

Please submit applications for the Access Design Subcommittee here: [2025 Call for Access Design Subcommittee Volunteers is Now Open](#)

MANDATE OVERVIEW

To review and make recommendations on issues that relate to accessibility for people with disabilities. This includes, but is not limited to, the review of major public projects (infrastructure, public spaces, parks) to ensure the greatest level of accessibility for persons with physical, sensory and cognitive disabilities.

The Access Design Subcommittee was formed by Resolution of Council in April, 1999, and is a subcommittee of the [Advisory Committee on Accessibility](#). The Subcommittee's inclusion of the City's Remuneration Policy (January 2026) is under review, to be completed early 2026.

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 or City of Calgary partner projects on City land and/or with City funding as requested, using the [City of Calgary's Access Design Standards](#) and related policies & guiding standards & practices and industry best practices.
- Identify emerging issues and key priorities related to accessibility in the built environment of Calgary.
- In coordination with the Advisory Committee on Accessibility, serve as subject matter experts available for consultation with City Administration.
- Serve as ambassadors in the community for the Access Design Subcommittee regarding a range of accessibility issues as needed.
- Consult with City Administration as needed.

For the Chair and Vice-Chair:

- Collaborate with City Administration to develop agendas for monthly meetings.
- Collaborate with the Chair of the Advisory Committee on Accessibility as needed
- Chair facilitates the monthly meetings. The Vice Chair may facilitate the meetings if the Chair is unavailable.

ELIGIBILITY REQUIREMENTS, DESIRED EXPERIENCE AND SKILLS

Must be:

- Resident of Calgary; or
- 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, Amskaapiiikani and Kainai First Nations; the Îlethka Nakoda Wicastabi 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; and

- At least 18 years of age.

Expectations:

- Members are expected to sign a Confidentiality Agreement to protect sensitive information, as projects are reviewed during early design stages, before details are made public

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
- Understanding of intersectionality
- Advancing accessibility for persons with disabilities
- Training, education, knowledge, or experience with accessibility and identifying barriers
- Practical understanding of the Access Design Standards.

INELIGIBLE TO APPLY

- ✗ 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. Maximum of six consecutive years.

TIME REQUIREMENT

For Members:

- 20 hours of committee meetings per year.

For the Chair and Vice-Chair:

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

MEETINGS

Monthly, on the 1st Wednesday 1:30 – 3:30 p.m.

Meetings will be hosted online (Zoom)

ASL Interpretation Services provided if needed.

This committee has ten public members and five City of Calgary administrative members.

ADVISORY COMMITTEE ON ACCESSIBILITY'S WEBSITE

[Access Design Subcommittee](#)

FOR MORE INFORMATION:

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The City of Calgary adheres to the [Respectful Workplace Policy](#)

The personal information being collected is authorized under section 4(c) of the Protection of Privacy Act (POPA) and will be used for the purpose of Access Design Subcommittee (ADS) Recruitment. If you have any questions about this application form or the collection or use of your personal information, please contact the Strategy Liaison at Accessibility@calgary.ca or 368-886-1670.