

# ACCESSIBILITY PLAN



FXT Transport • June 1, 2024

## GENERAL

### *Executive Summary*

The Accessible Canada Act is a federal law that aims to identify, remove and prevent barriers facing people with disabilities. The Act's goal is to create a Canada without barriers by 2040. A *barrier* is an obstacle or anything that prevents a person with a disability from fully participating in all aspects of society because of their disability. There are many different types of barriers. Barriers can be visible, invisible, physical, attitudinal, technological, information and communication barrier. A *disability* is any condition of the body or mind (impairment) that makes it more difficult for the person with the condition to do certain activities (activity limitation) and interact with the world around them (participation restrictions).

The Act requires that federally regulated entities produce a plan to address any barriers or limitations in these priority areas:

- Employment
- Built environment
- Information and communication technology (ICT)
- Communication, other than ICT
- Procuring goods, services and facilities
- Designing and delivering programs and services
- Transportation

Fundy Xpress Transport is committed to building a culture of inclusivity and accessibility. Not only is this part of our company goal, but opening access to all is imperative to our continued growth and competitiveness as an employer in the trucking sector. We will contribute to a barrier-free Canada for everyone by building an accessibility framework that supports employees and the public we serve. This will contribute to having the best experience possible with our services, products and facilities.

We are aware that creating a barrier-free environment takes time and are dedicated to the ongoing identification, removal and prevention of barriers. Fundy Xpress Transport will build on our current efforts through the development of our initial Accessibility Plan as required under the Accessible Canada Act. This Accessibility Plan will guide our organization in meeting our accessibility commitments and building an accessibility-confident culture.

### *A summary of initial opportunities include:*

- Improving the attraction of persons with disabilities to jobs in our company and the trucking sector
- Expanding the range and options for accommodation, especially for drivers
- Being better prepared to provide information in accessible formats, when requested
- Initiating processes where there is a more thorough review and a "through an accessibility lens" approach to the assessment of facilities, procurement procedures, company programs, new initiatives and services.



## ***Feedback Process and Contact Information***

Fundy Xpress Transport welcomes feedback on our Accessibility Plan from the public, employees and or stakeholders. This feedback is valuable to us as it helps us break down accessibility barriers and build our commitment to accessibility and inclusion.

If you have an inquiry or feedback, please use one of the methods below to contact us. We will acknowledge receipt of your feedback and follow up, upon request, in a timely manner. You can also use these channels to request this plan in alternate formats. If you require support while providing feedback please let us know and we will do our best to accommodate your needs.

Contact: Lisa Benjamin – Office Manager  
Mailing/Civic: 8487 Brooklyn Street Kentville, NS B4N 1G6  
Email: [accounting@fxt.ca](mailto:accounting@fxt.ca)  
Telephone: (902) 847-3003 ext. 100  
Website: [www.fxt.ca](http://www.fxt.ca)

## ***Statement of Commitment***

At Fundy Xpress Transport we are committed to making our organization and the services we provide accessible to all, including persons with disabilities. All Canadians have the right to benefit from our services equally and those who work with us have the right to perform their jobs free of barriers.

## ***Reporting Our Plan***

As required by the Accessible Canada Act, we will publish a status report once every year that measures our progress against our commitments. We will also review and update our Accessibility Plan once every three (3) years. Progress reports and updates to our Accessibility Plan will be shaped by consultation with person(s) with disabilities.

## **ADDRESSING AREAS IDENTIFIED IN THE ACCESSIBLE CANADA ACT**

### ***Employment***

The “employment” area ensures that candidates and employees with disabilities and those who experience barriers are supported throughout the entire employment lifecycle.

Barrier #1: The need to expand our understanding on the range of accommodation options available to persons with disabilities interested in becoming a long-haul truck driver.

Actions: Although in the past we have worked with those with disabilities to make their employment with us more accessible to fit their needs. more research needs to be done to know what is available and how we as a small company can accommodate both old and new employees.

Barrier #2: Financial ability to be able to purchase equipment and tools needed to accommodate new employees with disabilities.

Actions: As a small company we do not have the means to have a fund set aside for these expenses. As part of the research that we will be doing would be to look at grants or government funding that will assist us in procuring the necessary tools needed for persons with disabilities that may be employed in the future.

