



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Council

Date: January 24, 2022

Department: Administration

Topic: Electronic Voting Services - 2022 Municipal Election

Purpose: To enter into an agreement with Intelivote Systems Inc. for the provision of electronic voting services for the 2022 Municipal Election.

Background: In 2006, the Township utilized internet and telephone voting for the first time. At that time, the only Canadian firm offering services that combined electronic methods with traditional paper balloting was Intelivote. Since 2006, the Township, along with the majority of municipalities within the Counties of Leeds & Grenville have opted to use internet and telephone voting, with Intelivote providing these services.

The Clerk's group for Leeds & Grenville created a subcommittee to draft an RFP and review the submissions. The RFP closed at the end of October 2021. Only two submissions were received. One submission was rejected due to submitting after the deadline. The Clerk's group subcommittee has completed the review of the RFP and consensus was reached to select Intelivote as the successful bidder.

During the regular meeting of Council, Bylaw 2021-56 to authorize the use of alternative voting methods for the 2022 municipal election was passed. Now that the Clerk's group has received and reviewed the bids and the vendor has prepared the agreement, the next step in the process is to enter into an agreement with the vendor to provide these services.

The cost per elector, based on the RFP bid, would be \$2.30, compared to \$2.35 for the 2018 election. This represents a noteworthy reduction, as without the partnership of the Clerk's group, the price would be in the range of \$2.75-\$2.85 per elector.

In addition to the cost savings, using the same vendor also offers the benefit of simplifying the voting process for electors who own properties in multiple municipalities because they are able to follow the same process regardless of where they are eligible to vote. It also allows for common educational items, group training, advertising and information broadcasting across our region.

Policy Implications: Section 11 of the Municipal Elections Act outlines that the clerk is responsible for conducting elections within a municipality and that includes the responsibility to prepare for the election. As with previous elections, the Clerk's group are working together to develop best practices, policies and procedures to ensure the election is conducted in accordance with the current legislation.

Financial Considerations: There is currently \$19,100 in the election reserve, with an additional \$6,000 budgeted for 2022. The quoted cost per elector will fit within the proposed budget. The overall cost of the 2018 election was \$24,244.60.

Recommendation: That Municipal Council pass a bylaw to authorize the execution of an agreement with Intelivote Systems Inc. for the provision of electronic voting services for the 2022 Municipal Election.



Clerk



CAO