

# Accessibility Plan

---

## General

Kinniburgh Spray Service Ltd. is committed to providing a barrier-free environment for all stakeholders, including clients, employees, job applicants, suppliers, and any visitors who enter the premises, access information provided by the company, or use the company's goods and services.

This ([accessibility plan](#)) contains details of the companies' policies, practices, and services in relation to the identification and removal of barriers. This plan is also used to establish prevention measures against new barriers emerging to ensure a barrier-free environment at the company.

This ([accessibility plan](#)) is offered in any of the following formats upon request:

- Print;
- Large print;
- Braille;
- Audio; and
- Electronic.

The company welcomes any feedback from the general public. Any feedback or questions regarding this plan or requests for copies of the ([accessibility plan](#)) in an alternative format can be addressed to the following designated company representative:

(Taylor Evans Operations Manager)  
([403-223-8245](tel:403-223-8245))  
([Box 4361 T1G 2C8 Taber AB](mailto:taylor@kinniburghspray.com))  
([taylor@kinniburghspray.com](mailto:taylor@kinniburghspray.com))

Feedback can be provided anonymously if desired. Feedback can be received in the following formats:

- Telephone; 403-223-8245
- E-mail; [info@kinniburghspray.com](mailto:info@kinniburghspray.com)
- Mail; Box 4361 T1G 2C8 Taber AB

## Employment

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Kinniburgh Spray Service Ltd. understands that improving workplace accessibility and ensuring an accessible recruitment and selection process for applicants with disabilities can contribute to a more diverse and welcoming workplace culture.

The company has implemented the following policies, programs, practices, and services to identify, remove, and prevent new and existing barriers in relation to employment:

- Where necessary, accommodations are being made during the recruitment and selection stages, and throughout the employment lifecycle.
- All training and development programs provided will consider an employee's barriers and abilities.

The company remains committed to addressing existing barriers and preventing new barriers in employment. After a thorough review of the policies, programs, practices, and services, and through feedback and consultations, the following barriers were identified that continue to exist in employment at the company:

- No Barriers Found

Kinniburgh Spray Service Ltd. Has no barriers that need to be resolved in this area of the accessibility program.

## The Built Environment

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Kinniburgh Spray Service Ltd. will work to ensure that elements of the built environment, including building interiors and exteriors, are designed to facilitate barrier-free access to goods or services. The company has implemented the following policies, programs, practices, and services to identify, remove, and prevent new and existing barriers in relation to the built environment:

- Entrance ramp located at the front of the building;
- wheelchair accessible bathrooms
- handicap parking stalls

The company remains committed to addressing existing barriers and preventing new barriers in the built environment. After a thorough review of the policies, programs, practices, and services, and through feedback and consultations, the following barriers were identified that continue to exist in the built environment at the company:

- No Barriers Found

Kinniburgh Spray Service Ltd. Has no barriers that need to be resolved in this area of the accessibility program.

## Information and Communication Technologies (ICT)

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Kinniburgh Spray Service Ltd. understands that communication to and with the company is vital to an individual's access to the company's goods or services. The company has implemented the following information and communication technologies to allow individuals to communicate with the company:

- Accessible formats including: print, large print, Braille, audio, and electronic;

To help ensure compliance with these services, the company has implemented the following policies, programs, practices, and services to identify, remove, and prevent new and existing barriers in relation to information and communication technology:

- Upon request, the company provides or arranges for accessible formats and communication supports for employees, applicants, or persons accessing the company's goods or services. Such accessible formats and communication supports are conversion-ready and are provided in a timely manner and at no additional cost.
- The company consults with the individual to determine the specific barrier and the best way to provide support.

The company remains committed to addressing existing barriers and preventing new barriers in relation to information and communication technologies. After a thorough review of the policies, programs, practices, and services, and through feedback and consultations, the following barriers were identified that continue to exist in relation to information and communication technologies at the company:

- No Barriers Found

Kinniburgh Spray Service Ltd. Has no barriers that need to be resolved in this area of the accessibility program.

## Communication Other Than ICT

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Kinniburgh Spray Service Ltd. understands that communication to and with the company can take many forms and requires a variety of options to be inclusive of all individuals. The company has implemented the following information and communication technologies to allow individuals to communicate with the company:

- American Sign Language;
- Quebec Sign Language; and
- Indigenous sign languages.

To help ensure compliance with these services, the company has implemented the following policies, programs, practices, and services to identify, remove, and prevent new and existing barriers in relation to communication other than ICT:

- face to face interactions- we have an office building for anyone to come and visit.
- Telephone conversations- 403-223-8245
- Visual communications- non written forms of communication such as visual aids, diagrams, and presentations.
- Documents- we offer written material and public access to that material

The company remains committed to addressing existing barriers and preventing new barriers in relation to communication other than ICT. After a thorough review of the policies, programs, practices, and services, and through feedback and consultations, the following barriers were identified that continue to exist in relation to communication other than ICT at the company:

- No Barriers Found

Kinniburgh Spray Service Ltd. Has no barriers that need to be resolved in this area of the accessibility program.

