



MUNICIPALITY OF GREENSTONE 2026 MUNICIPAL ELECTION ACCESSIBILITY PLAN

This plan is for use in the 2026 Municipal Election in conjunction with the Municipality's current Multi-Year Accessibility Plan and Accessibility for Ontarians with Disabilities Act.

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2. Introduction

This plan will address how the Municipality of Greenstone will make the 2026 Municipal Election accessible to everyone.

The Municipality of Greenstone wants to create a community where everyone can take part in the Municipal Election without facing barriers. To help achieve our goal, the Municipality has created a Municipal Election Accessibility Plan (Plan) that is consistent with the core principles of the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA).

This Plan was developed in advance of the election to identify measures that will be taken to make the election more accessible for persons with disabilities. After the election, the Municipality will report to Council on the accessibility measures that were used and how well they worked.

3. Definition of a Disability

The *AODA* defines “disability” as follows:

- a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- b) condition of mental impairment or a developmental disability;
- c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- d) a mental disorder; or
- e) an injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997.

4. Objective

This Plan explains the measures that the Municipality of Greenstone will take to ensure equal opportunity for all electors and candidates. These objectives include:

- That persons with disabilities have access to cast their vote on their own and check that their vote was recorded correctly.
- 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 voters are aware of accessibility support measures that are available through the Municipality of Greenstone's website, social media, Voter Help Centres and Voting platforms.
- That all Voter Help Centres are accessible to persons with disabilities.
- That all election staff are trained in providing accessible and respectful customer service. Staff will understand that voters may require different types of support and will make reasonable accommodations based on each person's needs in a dignified and respectful manner.

5. Development of the Plan

This Plan is a "living" document, which means it can be changed and may be improved when new ideas and best practices are identified. To create the Municipal Election Accessibility Plan, several steps were taken to make sure all legal requirements were met and that a feasible plan could be put into action. During the development of the Plan, the following steps shall be implemented:

- Review and analyze information, policies, and other materials from the Association of Municipal Managers, Clerks, Treasures of Ontario, neighbouring municipalities, the Ministry of Municipal Affairs and Housing, technology providers and other relevant groups.
- Establish staff training standards and practices to ensure that persons with disabilities are able to vote in a positive customer service environment, and to ensure that the individual needs of voters with disabilities are accommodated.

6. Voting Methods

For the 2026 Municipal and School Board Election, the Municipality of Greenstone will work with Sequent Tech to provide voting by internet and telephone. Eligible voters can vote from anywhere using a telephone or computer. Voter can also vote in person at a Voter Help Centre using an internet voting kiosk. Each voter will only be able to vote once, regardless of the voting method they choose.

Everyday tools, such as computers, telephones and other aides, can help persons with disabilities take part in activities more easily. These tools support the principles of independence, dignity, inclusion, and equal opportunity.

The Sequent Tech Voting System allows voters to vote from the comfort of their own home. This can make casting a vote easier for persons with disabilities, including mobility challenges, vision impairments, or difficulty finding transportation. Additionally, people who use assistive devices at home can also use them to assist with voting privately and independently.

Giving voters different ways to vote can make it easier for persons with disabilities to vote without assistance. This provides persons with disabilities the same independence and privacy in participating in the election as other voters. If persons with disabilities do require assistance in the voting process, trained Election Officials will be available at Voter Help Centre locations.

Telephone Voting

Eligible voters may vote using a touch-tone telephone. The voter can call the toll-free telephone number and access a ballot by using the Personal Identification Number (PIN) located in their personalized Voter Information Letter (VIL) and confirmed by entering their date of birth. Communication barriers can make it difficult for people to receive or share information. Barriers may include low volume, unclear or complex language, and confusing or unorganized menu options.

The Sequent Tech telephone voting application provides the following:

- Service on all types of touch tone phones and wireless cellular devices able to call out.
- Clear, plain language is used.
- Menu options and instructions are easy to follow.
- An audio review of selections made for each race, with the option to edit a selection prior to casting the ballot.

- A confirmation acknowledgement that the ballot has been cast at the end of each call.
- Standard volume is used to allow for adjustment dependent on the telephone or device being used.

