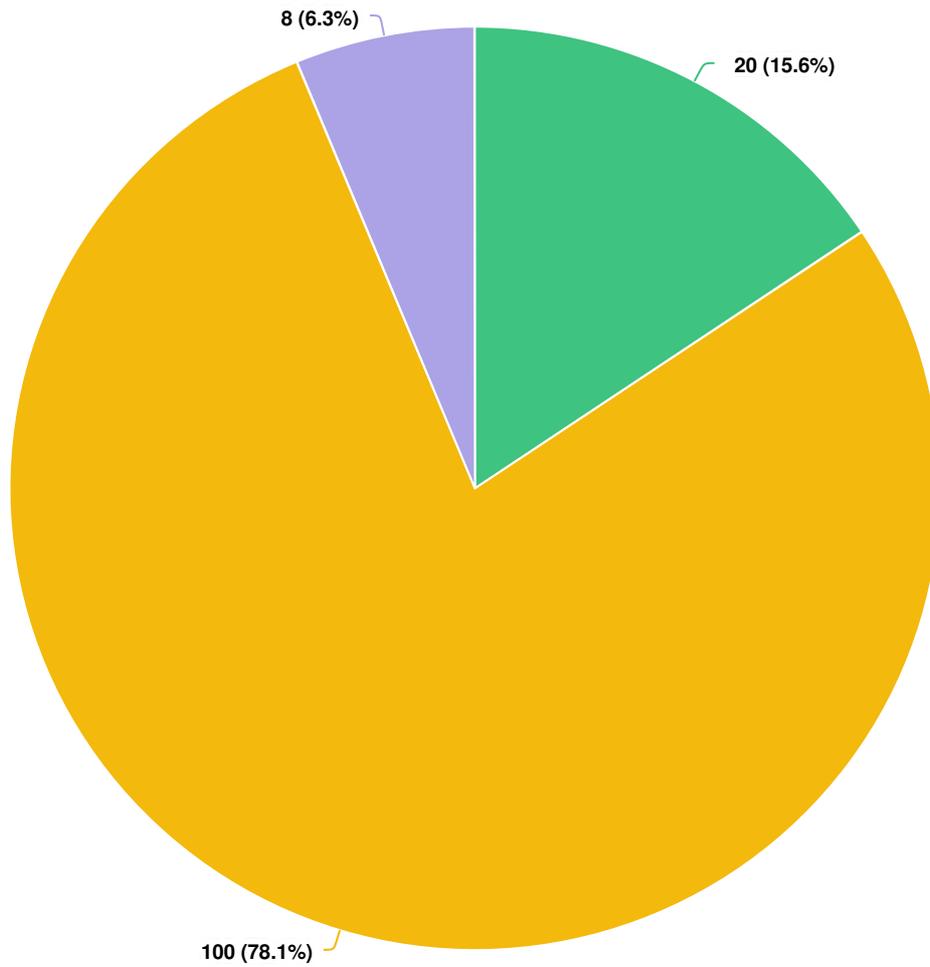
Question options

- Other
- Newspaper profiles
- Website write ups/bios
- Door to door campaigning
- All candidate meeting

Mandatory Question (128 response(s))

Question type: Checkbox Question

Disabilities, both visible and invisible, include physical, hearing, seeing, developmental learning or mental health conditions, chronic illness, and addictions. Disabilities may be from birth, caused by injury or accident, developed over time, or ...



