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**To:** Mayor and Council

**From:** Barbara Kane, Director of Legislative Services/Municipal Clerk

**Date:** January 9, 2023

**Subject:** Report #LS-001-2023 – 2022 Election Summary

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## Recommendation

Be It Resolved That Report #LS-001-2023 dated January 9, 2023 be received.

## Background

Under Section 12.1(3) of the Municipal Elections Act, the Clerk, following the 2022 municipal election, is required to provide a report about the ‘identification, removal and prevention of barriers that affect electors and candidates with disabilities’ within 90 days after voting day.

This report will also provide council with an overview of the 2022 municipal school board election, as well as provide recommendations for continued improvement and plans for future elections.

## Comments and Analysis

### Election Summary

In 2021, the Township conducted a Ward Boundary review which resulted in the reduction of the number of Wards from seven (7) to five (5) reducing the size of Council from nine (9) to seven (7).

As part of the 2022 communication plan for the elections, newspaper articles, social media blasts were used to promote an interactive “Know Your Ward” webpage to assist electors in determining their ward.

The Township had 27 candidates register for the elections, 16 for the office of council, 11 for the office of school board trustee and no third-party advertisers. As part of the nomination process, the Mayor and one school board trustee were acclaimed.

The 2022 Elections were conducted by traditional ballot with tabulator counting and internet voting. 403 electors casted their vote in person at one of the four (4) advance voting days, 3,722 electors casted their vote via the internet. The oldest person to vote in the election which was conducted via the internet was 98 years old and 21 electors who became eligible to vote, voted for the first time.

Public feedback on the election was positive with electors responding well to online voting in combination with the in-person voting centres that provided paper ballots, with the use of a tabulator, or tablets for those who wanted to vote online in a more traditional voting environment.

In total, 4,125 electors participated in the election resulting in a 31.75% voter turnout, a reduction of 7.23% from the 2018 election.

Ward	Count	Voted	Turnout
01	2,920	814	27.88%
02	2,601	1,044	40.14%
03	2,649	746	28.16%
04	2,325	766	32.95%
05	2,498	755	30.22%
<b>Total</b>	<b>12,993</b>	<b>4,125</b>	<b>31.75%</b>

For comparison, Appendix “A” provides the 2022 voter turnout for Simcoe County. Overall, voter turnout during the 2022 municipal elections in Simcoe County continues to decline with the lowest turnout being the Township of Essa at 15%. (Tay was not recognized as only the school board election was conducted).

The Township of Clearview partnered with the Town of Collingwood and the Town of Wasaga Beach to share resources during the elections which included the hosting of joint candidate and third-party advertiser information sessions by the Ministry of Municipal Affairs and Housing and Amberely Gavel and tabulator training sessions for staff by Dominion Voting reducing election costs.

[Accessibility Plan Update](#)

In February 2022, the Township developed the attached Appendix “B” - “2022 Municipal Election Accessibility Plan” which was reviewed by the Accessibility Advisory Committee. The objective of the plan is to highlight the measures the Township will implement to ensure equal opportunity for all electors and candidates to participate in the municipal elections including:

- Voting methods
- Voting locations
- Voting assistance
- Communications (including feedback)
- Candidate accessibility information

In addition to the plan, and to further assist electors in registering to vote in the 2022 municipal elections, online voter registration was made available to eliminate the requirement for an elector to attend in person to add and/or amend their voter information on the Voter's List. In total, 226 electors utilized the online voter registration.

The following accommodations were utilized during the elections:

- Use of magnifying sheets
- Voting assistance
- Relocation of a voting station closer to entrance

### Considerations for 2026 Elections

The following feedback was received from members of the public during the voting period and will be considered for the 2026 elections:

- Paper ballots and tabulators to be permitted on voting day
- No voting on a Sunday or an additional voting day within the same hamlet

### Clearview's Strategic Plan

The above initiative supports the following strategic pillars:

- Governance

### Financial Implications

There are no financial implications associated with this report.

