

The Corporation of the TOWN OF THESSALON



ACCESSIBLE DIGITAL FORMAT POLICY

PURPOSE:

This policy establishes guidelines as per the AODA standards that took effect January 1, 2021 for receipt of documents for an agenda, submitted quotations or tenders, as well as, all materials and communications products produced or purchased (e.g. consultant reports, feasibility studies, plans, etc.) by the Town of Thessalon for release to the public.

POLICY:

The Town of Thessalon enacts the following:

- That each document received by the Town of Thessalon shall be provided in an accessible digital format
- That payment from the Town of Thessalon may be withheld from contractors/suppliers etc. until documentation is provided in an accessible format, if requested.
- That upon request tenders must provide an electronic accessible document

This policy is approved by resolution of The Council of The Municipality of the Town of Thessalon, this 16th day of February, 2021.

Mayor _____

Clerk-Treasurer _____