



**Town of Aurora  
Accessibility Advisory Committee  
Meeting Agenda**

**Date:** Wednesday, April 8, 2026  
**Time:** 7 p.m.  
**Location:** Holland Room, Aurora Town Hall

Meetings are available to the public in person and via live stream on the [Town's YouTube channel](#). To participate, please visit [aurora.ca/participation](http://aurora.ca/participation).

---

	<b>Pages</b>
<b>1. Call to Order</b>	
<b>2. Land Acknowledgement</b>	
<b>3. Approval of the Agenda</b>	
<b>4. Declarations of Pecuniary Interest and General Nature Thereof</b>	
<b>5. Receipt of the Minutes</b>	
<b>5.1 Accessibility Advisory Committee Meeting Minutes of February 11, 2026</b>	<b>1</b>
1. That the Accessibility Advisory Committee meeting minutes of February 11, 2026, be received for information.	
<b>6. Delegations</b>	
<b>6.1 Amandipp Singh, Enabled Talent; Re: Accessibility Initiatives</b>	<b>6</b>
(Presentation forthcoming)	
<b>7. Matters for Consideration</b>	
<b>7.1 Memorandum from Town Clerk; Re: Draft 2026 Municipal Election Accessibility Plan</b>	<b>7</b>
1. That the memorandum regarding Draft 2026 Municipal Election Accessibility Plan be received; and	
2. That the Accessibility Advisory Committee comments regarding the draft 2026 Municipal Election Accessibility Plan be received and referred to staff for consideration and further action as	

appropriate.

**7.2 Round Table Discussion; Re: Town of Aurora Multi-Year Accessibility Plan 2022 to 2026**

(Link to Multi-Year Accessibility Plan)

1. That the Accessibility Advisory Committee comments regarding the Town of Aurora Multi-Year Accessibility Plan 2022 to 2026 be received and referred to staff for consideration and action as appropriate.

**8. Informational Items**

**9. New Business**

**10. Adjournment**



**Town of Aurora  
Accessibility Advisory Committee  
Meeting Minutes**

**Date:** Wednesday, February 11, 2026  
**Time:** 7 p.m.  
**Location:** Holland Room, Aurora Town Hall

**Committee Members:** Councillor Wendy Gaertner (Chair)\*  
Lois Davies\*  
Alison Hughes  
John Lenchak\*  
Elaine Martini\*  
Jo-anne Spitzer\*  
Marilyn Williams

**Other Attendees:** Gregory Peri, Accessibility Advisor  
Julia Shipcott, Council/Committee Coordinator

\*Attended electronically

---

**1. Call to Order**

The Chair called the meeting to order at 7 p.m.

**2. Land Acknowledgement**

The Committee acknowledged that the meeting took place on Anishinaabe lands, the traditional and treaty territory of the Chippewas of Georgina Island, recognizing the many other Nations whose presence here continues to this day, the special relationship the Chippewas have with the lands and waters of this territory, and that Aurora has shared responsibility for the stewardship of these lands and waters. It was noted that Aurora is part of the treaty lands of the Mississaugas and Chippewas, recognized through Treaty #13 and the Williams Treaties of 1923.

**3. Approval of the Agenda**

**Moved by** Alison Hughes  
**Seconded by** Elaine Martini

That the agenda as circulated by Legislative Services be approved.

**Carried**

**4. Declarations of Pecuniary Interest and General Nature Thereof**

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

**5. Receipt of the Minutes**

**5.1 Accessibility Advisory Committee Meeting Minutes of December 10, 2025**

**Moved by** Marilyn Williams  
**Seconded by** Alison Hughes

1. That the Accessibility Advisory Committee meeting minutes of December 10, 2025, be received for information.

**Carried**

**6. Delegations**

None.

**7. Matters for Consideration**

**7.1 Memorandum from Accessibility Advisor; Re: Town Hall Parking - 30 Percent Design**

Staff, with assistance of an Aurora Town Hall and Seniors Centre Parking Lot Rehabilitation rendering, outlined the plan's 30 percent design features and spoke to the objective of incorporating the proposed Community Reflection Space south-west of Town Hall into the east portion of the parking lot redesign. Staff noted the redesign will address grading issues across the parking lot, as well as relocating and increasing the quantity of regular parking spaces by 17 spots and ensuring all barrier-free parking is *Accessibility for Ontarians with Disabilities Act (A.O.D.A.)* compliant,

providing safe cross-walk routes between the two facilities as well as to the trail access point, incorporating accessible drop-off zones in front of the Seniors Centre, and improving ease of navigation through the parking lot.