## The Procurement of Goods

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Kinniburgh Spray Service Ltd. is committed to ensuring that all individuals can obtain the company's goods and services. The company has implemented the following methods to allow individuals to obtain our goods and services:

- Online website orders;
- Telephone orders.
- in person orders

To help ensure compliance with these services, the company has implemented the following policies, programs, practices, and services to identify, remove, and prevent new and existing barriers in relation to the procurement of goods:

- Website
- Phone number
- Email
- PO Box

The company remains committed to addressing existing barriers and preventing new barriers in relation to the procurement of goods. After a thorough review of the policies, programs, practices, and services, and through feedback and consultations, the following barriers were identified that continue to exist in relation to the procurement of goods at the company:

- No Barriers Found

Kinniburgh Spray Service Ltd. Has no barriers that need to be resolved in this area of the accessibility program.

## Services and Facilities

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Kinniburgh Spray Service Ltd. is committed to ensuring that all its services and facilities are accessible to all individuals. The company has implemented the following methods to allow individuals to access our services and facilities:

- Entrance ramp located at the front of the building
- Handicap accessible Bathroom
- Wheelchair friendly hallways
- Handicap Parking

To help ensure compliance with these services, the company has implemented the following policies, programs, practices, and services to identify, remove, and prevent new and existing barriers in relation to the company's services and facilities:

- Entrance ramp located at the front of the building
- Handicap Bathroom
- Wheelchair friendly hallways

The company remains committed to addressing existing barriers and preventing new barriers in relation to the company's services and facilities. After a thorough review of the policies, programs, practices, and services, and through feedback and consultations, the following barriers were identified that continue to exist in relation to services and facilities of the company:

- New barrier would be the set of stairs that we have in our airplane hanger

The company will take the following actions in the short term to address these identified barriers, to be achieved in (12 months) after this plan is published:

- the new barrier with the stairs will be assessed and whether an access ramp or a different type of access method will be added.

The company will take the following actions in the long term to address these identified barriers, that will take (3 years) or more to achieve after this plan is published:

## The Design and Delivery of Programs and Services

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Kinniburgh Spray Service Ltd. is committed to ensuring that all its programs and services are designed in a manner accessible to all individuals. The company has implemented the following methods to ensure this accessibility:

- Company website- [www.kinniburghspray.com](http://www.kinniburghspray.com)
- Phone Number- 403-223-8245
- Email- [info@kinniburghspray.com](mailto:info@kinniburghspray.com)
- Mail – PO Box 4361 T1G 2C8 Taber AB
- Social media- Instagram / Facebook
- Office building for in person visits

To help ensure compliance with these methods, the company has implemented the following policies, programs, practices, and services to identify, remove, and prevent new and existing barriers in relation to the design and delivery of its programs and services:

- Our built environment is barrier free.
- If needed other forms of communication will be provided.
- Emergency measures (we have first aid kits/ people trained in first aid)

The company remains committed to addressing existing barriers and preventing new barriers in relation to the design and delivery of the company's programs and services. After a thorough review of the policies, programs, practices, and services, and through feedback and consultations, the following barriers were identified that continue to exist in relation to the company's design and delivery of the company's programs and services:

- No Barriers Found

Kinniburgh Spray Service Ltd. Has no barriers that need to be resolved in this area of the accessibility program.

## Transportation

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.



Kinniburgh Spray Service Ltd. strives to ensure accessible transportation services are available for persons with a disability. The company has implemented the following methods to ensure accessible transportation:

- Entrance ramp located at the front of the building;
- Ramp to enter and exit the transportation vehicle;

To help ensure compliance with these services, the company has implemented the following policies, programs, practices, and services to identify, remove, and prevent new and existing barriers in relation to the company's transportation services:

- If an individual cannot use conventional transportation services, the company will provide an alternate accessible method of transportation. Options will take into account the availability of the transportation, the nature of the disability, and any associated safety concerns.

The company remains committed to addressing existing barriers and preventing new barriers in relation to the company's transportation services. After a thorough review of the policies, programs, practices, and services, and through feedback and consultations, the following barriers were identified that continue to exist in relation to the company's transportation services:

- No Barriers Found

Kinniburgh Spray Service Ltd. Has no barriers that need to be resolved in this area of the accessibility program.

