



# Wawa Municipal Election 2026 Accessibility Plan

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## 1. INTRODUCTION

This 2026 Wawa Municipal Election Plan outlines efforts to ensure that the election is consistent with the core principles of the *Accessibility for Ontarians with Disabilities Act, 2005*, (AODA). The Plan was developed in advance of the election ensure measures are taken to meet the AODA and a report to Council made after the election.

This Plan addresses the specific accessibility requirements in relation to the 2026 Municipal Election in the Municipality of Wawa.

## 2. OBJECTIVES

This plan is intended to highlight measures that the Municipality of Wawa will be implementing to ensure equal opportunity for all electors and candidates. These objectives include:

- That persons with disabilities can independently cast their vote and verify their selection.
- 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 efforts are made to ensure that electors with disabilities are aware of the accessibility measures available via channels such as the Municipality of Wawa's website and social media.
- That all voting locations/voting assistance locations are accessible.

## 3. DEVELOPMENT OF THE PLAN

This Plan is a "living" document which will be improved and updated as best practices are identified and new opportunities for improvement arise. During the development of the 2026 Wawa Municipal Election Accessibility Plan, the following steps will be implemented:

- Review documents, policies and other supporting materials from AMCTO, neighboring municipalities, the Ministry of Municipal Affairs and Housing, technology suppliers and other various stakeholder groups.
- Establish staff training standards and practices directly related to the Election to ensure that people with disabilities can vote in a positive customer service environment and ensure that all Election Officials recognize that a voter's needs shall be accommodated.

## **4. VOTING METHODS**

The 2026 Wawa Municipal Election will be working with Intelivote Systems Inc. to provide eVoting services to eligible voters. This includes the convenience and independence of voting from anywhere via telephone, internet or in-person at a voting help station during the October 19 to 26, 2026, voting period.

Everyday tools like computers, telephones and other aids can present accessible opportunities for persons with disabilities to accomplish more, while being consistent with the principles of independence, dignity, integration and equal opportunity.

The Intelivote Voting System provides voters with the capability to vote from the comfort of their own home. Voting from home facilitates the voting process for persons with disabilities who may have mobility restrictions, visual impairment, and/or have a difficult time with transportation. Additionally, persons who have assistive devices set up in their homes can now use them to assist with casting a ballot privately and independently.

By permitting residents to vote from home and by a variety of methods, there is an increase in the capability for the elector to vote without any assistance. This provides persons with mobility challenges with 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 present at in-person Voting Help Centres offered across the Municipality throughout the voting period.

### **4.1 Telephone Voting**

Eligible voters may vote using a touch-tone telephone, and the toll-free telephone number, date of birth, and the PIN number contained in their Voter Information Letter to access an audio ballot. Communications barriers can make it difficult for people to receive or convey information. Barriers may be identified as low volume, use of language that is not clear or plain, and confusing or unorganized menu options.

The Intelivote telephone voting application provides the following:

- Service on all types of touch tone phones and wireless devices.
- Clear, plain language.
- Menu options that are easy to follow, advising when to select options and provision of confirmation of the voter's selections.
- Standard volume is used to allow for adjustment dependent of the telephone or device being utilized.

### **4.2 Internet Voting**

Eligible voters may vote online, using a smart phone, tablet device, gaming device or computer and any accompanying assistive devices or software, along with their date of birth and PIN and qualifying information, to access the internet address provided in their Voter Instruction Letter.

The Intelivote System has been created to meet the Web Content Accessibility Guidelines (WCAG-2 Level AA), so that persons with disabilities can perceive, understand, navigate and interact with the online voting system. It is compliant with the guidelines of the World Wide Web Consortium website principles, which include organization, functionality and readability of information provided, as well as alternative ways of representing information, such as with audio.

### 4.3 In-person Voting at Voting Help Stations

For individuals without means to access voting via telephone or Internet, or who require the assistance from an Election Official, several voting station(s) will be open to provide in-person internet voting opportunities.

<b>Location</b>	<b>Date</b>	<b>Time</b>
Hillcrest Heights–Board Room 40 Hillcrest Heights	Wednesday, October 21, 2026	10:00 am to 12:00 pm
Lobby – Iris Place/Food Bank 96 Broadway Avenue	Wednesday, October 21, 2026	2:00 pm to 4:00 pm
Mountain View Apartments 35 Algoma Street	Thursday, October 22, 2026	10:00 am to 12:00 pm
Wawa Seniors Centre 70 Mission Road	Thursday, October 22, 2026	1:00 pm to 3:00 pm
Municipal Office – Front Desk 40 Broadway Avenue	Monday, October 19, 2026, to Friday October 23, 2026 (excluding Sat. and Sun.)	8:30 am to 4:30 pm
Community Centre – MMCC Banquet Room	Monday, October 26, 2026	10:00 am to 8:00 pm

Access to the voting station interior and voting area shall be level and slip resistant. Any doormats or carpeting will be level with the floor to prevent potential tripping hazards. The voting area shall be well lit and seating shall be available. Entrance corridors should be clear of obstructions and tripping hazards and will allow sufficient space for use of a wheelchair or scooter.