The Committee inquired whether Seniors Centre programming could be adjusted to avoid excessive use on particular days, whether covered parking might be provided to barrier-free parking spots and suggested the barrier-free parking spots at the Town Hall main entrance be relocated to adjacent to the entrance.

Staff and the Committee discussed accessibility concerns with regard to possible installation of a slope, and replacing Town Hall main entrance steps as part of the planned grading adjustments. As the rendering provided is unclear, staff will seek clarification.

**Moved by** Jo-anne Spitzer

**Seconded by** John Lenchak

1. That the memorandum regarding Town Hall Parking – 30 Percent Design be received; and
2. That the Accessibility Advisory Committee comments regarding Town Hall Parking – 30 Percent Design be received and referred to staff for consideration and further action as appropriate.

**Carried**

## **7.2 Round Table Discussion; Re: Town of Aurora Multi-Year Accessibility Plan 2022 to 2026**

Staff provided an update of the 2022-2026 Multi-Year Accessibility Plan, specifically noting the following items completed in 2025:

- 115 site plans were reviewed, although not all required presenting to the Committee.
- The Town reported compliance with the A.O.D.A. and the 2025 Accessibility Compliance Report was submitted to the Ministry of Seniors and Accessibility (M.S.A.A.).

Accessibility Advisory Committee Meeting Minutes  
February 11, 2026

4

- The 2025 accessibility update was posted to the Town of Aurora website as per compliance.
- The Diversity, Equity and Inclusion Strategic Plan Status Report was presented to Committee of the Whole on February 11, 2026, reflecting some outstanding items which are expected to be completed with the implementation of a new Training Management System rolling out this year.
- A barrier-free shuttle service and parking spaces continue to be provided to ensure the Town's special events remain fully accessible.
- Additional barrier-free parking spaces will be provided at upcoming Municipal elections voting stations, as part of the accessibility election plan to be reviewed with the new Clerk in the coming weeks.
- 25 playground assessments were completed with AccessNow with the balance resuming in the spring. AccessNow will provide a report which will be shared with the Parks Department for reference when considering playground updates.
- Staff continue to advise from an accessibility perspective on various capital projects.

Additionally, staff discussed the 2027-2030 Multi-Year Accessibility Plan including the intention to hire a consultant and preparation for National Accessibility Week (beginning May 31) with Community Services and various community partners. Staff provided an update on the implementation of sensor parking currently under consideration as part of the Town-Wide Parking Study, and its benefit to provide advance notice of available accessible parking spots.

**Moved by** Alison Hughes

**Seconded by** Elaine Martini

1. That the Accessibility Advisory Committee comments regarding the Town of Aurora Multi-Year Accessibility Plan 2022 to 2026 be received and referred to staff for consideration and action as appropriate.

**Carried**

**8. Informational Items**

None.

**9. New Business**

The Committee inquired about accessible scooter parking spots being made available adjacent to the Victoria Street entrance of the Aurora Cultural Centre.

Staff noted the continuation of committee meetings throughout the municipal election period and into early 2027, and provided notice of future capital projects and the opportunity to review the 2027-2030 Multi-Year Accessibility Plan by the Committee in the coming months.

**10. Adjournment**

**Moved by** Elaine Martini

**Seconded by** John Lenchak

That the meeting be adjourned at 8:05 p.m.

**Carried**

# Delegation Request

This request and any written submissions or background information for consideration by either Council or Committees of Council is being submitted to Legislative Services.

**Council or Committee (Choose One) \***

Accessibility Advisory Committee

**Council or Committee Meeting Date \* ?**

2026-4-8



**Subject \***

Accessibility Initiatives at Town of Aurora

**Full Name of Spokesperson and Name of Group or Person(s) being Represented (if applicable) \***

Amandipp Singh, Enabled Talent

**Brief Summary of Issue or Purpose of Delegation \***

The purpose of this delegation is to introduce the Enable Canada Tour, an awareness initiative organized by Enabled Talent that focuses on accessibility, inclusive employment, and strengthening opportunities for persons with disabilities within communities across Ontario.