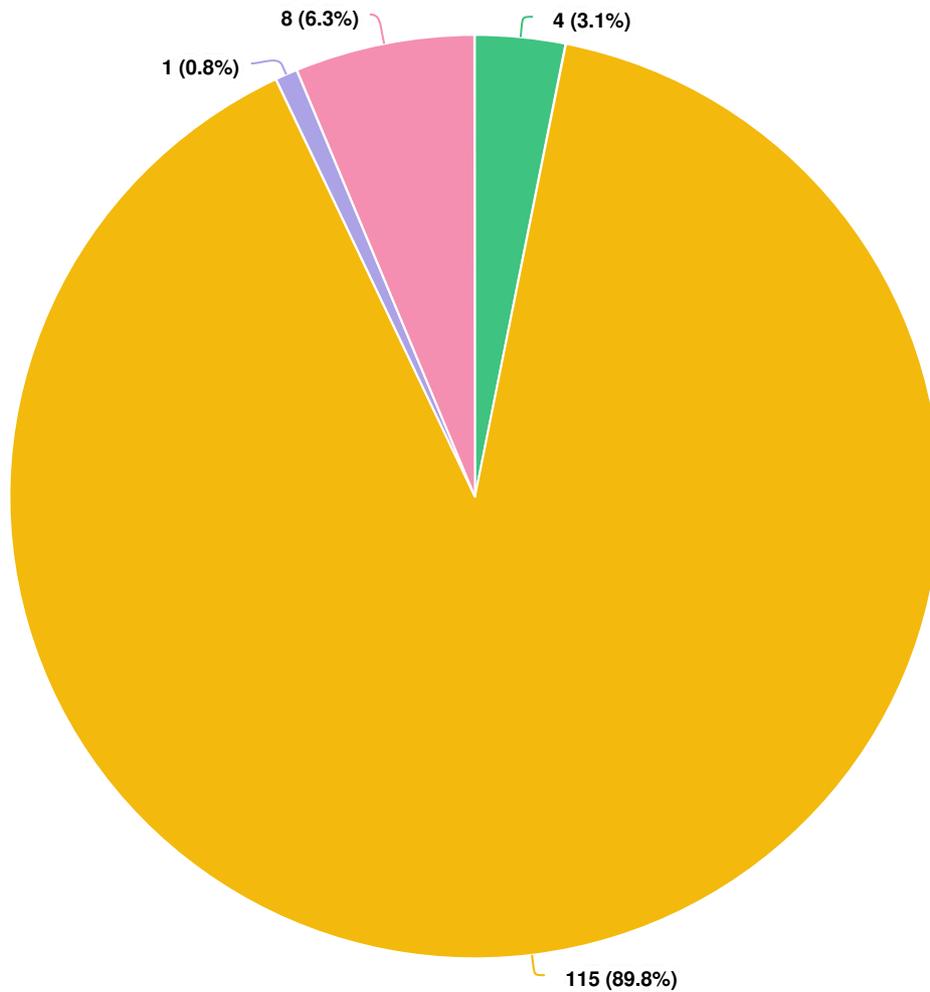
Question options

- Prefer not to say
- No
- Yes

Mandatory Question (128 response(s))

Question type: Radio Button Question

Are there any barriers that have prevented you from taking part in past Municipal and School Board Elections in Cambridge?