## Consultations

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

## This section of the accessibility program does not apply to our business.

Kinniburgh Spray Service Ltd. recognizes that persons with disabilities are equal participants in all areas of life. The company is guided by the recognized principles of the *Accessible Canada Act*:

- All persons must be treated with dignity regardless of their disabilities;
- All persons must have the same opportunity to make for themselves the lives that they can and want to have regardless of their disabilities;
- All persons must have barrier-free access to full and equal participation in society, regardless of their disabilities;
- All persons must have meaningful options and be free to make their own choices, with support if they desire, regardless of their disabilities;
- Policies, programs, services, and structures must take into account the disabilities of persons, the different ways that persons interact with their environments, and the multiple and intersecting forms of marginalization and discrimination persons face;
- Persons with disabilities must be involved in the development and design of policies, programs, services, and structures; and
- The development and revision of accessibility standards and the making of regulations must be done with the objective of achieving the highest level of accessibility for persons with disabilities.

Accordingly, the company is committed to ensuring that persons with disabilities are involved in all decision-making regarding its policies, programs, practices, and service delivery. In preparation of this, the company consulted with persons with disabilities in the following manner:

The range of disabilities represented in consultations included:

These individuals were asked several questions regarding the company's policies, programs, practices, and service delivery. A summary of these questions and answers received are the following:

Through this consultation process, the company has learned. The company intends to address these issues on a short- and long-term basis, as identified in each respective section of this

## Industry-Specific Requirements

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Kinniburgh Spray Service Ltd. is regulated under the *Canada Transportation Act*. In addition to the information outlined in the sections above, the company is committed to ensuring accessibility through the following:

- Onsite training
- Documentation
- accessibility

The company has implemented the following policies, programs, practices, and services to identify, remove, and prevent new and existing barriers in relation to these areas:

- Improving workplace accessibility training
- plans and procedures for accessibility

The company remains committed to addressing existing barriers and preventing new barriers in relation to these specific areas. After a thorough review of the policies, programs, practices, and services, and through feedback and consultations, the following barriers were identified that continue to exist in relation to the company's specific obligations under the

- No Barriers Found

Kinniburgh Spray Service Ltd. Has no barriers that need to be resolved in this area of the accessibility program.

## Feedback

**This section of the accessibility program does not apply to our business.**

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

**Note to client:** *If this is a progress report, this is a legislatively required section.*

Kinniburgh Spray Service Ltd. received feedback regarding (identify topics of feedback) from (persons with disabilities, employees, disability groups, and so on). Feedback included:

- (Identify specific feedback received).

Feedback was received through (identify methods by which feedback was received) from (insert date range under consideration in this report).

The company has taken this feedback into consideration, in consultation with (persons with disabilities, disability organizations, experts), and has identified short- and long-term goals as identified throughout this progress report.

## Training

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Kinniburgh Spray Service Ltd. understands the importance of ensuring all staff are trained to understand, protect, and deliver access to the company's goods and services to persons with disabilities. Staff receive ongoing training to ensure up-to-date compliance with the laws, regulations, and social expectations regarding accessibility for persons with disabilities.

The company has implemented accessibility training to its employees to address and prevent new and existing barriers throughout the organization. This includes:

- Improving workplace accessibility training for leaders.

All training and development programs provided will consider an individual's barriers and abilities.

The company remains committed to continually addressing existing barriers and preventing new barriers. After a thorough review of the company's accessibility training documents, and through feedback and consultations, the following barriers were identified:

- No Barriers Found

Kinniburgh Spray Service Ltd. Has no barriers that need to be resolved in this area of the accessibility program.

## Budget and Resources

Kinniburgh Spray Service Ltd. will continue to work to identify and remove barriers, and prevent new barriers, for persons with disabilities as they relate to employment, communication, the built environment, and transportation at the company. To achieve this purpose, the company has allocated resources to ensure that ongoing feedback, consultations, improvements, and implementation of short- and long-term goals occur to eliminate barriers for persons with disabilities.

The company has allocated \$ 0 of its budget for accessibility improvements. This budget will be spent in the following manner:

- At this point in time we as a business we feel that we are following the accessibility program.

## Glossary

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.

Barrier: 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 a person with an impairment, including a physical, mental, intellectual, cognitive, learning, communication, or sensory impairment, or a functional limitation.

Disability: Any impairment, including a physical, mental, intellectual, cognitive, learning, communication, and sensory impairment, or functional limitation that is either permanent, temporary, or episodic in nature. It can be evident or not in interaction with a barrier to hinder a person's full and equal participation in society.

Date: \_\_\_\_May 1, 2025\_\_\_\_\_

(**Accessibility plan**) completed by: \_\_\_\_Taylor Evans\_\_\_\_\_

Templates and policies from HRdownloads.com are provided for clients of our service. Customers may use this document as is, or as a starting point for their own documents. HRdownloads.com assumes no responsibility for the enforcement or effectiveness of its templates and policies. Always consult legal counsel before implementing any new policies or procedures at your organization.

Content is provided for HR Downloads Inc. clients only. HR Downloads Inc. assumes no legal liability for the enforcement or effectiveness of its content. The onus is on clients to review and revise content to ensure it is reflective of their organization and applicable legal obligations. Consider consulting legal counsel before implementing new policies or procedures at your organization.