

Designated Public Sector Annual Status Report

Township of Alfred and Plantagenet Annual Status Report

The Township of Alfred and Plantagenet has established a multi-year accessibility plan to prevent and remove barriers to accessibility and to meet requirements under the *Accessibility for Ontarians with Disabilities Act* and the *Integrated Accessibility Standards*.

This Annual Status Report details the required annual update for 2025 on the progress of measures taken to improve accessibility. The purpose of this report is to track our organization's progress and make the public aware of our initiatives.

To request an alternate format of this report, please contact:

Noémie Hamelin

nhamelin@alfred-plantagenet.com

613-673-4797

Accessibility Accomplishments in 2025

Customer Service Accomplishments

- Modernizing online forms so they are accessible and fully fillable in PDF format.
- Creating accessible web forms for the new website.

Information and Communications Accomplishments

- Design and development of a new, fully accessible website using Drupal, including a complete revision of all site content.
- Accessibility training provided to staff for creating compliant and accessible documents.
- Provided accessibility requirements to external auditors for the preparation of Financial Statements.

Next Steps

- Finalizing the content of an updated Customer Service Policy.
- Creating additional accessible webforms on our website.
- Providing further accessibility training for staff on commonly used software (MS Word, MS Excel, Adobe PDF).