The tour began around International Day of Persons with Disabilities in Niagara and has since gradually been hosted in several communities to raise awareness and encourage collaboration between municipalities, employers, community organizations, and educational institutions on inclusive hiring practices.

Through this delegation, we would like to briefly share the initiative with the Town of Aurora and explore the possibility of hosting an Enable Canada Tour session in the community, either virtually or in person. The session would focus on raising awareness about accessibility and inclusive employment while encouraging dialogue and collaboration with local stakeholders.

**Have you been in contact with a Town staff or Council member regarding your matter of interest? \***

Yes

No

**I acknowledge that the Procedure By-law permits five (5) minutes for Delegations. \***

Agree

**I acknowledge that I understand and accept the delegate conduct expectations as outlined in Section 32(b) of the Procedure By-law 6228-19, as amended (link below) \***

Agree



100 John West Way  
Aurora, Ontario  
L4G 6J1  
(905) 727-3123  
aurora.ca

Town of Aurora  
**Memorandum**  
Corporate Services

---

**Re:** Draft 2026 Municipal Election Accessibility Plan

**To:** Accessibility Advisory Committee

**From:** Anne Kantharajah, Town Clerk

**Date:** April 8, 2026

---

## Recommendation

1. That the memorandum regarding Draft 2026 Municipal Election Accessibility Plan be received; and
2. That the Accessibility Advisory Committee comments regarding the draft 2026 Municipal Election Accessibility Plan be received and referred to staff for consideration and further action as appropriate.

## Background

Subsection 12.1 (2) of the *Municipal Elections Act, 1996* requires that the Clerk 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.

## Analysis

The draft 2026 Municipal Election Accessibility Plan was developed in consultation with the Accessibility Advisor and the feedback received from the 2022 Municipal Election.

The plan addresses the specific accessibility requirements in accordance with the *Municipal Elections Act, 1996*, the *Ontarians with Disabilities Act, 2001* (ODA) and the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA), as amended.

The objectives of this Plan is to ensure:

- That all voting locations are accessible;

**Draft 2026 Municipal Election Accessibility Plan**

April 8, 2026

Page 2 of 2

- 
- 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; and,
  - That efforts are made to ensure that electors with disabilities are aware of the accessibility measures available via channels such as the newspaper, media launches, the Town's website and social media.

This Plan is an active document which will be improved and updated as best practices are identified and new opportunities for improvement arise.

Staff are requesting comments from the Committee on the Plan. Once finalized, the Plan will be provided to candidates, third parties advertisers and the public.

**Attachments**

1. Draft 2026 Municipal Election Accessibility Plan
2. 2026 Election Inspection Sheeet



# **Town of Aurora Accessibility Plan for the 2026 Municipal Election**

---

Anne Kantharajah  
Town Clerk/Returning Officer

**TOWN OF AURORA**

**DATE TO BE PUBLISHED**

## Table of Contents

Introduction.....	3
Municipal Elections Act, 1996.....	3
Objectives.....	4
Development of the Plan.....	4
Definition of Disability .....	4
Election Officials .....	5
Candidates .....	6
Third Party Advertisers.....	7
Communications and Information .....	7
Notice of Temporary Service Disruptions .....	7
Accessible Voting Locations .....	8
Designated parking for persons with disabilities .....	8
Accessible Routes .....	8
Entrances and Exits .....	8
Interior Voting Area.....	9
Accessible Voting Booths .....	9
Accessible Voting Technologies (online).....	9
Voting Assistance.....	9
Service Animals.....	10
Support Person .....	10
Emergency Information and Procedure .....	10
Voting Methods.....	10
Feedback.....	11
Additional Resources .....	12

## Introduction

The Town of Aurora is committed to providing equitable treatment to all people by identifying and removing barriers to accessibility. The Town of Aurora Municipal Election Accessibility Plan (hereafter referred to as the “Plan”) addresses the specific accessibility requirements in accordance with the *Municipal Elections Act, 1996*, the *Ontarians with Disabilities Act, 2001* (ODA) and the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA), as amended.