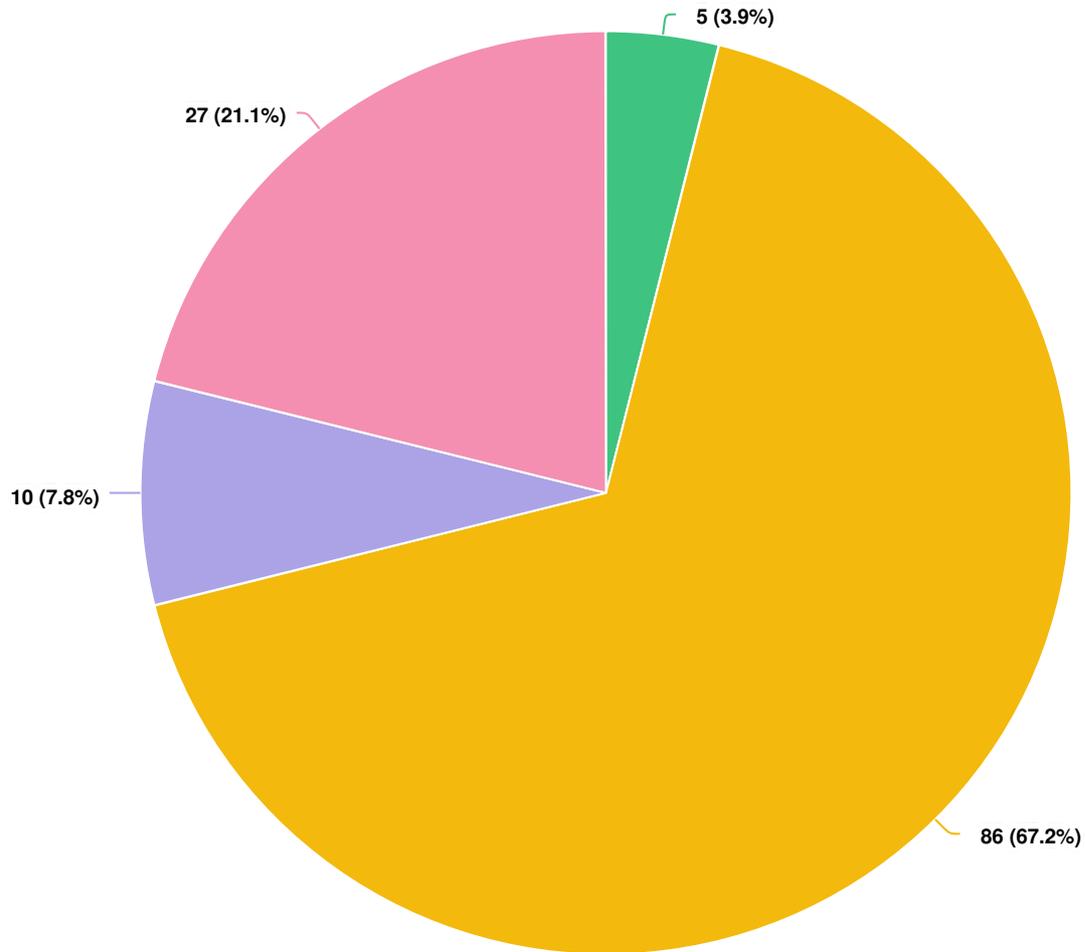
Question options

- Not applicable
- Unsure
- No
- Yes

Mandatory Question (128 response(s))

Question type: Radio Button Question

Do you foresee these barriers preventing you from taking part in the 2022 election?