### Report Appendices

Appendix A – 2022 Voter Turnout % Simcoe County

Appendix B – 2022 Municipal Election Accessibility Plan

### Approvals

<b>Submitted by:</b>	Barbara Kane, Director of Legislative Services/Municipal Clerk
<b>Reviewed by:</b>	Barbara Kane, Director of Legislative Services/Municipal Clerk
<b>Financial Implications Reviewed by:</b>	Not applicable

## Approvals

**Submitted by:** Barbara Kane, Director of Legislative Services/Municipal Clerk

**Approved by:** CAO

**2022 Voter Turnout % Simcoe County**

<b>Municipality</b>	<b>Method</b>	<b>Turnout %</b>	<b>Higher or Lower than 2018</b>
Adjala-Tosorontio	Internet/Telephone	41.5	Lower
Barrie	Internet/Telephone	30.45	Higher
Bradford West Gwillimbury	Internet/Telephone	33.8	Lower
Clearview	Internet/Telephone with Polls/Tabulators	31.75	Lower
Collingwood	Internet with Polls/Tabulators	39.68	Lower
Essa	Paper, Manual Count	15	Lower
Innisfil	Internet/Telephone	24.26	Lower
Midland	Internet/Telephone	35.6	Higher
New Tecumseth	Internet/Telephone with Polls/Tabulators	33.61	Lower
Orillia	Paper, Vote Tabulators	32.4	Lower
Oro-Medonte	Paper with Vote Tabulators, Vote by Mail upon request	35.81	Lower
Penetanguishene	Internet/Telephone	39.5	Lower
Ramara	Internet/Telephone with Polls/Tabulators advance only	36.1	Lower
Severn	Internet with Polls/Tabulators	31	Higher
Springwater	Internet/Telephone	32.88	Lower
Tay	Internet/Telephone with Polls/Tabulators on Election Day only (school board only)	7.15	Lower
Tiny	Vote by Mail	33.58	Higher
Wasaga Beach	Internet/Telephone	48.98	Higher

Corporation of the Township of Clearview

# 2022 Municipal Election Accessibility Plan



CLEARVIEW

**Reviewed by the Accessibility Advisory Committee**

February 8, 2022

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## **Introduction**

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The Accessibility plan will address the specific accessibility requirements in relation to the 2022 Municipal and School Board Election in the Township of Clearview.

The Township of Clearview has made great efforts in promoting a barrier free community. In an effort to ensure that the 2022 Municipal Election is consistent with the core principles of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), this planning document was developed in advance of the election in order to identify measures to be taken during the Election process and to be reported to Council following the Election.

## **Objectives**

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This plan is intended to highlight measures that the Township of Clearview will implement to ensure equal opportunity for all electors and candidates. These objectives include:

- That persons with disabilities are able to independently cast their vote and verify their selection.
- That persons with disabilities have full and equal access to all information on where and when to vote and on eligible candidates.
- That persons with disabilities can fully participate in the Municipal Election as an elector, candidate, or election official.
- That efforts are made to ensure that electors with disabilities are aware of the accessibility measures available via channels such as the newspaper, media launches, the Township of Clearview's website and social media.
- That all voting assistance locations are accessible.

## **Development of the Plan**

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This plan is a "living" document which will be improved and updated as best practices are identified and new opportunities for improvement arise. In order to develop the plan below, several steps were taken to ensure that statutory requirements were met, and a feasible implementation plan was in place. During the development of the 2022 Municipal Election Accessibility Plan, the following steps shall be implemented:

- Review and analysis of documents, policies and other supporting materials from AMCTO, neighbouring municipalities, the Ministry of Municipal Affairs and Housing, technology suppliers and other various stakeholder groups.
- Establish staff training standards and practices directly related to the Election to ensure that people with disabilities are able to vote in a positive customer service environment and ensure that all Election Officials recognize that a voter's needs shall be accommodated.

## Voting Methods

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For the 2022 Municipal and School Board Election the Township will be working with Dominion Voting to provide to eligible voters, internet voting and in-person voting using traditional paper ballots. This hybrid approach to voting methods includes the convenience and independence of voting from anywhere via internet and the option to vote in-person at accessible voting locations.

Everyday tools like computers and other aids can present accessible opportunities for persons with disabilities to accomplish more, while being consistent with the principles of independence, dignity, integration and equal opportunity.

### Internet Voting

The Dominion Voting system provides voters with the capability to vote from the comfort of their own home through internet voting. Voting from home facilitates the voting process for persons with disabilities who may have mobility restrictions, visual impairment, and/or have a difficult time with transportation.

Additionally, persons who have assistive devices set up in their homes can now use them to assist with casting a ballot privately and independently.