The Plan is built to strengthen the Town’s commitment to improving accessibility for all, and ensures that electoral services are accessible to all electors and candidates.

The Town of Aurora is dedicated to the continuous improvement and development of our approach to meet the needs of persons with disabilities. This Plan will be updated and improved as new opportunities are identified or become available. The review of accessibility issues, initiatives and addressing barrier prevention or removal is an ongoing practice.

## Municipal Elections Act, 1996

The Town Clerk is responsible for the proper legislative and administrative conduct of the municipal election in the Town of Aurora. The legislative requirements under the *Municipal Elections Act, 1996*, include:

- Section 12.1 (1) places responsibility on the Clerk to have regard to the needs of the electors and candidates with disabilities. Accessible Customer Service Standards must be followed when conducting a Municipal Election.
- Section 12.1 (2) requires that the Clerk 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.
- Section 12.1 (3) requires that within ninety (90) days after Voting Day, the Clerk 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.
- Section 41 (3) states that the Clerk shall make such changes to some or all of the ballots as he or she considers necessary or desirable to allow electors with visual impairments to vote without assistance.

- Section 45 (2) states that in establishing the locations of voting places, the Clerk shall ensure that each voting place is accessible to electors with disabilities.

## **Objectives**

The Plan is intended to highlight measures that the Town will be implementing to ensure equal opportunity for all electors and candidates. These objectives include:

- That all voting locations are accessible;
- 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; and,
- That efforts are made to ensure that electors with disabilities are aware of the accessibility measures available via channels such as the newspaper, media launches, the Town's website and social media.

## **Development of the Plan**

The Plan was developed by the Town's Accessibility Advisor and in consultation with the Accessibility Advisory Committee.

This Plan is an active document which will be improved and updated as best practices are identified and new opportunities for improvement arise.

Staff training standards and practices directly related to the Election will be established to ensure that people with disabilities are able to vote in a positive customer service environment, and ensure that all election officials recognize that in every way possible an elector's needs are to be accommodated whenever possible.

Following the Election, a report will be prepared on the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the report available to the public.

## **Definition of Disability**

Defining disability is a complex, evolving matter. The term "disability" covers a broad range and degree of conditions. A disability may have been present at birth, caused by

an accident, or developed over time. Section 10 of the Human Rights Code defines “disability” as

- 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*.

Disabilities can take many forms, both visible and invisible. The following criteria were considered in the development of this Plan:

- Policies and procedures must be consistent with the principles of the *Municipal Elections Act, 1996* and must respect the dignity and independence of persons with disabilities;
- Access to electoral services must be integrated and equitable;
- Initiatives should address and accommodate a wide range of abilities; and,
- The Town of Aurora customer service policy for providing services to people with disabilities must be followed throughout the election process.

### **Election Officials**

The Town is committed to ensuring that reasonable accommodations are made available to persons with disabilities during the recruitment, assessment and selection processes and, in consultation with applicants, provides reasonable accommodations upon request.

In particular, the Town of Aurora will

- notify applicants about the availability of accommodations during the recruitment, assessment and selection processes;
- consult with applicants to ensure reasonable accommodations are provided, taking into account individual accessibility needs; and
- notify successful job applicants about its policies for supporting employees with disabilities (including policies for accommodating employees with disabilities).

The Town of Aurora will hold mandatory training sessions for all election officials carrying out election duties. Election officials will complete Accessible Customer Service Training, Working Together: The Code and AODA training and specific Election Training to help serve people with disabilities and educate themselves on the special services available to assist electors.

Training will include:

- How to interact and communicate with persons with various types of disabilities;
- How to interact with persons with disabilities who use assistive devices or require the assistance of a service animal or support person;
- Explaining the voting method;
- How to use voting equipment and assistive devices to deliver election services;
- How to provide accessible customer services and what to do if a person is having difficulty accessing election information or services;
- Creating a barrier free voting location; and,
- Providing voter assistance, if required.

The Town will keep records of the training, including the date on which training is provided and the number of individuals to whom it is provided. The names of individuals trained will be recorded for training administration purposes, subject to the Municipal Freedom of Information and Protection of Privacy Act ("MFIPPA").

### **Candidates**

Any candidate nomination will occur in an accessible location. Additional accommodations will be available upon request.

