



Council report

Meeting date:	February 2, 2021
Title:	Voter List Management Services Agreement
Prepared by:	G. Scharback, Clerk
Reviewed by:	L. Johnston, CAO/Deputy Clerk

Recommendation

That council receive the report, Voter List Management Services; and

That council considers the bylaw to authorize an agreement with DataFix for voter list management services, as presented in the bylaw portion of the agenda.

Executive summary

The next municipal elections in Ontario shall be held on Monday October 24, 2022. The voter's list is a foundational piece for the election process and is created through the management of electoral data from a number of sources, including the preliminary list of electors (PLE), death registrations and electors. The DataFix system, commonly known as Voter View, was used in the West Grey 2018 election and is recommended by staff as an effective and cost efficient tool for electoral data management.

Background and discussion

The *Helping Tenants and Small Businesses Act, 2020* provides that Elections Ontario will assume the responsibility for the municipal voters' list beginning January 1, 2024. This legislation creates a single voter registry for municipal and provincial elections; however, it will not be available for the 2022 municipal elections.

DataFix is a Canadian controlled corporation. They introduced Voter View in 2002 as an electoral data management system that has been used in over 500 elections across Canada, including the 2018 municipal election in West Grey. The 2018 West Grey agreement with DataFix has expired and now requires renewal.

Staff recommend renewing the DataFix agreement as soon as possible to allow more time to update the voters list with data we already have, prior to receiving the PLE in 2022. Staff will have time to complete training and gain expertise working with the software, and also create and promote a public education and awareness campaign to encourage voters to check that they are on the West Grey voter's list.



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Some key components of the system include:

- User-friendly, secure access to elector data;
- Sophisticated data cleansing tools to identify and correct problems with elector information;
- Reduced requirements for internal technology support;
- Access to a comprehensive suite of election reports;
- The ability to update the elector list dynamically from multiple locations for advance polls or on election day;
- An Online Voter Services (OVS), an interface that allows electors to determine if they are on the voters' list, to find out voting method information, and also to identify who their candidates are;
- Candidate access self-serve portal is an additional option that provides a means for candidates to access the portions of the voters' list that they are entitled to with the administrator able to load various documents into the Portal Document Library for the Candidates to retrieve or view.

Legal and legislated requirements

Municipal Election Act.

Financial and resource implications

DataFix voters list management system - \$7,950.

Additional modules – approximately \$2,500 - \$3,000

Staffing implications

None.

Consultation

CAO/Deputy Clerk

Alignment to strategic vision plan

Pillar: Work together

Goal: Listen and empower

Strategy: Develop customer service strategy to exercise industry best practices

Attachments

None.



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Next steps

Authorize agreement by bylaw.

Staff training and voter list review.

Respectfully submitted:

Genevieve Scharback, Clerk