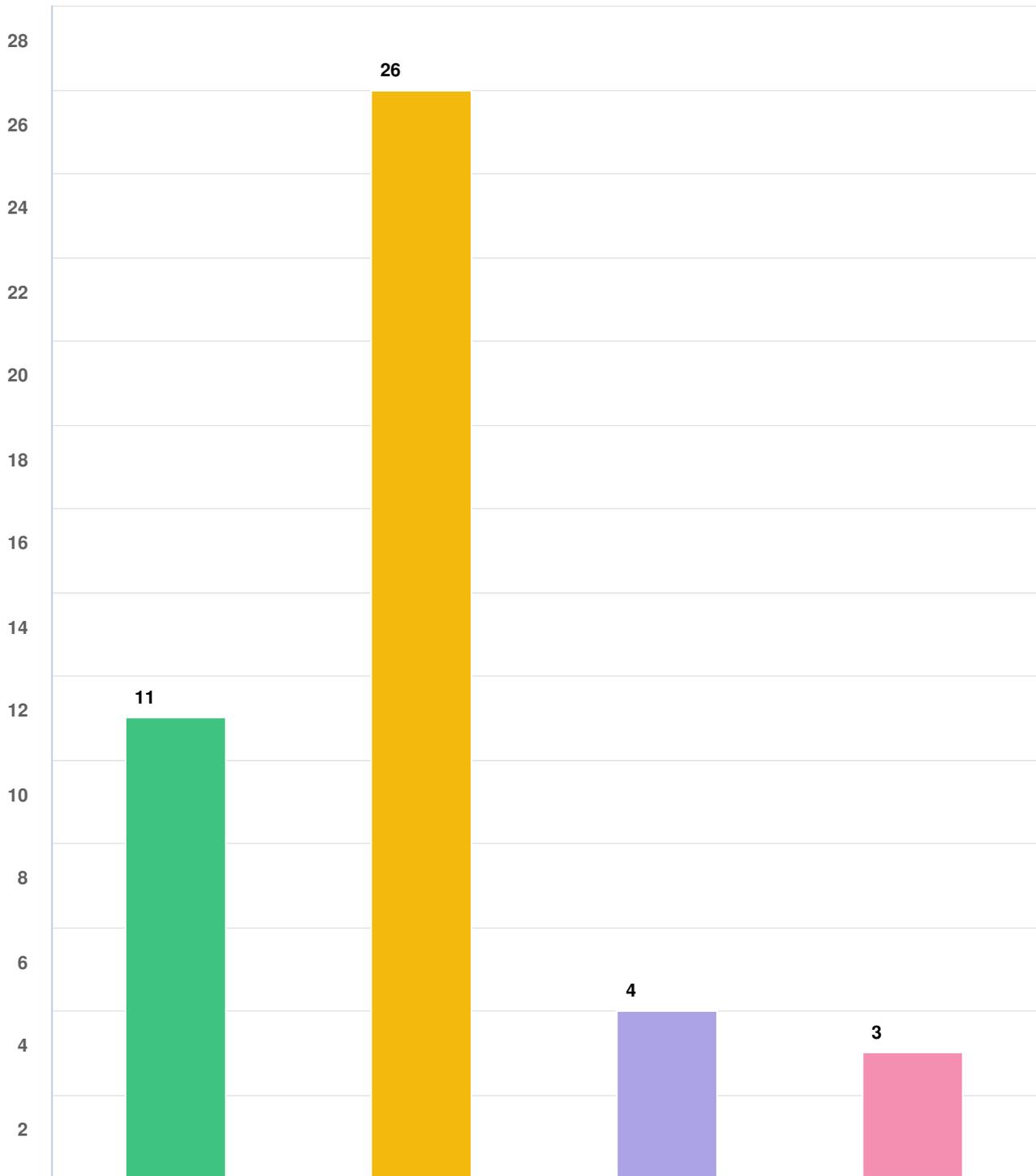
Question options

- Not applicable
- Unsure
- No
- Yes

Mandatory Question (128 response(s))

Question type: Radio Button Question

If you have indicated "yes" to either of the above questions, is there a voting method that would best accomodate you? (Please select all that apply)



