



## **The Accessible Canada Act**

### **Searcy Trucking Ltd.'s Accessibility Progress Report**

**June 1, 2025**

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## **General**

### **Summary**

Searcy Trucking Ltd. is committed to building a culture of inclusivity and accessibility. Not only is this part of our company culture but opening access to all is imperative to our continued growth and competitiveness as an employer in the trucking industry. We will contribute to a barrier-free Canada for everyone by building an accessibility framework that will support employees and the public we serve to have the best experience possible with our services, products, and facilities.

We know creating a barrier-free environment takes time and we are dedicated to the ongoing identification, removal, and prevention of barriers. We published our initial Accessibility Plan, as required under the Accessible Canada Act, in 2024, and this progress report highlights steps we have taken over the past year to continually increase our accessibility for all.

### **Input and Feedback**

Searcy Trucking Ltd. welcomes feedback on our Accessibility Plan and progress reports from the public, employees, and our stakeholders. This feedback is valuable to help break down accessibility barriers and build on our commitment to accessibility. If you have an

inquiry or feedback, please use one of the contact methods below. We will respond to all feedback in a timely manner. If you require support while providing feedback, let us know and we will do our best to accommodate your needs.

**Contact: Rachelle Baker – Director, Culture and Driver Services**  
**Mailing address: 1470 Chevrier Blvd, Winnipeg Manitoba, R3T1Y6**  
**Email: [hr@searcytrucking.com](mailto:hr@searcytrucking.com)**  
**Phone: 1-204-475-8411**  
**Website: [www.searcytrucking.com](http://www.searcytrucking.com)**

### **Statement of Commitment**

Searcy Trucking Ltd. is committed to ensuring our organization and the services we provide are 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. Our Accessibility journey will be developed by consultation with people with disabilities.

### **Reporting Our Plan**

As required by the Accessible Canada Act, we will publish a progress report every year that measures our progress against our commitments. We will review and update our Accessibility Plan every three years.

### **Addressing Areas Identified in the Accessible Canada Act (ACA)**

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

Searcy Trucking has identified the following barriers that candidates and employees with disabilities may encounter:

**Barrier #1:** Our organization continues to experience competition for employees and is currently not attracting a high volume of qualified candidates from underrepresented populations such as people with disabilities.

#### **Actions:**

- Increase number of job posting locations that reach people with disabilities and affiliated communities.
- Ensure job posting documents follow accessibility best practices and readability and be

prepared to provide information in accessible formats when requested.

- Develop a recruiting and employment procedure for applicants with disabilities.
- Educate hiring managers on accessibility and how they can ensure a barrier-free hiring, selection, and accommodation process.

**Progress:**

- Our job postings follow some best practices such as using bullet points to provide concise information and spelling out acronyms.

**Next Steps:**

- Continue to explore job posting locations that reach people with disabilities and affiliated communities.
- Implement plain language usage in all job postings.

**Barrier #2:** Improve awareness opportunities for candidates to request reasonable accommodations during the recruitment process.

**Actions:**

- Incorporate language in job postings that show accommodations are available for roles that do not have a bona fide occupational requirement for applicants with disabilities and establish process for receiving accommodation requests.
- Educate candidates and employees about the availability of accommodations for applicants with disabilities in recruitment and selection processes.
- Add accessibility commitments and offerings to Bison's external careers page so candidates can envision themselves working in an environment with available accommodations.

**Progress:**

- Statement of commitment on Diversity, Inclusion, and Accessibility has been drafted, endorsed by our President, and added to our career application page (<https://searcytrucking.com/career-application/>)

**Next Steps:**

- Collaborate with all departments to provide information to candidates and employees about accommodation availability.

**Built Environment** - The "built" environment area ensures that workspaces and the work environment are accessible for all.

**Barrier #3:** Some spaces within the main office and shop locations may limit the mobility of employees and visitors with disabilities.

