

Township of The Archipelago Multi-Year Accessibility Plan | 2022-2026

Key Area	Action Items	Status
Policies	Develop, implement, and maintain policies governing how the organization will achieve accessibility through meeting its requirements referred to in the Integrated Accessibility Standards Regulation, and include a statement of organizational commitment to meet the accessibility needs of persons with disabilities in a timely manner.	Started and ongoing
Accessibility Plan	Establish, implement, maintain, and document a Multi-year Accessibility Plan which outlines the Township's strategy to prevent and remove barriers, and meet its requirements under the IASR.	Completed
Accessibility Plan	Prepare an Annual Status Report on the progress of measures taken to implement the Multi-Year Accessibility Plan.	Ongoing
Accessibility Plan	Review and update the accessibility plan at least once every five years in consultation with the HHAAC.	Completed. Ongoing as required.
Procuring or Acquiring Goods	Incorporate accessibility criteria and features when procuring or acquiring good, services, or facilities, except where it is not practicable to do so.	Started and ongoing
Training	Train on the requirements of the accessibility standards referred to in the IASR (Information & Communication, and Employment) and on the Human Rights Code as it pertains to persons with disabilities. Keep a record of the dates of training and the individuals who have received training.	Completed by all current employees. Training materials will be reviewed annually to ensure ongoing compliance.
Training	Train on how to create documents that are accessible to people with disabilities. In addition, train employees on the use of assistive technologies.	2022
Employment Policies	Create Accessible Customer Service Procedure to incorporate all requirements of the Customer Service Standard.	Ongoing
Library	Procurement of library content in a variety of accessible formats and increased digital content offered.	2023
Employment Policies	Create Accessible Information and Communications procedure to incorporate all requirements of the Information and Communications Standard.	2023
Communications	Continue work to ensure that the Township website and web content meet Web Content Accessibility Guidelines (WCAG) Level AA.	Ongoing
Communications	A brand standards style guide defining standards and general practices for digital and print media will be created in conjunction with the update to the branding guidelines. The style guide will incorporate accessibility considerations including font, style, colour, contrast, and use of language.	2024

Communications	Ongoing conversion of departmental templates to accessible formats.	Ongoing
Employment Policies	Creation of an Employee Accommodations Plan.	Completed
Township Facilities	Complete an accessibility audit of Township owned facilities.	2023
Township Facilities	Consult with persons with disabilities and the public during the 2023 Pointe au Baril Facilities Plan Project. Take action on recommendations on accessibility improvements noted in the Project Report.	Ongoing
Township Facilities	Ensure public parking lots possess the minimum number and type of accessible parking spaces that meet the prescribed standard.	Ongoing
Township Facilities	Outfit all public restrooms with brail signage to assist with persons with visual impairments.	2023
Township Facilities	Install an accessible ramp at Holiday Cove Marina to allow employees and members of the public unimpeded access to the Marina office area.	2023
Township Facilities	Commission a handrail investigation to identify areas where it is beneficial and appropriate for handrails to be installed to assist with mobility. Implement the report findings upon conclusion.	2023-2024