Internet Voting

Eligible voters may vote online using a computer, smartphone, or tablet, along with assistive devices or software. The voter can visit the internet address and access a ballot by using the Personal Identification Number (PIN) located in their personalized Voter Information Letter (VIL) and confirmed by entering their date of birth.

The Sequent Tech system has been designed to meet the Web Content Accessibility Guidelines (WCAG 2.1 Level AA), so that persons with disabilities can perceive, understand, navigate, and interact with the online voting system. It follows accessibility guidelines developed by the World Wide Web Consortium (W3C), which include the organization, functionality, and readability of information as well as other ways of accessing information, such as audio.

Accessibility is built into every layer of the platform, including interface, system setup, staff training, documentation and voter support. The platform has been tested through accessibility audits and real-world user testing to make sure that voters using assistive technologies, such as screen readers, braille displays, switch controls, or voice input, can vote independently and securely.

Key accessibility features include full keyboard navigation, high-contrast and adjustable text options, screen-reader compatibility, multilingual interfaces, and timeout and error-prevention features that meet accessibility standards. All Sequent staff involved in election delivery complete mandatory AODA and WCAG 2.1 AA training before deployment.

In-person Voting at a Voter Help Centre

Individuals who do not have access to a telephone or the Internet, or who need assistance in casting their ballot, may visit a Voter Help Centre. Election Officials will be available at Voter Help Centres during the hours posted to assist individuals if requested. Each Voter Help Centre will be equipped with touchscreen computers that allow individuals to cast their vote electronically in person.

7. Voting Help Centres

An accessibility assessment will be completed at each location. This will help ensure that everyone can safely and easily use the Voter Help Centre. The following considerations will be made when setting up the Centre:

Accessible Route

The proximity of accessible transit routes shall be considered when selecting voting locations. The name and/or address of the voting location shall be clearly visible. The entrance into the location should be easy to navigate and marked, if required. The voting area shall be identified with clear and easy-to-understand signage. The entrance and voting area should have flat, slip-resistant surfaces. Doormats and carpeting should be leveled with the floor to help prevent tripping hazards. Seats should be available for people who need to rest.

Entrance and Exit

The route to the entrance of the voting location shall be clear and unobstructed. Hallways, entrances, and voting station areas shall be wide enough to allow individuals using wheelchairs, scooters, or other assistive devices to navigate safely. The space should also be wide enough for persons with service animals to move safely. Doors shall be easy to open and accessible to everyone. If required, doors may remain open during voting location hours. Staff should regularly inspect the spaces during the hours of operation to ensure they remain clear of obstacles.

Parking

Accessible parking shall be available at every voting location. The designated parking space(s) shall be clearly marked with the International Symbol of Accessibility and will be on firm, level ground close to the entrance of the voting location. Staff shall monitor accessible spaces throughout the day.

Voting Area

An accessible voting area will be available at each Voter Help Centre location. These areas shall be low in height and have enough space to allow individuals who use a wheelchair or scooter to vote independently and privately.

Voters may attend any Voter Help Centre location throughout the voting period. The Municipality of Greenstone will be operating the following Voter Help Centres and voting place locations during the election period:

Greenstone Administration Office Voter Help Centre

1800 Main Street, Geraldton, ON | Phone (807) 854-1100

Advance Voting Period Hours:

Monday, October 19, 2026, to Friday, October 23, 2026

Hours: 8:30 a.m. to 4:30 p.m.

Voting Day Hours:

Monday, October 26, 2026

8:30 a.m. to 8:00 p.m.

Beardmore Ward Office Voter Help Centre

285 Main Street, Beardmore, ON | Phone (807) 875-2639

Advance Voting Period Hours:

Monday, October 19, 2026, to Friday, October 23, 2026

Hours: 8:30 a.m. to 12:30 p.m. and 1:30 p.m. to 4:30 p.m.

Voting Day Hours:

Monday, October 26, 2026

8:30 a.m. to 8:00 p.m.

Longlac Ward Office Voter Help Centre

105 Hamel Ave, Longlac, ON | Phone (807) 876-2316

Advance Voting Period Hours:

Monday, October 19, 2026, to Friday, October 23, 2026

Hours: 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:30 p.m.

Voting Day Hours:

Monday, October 26, 2026

8:30 a.m. to 8:00 p.m.