**Actions:**

- Conduct built environment audit to assess all physical barriers that may be present and require correction.
- Identify mobility barriers in all building locations that can only be accessed by stairs and develop a plan to correct or find alternate space in the building that can accommodate a permanent or temporary restriction.
- Add illumination signage in less lit areas to support those with visual impairments to identify important safety signage.
- Building Maintenance Manager and Finance leadership will provision the budget for modifications required to address accessibility deficiencies.

**Progress:**

- An on-site review was conducted in Winnipeg on October 22<sup>nd</sup>, 2024 by our Building Maintenance Manager with a preliminary report shared with the Executive team on December 17<sup>th</sup>, 2024.
- Budget for physical modifications has been provided.
- At our head office at 1470 Chevrier Blvd in Winnipeg, Manitoba, the following physical adaptations have occurred:
  - o Added new elevated toilet seats and added grab bars on walls of all bathrooms.
  - o Sharps containers added to all bathrooms.
  - o Light dimming switches added in areas where staff expressed difficulty with sight.
  - o Blue light filters added to computers of staff members that expressed difficulty with sight.

**Next Steps:**

- Identify physical barriers that arise and correct those that can be corrected without large capital expenditure being incurred. Any larger project to be placed on multi-year modification plan.
- Identify and replace all interior signage in all terminals across Canada, that require the addition of braille (washrooms, boardrooms etc.)
- In June 2025, renovations to the head office will commence with focus on assessable lunchroom, bathrooms, and moveable ramp being built to cover 2 steps required to enter our dispatch area.

**Barrier #4:** No handicap parking is available at either terminal.

**Actions:**

- Designated 1 spot in each terminal for handicap parking. Clearly identified with signage.

**Progress:**

Barrier has been removed by adding a handicap parking stall in both terminals.

**Information and Communication Technologies (ICT)** - “Information and Communication Technologies” are various technological tools used to send, store, create, share, or exchange information.

**Barrier #5:** Some systems do not support accessibility features and, technology teams are not well versed with supporting accessibility technologies.

**Actions:**

- Review current company websites, intranet and applications and remediate accessibility deficiencies.
- Update and standardize technology style design guides to ensure compatibility with accessibility features and tools.
- Ensure training materials and support are available for people with disabilities on how to access and use accessibility features such as scaling text and images, enabling text to speech features, and closed captioning on Microsoft Teams.

**Progress:**

- Searcy Trucking’s external website has been reviewed with developers and deficiencies have been noted and changed. We’ve removed videos that did not support closed captioning.
- Our I.T team has begun to include instructions on using accessibility tools for eLearning courses.

**Next Steps:**

- Continue to review the technology style design guides to ensure accessibility.
- Continue to develop instructions to include accessibility information.

**Barrier #6:** Tools and software used in the company which have accessibility capabilities are not being used in an accessible way.

**Actions:**

- Educate and communicate opportunities to utilize accessibility features already available to the broader workforce.

**Progress:**

- As online learning modules are updated and added by our 3<sup>rd</sup> party developer (Carriers Edge), we’re looking to include instructions for accessibility at the beginning of each module. Also ensuring closed captions are enabled for all videos.

**Next Steps:**

- Review all major tools and software used in the company and identify those with accessibility features. We will be developing our own intranet for employees in Q4 2025

into Q1 2026.

**Barrier #7:** Technologies commonly used in meetings, online learning, and collaboration spaces can limit the ability of facilitators and attendees to participate meaningfully.

**Actions:**

-Add closed captioning to online learning videos and ensure all other accessibility features are available as required.

**Progress:**

-All videos created either by Marketing or 3<sup>rd</sup> party contractors to include the use of captioning.

**Next Steps:**

- Conduct a review to confirm that accessibility tools and resources for meetings, online learning, and collaboration spaces are equipped with the latest accessibility features. Ensure that all stakeholders are informed, understand how to utilize these tools effectively, and regularly communicate updates to the business to enhance staff awareness.

**Communication Other Than Information and Communication Technologies (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:** Searcy Trucking does not have a consistent process to ensure alternate formats of communication are available.

