

ELECTION  
**2026**  
MUNICIPALITY OF WEST GREY

**Municipality of West Grey  
Election Accessibility Plan 2026**

This plan is for use in the 2026 Municipal Election in conjunction with West Grey's current Accessibility Plans and the Integrated Accessibility Standards Regulation.

Contents

- 1. Introduction .....3
- 2. Staff Training.....3
- 3. Provision of Election Information .....4
- 4. Notice of Temporary Service Disruption .....4
- 5. Staff Assistance .....4
- 6. Assistance to Electors .....4
- 7. Election Centres.....5
  - 7.1 Parking .....5
  - 7.2 Entrance .....5
  - 7.3 Interior .....5
  - 7.4 Accessible Voting Booth .....5
  - 7.5 Elevator Access.....5
  - 7.6 Voting Assistance .....5
  - 7.7 Accessible Voting Technologies .....6
- 8. Internet Voting and Telephone Voting.....6
- 9. Assistance to Candidates .....6
  - 9.1 General Information.....6
  - 9.2 Campaign Expenses .....7
- 10. Feedback .....7
- 11. Additional Information .....7

# 1. Introduction

The Clerk is responsible for the appropriate legislative and administrative conduct of the municipal elections in the Municipality of West Grey.

The Municipal Elections Act (MEA), Section 12.1 (1) places responsibility on the Clerk to have regard to the needs of the electors and candidates with disabilities.

Section 12.1 (2) of the MEA requires that the Clerk shall prepare a plan regarding the identification, removal, and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before voting day in a regular election.

West Grey municipal elections will be conducted in a manner that shall ensure that candidates and electors with disabilities have full and equal access to all election information and services, including Election Centres. The election will be conducted in a manner that ensures that persons with disabilities are able to vote independently and privately with access to voting assistance if required.

Section 12.1 (3) of the MEA requires that within (90) days of voting day the Clerk who is responsible for conducting the election shall prepare a report about the identification, removal, and prevention of barriers that affect electors and candidates with disabilities, and shall make the report available to the public.

# 2. Staff Training

All staff carrying out election duties will complete the West Grey Accessible Customer Service Training and specific Election Training to recognize and ensure that persons with disabilities are serviced in a way that accommodates their individual needs.

Training will include:

- how to interact/communicate with persons with various types of disabilities;
- how to interact with persons with disabilities who use assistive devices and/or require the assistance of a support person or a service animal;
- how to clearly explain internet and telephone voting;
- what to do if a person is having difficulty accessing election information or services; and
- how to provide voter assistance if requested.

### 3. Provision of Election Information

Election information will be provided to electors and candidates with disabilities in an alternative format, agreed upon between the requester and the Clerk.

Notice of the provision of information in an alternative format will be provided on the Municipality of West Grey's election website, [www.westgreystates.com](http://www.westgreystates.com), and included in election notices posted on the website and in the local media.

### 4. Notice of Temporary Service Disruption

The Clerk shall provide public notice on the Municipality's election website, [www.westgreystates.com](http://www.westgreystates.com), and in the local media if there is a temporary disruption in the delivery of election information or services. The notice shall include the reason for the disruption, the expected duration, and an explanation of alternative methods of delivering the information or service. Every effort shall be made to provide alternative methods of providing the information or service to persons with disabilities.

### 5. Staff Assistance

Clerk's Office staff are available throughout the election to assist with any issues that may arise with respect to providing a barrier-free election.

Contact information for assistance:

Telephone: 519-369-2200 x 229

Email: [elections@westgreystates.com](mailto:elections@westgreystates.com)

Municipal Office (In Person or Mail): 402813 Grey Road 4, Durham, ON, N0G 1R0

### 6. Assistance to Electors

The 2026 West Grey municipal elections will be conducted with internet and telephone voting methods. Detailed information about each voting method is set out in the 2026 Municipal Elections Procedures, available on the Municipality's election website, [www.westgreystates.com](http://www.westgreystates.com), or from the Clerk's Office and can be provided in an alternative format upon request.

Please contact the Clerk's Office at 519-369-2200 ext. 229 or [elections@westgreystates.com](mailto:elections@westgreystates.com) if you require your Voter Information Letter in an accessible format.

Clerk's Office staff are available throughout the election to assist with any issues that may arise with respect to providing a barrier-free election.

