



CITY OF ST. ALBERT CITY COUNCIL POLICY

NUMBER	TITLE
C-HR-04	Inclusion, Diversity, Equity and Accessibility
ORIGINAL APPROVAL DATE	DATE LAST REVISED
July 15, 2025	

Purpose

To outline the City's commitment to Inclusion, Diversity, Equity and Accessibility (IDEA) and to support a corporate strategy on how the City of St. Albert shall action IDEA principles and approaches. In turn, this policy will positively and equitably impact all people, including Equity-Deserving populations, within the organization and the greater community.

Policy

The City of St. Albert is committed to providing a high quality of life by meeting the cultural, Accessibility, psychological and well-being needs of all residents enabling every person to thrive. The City of St. Albert is committed to providing a respectful, inclusive and Barrier-free workplace.

The City of St. Albert is committed to upholding its responsibilities under the Truth and Reconciliation Commission's Calls to Action and aligning to the standards within the United Nations Declaration on the Rights of Indigenous Peoples.

Definitions

"2SLGBTQIA+" stands for Two Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Asexual and other gender or sexually diverse identities;

"Accessibility" means the design of products, devices, services, environments, technologies, policies and rules in a way that allows all people—including people with a variety of disabilities—to access them;

"Barrier" means an obvious or subtle obstacle that prevents or restricts members of society from accessing, using or doing something that others can readily access, use or do. Obstacles can be physical, economic, financial, informational and/or organizational policies/practices;

“Chief Administrative Officer” or “CAO” means the individual appointed by Council to the position of Chief Administrative Officer under section 205 of the *Municipal Government Act*;

“City” means the municipal corporation of the City of St. Albert, or where the context so requires, the area contained within the boundaries of the City of St. Albert;

“Council” means the municipal Council of the City of St. Albert;

“Disability” means a broad range of medical conditions an individual can have from birth, due to an accident, or developed over time, which impact an individual’s ability to function. Disabilities can be visible or invisible, permanent, temporary or episodic;

“Discrimination” means an action, policy, practice or decision that has a negative effect on an individual or group and is related to certain personal characteristics such as race, age, Disability, gender, religious beliefs, family status or sexual orientation. The behaviour may or may not be intentional. The Alberta Human Rights Act (AHRA) protects individuals from Discrimination based on one or more protected grounds and in one or more protected areas, as described in the AHRA;

“Diversity” means the variety of unique qualities and characteristics that all individuals possess and the mix of these qualities that occur in any group of people. Race, ethnicity, age, gender, sexual orientation, religious beliefs, economic status, physical abilities, life experiences and other personal characteristics can make up individual diversity;

“Equity” means everyone is treated according to their diverse needs in a way that enables all people to participate, perform and engage to the same extent;

“Equity-Deserving” is sometimes referred to as equity-denied or equity-seeking, and means a group of people who, because of Systemic Discrimination, face Barriers that prevent them from having the same access to the resources and opportunities that are available to other members of society, and that are necessary for them to attain just outcomes. In Canada, groups generally considered to be equity-deserving groups include women, Indigenous Peoples, people with Disabilities, people who are part of 2SLGBTQIA+ communities, religious minority groups and racialized people. The types of equity-denied groups may vary based on factors such as geography, sociocultural context or the presence of specific subpopulations;

“Inclusion” means a culture that embraces, respects, accepts and values Diversity;

“Indigenous” means an umbrella term that encompasses the First Nations, Inuit, and Métis Peoples of Canada. Globally, Indigenous Peoples refers to the people who have occupied specific lands since time immemorial;

“Systemic” means relating to or affecting the whole of a system, organization, etc. rather than just some parts of it. This can include, but is not limited to, the way organizations go about their day-to-day business as policymakers, employers, or service providers, as well as its procedures, routines, policies, programs, services and organizational culture;

“Trauma-Informed” means the use of a lens that fully integrates awareness of individual, historical, racial and Systemic trauma into all aspects of functioning to provide environments for everyone that intentionally reduce the likelihood of further harm and allows opportunity for healing and growth;

“Violence” means an intentional act, behaviour or use of power that results in or has the likelihood to cause physical, sexual or psychological harm.

