



# **POST-ELECTION ACCESSIBILITY REPORT**

**THE CORPORATION OF THE TOWN OF KINGSVILLE**

**2022 MUNICIPAL ELECTION**

January 9, 2023

## **Introduction**

The Town of Kingsville was committed to making the 2022 Municipal Election accessible by working to accommodate the needs of electors by removing barriers to vote for persons with disabilities.

The focus of the Post-Election Accessibility Report is to evaluate the accessibility of the electoral services offered to all electors and candidates in the 2022 Municipal Election. This report outlines the various initiatives undertaken during the course of the 2022 Municipal Election regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

## **Post-election Reporting**

In accordance with section 12.1(3) of the *Municipal Elections Act, 1996*, the Clerk shall provide a report, within 90 days after voting day in a regular election, about the identification, removal and prevention of barriers that affect electors and candidates with accessibility needs. The report will be available to the public and posted on the Town's website in an accessible format.

Leading up to the election, an Election Accessibility Plan (the "Plan") was developed. Upon completion, the proposed plan was submitted to the Accessibility Advisory Committee for review and comment. The 2022 Plan guides the provision of election related services to persons with disabilities. The Plan was designed to respect the dignity and independence of electors and candidates, and ensure that practices and procedures are consistent with the principles of independence, dignity, integration and equality of opportunity.

The following are the various initiatives undertaken by the Clerk's Department during the course of the 2022 Municipal Election:

- Vote by Mail provided the electors with the ability to mark their ballot from home at their convenience. This allowed increased rights of privacy to electors with disabilities whom may find voting at traditional paper based voting locations more difficult, as they had the ability to vote with little or no assistance required from others.
- Election Officials made electors aware of the availability of assistance for persons requiring same. Election Officials and staff were positioned to greet electors as they came in to the Unico Community Centre and Ridgeview Park and assist them as may be necessary.
- Election information was communicated through various channels and alternative formats including emails, social media, and newspaper. For election-related inquiries or feedback, all residents were able to contact the Clerk's Department via telephone or through a designated email ([elections@kingsville.ca](mailto:elections@kingsville.ca)). Although that election email address is no longer active, the Clerk will continue to receive feedback through [requests@kingsville.ca](mailto:requests@kingsville.ca)

- Election staff ensured that all information was made available to candidates and voters in alternate formats upon request. One such request was received. All relevant information was posted to the Town website, which is equipped with BrowseAloud software. The Town incorporated the TEXTNET program on its telephone system and meets the requirements of the Accessible Customer Services Standard in this regard.
- VoterLookup.ca was also available through the Town's website enabling electors to search the Voters' List from his or her personal computer or mobile handheld device.
- Extended office hours were provided closer to the election to assist those residents who were not able to visit the Municipal Office during regular office hours.
- In the months leading up to the election, Election Officials contacted retirement and long-term care (LTC) homes to obtain a current listing of residents in order to confirm if they were on the Voters' List. If the resident was not on the list, Election Officials pre-filled the application forms for those that needed to be added to, or make changes to, the Voters' List.
- Election Officials delivered these pre-filled forms to a direct contact at the LTC homes and designated staff were sworn in as an Election Official for the purpose of taking signatures and collecting election related documents.

Day	Time	Election Officials	Location	Address
September 12	10:00 am	2	Augustine Villas	54 Spruce St
September 14	9:30 am	2	Chartwell Residence	240 Main St E
September 14	10:00 am	2	Royal Oak Long Term Care	1750 Division Rd N
September 15	10:00 am	2	Southgate Retirement Living	38 Park St
September 15	1:00 pm	2	Country Village	440 County Road 8, South Woodslee

- The goal was to limit disruptions to the daily routines and to minimize the risk of COVID-19 transmission that may otherwise result from allowing external municipal staff into the LTC locations.
- On a designated day, Election Officials retrieved these completed forms and proceeded to enter each new resident into the VoterView program in order for them to receive a voter kit in the mail.

Day	Time	Election Officials	Location	Address
September 23	2:00 pm	2	Chartwell Residence	240 Main St E
September 23	2:15 pm	2	Augustine Villas	54 Spruce St
September 28	2:00 pm	2	Country Village	440 County Road 8, South Woodslee
LTC Staff hand-delivered to Municipal Office			Royal Oak Long Term Care	1750 Division Rd N
LTC Staff hand-delivered to Municipal Office			Southgate Retirement Living	38 Park St

- On Election Day, two Election Officials attended those LTC homes which were identified by LTC staff as wanting a ballot box available to their residents to collect ballots. *Two of the LTC homes preferred to use the mail-in ballot option only.*

Day	Time	Election Officials	Location	Address
October 24	10:00 – 10:30	2	Chartwell Residence	240 Main St E
October 24	10:45 – 11:15	2	Royal Oak Long Term Care	1750 Division Rd N
October 24	11:30 – 12:00	2	Southgate Retirement Living	38 Park St

- In home voting options were also available, as per the Municipal Elections Act, Section 45(9) to those that required it.
- Ballot Return Stations were setup in Kingsville and Cottam on Election Day for those electors who wanted to drop off their completed ballot. The Ballot Return Stations had barrier free paths of travel from the parking lot/sidewalk into the main entrance; barrier free parking with designated accessible parking spaces; accessible doors with buttons to automatically open doors; and, adequate lighting.
- At the Unico Community Centre on Voting Day, accessible ballot marking equipment was available for electors requiring assistance. No requests were received to use the equipment.

## **Feedback**

Public feedback about the manner in which election services were provided to persons with accessible needs may be submitted to the Town Clerk through a variety of methods:

- Telephone: 519-733-2305
- Email: [requests@kingsville.ca](mailto:requests@kingsville.ca)
- Mail or in person: 2021 Division Road N, Kingsville, ON N9Y 2Y9

The feedback process provides election staff with an opportunity to take corrective measures to prevent similar recurrences, address training needs, enhance service delivery and provide alternative methods of providing election services.

Paula Parker  
Town Clerk