## 7. Election Centres

Election Centres located in the municipality will be available to voters throughout the voting period and on voting day until 8:00 p.m. The locations, accessible parking, and entrance information will be posted on the municipal elections website [www.westgreylvotes.com](http://www.westgreylvotes.com).

### 7.1 Parking

Election Centres will be located in buildings that have designated parking that is clearly identified and located close to the entrance of the Election Centre for individuals with disabilities.

### 7.2 Entrance

The entrances to Election Centres will be level or have steps and ramps with handrails leading to the entrance doors. Doors will have automatic door opening devices or will be propped open in a safe manner. The doors will be wide enough to accommodate a wheelchair or other mobility devices.

### 7.3 Interior

Access to the interior voting area and voting booth will be level. Carpeting and doormats will be level with the floor. The voting area will be well lit, and seating shall be made available.

### 7.4 Accessible Voting Booth

The voting booth will have a wide area to allow individuals using mobility aids to vote independently and secretly. In the voting booth there will be a touchscreen tablet on a stand. The tilt of the touchscreen is adjustable. Election staff and a mobile tablet shall be available for use at long-term care facilities.

### 7.5 Elevator Access

At any location where an Election Centre is not located on the main floor, an accessible elevator will be available.

### 7.6 Voting Assistance

Persons with disabilities may be accompanied by a support person within the voting booth area or the Election Centre staff can assist a voter in casting their vote. The Election Centre staff will, in conjunction with the person with the

disability, determine the extent to which they need assistance and the best way to provide the assistance.

If public health guidelines and the facilities allow access, election staff will be on-site at retirement homes and long-term care homes at various times in the voting period to increase accessibility. All election officials are sworn to an oath of secrecy.

## 7.7 Accessible Voting Technologies

Voting booths will have a touch screen tablet for internet voting that will assist voters with disabilities in casting their votes with independence and privacy. Election staff will be available at all times at the Election Centre to assist voters upon request. Support persons and service animals shall be accommodated.

## 8. Internet Voting and Telephone Voting

Both internet voting and telephone voting offer persons with a variety of disabilities an opportunity to cast their vote with independence and privacy.

Internet voting allows voters to vote from their home through secured internet services. Voters have the option to use the assistive tools they have on their own computer such as paddles, a hand-held touchpad, a thumb switch, or sip and puff technology.

Telephone voting allows voters to vote from their home through secured telephone services. Landlines or cell phones can be used to vote. This method is compatible with assistive devices.

Both methods are designed to encourage voter participation as voters are not required to attend a physical location to cast their ballot; thus, accessibility and privacy for persons with disabilities is maximized.

## 9. Assistance to Candidates

### 9.1 General Information

The 2026 West Grey municipal elections will be conducted with internet and telephone voting methods. Detailed information about each voting method is set out in the 2026 Municipal Election Procedures, available on the Municipality's election website, [www.westgreylvotes.com](http://www.westgreylvotes.com), or from the Clerk's Office, and can be provided in an alternative format upon request.

Clerk's Office staff are available throughout the election to assist with any issues that may arise with respect to providing a barrier-free election.

Accessibility measures for candidates to consider in regard to their campaign messaging are included in the candidate package.

## 9.2 Campaign Expenses

Expenses that are incurred by a candidate with a disability that are directly related to the disability and would not have been incurred but for the election to which the expenses relate, are excluded from the permitted spending limit for the candidate.

## 10. Feedback

The West Grey Municipal Clerk welcomes feedback to identify areas where changes need to be considered and ways in which the Municipality of West Grey can improve the delivery of an accessible election. This plan is a living document and will continue to undergo changes when necessary.

Feedback on this plan can be submitted through the following:

Telephone: 519-369-2200 x 229

Email: [elections@westgrey.com](mailto:elections@westgrey.com)

Municipal Office (In Person or Mail): 402813 Grey Road 4, Durham, ON, N0G 1R0

## 11. Additional Information

Clerk's Office staff are available throughout the election to assist with any issues that may arise with respect to providing a barrier-free election.

Municipality of West Grey Accessibility Webpage [www.westgrey.com/accessibility](http://www.westgrey.com/accessibility)

West Grey Election Website [www.westgreyvotes.com](http://www.westgreyvotes.com)