



The Corporation of the Town of LaSalle
2025 Municipal By-Election
Post-Election Accessibility Report

November 2025

Introduction

The Town of LaSalle is committed to providing electors, candidates and election officials the opportunity to fully participate in the 2025 Municipal By-Election.

In accordance with the Municipal Elections Act, 1996 (“MEA”), the Clerk prepared and made publicly available in the summer of 2025 an accessible by-election plan to identify, remove and prevent barriers that affect electors and candidates with disabilities.

Within 90 days after voting, the Clerk is responsible for preparing and making publicly available a report about the identification, removal, and prevention of barriers that affect electors.

The publicly available plan was presented to the Town’s Accessibility Advisory Committee (LAAC). The report will be posted on the Town’s website first, then presented to the LAAC in February 2026. Both documents can be provided in an accessible format upon request, aligning with the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (“AODA”), the Ontario Human Rights Code, and the Town’s Accessible Customer Service Policy.

To support these requirements, the current report includes the following:

- A Summary of the initiatives the Town implemented to meet the accessibility objectives listed in the accessible by-election plan
- The identification, removal and prevention of barriers during the election
- Accessibility feedback received from the public

Report

Voting Method

The Town partnered with Comitia Canada Inc to provide Internet Voting for the 2025 Municipal By-Election. This method allowed electors to cast their ballot using a computer, smart phone, gaming device or tablet from a location with internet access of their choice between 10:00 am on Friday, October 10, 2025, through to 8:00 pm on Monday, October 20, 2025.

Voter Information Letters (VIL) were prepared in advance for eligible voters. Each letter included voting instructions and personalized login credentials that would allow the voter to access, mark and cast their electronic ballot. The intention was to have the VILs mailed and delivered to eligible voters by the time the advanced polls opened, Friday October 10 2025.

Identification, removal and prevention of barriers during the election

Thursday September 25 2025 a national mail service strike launched by the Canadian Union of Postal Workers, resulted in VILs not being mailed out to residents as planned.

In response, VILs were available to be picked at the Voter Help Centre (VHC) located at the LaSalle Civic Center, 5950 Malden Road, starting on Wednesday October 8, two days prior to the opening of the advanced polls.

Accessibility Feedback

None.

Voting Assistance

Voting assistance was provided through the Voter Help Centre. The primary VHC was located at the LaSalle Civic Centre, 5950 Malden Road. Secondary offsite VHCs were set up at two retirement homes in the Town of LaSalle.

The primary VHC included:

- Clearly marked accessible parking with the International Symbol of Accessibility
- Automatic doors with wave sensor activation
- Level and slip-resistant access to the voting area
- Entranceways and corridors were free of obstructions with sufficient space for mobility devices
- Voter registration support provided by an election official stationed at the Tax counter
- General by-election related information provided at the reception desk
- Election officials stationed to greet and direct electors to voter registration and the voting station
- Clear signage directing voters to the voting area
- In person voting station with four booths, one of which was an accessible booth identifiable with signage depicting the International Symbol of Accessibility and space to allow for the use of a mobility device
 - All booths were well lit and equipped with a chair, touch screen laptop, privacy screen, touch-screen stylus pen, magnifying glass, paper receipt slips and pencils to record the confirmation number of a ballot once it had been cast
 - Support persons were permitted to assist with voting after taking an Oral Oath of Friend of Elector (Form EL27B) administered by an Election Official

- Service Animals were permitted as per the Town of LaSalle Accessible Customer Service policy
- Two designated election officials were available to assist with voting after administering and taking an Oral Oath to Vote with Assistance (Form EL27A)

The secondary offsite VHCs were set-up at Seasons Royal Oak Village and Chartwell Oak Park to provide eligible electors the opportunity to vote on Thursday, October 16 2025. Aside from the use of iPads rather than touchscreen laptops at the offsite voting stations, election officials provided the same services at the offsite VHC as they did at the primary VHC.

Identification, removal and prevention of barriers during the election

In response to the national mail service strike, a VIL pick up station was added to the services provided through the VHCs. At the primary VHC, the pickup station was located in Council Chambers across from the voting station. It was open for service until the polls closed at 8:00pm on Monday, October 20, 2025.

Electors were permitted to pick up the VILs for registered eligible electors residing at the same address. Upon request, accommodation for curbside VIL pick up and hand delivery of the VIL to the homes of residences were arranged for eligible electors with mobility limitations.

Accessibility Feedback

- Provide computer mice for each voting booth - Addressed during the by-election
- Provide chairs with supportive armrests - To be considered for a future election
- Provide additional directional floor signage – To be considered for a future election

Communication

Information about the by-election, including the 2025 Municipal By-Election Accessibility Plan were made publicly available on the [Town of LaSalle's Election webpage](#). Upon request, the 2025 Municipal By-Election Accessibility Plan could be provided in an accessible format and with communication supports.

The Town also engaged communication channels including radio advertisements, billing inserts, and social media platforms such as Facebook and Instagram to communicate important election information.

Feedback about the way election services were provided to persons with disabilities could be submitted by phone, fax, email, in person, using the Accessible Customer Service Feedback Form and by mail.

Identification, removal and prevention of barriers during the election

As per the Municipal By-Election Accessibility Plan, the Town provided notice to the public of the service disruption due to the mail strike. The following were used to inform the public:

- Radio announcements (Mix 96.7, and AM800)
- Social Media releases
- Special edition E-newsletter circulated Thursday, October 9 2025
- Website banners
- Signage posted at the Town of LaSalle Civic Center reception desk
- Water billing inserts
- Outdoor electronic signs at the Vollmer Complex and Town of LaSalle Civic Center
- Lobby screens in the Vollmer Complex and Town of LaSalle Civic Center
- A-frame boards at the LaSalle Landing Event Center and the Vollmer Complex

Accessibility Feedback

- Provide more information about candidates – To be considered for a future election

Conclusion

The Town acknowledges that reviewing accessibility issues, removing and preventing barriers is an ongoing process. The Town will continue to learn and adapt its approaches to meet the accessibility needs of its community.