An accessible voting area will be available at each voting location. These areas should be low in height and have a wide area to allow individuals who use a wheelchair or scooter to vote independently and secretively.

Voters may attend any voting station location throughout the voting period. The Municipality will provide voting help stations during the Voting Period:

### **4.3 Special Voting Provisions**

Election staff will visit the long-term care facility at the Hospital to provide an on-site voting station or provide bedside voting opportunities for residents.

## **5. VOTING HELP STATION LOCATIONS**

An accessibility assessment of each physical Voting Help Station location will be conducted. The following considerations will be considered when determining which location(s) will be used.

### **5.1 Accessible Route**

The name and/or address of the voting location should be clearly visible. An easily navigable route will be marked for entry into the voting location and into the voting area within the location. The voting area will be identified with clear and understandable signage. Seating areas shall be provided throughout the voting location for individuals needing a rest.

### **5.2 Entrance and Exit**

The route to the entrance of the voting location will be unobstructed and accessible. The route shall be wide enough to allow an individual using a wheelchair, scooter, other assistive device, or service animal to travel safely. Doors into the voting location and voting area shall be accessible and easy to open or shall remain propped open for the duration of the voting location hours. Routine checks of entrance and exit routes will be made throughout the hours of operation.

### **5.3 Parking**

Accessible parking will be available at all voting locations. The designated parking spaces should be clearly marked with the international Symbol of Accessibility and will be on firm and level ground, close to the entrance of the voting location.

## **6. VOTING ASSISTANCE**

### **6.1 Support Person/Friend of the Voter**

The Municipality of Wawa Corporate Accessibility Policy provides that people 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' will be administered an oath of secrecy/confidentiality by an Election Official prior to providing any such assistance.

## **6.2 Service Animals**

Pursuant to the Municipality of Wawa Corporate Accessibility Policy, individuals are permitted to be accompanied by a service animal at all voting locations.

## **6.3 Election Officials**

At in-person voting locations, upon request, Election Officials are available to assist any voter who requires assistance in casting their on-line or telephone ballot. All individuals working in the capacity of an Election Official are formally appointed as such and administered an oath of secrecy prior to voting day.

# **7. COMMUNICATION**

The 2026 Wawa Municipal Election Accessibility Plan will be made available at the Municipal Offices located at 40 Broadway Avenue and on the Wawa Website at [www.wawa.cc](http://www.wawa.cc). Alternative formats will be made available upon request.

Information regarding the accessibility measures provided for the 2026 Municipal Election shall be included in general election advertising as well as in the 2026 Municipal Election Nomination Package.

## **7.1 Election Materials**

The Municipality of Wawa is required, as per the Accessible Customer Service Standard, to provide a copy of a document to a person with a disability, or the information contained in the document, in a format that considers the person's disability.

### **Alternate Formats**

Alternate formats are other ways of publishing information besides regular print. Some of these formats can be used by everyone while others are designed to address the specific needs of a user. The Municipality of Wawa and the person with a disability may agree upon the format to be used for the document or information.

In the event the information is not generated by the Municipality of Wawa or is supplied by a third party, the Municipality of Wawa will make every effort to obtain the information from the third party in an alternate format and/or will attempt to assist the Elector by providing assistive equipment.

### **General Election Materials**

Printed material generated by the Municipality of Wawa will be provided in Arial font, minimum 11 point, and can be made available in a font (print) size that is 16 to 20 points or larger.

## 7.2 Service Disruptions

From time to time and/or for unforeseen circumstances beyond the Municipality of Wawa's control, temporary service disruptions may be experienced. In the event of a temporary accessible service disruption, Election Officials will commit to making reasonable efforts to ensure that services are reinstated as quickly as possible and that alternative services are provided where feasible.

In these instances of service disruptions, the Municipality of Wawa shall provide reasonable notice in the event of a planned or unexpected disruption in the facilities or services usually used by persons with disabilities.

Notice of these temporary disruptions shall be provided in a conspicuous place and manner at the respective location(s) and information shall also be posted on the Municipality of Wawa's website. This notice shall include information about the reason for the disruption, its anticipated duration, and a description of alternative facilities or services, if available.

Accessible services in relation to this plan include voting places, election materials and/or voting provisions for Electors 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 voting period or on Election Day, notices of disruption will be posted in real time on the Municipality of Wawa's website.

## 8. CANDIDATES

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

- [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](#)

## 9. REPORTING

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

## 10. FEEDBACK AND COMMENTS

Municipal Election staff encourages any input and feedback to further enhance election accessibility or comments on this Plan.

Should you have a recommendation to improve accessibility during the 2026 Municipal Election, please email [info@wawa.cc](mailto:info@wawa.cc) or call 705-856-2244 ex 223

Feedback on this Accessibility Plan for the 2026 Election Plan may be sent to:

Maury O'Neill, CAO-Clerk

Email: [moneill@wawa.cc](mailto:moneill@wawa.cc)

Phone: 705-856-2244 ex 223