

Community Consultation Groups (CCG) Terms of Reference

Introduction

The Community Consultation Group concept will be piloted at Phase 2A to determine its effectiveness and appropriateness for Phase 2B. The premise of the CCGs is to create a mechanism by which the Study Team can be proactive in dialoguing directly with a specific community.

Community Consultation Groups are defined as resident associations representing communities adjacent to or in close proximity to the three corridors. These groups agree to work with the Study Team in organizing, recruiting and hosting a consultation session with their membership. They further commit (in writing) to have an open and meaningful dialogue with representatives of the Study Team about the Study, in a collaborative, productive and constructive manner.

The Phase 2A Workplan outlines a total of ten Community Organization Events. Five meetings will be held during Step 2 of the Consultation Program (in February), with an additional five follow-up meetings held during Step 3 (in April).

Selection of Groups

The following criteria will be used to select ‘host’ Community Consultation Groups:

- A demonstrated interest in the Study and its outcomes
- A potential to be directly affected by one of the three crossings under consideration
- A willingness to organize, promote and host a meeting for a specific membership or constituency
- A commitment to follow a pre-determined meeting format
- A written commitment to work in a collaborative and productive fashion with the Study Team representatives at the meeting.

Administration

- Meetings will be co-chaired by a member of the hosting organization that can demonstrate they speak on behalf of their members (e.g., a community association president) and a representative of the Study Team
- Promotion and logistics of the meeting will be the responsibility of the host organization
- Minutes will be taken by a member of the Consulting Team
- Meetings will be held in the language that is customary to the host organization
- Minutes will be distributed to the co-chairs for review and distribution
- To ensure that meetings are productive, collaborative and respect meeting objectives, they will generally not be open to the broader public or media.