By allowing persons with disabilities to vote from any location and from a selection of methods, there is an increase in the capability for the voter to vote without any assistance. This provides persons with disabilities the same independence and privacy in participating in the election as other voters.

Eligible voters may vote online, using a smart phone, tablet device, gaming device or computer and any accompanying assistive devices or software, along with their PIN and other qualifying information (i.e. possibly date of birth) to access the internet address provided in their Voter Instruction Letter.

For those individuals without means to access voting via the internet from the comfort of their own home, or who require the assistance of a trained Election Official, the voting locations will also be equipped with areas for in-person internet voting opportunities via a laptop or tablet.

The Dominion Voting System has been created to meet the Web Content Accessibility Guidelines (WCAG-2 Level AA), so that persons with disabilities can perceive, understand, navigate and interact with the online voting system. It is compliant with the guidelines of the World Wide Web Consortium website principles, which include organization, functionality and readability of information provided, as well as alternative ways of representing information, such as with audio.

## In-Person Voting with Paper Ballots

The Township will be using a composite paper ballot where on which electors choose their preferred candidate(s) by placing a mark, with a pen or pencil in the circle next to the name of the chosen candidate(s).

An elector with a disability may choose to have a person assist them behind the voting privacy screen. If an elector does not have a support person, trained Election Officials will be present at the voting locations across the Township of Clearview to provide assistance. Magnifying sheets will be provided behind each privacy voting screen for use by electors in reading the ballot.

The voting areas at each location will be set up taking into consideration the table heights and to ensure proper spacing between each area, allowing for wider aisle widths for use of a wheelchair or any other mobility device. Having accessible voting areas will allow electors, if they wish, to vote independently without the assistance of a support person.

## Voting Location(s)

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Voting locations will be equipped to facilitate traditional ballots and in-person internet voting using a laptop or tablet. An accessibility assessment of each physical voting location will be conducted. The following considerations are taken into account when determining which location(s) will be used. For the purpose of this plan, the voting location includes the exterior parking and walkways associated with the location. The voting locations will be advertised on the Township of Clearview website, social media accounts, and in the local newspapers.

## Accessible Route to Entrance and Exit

The route to the entrance of the voting location shall be unobstructed and accessible. The route shall be wide enough to allow for an individual using a wheelchair, mobile equipment, other assistive device, or service animal to travel safely. An easily navigable route will be marked for entry into the voting location and into the voting area within the location. The voting area will be identified with clear and understandable signage.

Doors into the Voter Help Centre(s) shall be accessible and easy to open or shall remain propped open for the duration of the voting location hours. Routine checks of entrance and exit routes will be made throughout the hours of operation.

## Parking

Accessible parking shall be available at all voting locations. The designated parking space(s) shall be clearly marked with the International Accessibility Symbol and will be on firm and level ground, close to the entrance of the voting location. Routine checks will be made to ensure all entrances remain barrier free through the course of the day.

## Interior Voting Area

Access to the interior Voting Area will be level and easily traversed. Any doormats or carpeting will be level with the floor to prevent potential tripping hazards. All voting areas are to be well lit and seating will be made available.

## Voting Assistance

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### Support Person/Friend of the Voter

Pursuant to the Township of Clearview Accessible Customer Service Policy, people with disabilities shall be permitted to be accompanied by a support person at any voting location. A designated support person and/or 'Friend of the Voter' will be administered an oath of secrecy/confidentiality by an Election Official prior to providing any such assistance.

### Service Animals

Pursuant to the Township of Clearview Accessible Customer Service Policy, individuals requiring service animals are permitted to be accompanied by a service animal at all voting locations.

### Election Officials

At voting locations, upon request, Election Officials are available to assist any voter who requires assistance in casting their traditional paper ballot or online ballot. All individuals working in the capacity of an Election Official are formally appointed as such and administered an oath of secrecy prior to voting day. Prior to entering the voting booth, the Election Official shall, in conjunction with the elector, determine the extent to which he/she needs assistance and the best way in which this assistance can be provided. This may actually be marking the ballot as directed by the person with the disability.

### Assistive Personal Equipment

Electors with disabilities may use assistive personal devices including wheelchairs, walkers, white canes, walking canes, note taking devices, portable magnifiers, recording machines, assistive listening devices, personal oxygen tanks and devices for grasping at the voting location.