Candidates must also have regard to the needs of electors with disabilities. Campaign offices, election materials and canvassing should all be reviewed in order to ensure that they are fully accessible.

Expenses which are incurred by a candidate with a disability that are directly related to the disability, and which would not have been incurred except for the purpose of running for an office in the election to which the expenses relate, are excluded from the permitted spending limit for the candidate.

### **Third Party Advertisers**

Any third-party advertiser registration will occur in an accessible location. Additional accommodations will be available upon request.

Third-party advertisers must have regard to the needs of the electors with disabilities. Advertisements, signs and other materials should be reviewed in order to ensure they are in compliance with the Integrated Accessibility Standards Regulation 191/11 under the *Accessibility for Ontarians with Disability Act, 2005*.

### **Communications and Information**

This Plan is available on the [2026 Municipal Election](#) webpage or at Aurora Town Hall, Corporate Services 100 John West Way. Alternative formats will be made available upon request.

As per the Integrated Accessibility Standards Regulation, the Town of Aurora will provide electors information in a format that takes into account a persons disability. Information and forms will notify candidates and electors that the information is available in an alternative format upon request. Once a request has been made formats may be agreed upon between the person and the Clerk.

In the event the information is not generated by the Town or is supplied by a third-party, the Town 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.

### **Notice of Temporary Service Disruptions**

Due to unforeseen circumstances beyond the Town's control, the Clerk shall provide public notice on the municipal website and in the local media should a temporary disruption in the delivery of election information or services occur. The notice shall include the reason for the disruption, the expected duration and an explanation of alternative methods of delivering the information or service.

In the event of disruptions to service or unforeseen circumstances that affect the accessibility of Voting Locations during the Advance Voting Period or on Voting Day, Notices of Disruption will be posted in real time:

- On the Town's website and election website;
- On Facebook;
- On Instagram;
- Posted at the site of disruption

### **Accessible Voting Locations**

To ensure that voting locations are accessible to electors, an Accessibility Site Inspection Checklist was created for voting locations. The Checklist is attached as Appendix A and will be used to evaluate each voting location.

The Accessibility Site Inspection includes the assessment of the following:

- Exterior paths of travel
- Accessible parking
- Accessible entrances
- Interior paths of travel
- Elevators (if applicable)
- Barrier free washrooms
- Facility signage and information systems

A comprehensive accessibility audit of each voting location will be conducted to ensure that each voting location is accessible to electors with disabilities.

#### Designated parking for persons with disabilities

Designated parking for persons with disabilities will be provided in close proximity to the entrance of the Voting Location where possible. Accessible parking spaces will be clearly marked and will be on firm and level ground. Routine checks will be made to ensure all entrances remain barrier free through the course of the day by a designated Election Official.

#### Accessible Routes

Each location will have a route 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.

#### Entrances and Exits

All entrances to the Voting Location will be easy to access and barrier free. Every effort will be made to ensure that the door into the interior Voting Area is wide enough for a

wheel chair, scooter, other assistive device or service animal to pass through safely and easily. Should doors into the interior Voting Area not be accessible the doors shall remain propped open for the duration of the voting location hours. Routine checks of the entrance and exit routes will be made throughout the day by a designated Election Official.

### Interior Voting Area

Access to the interior voting area and voting booth shall be level and easily traversed. Any doormats or carpeting shall be level with the floor to prevent potential hazards. All voting areas shall be well lit and seating will be made available at various stages of the voting process.

### Accessible Voting Booths

Accessible voting booths will be available at each Voting Location. Voting booths will be low in height and have a wide area to allow for individuals who use mobility or assistive devices to vote independently and privately. A large print "Notice of Ballot" poster shall be displayed in close proximity to the voting booth. Magnifying sheets will be made available to assist any individual with visual impairments, upon request.

### Accessible Voting Technologies (online)

In this system, voters are able to vote from the comfort of their homes through secured internet services. This method provides for easy voting for voters with any disabilities. Internet voting will be available from October 16, 2026 until October 25, 2026.