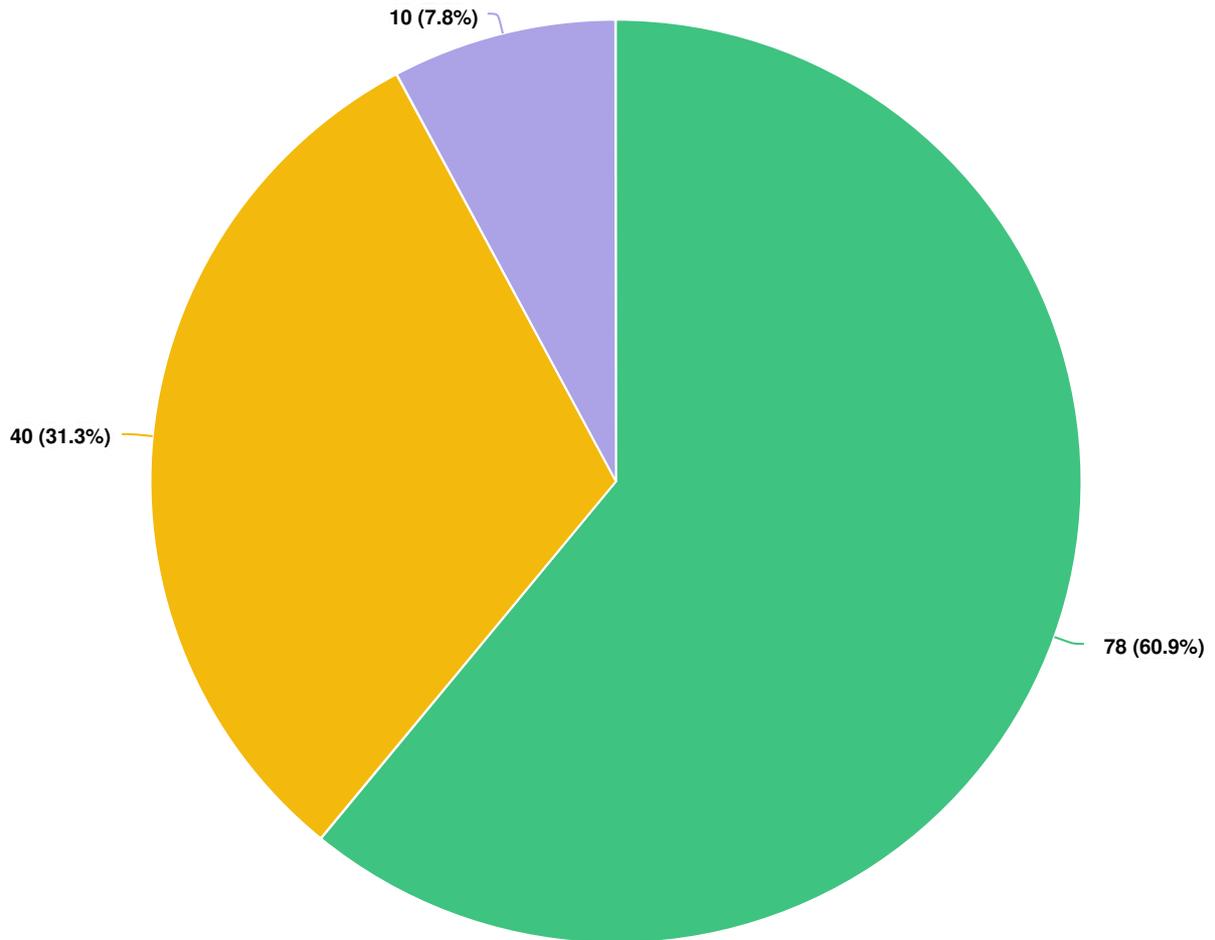
Question options

- Curbside/Drive thru voting
- Mail-in ballot
- Internet voting
- Paper ballot at a polling station with tabulator

Optional question (36 response(s), 92 skipped)

Question type: Checkbox Question

Considering the COVID-19 pandemic, would you be more likely to vote remotely in the 2022 Municipal Election if the option was available? (i.e. via mail-in ballot or internet voting)



