

MANDATE OVERVIEW

To provide strategic advice and make recommendations to City Council and City Administration in addressing issues, needs, and services for people with physical, sensory, and cognitive disabilities.

KEY RESPONSIBILITIES

For members:

- Attend and actively participate in monthly committee meetings members are expected to attend at least 70% of meetings.
- Provide advice on City of Calgary projects, including infrastructure and operations, as requested.
- Identify emerging issues and key priorities related to accessibility in Calgary.
- In coordination with the Access Design Sub-Committee, serve as subject matter experts available for consultation with City Administration.
- Serve as ambassadors in the community for the Advisory Committee on Accessibility regarding a range of accessibility issues as needed.
- Report annually to City Council and in consultation with City Administration as needed.
- Steward the ACA Accessibility Awards

For the Chair:

- Collaborate with City Administration to develop agendas for monthly meetings.
- Chair/ facilitate the monthly meetings.
- With City Administration, prepare and present annual report to Council.

Members are expected to abide by the *Code of Conduct for Public Members Appointed to Council Established Boards, Commissions and Committees*, CP2022-05:

<https://www.calgary.ca/content/dam/www/ca/city-clerks/documents/council-policy-library/cp2022-05-code-of-conduct-for-public-members-on-council-established-boards-commissions-committees.pdf>

ELIGIBILITY, QUALIFICATIONS & SKILLS

Must be:

- ✓ At least 18 years of age
- ✓ Resident of Calgary
- ✓ Indigenous persons who may reside outside of Calgary but are residents of the Calgary surrounding area within the Treaty 7 region, including those Indigenous persons who belong to the Blackfoot Confederacy, made up of the Siksika, Piikani, Amskaapiikani and Kainai First Nations; the Îethka Nakoda Wîcastabi First Nations, comprised of the Chiniki, Bearspaw, and Goodstoney First Nations; and the Tsuut'ina First Nation, and those persons who are Métis, including citizens of the Otipemisiwak Métis Government residing in Foothills Métis District 1, Medicine Hat Métis District 2, Red Deer Métis District 3, Rocky View Métis District 4, Calgary Nose Hill Métis District 5 and Elbow Métis District 6.

Desired Experience & Skills: (can be one or a combination of attributes)

- ✓ Person with a physical, sensory and / or cognitive Disability
- ✓ Person from the seniors' community
- ✓ Person who may or may not have a disability but interested in accessibility and disability initiatives

- ✓ Person who experiences a disability related to brain injury.
- ✓ Person with lived experience in issues related to neurodiversity.
- ✓ Person who experiences a disability related to mental health.
- ✓ Knowledge / experience with disability inclusion
- ✓ Experience with access policy design and/or advocacy
- ✓ Understanding of intersectionality
- ✓ Advancing accessibility for persons with disabilities

INELIGIBLE TO APPLY

- ✗ A non-resident of Calgary
- ✗ Employee of the City of Calgary

TERM OF APPOINTMENT

Appointments are for **one-year term** or **two-year term** to allow staggering of the appointments.

TIME REQUIREMENT

For Members:

- 25 hours of committee meetings per year.
- There is opportunity to attend additional meetings on a volunteer basis.

For the Chair:

- Approximately 10 additional hours per year for preparation of the monthly meeting agenda and to engage in administrative duties as issues arise.
- Approximately 3 hours for Council Report preparation and presentation.

MEETINGS

Monthly, on the 3rd Thursday at 4:30 p.m.

Meetings will be hosted online or using a hybrid format hosted at the Calgary Municipal Building (800 Macleod Trail SE).

ASL Interpretation Services included.

REMUNERATION AND/OR COVERED EXPENSES

Service is without remuneration.

Parking expenses are covered for in-person meetings.

WEBSITE

<https://www.calgary.ca/csps/cns/research-and-strategy/advisory-committee-on-accessibility/advisory-committee-on-accessibility.html>