**Actions:**

-Review external website social media video content and identify ways to improve accessibility through alt text and closed captioning.  
-Develop process to identify and create accessible options when developing web-based content.  
-When requested, Searcy Trucking will provide alternate formats within time frames required by the Accessible Canada Regulation which will include print, large print, audio format, braille, or an electronic format that is compatible with adaptive technology.

**Progress:**

-Closed captioning has been utilized for video creation.  
-The external website is being reviewed by 3<sup>rd</sup> party vendor.

**Next Steps:**

- Implement a regular review process to ensure that the external website and social media content consistently adhere to best practices for accessibility standards.

- Upon request, Searcy Trucking will supply alternative formats within the timeframes specified by the Accessible Canada Regulation. These formats will include print, large print, audio, braille, and electronic versions compatible with adaptive technology.

**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:** Searcy Trucking’s procurement procedures and practices do not take into consideration accessibility requirements.

**Action:**

- Review vendors' accessibility capabilities to ensure they can deliver goods and/or services consistent with our current accessibility needs.
- Ensure accessibility needs are considered when purchasing software, equipment, and food items.
- Review digital accessibility needs when receiving Request for Proposals from external customers.

**Progress:**

Searcy Trucking will continue to work internally and with all 3<sup>rd</sup> party vendors to ensure all purchases factor in accessibility practices.

**Next Steps:**

- Ensure that all stakeholders engaged in the procurement process are well-informed about the requirements and significance of applying accessibility standards in their evaluations.

**Design and Delivery of Programs and Services** - When designing and delivering Searcy Trucking’s internal and external programs and services, accessibility considerations must be part of the process.

**Barrier #10:** We do not currently have a standard approach for ensuring all programs, processes, and services have taken accessibility into consideration.

**Action:**

- Comply with mandatory requirement to consult with persons with disabilities by creating a forum to review and provide feedback on all programs, processes, policies to support the development of future programs and services.
- Develop and promote guidelines on how to apply the accessibility lens when reviewing company policies, programs, and services.
- Create accessibility checklists to help ensure key accessibility considerations are made.



**Progress:**

-Searcy Trucking will utilize their Health and Safety Committee to review programs, processes and services have taken accessibility into consideration.

**Next Steps:**

- The Health and Safety Committee will assist in maintaining a master inventory of all programs, processes, and policies and a system to update regularly.
- Develop guidelines, checklists and other resources to apply accessibility standards to all current programs, processes, and policies.
- Establish a standard process to ensure future programs, processes, and policies apply an accessibility lens prior to full adoption and roll out to the business.

**Transportation** - Transportation for this purpose refers to the transportation of people, not goods. Searcy Trucking Ltd. does not coordinate a transportation system, or a fleet of transportation vehicles as defined in the Accessible Canada Act and is not included in the scope of this plan.

**Consultations**

To align with Searcy Trucking Ltd.'s commitment to creating an accessible workplace for all, we have developed our initial Accessibility Plan in collaboration with key leaders to identify barriers. This process included an internal survey of employees with self identified disabilities and follow-up conversations.

We will continue to survey employees and the general public and consult with external organizations referenced in this Accessibility Plan. This ongoing feedback will help us measure our progress and ensure we meet our accessibility commitments.

**Definitions**

**Accessibility** – Refers to the needs of persons with disabilities being intentionally and thoughtfully considered when products, services, and facilities are built or modified so they can be used and enjoyed by persons of all abilities.

**Barrier** – The Accessible Canada Act defines a barrier as “anything – including anything physical, architectural, technological, or attitudinal, anything that is based on information or communications or anything that is the result of a policy or a practice – that hinders the full and equal participation in society of persons with an impairment, including a physical, mental, intellectual, cognitive, learning, communication, or sensory impairment or a functional limitation.

**Disability** – The Accessible Canada Act defines a disability as “any impairment including anything physical, mental, intellectual, cognitive, learning, communication, or sensory impairment, or a functional limitation, whether permanent, temporary, or episodic in nature, or evident or not, that, interaction with a barrier, hinders a person’s full and equal participation in society.