### ***Built Environment***

The “built environment” area ensures that workspaces and the work environment are accessible for all.

Barrier #3: Entrance ways to enter and leave the building

Actions: There is a slight step up/down to enter or leave the building there has been discussion on how to make it more accessible for wheelchair users. We do have one client who can access it with a wheelchair with some work, but could be accessed with more ease. The main office door swings out and has to be held to enter the building. Having something that locks it open will also benefit anyone who need to access the main office building.

Barrier #4: Access to the storage shed on the side of the office.

Actions: There is a step up to get into the storage shed. A ramp needs to be built in order for people with disabilities to be able to access it with ease. Although there is a window, there is no power to the shed so some battery operated lighting would benefit those with low vision.

### ***Information and Communication Technologies (ICT)***

“Information and communication technologies” (ICT) are various technological tools used to send, store, create, share or exchange information.

Barrier #5: We are unsure on what is available to us to be able to offer various ICTs.

Actions: Have a discussion with the outside IT company that we work with to see what we would need. Currently we use written and verbal communication. We can offer a larger font size for those who have low vision, but need to look at options to have audio files for certain information besides verbally communicating it either in person or over the phone.

Barrier #6: Lack of knowing what tools and software we currently have that accessibility capabilities and how to use them to our advantage.

Actions: Consult with our IT company to gain the knowledge and training needed to use these tools. Also, see what other tools are available to use so we can provide more accessible information.

Barrier #7: Cost to access new tools and software need to provide alternative forms of communication such as braille and audio.

Actions: Research any outside funding that could assist our company to purchase outside resources to assist with this.

### ***Communication Other Than ICT***

This area requires that organizations provide barrier free access for the public, clients and employees to all the communications that the Company produces for this audience.

Barrier #8: We do not have a current process in place to ensure that other formats of communication is available to anyone that may need it.

Actions: Look into service providers that could assist us in developing alternative formats of communication. Prepare commonly issued company communications in other formats to be distributed upon request. Send alternate formats upon request.

### ***Procurement of Goods, Services and Facilities***

The “procuring (buying) goods, services and facilities” area ensures that accessibility is considered at the beginning of the buying process.

Barrier #9: We currently do not have procurement procedures set in place to take accessibility requirements into consideration.

Actions: Develop procedures so that accessibility is a factor when purchasing goods and services.

### ***Design and Delivery of Programs and Services***

When designing and delivering the Company’s internal and external programs and services, accessibility considerations must be part of the process right from the very start.

Barrier #10: We currently do not have procedures set in place to take accessibility requirements into consideration.

Actions: Develop procedures to ensure accessibility is always considered. Create a checklist that will outline whether accessibility is being factored into operations with a comment section for improvements. Proper training to staff that are responsible for developing these practices and procedures with the Accessible Canada Act and Accessible Canada Regulations.

## *Transportation*

This area of focus in the Accessible Canada Act covers the transport of people and not goods such as buses or airplanes. Therefore as a fleet of transport trucks transporting goods, the standards for transportation are not necessary for this plan.

## **CONSULTATIONS**

To align with Fundy Xpress Transport's commitment to make our workplace environment accessible to all, we have developed our Accessibility Plan in consultation with our employees, including those with disabilities.

We gathered feedback and input from our team members and external organizations in several ways:

- Interviews with employees with disabilities so they can share feedback and ideas
- Engaging with external organizations supporting persons with disabilities to understand and seek recommendations for improving accessibility to the Company's building space and yards and our programs and services. Organizations we consulted include:
  - Triple E- our tech company for formatting tools
  - External interviews with clients with disabilities to gain input on how to better serve their needs.

We will continue to engage with employees, including those with disabilities and any working groups that have been developed as part of this Accessibility Plan, to measure progress and ensure that we realize the changes we have set out to achieve.

## **CONCLUSION**

Continuing improvement is a core value at Fundy Xpress Transport. We have high standards and strive to improve daily in all aspects of our operations. We recognize that we have opportunities for improvement with regards to accessibility. Our actions laid out in this plan is only the beginning of our journey toward a more accessible workplace. We will learn and listen to ensure that we are taking meaningful steps to identify, remove and prevent barriers.