### Vision Loss

Each Voting Place will be equipped with magnifying sheets to assist an individual with low vision.

### Hearing Impaired, Deafness and Hearing Loss

Each Voting Place will be equipped with a pad of paper and pen to communicate with electors with hearing impairments, if required.

## **Candidate and Registered Third Party Assistance**

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Candidates and scrutineers are permitted to be accompanied by a service animal at all voting locations and other designated election locations.

The Township will also work with candidates and/or registered third parties who require mandatory election documents, forms and materials in an alternate format.

In accordance with section 88.20 (8) of the Municipal Elections Act, 1996, expenses directly related to an individual's disability which would not have been incurred if not for the election, are not subject to the spending limit if they are incurred by a candidate or a registered third party who is an individual with a disability.

## **Election Official Training**

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The Township of Clearview will make every effort to utilize Township resources, including staff, to be Election Officials. As a requirement under the AODA, all staff members have taken accessibility training, including accessible customer service.

For any additional Election staff that need to be recruited, part of the onboarding process will be the completion of accessibility training including customer service, the Human Rights Code and the AODA, and an overview of the Integrated Accessibility Standard Regulations.

## **Communication**

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The 2022 Municipal and School Board Election Accessibility Plan will be made available at Clearview Administration Centre, 217 Gideon Street, Stayner and by way of the Township of Clearview's website [www.clearview.ca](http://www.clearview.ca) Alternative formats will be made available upon request. The Plan will also be provided to all registered Candidates to assist with communicating supports to electors.

## **Election Materials**

The Township of Clearview is required, as per the Accessible Customer Service Standard, to provide a copy of a document to a person with a disability, or the information contained in the document, in a format that takes into account the person's disability.

## **Alternate Formats**

Alternate formats are other ways of publishing information besides regular print. Some of these formats can be used by everyone while others are designed to address the specific needs of a user.

The Township of Clearview and the person with a disability may agree upon the format to be used for the document or information.

## General Election Materials

**Large Print:** Printed material generated by the Township of Clearview can be made available in a font (print) size that is 16 to 20 points or larger.

**Website:** Information generated by the Township of Clearview on the website in relation to the election will be compliant with WCAG 2.0 Level AA and allow for assistive software to be utilized. In addition, website font can be adjusted within the browser's functionality to aid the user in reading the information.

## Service Disruptions

From time to time and/or for unforeseen circumstances beyond the Township of Clearview's control, temporary service disruptions may be experienced. In the event of a temporary accessible service disruption, Election Officials will commit to making reasonable efforts to ensure that services are reinstated as quickly as possible and that alternative services are provided where feasible.

In these instances of service disruptions, the Township of Clearview shall provide reasonable notice in the event of a planned or unexpected disruption in the facilities or services usually used by persons with disabilities.

Notice of these temporary disruptions shall be provided in a conspicuous place and manner at the respective location(s) and information shall also be posted on the Township of Clearview website. This notice shall include information about the reason for the disruption, its anticipated duration, and a description of alternative facilities or services, if available.

Accessible services in relation to this plan include voting places, election materials and/or voting provisions for Electors with disabilities at the voting place.

In the event of disruptions to service or unforeseen circumstances that affect the accessibility of voting places during the advance vote or on Election Day, notices of disruption will be posted in real time on the Township of Clearview's website.

## Candidates

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Candidates must also have regard to the needs of electors with disabilities. Campaign offices, election materials and canvassing should all be reviewed in order to ensure that they are fully accessible. The Accessibility Directorate of Ontario has released several quick reference documents to assist candidates with accessible elections considerations:

- [Count Us In: Removing Barriers to Political Participation - Quick Reference Guide to Accessible Campaign Information and Communication](#)
- [Count Us In: Removing Barriers to Political Participation - Quick Reference Guide to Accessible Constituency, Riding Association, Central Party and Campaign Offices](#)
- [Count Us In: Removing Barriers to Political Participation - Quick Reference Guide to Accessible All Candidates Meetings](#)

## **Reporting**

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Pursuant to Section 12.1 of the Municipal Elections Act, 1996, within ninety (90) days after voting day, the Township of Clearview Clerk shall submit a report to Council about the identification, removal and prevention of barriers that affect electors and candidates with disabilities.