

Accessibility Multi-Year Plan Progress Plan (updated January, 2018)
Schedule A – Municipal Services

Good or Service	Date Issue Identified	Target	Accessibility Issue	Recommended Action	Responsibility	Completion Date
HR Policies	ongoing	ongoing	All policies should reflect accessibility accommodations	Review	H.R. Manager	ongoing
Planning Practice	2003	ongoing		Establish Best Practices Review current	Clerk	ongoing
By-Laws	2003	ongoing	May be out-dated	Review	Clerk	ongoing
Accessibility Features		ongoing	Disruption	Municipal staff will notify members of the public of any temporary disruptions to accessible elements via website, on-site notice, and any other reasonable means. Accessible elements will be fixed as soon as possible.	Municipal Managers	ongoing
Procurement		ongoing	Accessibility features considered	Municipal staff are to consider accessibility in all purchases.	Municipal Managers	ongoing
Recruitment		ongoing	Offer Accessibility Accommodations	Accessibility Accommodations are offered as appropriate. This includes standardized job postings and letters of offer.	Municipal Managers	ongoing
Training		ongoing	Training on requirements of AODA Standards and Ontario Human Rights Code	Train new employees and as new legislation is passed.	HR Manager	ongoing