

Point to Point Communications Accessibility Progress Report 2025

Contents

Point to Point Communications Accessibility.....	1
Progress Report 2025.....	1
1. General.....	2
1.1 Contact Information and Feedback Process.....	2
2. Areas Identified in the Accessible Canada Act.....	2
2.1 Employment.....	2
3.2 The Built Environment.....	2
3.3 Information and Communications Technologies (ICT).....	3
3.4 Communication (Non-ICT).....	3
3.5 The Procurement of Goods, Services and Facilities:.....	3
3.6 The Design and Delivery of Programs and Services:.....	3
3.7 Transportation.....	3
3. Consultations.....	3
4. Feedback.....	4
5. Conclusion.....	4

1. General

1.1 Contact Information and Feedback Process

Accessibility Contact: Kenzie Bryson-Clarke, Finance and HR Manager

Individuals may provide feedback on accessibility barriers or suggest improvements through:

Email: hr@ptpcomm.com

Phone: 705-721-9877

In Person: 38 Hooper Road, Barrie, ON L4N8Z9

Mail: 38 Hooper Road, Barrie, ON L4N8Z9

Feedback may be submitted in any format and may be provided anonymously. We will acknowledge receipt unless the feedback is anonymous.

Accessible formats of this feedback process will be made available upon request.

2. Areas Identified in the Accessible Canada Act

2.1 Employment

Point to Point Communications is committed to identifying, eliminating, and preventing barriers in recruitment, advancement, and employee retention to support a diverse, inclusive, and representative workforce.

We have reviewed our employment policies, procedures and documentation and updated them to promote greater inclusivity.

Job postings have been updated to include a barrier free and inclusivity statement and provide information on how applicants can request accessibility accommodations during the hiring process.

Point to Point will ensure that employees with disabilities receive the accessibility accommodations required to effectively perform their roles.

3.2 The Built Environment

We have set up a committee for sourcing out materials and costs to retrofit our space within our building and outside exterior of the building, for example ramps, automatic door openers, and wheelchair accessible parking.

We have updated emergency evacuation plans to include support for persons with disabilities.

We have ensured natural and artificial lighting is available, and will make appropriate accommodations where needed.

We are committed to providing safe, barrier-free physical environments that support mobility and accessibility.

3.3 Information and Communications Technologies (ICT)

We will continue to collaborate and enhance existing digital tools and to prioritize accessibility in the development of new platforms, ensuring appropriate accommodations are available for users who require them.

Feedback related to accessibility from users of our web platforms is reviewed and addressed as it is received.

3.4 Communication (Non-ICT)

Point to Point Communications has continued to review documentation, use plain language in corporate communications, and provide accessible formats upon request at no cost where necessary.

Should the need arise, we will provide sign language interpretation or other communication support as needed.

We ensure all emergency and safety information is available in accessible formats.

3.5 The Procurement of Goods, Services and Facilities:

Point to Point Communications has continued to consider accessibility at the beginning of the process when purchasing goods, services and facilities to ensure they do not present a barrier to users.

We have not received any feedback on accessibility barriers that relate to the procurement of goods, services, and facilities.

3.6 The Design and Delivery of Programs and Services:

Point to Point Communications continues to review the design and delivery of programs and services to ensure accessibility to everyone.

We have not received any feedback on accessibility barriers that relate to the Design and Delivery of Programs and Services.

3.7 Transportation

Point to Point communications does not provide transportation services, and as such this area of the Accessible Canada Act is not applicable.

3. Consultations

In accordance with the Accessible Canada Act (ACA) requirement to consult with persons with disabilities, our team engaged with individuals who contacted us with accessibility-related concerns and suggestions for improvement.

All feedback received was carefully reviewed and addressed in a timely manner. Where feasible, accommodations were implemented within a reasonable timeframe. In cases where immediate action was not possible, plans were developed to address the concerns raised and to consider the recommendations provided as part of our ongoing efforts to enhance accessibility.

Feedback from persons with disabilities will continue to guide barrier identification and future improvements.

Point to Point Communications is committed to meaningful, ongoing consultation and will document how feedback is gathered and incorporated.

4. Feedback

We continue to encourage feedback from our employees, customers, and public through methods set out in our Accessibility Plan.

To date, results have revealed that most feedback received is from internal employees regarding work tools and programs, as well as the office environment.

5. Conclusion

Point to Point Communications is committed to becoming a barrier-free organization where all employees, customers, and visitors can participate fully and equitably. This requires an ongoing commitment from everyone, and your feedback is an important step in helping us achieve this goal.

We will continue to monitor feedback to identify areas for improvement and take action.

Through ongoing consultation, continuous improvement, and the implementation of an updated Accessibility Plan every three years, and communication and publishing of progress reports each year in between, we will work toward the Accessible Canada Act's goal of a Canada without barriers by 2040.