Responsibilities

Council shall:

- 1) Promote and practice principles of Inclusion, Diversity, Equity and Accessibility (IDEA).
- 2) Apply this Policy when creating and making governance decisions.
- 3) Practice and encourage engagement, cooperation and partnership with Indigenous partners.

The Chief Administrative Officer shall:

- 1) Promote and align to principles and practices of Inclusion, Diversity, Equity and Accessibility (IDEA).
- 2) Establish new and review existing programs, services and operations to align with the expectations of this Policy and the IDEA Strategy and principles.
- 3) Report as necessary to Council on IDEA Strategy progress, adjustments and achievements.
- 4) Ensure prioritization of IDEA on a Systemic level by ensuring the adoption of its principles and practices throughout the corporation.

Expectations

Commitment to Truth and Reconciliation:

1. Council and the City shall recognize, respect and honour the Indigenous land that the City and all residents reside on.
2. Council and the City shall be committed to bettering and strengthening its relationships and engagement with Indigenous Nations and Peoples, acknowledging that Indigenous culture has always existed and is inextricably woven into memory, culture, place and practice and Indigenous culture contributes to the rich cultural heritage of the community.

Commitment to Inclusion and Diversity:

3. Council and the City shall foster inclusive environments through recognition, acceptance, celebration and investment in the Diversity of the community. The City will actively oppose and advocate against harm and exclusion based on anyone's appearance and identity, culture, way of life and/or lived experiences.
4. Council and the City shall eliminate barriers and/or create opportunities for diverse representation and participation within the City administration, Council membership and committee membership.
5. Council and the City shall support opportunities that offer and invest in culturally-informed, community-driven and Trauma-Informed spaces, programs and services, in cooperation with Indigenous Partners, community partners and individuals.

Commitment to Equity:

6. Council and the City shall support the full (physical and psychological) safety of residents, community members, visitors and employees, ensuring everyone is treated according to their diverse needs in a way that enables all people to participate, perform and engage to the same extent, in relation to Council governance and City programs, services and operations.
7. Council and the City shall provide programs, services and initiatives that invest in a community where visitors and community members live free from Discrimination, harassment, Violence and hate.

Commitment to Accessibility:

8. Council and the City shall strive to ensure that all City spaces are accessible by design, proactively creating environments that enable full participation by all persons with Disabilities, in alignment with the standards of the Accessible Canada Act (ACA) and the United Nations Convention on the Rights of Persons with Disabilities (UNCPD).
9. Council shall support a City program to foster employment of persons with Disabilities.
10. The City shall ensure equal access to employment opportunities, including provision of reasonable accommodation and reduction or elimination of Barriers to employment, access, retention or promotion.

Legal References

Accessible Canada Act (ACA) (S.C. 2019, c. 10)
Accessible Employment Standards (A SC 1.1:2024)
Alberta Human Rights Act
Alberta Occupational Health & Safety Act, Regulation and Code
Canadian Charter of Rights and Freedoms
City of Burlington Accessibility Design Standards (2016)
Municipal Government Act
Truth and Reconciliation Commission of Canada: Calls to Action (2015)
United Nations Convention on the Rights of Persons with Disabilities (UNCRPD)
United Nation Declaration for Rights of Indigenous Peoples Act (UNDRIP) (S.C 2021, c. 14)
United Nations Universal Declaration of Human Rights (UDHR)

Cross References

C-CAO-20 Public Participation
C-CAO-25 Honorarium Payment
C-CC-04 Council Learning & Development
C-CG-01 Council's Vision, Mission and Values
C-CG-06 City of St. Albert Strategic Framework
C-CG-11 Community Vision and Pillars of Sustainability
C-CG-13 Council Training Workshops
C-CS-16 Social Development
C-P&E-06 Affordable Housing
C-P&E-12 Sustainable Buildings

Attachments

None

DATE REVIEWED	NEXT REVIEW DATE	REVISIONS
	2029-07-15 – Human Resources and Safety	