



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Richard AI, Manager of Employee & Business Services/Deputy Clerk
DATE: 15/05/2017
SUBJECT: Election 2018 – Internet and Telephone Voting Provider
ATTACHMENTS: North Huron MOA, Sample Voter Notification Letter

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the report of the Manager of Employee and Business Services/Deputy Clerk titled, Election 2018 – Internet and Telephone Voting Provider, for information purposes;

AND FURTHER THAT Council authorizes the Manager of Employee and Business Services/Deputy Clerk to engage Simply Voting Inc. for the provision of internet and telephone voting services to be provided for the 2018 Municipal and School Board Election at the quoted cost of \$2.01 per eligible elector plus HST and applicable fees related to the printing and mailing of notification letters based on postage costs at that time;

AND FURTHER THAT the Clerk is instructed to prepare a by-law for the June 5th, 2017 Council Meeting to enter into an agreement with Simply Voting Inc.

EXECUTIVE SUMMARY

At the October 17th, 2016 Council Meeting, Council passed Resolution M522/16 authorizing staff to participate in a County-wide elections working group:

THAT the Council of the Township of North Huron hereby receive the Manager of Employee and Business Services/Deputy Clerk's report regarding Alternative Voting Methods for the 2018 Election for information purposes;

AND FURTHER THAT Council authorize the use of internet and telephone-based voting for the 2018 Election;

AND FURTHER THAT Council authorize staff to participate in a County-wide elections working group to establish policies and procedures, and investigate potential group pricing for internet and telephone based voting in conjunction with staff representatives from other Huron County municipalities.

Subsequently, at the December 5th, 2016 Council Meeting By-law No. 111-2016 was passed authorizing the use of Internet and Telephone voting as the alternative voting method for the 2018 Municipal and School Board Election.

The purpose of this report is to provide Council with an overview of the steps taken which have resulted in staff's recommendation of preferred provider, Simply Voting.

DISCUSSION

Background / Review

In 2014, the Municipal and School Board Election in the Township of North Huron was conducted using Vote by Mail as the alternative voting method. This resulted in an election process that was received favourably by both candidates and the electorate, however, the process was heavily dependant upon manual procedures and demanded a significant time commitment from a number of staff throughout the entire process.

During the October 17th, 2016 Council Meeting, staff reported that representatives of the Huron County lower tiers were planning to form a working group to prepare for the 2018 Election. At the same time staff reported that all Huron County lower tiers were striving to offer a consistent process for the election across Huron County and as such the use of internet and telephone voting for the 2018 Election was recommended.

At the December 5th, 2016 Council Meeting By-law No. 111-2016 was passed authorizing the use of internet and telephone voting as the alternative voting method for the 2018 Election.

Progress

Since the December 5th, 2016 Council Meeting, staff have attended Huron County Elections Working Group meetings to discuss options and gather information. On April 13th, 2017, the working group hosted a vendor day in which four primary internet and telephone voting providers (Scytl, Dominion, Simply Voting, and Intellivote) were invited to make presentations and provided pricing details.

On April 26th, 2017, the working group met again to discuss their thoughts on the service details presented by each of the four providers. At that time, it was determined that at least six of the nine lower tier municipalities intended to recommend Simply Voting as their preferred provider. North Huron staff had some concerns regarding the cost difference between Simply Voting and Dominion specifically relating to the cost quoted to the three smaller municipalities. Through some negotiation by members of the working group and North Huron staff, an agreeable proposal was received from Simply Voting.

Next Step

After receiving updated proposals from Simply Voting all nine lower tier municipalities reported that they would be recommending Simply Voting to their respective Councils. If selected, a signed agreement with Simply Voting would be required. A draft copy of the agreement is included with this report for consideration and if accepted, a by-law to authorize the Reeve and Clerk to sign the agreement would be brought forward at the June 5th, 2017 Council Meeting.

Pricing

The pricing structure for each provider varied although most offered some form of discount if all nine municipalities selected the same vendor.

Cost details can be found under the Financial Impact section of the report.

FINANCIAL IMPACT

The initial proposal received by Howick, Morris-Turnberry and North Huron for service from Simply Voting was significantly higher than all other providers, with North Huron's cost quoted at \$2.65 per eligible elector. However, the proposals received by the other six Huron County municipalities from Simply Voting were, in most cases lower than the other providers. This created some issues in our attempt to select a common provider for all nine municipalities.

It was evident that the majority benefited from Simply Voting's price and so in an effort to remain consistent, working group members and North Huron staff negotiated a reduced cost per elector. North Huron's revised proposal from Simply Voting is \$2.01 per eligible elector.

Simply Voting is the infrastructure provider for internet and telephone voting, however, there is also the requirement of printing and postage for the notification letters. For three of the four primary providers, this function was provided by Gilmore Doculink at a standard cost. The cost is structured at \$500.00 flat rate for the setup, \$0.19 per notification letter plus applicable postage.

The following table provides an overview of estimated costs based on 3771 eligible electors (2014) and \$0.85 for postage (the current non-discounted rate) although the cost of postage in late 2018 is an unknown variable at this time.

	Number of eligible electors	Cost per eligible elector (Internet/Telephone voting)	Estimated total
Simply Voting	3771	\$2.01	\$7,579.71

	Number of eligible electors	One-time fee	Cost per elector (Notification letter)	Estimated total
Doculink	3771	\$500.00	\$0.19 + \$0.85	\$4,421.84

Simply Voting	Doculink	Estimated total
\$7,579.71	\$4,421.84	\$12,001.55

FUTURE CONSIDERATIONS

Selecting Simply Voting enables North Huron to remain an active part of the Huron County Elections Working Group and provides an avenue for support and collaboration. In addition, the use of Simply Voting by all nine lower tiers achieves the initial goal of creating a consistent election process across Huron County.

Once a provider is selected, staff may begin working on the required procedures and forms documentation. Additionally, staff will review or where necessary create the required policies e.g. Acceptable Use of Corporate Resources policy, Recount policy.

RELATIONSHIP TO STRATEGIC PLAN

Goal 2: Our residents are engaged and well informed.

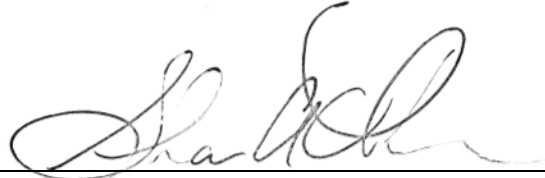
Goal 4: Our municipality is fiscally responsible and strives for operational excellence.



Richard Al, Manager of Employee and
Business Services/Deputy Clerk



Kathy Adams, Clerk



Sharon Chambers, CAO