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PRIMEMAX ENERGY INC.

Year 1 - Accessibility Progress Report

1. GENERAL

We have designated our Director, Human Resources, to manage inquiries on behalf of Primemax Energy Inc. about our accessibility plans, progress reports, and feedback process.

We welcome feedback related to our accessibility plan and progress reports from our employees, customers and members of the public. We are committed to reviewing the feedback we receive and taking meaningful steps to address barriers that are encountered when individuals interact with our business.

You can send feedback anonymously or you can include your name and contact information.

You can provide feedback in the following ways:

- **Send an email to:** accessibility@primemaxenergy.com
- **Call by phone at:** [519-740-8209](tel:519-740-8209)
- **Mail us at:** 2558 Cedar Creek Road
Ayr, Ontario
NOB 1E0, Canada

When requested, we will provide a copy of our accessibility plan, progress reports, or description of our feedback process in one of these alternate formats:

- Print
- Large print
- Braille
- Audio format

For print and large print, we will send you the document within 20 days. For Braille and audio formats, we will send them to you within 45 days.

2. The Areas of Our Accessibility Plan

In accordance with the Accessible Canada Act, we have thoroughly identified barriers within our organization that impede accessibility in the seven key areas outlined in Section 5 of the ACA. Firmly believing in the importance of equal access and participation, we are committed to taking proactive steps to address these barriers and ensure an inclusive experience for everyone.

EMPLOYMENT

Barrier #1:

Our company continues to face competition for employees and currently is not attracting enough applicants from underrepresented populations such as persons with disabilities.

Progress:

- This has been added as a key initiative for the FY2026 HR Roadmap, including;
 - Enhance the careers section of our website to increase visibility to Canadians with disabilities of the various jobs available in the trucking sector, highlighting our commitment to their inclusion in our workforce.
 - Mandatory Diversity, Equity, Inclusion and Belonging (DEIB) training to be included in the onboarding process
 - Educate hiring managers on accessibility and how they can ensure a barrier-free hiring, selection, and accommodation process.

Barrier #2:

We recognize the necessity of establishing a process for requesting accommodations and enhancing our communication methods to ensure individuals are fully informed about the wide array of available accommodations.

Progress:

- A Workplace Accommodation Guide has been created and is now included in the new hire bundle. It is also available to all employees through our HRIS.
- Training for managers on accessibility and the accommodation process is currently in development to ensure they are equipped to support employees effectively.

BUILT ENVIRONMENT

Barrier #3:

Some spaces within the office may limit the mobility of employees and visitors with disabilities.

Progress:

- At this time, there has been no physical progress in addressing this barrier.
- The current building is grandfathered and not required to meet certain accessibility standards; however, we recognize the importance of accessible spaces and are actively exploring the feasibility of future improvements.

Barrier #4:

Certain areas within the office may have dim lighting, which can be challenging for employees with low vision.

Progress:

- All lighting throughout the building has been upgraded to energy-efficient LED fixtures.
- Dimmers have been installed to allow employees to adjust the brightness as needed, supporting the comfort and visibility of individuals with low vision.

INFORMATION AND COMMUNICATION TECHNOLOGIES (ICT)

Barrier #5:

Many of the tools and software used in the company have accessibility capabilities that are not being used in an accessible way.

Progress:

- No progress has been made in this area and will be reviewed in FY2026

Barrier #6:

The inaccessibility of technologies in commonly used meeting and collaboration spaces can limit the ability of facilitators and attendees to participate meaningfully.

Progress:

- A camera and speaker system has been installed in the main conference room, enabling remote participants to fully engage in meetings by seeing and being seen, even when not physically present.
- The use of closed captioning during virtual meetings has been encouraged to enhance accessibility for all attendees, including those with hearing impairments or in noisy environments.

COMMUNICATION OTHER THAN ICT

Barrier #7:

The Company does not have a consistent process to ensure alternate formats of communication that it issues to employees and other stakeholders are available and provided in a timely manner.

Progress:

- We have identified service providers to partner with when needed.

- When asked, we are committed to providing these alternate formats as soon as possible and within time frames listed in the Accessible Canada Regulations:
 - print
 - large print
 - braille
 - audio format
 - an electronic format that's compatible with adaptive technology meant to help people with disabilities.

Barrier #8:

We have identified an absence of plain language within communications.

Progress:

- We have updated key documents, including the Company Policy Manual, Driver Handbook, and Confidentiality Agreement, with a focus on using clear, plain language.
- We have launched the Employee Community within our HRIS platform to distribute company-wide communications. Messages are crafted in plain language to ensure consistent, accessible communication for all employees, including both office staff and drivers.

PROCUREMENT OF GOODS, SERVICES AND FACILITIES

We have not identified any barriers in our procurement practices that hinder accessibility.

DESIGN AND DELIVERY OF PROGRAMS AND SERVICES

Barrier #9:

Currently, there is no standard approach for ensuring all programs, processes, and services have taken accessibility into account.

Progress:

- We have created an Accessibility Checklist to help ensure key accessibility considerations are considered.
- We will be providing training on the Accessible Canada Act and Accessible Canada Regulations for those whose role is to develop programs, processes, and procedures in Q1 of FY2026.

TRANSPORTATION

Barrier #10:

Entering a transport truck often poses a problem for drivers over time due to the repetition and height

of the steps. For people with motor-related disabilities, requiring them to get into a cab can prohibit them from doing their job.

Progress:

- Funds have been allocated in the operations budget to support the installation of extended tractor steps.
- Extended steps have been sourced and are now readily available upon request, providing improved accessibility for drivers, including those with motor-related disabilities.

3. CONSULTATIONS

In line with Primemax Energy's dedication to creating an inclusive workplace, we have implemented changes based on extensive feedback from our employees, including those with disabilities and allies. This progress report has been reviewed by these employees to ensure it accurately reflects their insights and addresses their needs effectively. We gathered feedback through an anonymous Company-Wide Survey: We re-distributed an extensive survey to all employees, encouraging individuals with disabilities and allies to participate. The survey covered various aspects of accessibility and received responses from 17 participants. This allowed us to gather diverse perspectives and valuable insights on accessibility barriers and potential solutions within our organization.

Our next step is to consult with KW AccessAbility on our progress and to help us uncover further areas of improvement.

4. FEEDBACK

The feedback we received has provided valuable insights into the current state of accessibility within our organization. Input was gathered from employees, including individuals with disabilities and their allies, which has been essential for identifying barriers and areas for improvement. The most common responses were as follows:

- A desire for regular updates on the company's progress in addressing barriers as outlined in the Accessibility Plan.
- A request for a clear overview of the Accessibility Act.
- The need for a comprehensive guide on how to request accommodations.
- 50% of respondents were unsure where to find the current Accessibility Plan.