

**QUINTE BROADCASTING COMPANY LIMITED**  
**ACCESSIBILITY PROGRESS REPORT 2024**

**GENERAL**

**Summary**

Quinte Broadcasting Company Limited is a small market, Canadian, broadcasting company that operates one English speaking AM radio station and two English speaking FM radio stations in Ontario.

Quinte Broadcasting Company Limited is pleased to publish its Accessibility Progress Report for 2025. This report outlines our approach to and progress on identifying, removing and preventing barriers to accessibility in alignment with the Accessible Canada Act (ACA).

**Intent**

At Quinte Broadcasting Company Limited we strive to create an inclusive 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.

Quinte Broadcasting Company Limited will continue working to identify and remove barriers, and prevent any new barriers, for persons with disabilities as they relate to employment, communication, the built environment, goods and services, and transportation as they apply to our organization.

**Definitions**

Disability, barrier and accessibility have the following meanings in this Progress Report:

**Disability:** any impairment, including a 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, in interaction with a barrier, hinders a person's full and equal participation in society.

**Barrier:** 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 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.

**Accessibility:** the adaptation of physical spaces, technology, products, services, policies, programs and attitudes to permit all individuals, including those with disabilities, to engage fully with the world around them without limitations.

**Feedback Process**

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:

William Morton, President  
[billmorton@mix97.com](mailto:billmorton@mix97.com)  
P.O. Box 488  
10 South Front Street  
Belleville, ON K8N 5B2

Feedback can be provided anonymously, if desired. Feedback can be received in the following formats  
email  
mail  
feedback form on company website

We will acknowledge receipt of all feedback, except for feedback that has been submitted anonymously.

### **Accessible Format Requests**

You can request our Plan, this progress report, or a description of our feedback process, in a more accessible format by submitting a request by email to [billmorton@mix97.com](mailto:billmorton@mix97.com), calling us at 613-969-5555 or by sending a letter to our mailing address at P.O. Box 488, Belleville, ON K8N 5B2

More accessible formats that Quinte Broadcasting Company Limited will provide include:

Print  
Large Print  
Audio  
Electronic

### **Progress in areas under Section 5 of the Accessible Canada Act**

#### **Employment**

Quinte Broadcasting Company Limited 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.

In the past year, we have not had any job opportunities to advertise, but when the need arises, all our job postings will state that Quinte Broadcasting Company Limited is committed to providing a fair and equitable work environment and encourages applications from qualified women, men, visible minorities, Indigenous peoples, and person with disabilities.

Our Health & Safety Committee have been made aware of the Accessible Canada Act and our company's Accessibility Plan, and they are conducting all health and safety meetings with an eye to removing any barriers that are identify during their monthly inspections. The goal is to identify barriers and make recommendations to management on how to eliminate these barriers. Reasonable timelines will be established for eliminating barriers when identified.

#### **The Built Environment**

At Quinte Broadcasting Company Limited we have continued our commitment to remove barriers in our physical space for people with disabilities. We require any new space we may lease, rent, or purchase to be accessible and we, as a company, are constantly assessing our current leased space to identify and remove any barriers within our control. Over the past year, we have worked with our landlord to implement the following

- 1) The front door of the building has been upgraded with an automatic, handicapped door opener button.
- 2) The elevator of the building has been upgraded with voice information that announces each floor number.

In addition, our landlord undertook an assessment regarding upgrading our smoke detectors to have strobe lights and voice commands. Unfortunately, because of the age of the building, the whole floor would have to be retrofitted and that made the cost prohibitive.

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

Quinte Broadcasting Company Limited understands that communication to and with the company is vital to an individual's access to the company's goods and 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, audio and electronic. Upon request, the company provides or arranges for other accessible formats and communication supports for employees, applicants, or persons accessing the company's goods and services. Such accessible formats and communication supports will be provided in a timely manner at no additional cost. In our commitment to serving our community, we continue our efforts towards the removal of barriers in our technologies, to better serve individuals in accessing information about their local communities.

## **Communication Other Than ICT**

Quinte Broadcasting Company Limited continues to seek input on our other types of communications, including verbal and signage. In the absence of any feedback, either formal or informal, no barriers were identified.

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

Quinte Broadcasting Company Limited has integrated accessibility considerations into our procurement process.

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

Quinte Broadcasting Company Limited continues to seek input on the design and delivery of our programs and advertising services. In the absence of any feedback, either formal or informal, no barriers were identified.

## **Transportation**

Quinte Broadcasting Company Limited does not provide transportation services and this section is not applicable to this progress report.

## **Consultations**

Quinte Broadcasting Company Limited 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 accessibility progress report, the company used all the information provided by the accessibility feedback form that has been available on our website for the past year as well as any feedback provided by our customers and employees. Quinte Broadcasting also participated in the Canadian Association of Broadcasters Accessibility Consultation Sessions hosted by the CNIB Access Labs Awareness Training.

## **Feedback**

As required under the Accessible Canada Act and related regulations, we have published an Accessibility Feedback form. Over the last year, Quinte Broadcasting Company Limited has not received any feedback from that form or in any other form of communication.

## **Conclusion**

This Accessibility Report reflects Quinte Broadcasting Company Limited's commitment to providing an inclusive and accessible experience for our employees and our audiences.