### Voting Assistance

Persons with differing abilities may be accompanied by a support person within the voting location. In addition, an Election Official in each voting location can assist the voter in casting their vote. Prior to entering the voting booth, the Election Official shall consult with the person with the varying ability to determine the extent to which they need assistance and the best way in which this assistance can be provided. Wherever possible the Election Official will explain the accessible technologies available and confirm the elector's preferred method to vote. This may include actually marking the ballot as directed by the person with the varying ability.

### Service Animals

Anyone requiring the use of service animals is permitted to be accompanied by a service animal at all designated voting locations.

### Support Person

A support person may accompany a person with a disability in order to help with communications, mobility, personal care or medical needs. The support person, upon the completion of an "Oath of Secrecy", may accompany the elector behind the voting screen to assist the elector in the voting process.

### **Emergency Information and Procedure**

Election Officials will be aware of the emergency evacuation procedure and plans at their designated voting location. They will be informed on how to assist electors, staff or candidates/scrutineers with disabilities in the event of an emergency.

### **Voting Methods**

Electors in the Town of Aurora will have two options:

Internet Voting - Eligible voters may vote online, using their personal smart phone, tablet device, gaming device or computer and any accompanying assistive devices or software, along with their qualifying information, to access the internet address provided on their Voter Notification Letters.

Internet voting provides convenience and independence of voting from anywhere using their own personal devices. Internet voting 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.

Internet voting will be available from October 16 at 10 a.m. to October 25 at 12 p.m. Please note that internet voting will not be available on Voting Day.

In person paper ballot - The Town of Aurora will be offering the traditional method of voting using a paper ballot that's counted by tabulators. Paper ballot voting will be available on the following dates, times, and locations.

Saturday, October 17, 2026 – 12 p.m. – 6 p.m. – Aurora Senior's Centre

Sunday, October 18, 2026 12 p.m. – 6 p.m. – Aurora Senior's Centre

Monday, October 19, 2026 4 p.m. – 8 p.m. – Aurora Senior's Centre

Tuesday, October 20, 2026 4 p.m. – 8 p.m. – Aurora Senior’s Centre

Wednesday, October 21, 2026 4 p.m. – 8 p.m. – Aurora Senior’s Centre

Monday, October 26, 2026 10 a.m. – 8 p.m. – various polling stations to be established by the Clerk.

### **Voting Locations at Institutions, Retirement Homes, and Multi-Residential Buildings**

Section 45 (7) of the Municipal Elections Act requires that on Voting Day, a voting place shall be provided on the premises of the following:

1. An institution for the reception, treatment or vocational training of members or former members of the Canadian Forces.
2. An institution in which, on September 1, 20 or more beds are occupied by persons who are disabled, chronically ill or infirm.
3. A retirement home in which, on September 1, 50 or more beds are occupied.

The hours of voting at the above locations shall be held at the discretion of the Clerk in consultation with building administrators. Notices of the date and time for voting will be posted in the residence, and sufficient notice will be provided so that voting information can be added to calendars that may be maintained by the home for residents.

If a voter is unable to physically attend the voting location, a Deputy Returning Officer may attend to voters in their specific living areas or at least bedside to assist them to vote. All Election Officials will take an Oath of Secrecy for this purpose.

In addition to the legislated requirements, additional multi-residential buildings or complexes will be identified as during the advance vote period to provide additional opportunities to vote.

### **Feedback**

The Town of Aurora welcomes feedback to identify areas where changes need to be considered and ways in which the Town can improve the delivery of an accessible Election. This Plan is a living document and will continue to undergo changes. Please provide us with your feedback so we know how to best provide an accessible election. Feedback on this Plan can be submitted through the following channels:

Telephone: 365-500-3172

Email: [accessibility@aurora.ca](mailto:accessibility@aurora.ca)

In person or Mail: Aurora Town Hall, Corporate Services  
100 John West Way, Box 1000, Aurora, ON, L4G 6J1

## **Additional Resources**

Please visit the Town's website for more information on the [2026 Municipal Election](#) and the [Town of Aurora Multi-Year Accessibility Plan](#).