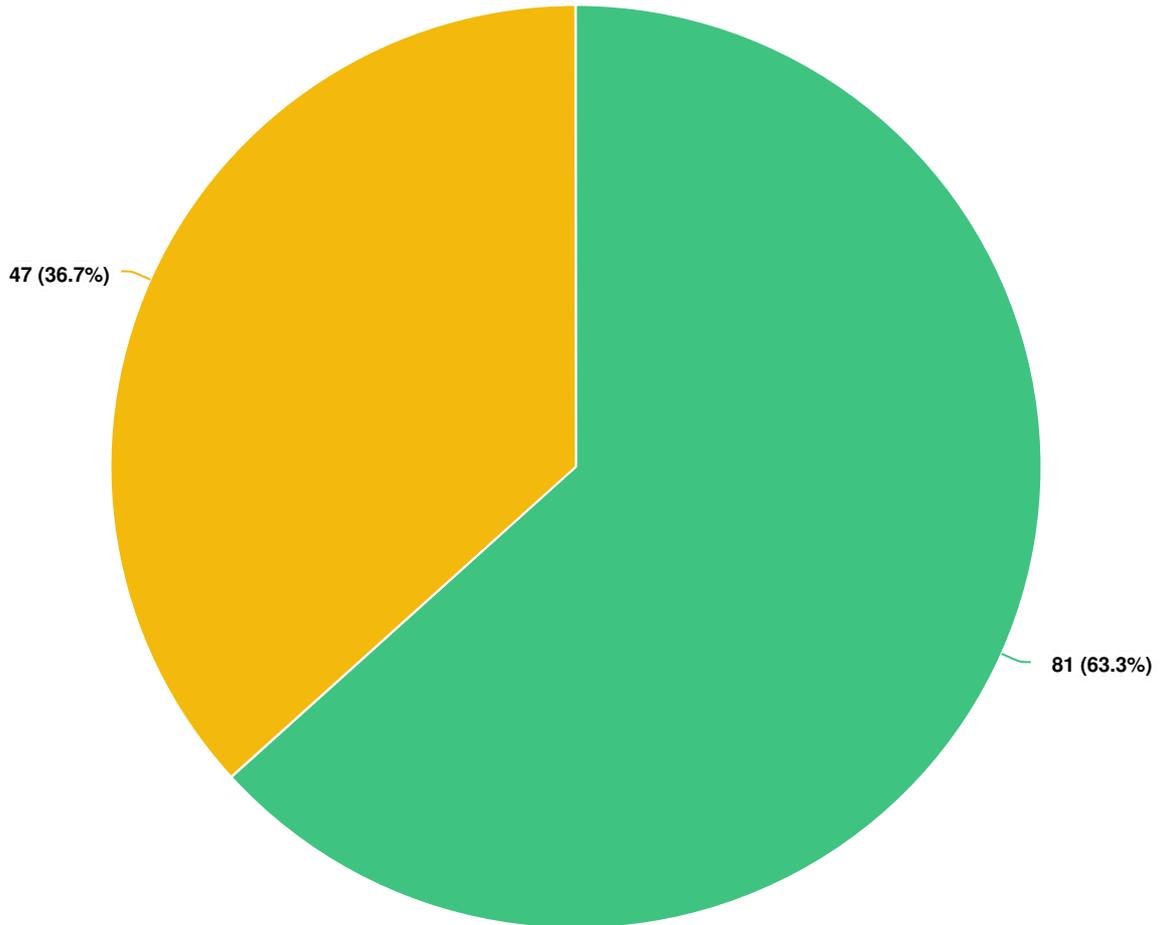
Question options

- Unsure
- No
- Yes

Mandatory Question (128 response(s))

Question type: Radio Button Question

If you would not be likely to vote remotely, would you prefer to vote by paper ballot at a polling station with a tabulator or curbside/drive thru?



Question options

- Curbside/drive thru
- Paper ballot at a polling station with a tabulator

Mandatory Question (128 response(s))

Question type: Radio Button Question

Appendix B – Draft Alternative Voting Methods By-law

THE CORPORATION OF THE CITY OF CAMBRIDGE

By-law 21-XXX

Being a by-law to authorize the use of alternative voting methods and vote counting equipment for the 2022 Municipal and School Board Election

WHEREAS Section 42 of the *Municipal Elections Act*, 1996, S.O. 1996, c. 32, as amended, provides that the council of a local municipality may, by by-law, authorize the use of optical scanning vote tabulators and alternative voting methods;

AND WHEREAS the Council of the City of Cambridge deems it appropriate and in the public interest to utilize optical scanning vote tabulators and vote by internet as the methods of conducting the 2022 Municipal and School Board Election,

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. **THAT** the use of optical scanning vote tabulators for the purpose of counting votes in the 2022 City of Cambridge Municipal and School Board Election be hereby authorized.
2. **THAT** internet voting be hereby authorized as an alternative voting method in the 2022 City of Cambridge Municipal and School Board Election.
3. **THAT** By-law 63-17 is hereby repealed.
4. **AND THAT** this by-law shall come into force and full effect on the date of passing.

Enacted and Passed this X day of month, 20XX.

MAYOR

CLERK