

Local Community Group Terms of Reference

Mandate:

The role of the Local Community Group is to provide formal linkages into the region and work directly with WDBA and Bridging North America as informal partners in the implementation of collaborative activities related to the Community Benefits Plan for the Gordie Howe International Bridge.

Membership:

The Local Community Group will be composed of a variety of stakeholders that collectively represent the communities of Detroit/Delray and Windsor/Sandwich, Windsor-Essex County, and the Greater Detroit Area including:

- A Resident from Sandwich, Windsor (Open)
- A Resident from Delray, Detroit (Open)
- A Resident from Windsor-Essex County (Open)
- A Resident from the Greater Detroit Area (Open)
- A Bridge User/Daily Commuter based in Windsor (Open)
- A Bridge User/Daily Commuter based in Detroit (Open)
- A Representative from Walpole Island First Nation
- A Representative that is an Indigenous Person Residing in Windsor-Essex County
- Chair of the Windsor-Essex Community Benefits Coalition
- Chair of Delray's Community Advisory Group
- A Representative from the Office of the Elected Official in Windsor's Ward 2
- A Representative from the Office of the Elected Official in Detroit's District 6
- A Representative from the Olde Sandwich Towne BIA
- A Representative from the Southwest Detroit Business Association
- A Representative from the Windsor-Essex Economic Development Corporation
- A Representative from the Detroit Economic Growth Corporation

Member Responsibilities:

Members of the Local Community Group are expected to participate in the following activities:

- Attend quarterly meetings.
- Provide input into the implementation of initiatives within the Community Benefits Plan.
- Provide input into the assessment and review of community funding applications as part of the Community Organization Investment within the Neighbourhood Infrastructure Strategy.
- Participate on at least one subcommittee, including: Community Art and Community History. Other subcommittees may be created as necessary.

Term:

The Local Community Group will be active during the Design-Build Period for the Gordie Howe International Bridge and first five years of the Operations and Maintenance Period.

Members of the Local Community Group that are serving in 'open' positions, noted above, are to serve a two-year term on the Local Community Group. Members of open positions who have served their two-year term will be permitted to reapply for the position through the public application process, if interested.

Members of the Local Community Group that are serving in invitation-based positions and have been appointed by an above-noted organization or stakeholder group are not subject to term limits, however, as personnel changes take place within the organization or stakeholder group a new representative can be appointed to serve in the position.

Scope:

Members of the Local Community Group will provide input into the implementation of initiatives within the Community Benefits Plan by providing feedback and making recommendations with respect to the plan's implementation at regularly scheduled quarterly meetings and through subcommittees, as required. Feedback and recommendations solicited through the Local Community Group and its subcommittees will be put forth to a committee comprised of senior representatives from WDBA, Bridging North America and the Michigan Department of Transportation (MDOT) who are responsible for the direct oversight of the delivery of the Community Benefits Plan.

Specific Terms of Reference are to be developed for activities related to the Community Organization Investment and each of the subcommittees including Community Art and Community History.

Operations:

Meetings are to take place on a quarterly basis beginning in fall 2019. It is anticipated that the meetings will not exceed two hours in length and will be held in the late afternoon. Meetings for the Local Community Group will take place in-person and will alternate between meeting space in Windsor and Detroit, therefore international travel is required and successful applicants will require a valid passport. Group members will be responsible for their own travel to the meeting locations. The exact meetings dates, times and locations are still to be determined and will be communicated to Local Community Group members with ample notice.

Each meeting of the Local Community Group will include a presentation of updates regarding the implementation of the Community Benefits Plan for the project and an opportunity for Local Community Group members to provide feedback. An agenda for each meeting will be sent out three weeks in advance of each meeting.

Subcommittee meetings will be scheduled on an ad hoc basis during the Design-Build period, as per the implementation schedule of the Community Benefits Plan. The exact meeting dates, times and locations will be communicated to Local Community Group members with ample notice.

Administrative Lead:

WDBA's Manager Community Benefits with support from Bridging North America's Community Benefits Coordinator.