Ward

## Voting Place Inspections

Inspection Date	Inspected By	Estimated Number of Electors (2022 data)	Furniture Requirements
			___ Tables ___ Chairs

### 1. GENERAL

<input type="checkbox"/> Apartment	<input type="checkbox"/> High School	<input type="checkbox"/> Public School	<input type="checkbox"/> Town Owned	<input type="checkbox"/> Seniors	<input type="checkbox"/> Library	<input type="checkbox"/> Church
<input type="checkbox"/> Condominium	<input type="checkbox"/> Catholic School	<input type="checkbox"/> Nursing Home	<input type="checkbox"/> Hospital	<input type="checkbox"/> Church	<input type="checkbox"/> Other (specify)	

Building Name		Photo Numbers/ID	
Building Address (please verify that it is the same as on contract)		Voting Room Name	
Corporation/Owner Name, Contact Name and Address (where contract should be mailed)		Voting Room Dimensions	
Corporation/Owner/Head Office			
Phone	Fax		
On-Site contact person	Phone	Cell	email
Election Day contact person	Phone	Cell	email
After Hours contact person	Phone	Cell	email

### 2. NURSING HOMES/HOSPITALS (LONG TERM/CHRONIC CARE FACILITIES)

No. of beds	No. of residents	No. of residents with mobility restrictions	Require Bed to Bed	Reduced Voting Hrs	Enumeration

### 3. RESIDENTIAL BUILDINGS

If required, will non-residents have access for voting? <input type="checkbox"/> Yes <input type="checkbox"/> No	# of units	Other addresses that are part of this complex and should vote here
---	------------	--

Ward



## Voting Place Inspections

### 4. TELEPHONE and ELECTRICAL OUTLETS

Phone access available on Election Day <i>(for emergencies and results)</i>	Phone location	Closest analog phone jack to voting machine is located
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Working Electrical Outlets Available in Voting Room		
<input type="checkbox"/> Yes <input type="checkbox"/> No – Where is the closest outlet?		

### 5. COMMENTS AND GENERAL OBSERVATIONS:

Is this location suitable as a voting location?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Please explain)</i>
Is there any planned construction/closure of the facility prior to October 26, 2026?	<input type="checkbox"/> No <input type="checkbox"/> Yes <i>(Please explain)</i>

### 6. ACCESSIBILITY FEATURES

Transportation		
Is the name and address visible from the street?	Is there a pedestrian crosswalk close by?	Is accessible parking available for visitors?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Parking		
Is accessible parking available?	Number of designated accessible parking spots?	Number of staff spaces?
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Are curb cuts provided?	Is parking space firm and level?	Is it well lit?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the space large enough to meet the needs of a visitor who uses a van equipped with wheelchair lift?	Are accessible parking spaces clearly marked?	On-street parking available?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Accessible Route of Travel		
Is the route to the entrance accessible?	Does the route of travel require a temporary ramp to make it accessible?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Building		
Is the entrance accessible?	Is the entrance door easy to open? <i>(Can it be opened with a closed fist?)</i>	Is the doorway wide enough for a person using a wheelchair or scooter to pass through?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No



Ward

## Voting Place Inspections

Does the interior space provide a clear path of travel without obstructions? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is there level access from the entrance to the voting area? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are the floor finishes safe? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are corridors spacious enough for a wheelchair or scooter to pass through comfortably? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are additional signs required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of stairs and/or ramp(s) at this location
<b>Washrooms</b>		
Are there accessible barrier free washrooms? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are they available to the general public? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Other</b>		
Is a Customer Service Clerk (CSC) required to assist disabled electors to the disabled entrance? (e.g. elevator operation) or due to other extenuating circumstances?  <input type="checkbox"/> Yes – Please describe <input type="checkbox"/> No	If yes, please explain	

### 7. VOTING LOCATION IN BUILDING

Designated Entrance for Voting	Furniture <input type="checkbox"/> <b>Yes</b> - they can supply _____ tables and _____ chairs. <input type="checkbox"/> <b>No</b> - no furniture available	
Washroom available for use by election staff  <input type="checkbox"/> <b>Yes</b> Location: _____ <input type="checkbox"/> <b>No</b> Explain: _____  <b>Is there a key required for staff bathroom - yes/no</b>	# of parking spots available  _____ Accessible with Sign _____ Regular	Lighting <input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Adequate <input type="checkbox"/> Poor

Ward



## Voting Place Inspections

**Voting Room Location:** *(sketch – including most suitable entrance(s) for electors and disabled electors)*