Nakina Ward Office Voter Help Centre

200 Centre Ave, Nakina, ON | Phone (807) 329-5361

Advance Voting Period Hours:

Monday, October 19, 2026, to Friday, October 23, 2026

Hours: 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:30 p.m.

Voting Day Hours:

Monday, October 26, 2026

8:30 a.m. to 8:00 p.m.

Geraldton District Hospital (Reserved for Residents and Patients Only)

Advance Vote and Voter Help Centre on location

Wednesday, October 21, 2026, 1:00 p.m. to 4:00 p.m.

8. Voting Assistance

Support Person/Friend of the Voter

Under the Municipality of Greenstone Accessibility Standards Policy, persons 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' shall take an oath of secrecy/confidentiality by an Election Official before providing voting assistance.

Service Animals

Under the Municipality of Greenstone Accessibility Standards Policy, persons with disabilities who require a service animal shall be permitted to be accompanied by their service animal at all voting locations.

Election Officials

Election Officials are available at Voter Help Centre locations, upon request, to assist voters who require assistance in casting their ballot. All individuals working as Election Officials are formally appointed and shall take an oath of secrecy before voting day.

9. Communication

The 2026 Municipal Election Accessibility Plan shall be made available at the Greenstone Administration Office, 1800 Main Street, Geraldton, and online on the Municipal website www.greenstone.ca. Alternative formats shall be made available upon request.

Information regarding the accessibility measures provided for the 2026 Municipal Election shall be made available to all candidates and included as part of the 2026 Municipal Election Candidate Package.

Election Materials

Under the Accessible Customer Service Standard, the Municipality of Greenstone shall provide a copy of a document, or the information contained in the document, in an accessible format that takes into account a person's disability, upon request.

Alternate Formats

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

The Municipality of Greenstone and the person with a disability may agree on the format to be used for the document or information.

If the information was not created by the Municipality of Greenstone or was provided by a third party, the Municipality of Greenstone shall make every effort to obtain the information from the third party in an alternate format or assist the voter by providing assistive equipment.

General Election Materials

Large Print – Printed material provided by the Municipality of Greenstone shall use a sans serif font, minimum 11 points. Large print, from 16 to 20 points or more, can be provided upon request.

Website – Information provided by the Municipality of Greenstone on the website in relation to the election shall meet WCAG 2.0 Level AA requirements and support assistive software. In addition, website font sizes can be adjusted using the browser's settings to make the information easier to read.

Video – Promotional and educational videos created for the 2026 Municipal Election shall include audio and captioning.

Service Disruptions

From time to time, temporary service disruptions may occur due to unforeseen circumstances beyond the Municipality of Greenstone's control. In the event of a temporary accessible service disruption, Election Officials shall make reasonable efforts to restore the service as quickly as possible and provide alternative services where feasible.

The Municipality of Greenstone shall provide reasonable notice in the event of a planned or unexpected disruption to the facilities or services usually used by persons with disabilities.

Notice of these temporary disruptions shall be provided in a clear and visible manner at the affected location, and information shall also be posted on the Municipality of Greenstone's website. This notice shall include information about the reason for the disruption, its expected duration, and a description of alternative facilities or services, if available.

Accessible services in relation to this Plan include voting places, election materials and voting provisions for persons 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 shall be posted in real time on the Municipality of Greenstone's website.

10. Training

All Election staff will receive training before the election. The training shall teach staff about the voting process and the tools available to assist persons with disabilities. Election Officials shall be required to complete accessibility training and shall be sensitive to each elector's needs. They shall provide customer service to persons with disabilities in a dignified and respectful manner.

11. Candidates

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

- [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

12. Feedback

The Municipality welcomes feedback to identify where changes can improve the delivery of an accessible election. As this Plan is a living document, please provide us with your feedback on how we can improve and make changes to this Plan:

Kristina Miousse, Clerk

MUNICIPALITY OF GREENSTONE

1800 Main Street, Geraldton, Ontario POT 1M0

Phone: 807-854-1100 ext: 2059

Fax: 807-854-1947

Kristina.miousse@greenstone.ca

Feedback may also be provided verbally at any Voter Help Centre.

13. Reporting

Under Section 12.1 of the Municipal Elections Act, 1996, within 90 days after voting day, the Municipality of Greenstone Clerk shall submit a report to Council about the identification, removal and prevention of barriers that affect electors and candidates with disabilities.