

## **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 is composed of a variety of stakeholders that collectively represent the communities of Delray/Southwest Detroit and Sandwich/west Windsor, Windsor-Essex County and the Greater Detroit Area including:

- Two residents from Sandwich/west Windsor (open)
- Two residents from Delray/Southwest Detroit (open)
- A resident from Windsor-Essex County (open)
- A resident from the Greater Detroit Area (open)
- A representative from Walpole Island First Nation (invited)
- A representative from Caldwell First Nation (invited)
- A representative of the Windsor-Essex Community Benefits Coalition (invited)
- A representative of the Delray Community Advisory Group (invited)
- A representative from the Office of the Elected Official in Windsor's Ward 2 (invited)
- A Representative from the Office of the Elected Official in Detroit's District 6 (invited)
- A Representative from the Olde Sandwich Towne BIA (invited)
- A Representative from the Southwest Detroit Business Association (invited)
- A Representative from Invest Windsor Essex (invited)
- A Representative from the Detroit Economic Growth Corporation (invited)

### **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 Community Benefits Plan initiatives
- Review funding opportunities as part of the Neighbourhood Infrastructure Strategy funding.

Members of the Local Community Group are subject to a Non-Disclosure and Conflict of Interest Agreement for the purpose of participation in the Local Community Group and associated activities.

### **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 serving in 'open' positions, noted above, will 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 serving in invitation-based positions by are not subject to term limits, however, as personnel changes take place within the organization, stakeholder or shareholder 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 Community Benefits Plan initiatives by providing feedback and making recommendations with respect to the plan's implementation at and between regularly scheduled quarterly meetings. Feedback and recommendations presented by Local Community Group members will be put forth to a committee comprised of senior representatives from WDBA, Bridging North America (BNA) and the Michigan Department of Transportation (MDOT) who are responsible for the direct oversight of the delivery of the Community Benefits Plan.

**Operations:**

Meetings will take place on a quarterly basis. 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. Successful applicants will require a valid passport or appropriate documentation to cross the Canada-US border. 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 will include a presentation of updates on Community Benefits Plan implementation and an opportunity for Local Community Group members to provide feedback. An agenda for each meeting will be issued three weeks in advance of each meeting.

**Administrative Lead:**

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