



COMMUNITY ADVISORY GROUP (CAG) TERMS OF REFERENCE

This document outlines the purpose, vision, structure, and operations of the Imagine Lethbridge Community Advisory Group (CAG). The CAG is a vital part of a broader grassroots effort to co-create a healthy, thriving community using the principles of Doughnut Economics. It collaborates closely with the Imagine Lethbridge Steering Committee to advance inclusive, sustainable, and systems-informed community development.

The CAG is helping to build the community we all want to live in—a place where everyone is valued, where ideas are shared, and where collective action leads to real change. Rooted in the values of Doughnut Economics and the grassroots spirit of Imagine Lethbridge, this work supports a thriving city today and for generations to come.

Vision

In alignment with the Vision and Mission of Imagine Lethbridge, the Community Advisory Group envisions a future where:

- Everyone has access to the essentials for well-being: safe housing, healthcare, education, and clean air and water.
- People of all ages—children, adults, and seniors—can thrive and age well in safe, inclusive, and caring communities.
- Nature is protected, and the needs of future generations are prioritized through sustainable action.
- Community members work across sectors, cultures, and perspectives to create shared, long-term prosperity on a healthy planet.

Purpose of the Community Advisory Group (CAG)

The purpose of the CAG is to:

- Strengthen community voice, visibility, and inclusion in planning and decision-making.
- Build local capacity to align efforts with the Doughnut Economics framework.



- Act as a bridge between the community and the Steering Committee.
- Influence policy, programming, and partnerships to enhance well-being and ecological sustainability.

Guiding Principles

Aligned with the values of Doughnut Economics, the CAG is committed to:

1. **Helping Everyone Thrive** – ensuring all people have access to what they need to live well.
2. **Supporting Healthy Aging** – creating supportive environments for older adults to age in place.
3. **Protecting the Planet** – championing ecological stewardship in all decisions.
4. **Collaborative Governance** – fostering co-creation across sectors and systems.
5. **Equity and Inclusion** – valuing all voices and working to reduce disparities.
6. **Future-Focused Thinking** – planning today with tomorrow in mind.

Roles, Responsibilities and Community Engagement

Members of the Community Advisory Group serve as **connectors, communicators, and collaborators**. They bring the principles of Imagine Lethbridge to life through direct community engagement, shared leadership, and intersectoral action.

Key Responsibilities and Community Engagement Activities

1. **Be Community Ambassadors**
 - Promote Doughnut Economics and Imagine Lethbridge in their circles and organizations.
 - Share community-driven stories, tools, and opportunities for learning and action.
2. **Facilitate Bilateral Communication**
 - Bring community concerns, priorities, and ideas to the CAG and Steering Committee.
 - Share updates and resources back out to networks, ensuring knowledge is shared and applied.
3. **Lead and Support Engagement Activities**



- Host and support public engagement events such as forums, roundtables, and community gatherings.
 - Facilitate dialogue across neighbourhood associations, service groups, education, business, healthcare, and government sectors.
 - Engage with residents across demographics—children, youth, seniors, newcomers, and marginalized voices.
4. **Promote Cross-Sector Collaboration**
- Encourage shared solutions between institutions, non-profits, faith communities, and grassroots organizations.
 - Create working groups that align with community priorities (e.g., housing, climate, aging).
5. **Build Capacity Through Learning**
- Engage in knowledge-sharing initiatives, such as book studies (e.g., *Doughnut Economics*) or DEAL learning modules.
 - Develop accessible messaging tools, visuals, and storytelling assets.
6. **Ensure Inclusion and Representation**
- Help ensure the Advisory Group reflects the diversity of Lethbridge in age, race, gender, culture, and lived experience.
 - Engage voices not typically heard in policy-making processes.
7. **Report and Reflect**
- Help document engagement activities, outcomes, and strategic insights.
 - Contribute to regular reports and briefings to the Steering Committee and sectoral partners.
8. **Model Shared Leadership**
- Embody the principles of systems thinking, trust-building, and shared accountability.
 - Encourage hopeful, action-oriented, and relationship-based approaches to change.

Membership

The CAG is made up of a broad mix of:

- Leaders, movers and connectors within community networks.

- Sector community leaders (e.g., health, housing, business, education, social services, Indigenous communities).
- Individuals representing various life stages, cultures, socioeconomic backgrounds, and geographic areas of Lethbridge.
- People who are passionate about sustainability, equity, and creating a better future together.

Membership is both a formal and relational commitment—members are expected to be active participants and long-term champions for the Imagine Lethbridge vision.

Collaboration with the Steering Committee

The CAG will work in partnership with the Steering Committee to:

- **Align efforts** with the overall vision, mission, and strategic directions of Imagine Lethbridge.
- **Coordinate meetings** (monthly or quarterly) to review progress, address emerging issues, and co-develop strategies.
- **Support shared learning** by participating in collective workshops, DEAL sessions, or feedback forums.
- **Contribute insight and feedback** into decision-making while trusting the Steering Committee to mediate competing interests for the greater good.
- **Validate shared goals** through tools like the Community Portrait, used to monitor community well-being and ecological impact.

The Steering Committee will in turn:

- Provide direction, resources, and support to help the CAG fulfill its role.
- Uphold the integrity of the Imagine Lethbridge message and mission.
- Amplify community voices in systems and policy spaces where influence is needed.

Indicators of Success

Imagine Lethbridge and the CAG will know they are making a difference when:



- **Community engagement is strong and growing**, with new people and partners becoming involved.
- **The Community Portrait informs actions and policies**, and progress is evident.
- **Collaborative partnerships flourish** across systems, sectors, and communities.
- **Resources are mobilized**, both independently and through in-kind or aligned support from funders and partners.
- **Strategic priorities are acted upon**, with tangible benefits to people and the planet.

Consultation with Community Leaders
April 28, 2025

Approved by the Steering Committee
May 15, 2025