



**The Corporation of the City of Cornwall**  
**Regular Meeting of Council**  
**Report**

Department: Financial Services  
Division: Purchasing  
Report Number: 2024-56-Financial Services  
Prepared By: Nicole Robertson, Supervisor, Purchasing Services  
Meeting Date: May 14, 2024  
Subject: Non-Budgeted Procurement – RFP Truth and Reconciliation Action Plan

**Purpose**

To provide Council with the Terms of Reference of the Request for Proposal for the Truth and Reconciliation Action Plan.

**Recommendation**

That Council approve the non-budgeted procurement and Terms of Reference of the RFP for Truth and Reconciliation Action Plan.

**Financial Implications**

The Corporation has not budgeted for this initiative in the 2024 budget, and it is recommended that the Corporation budget \$100,000 for this project funded by Working Reserves to be paid back in the 2025 Budget.

**Strategic Priority Implications**

In the creation of Council's Strategic Plan, Truth and Reconciliation was prioritized in Pillar 2: Community Connections. In an effort to reflect the diversity of the community in City operations and investments, and deepen our understanding of the Municipality's role in the Truth and Reconciliation Calls to Action, Council highlighted the following:

1. Consistent focus on truth
2. Learning and education for Council, staff, and the public

The completion of a Truth and Reconciliation Action Plan will provide Council, staff, and the public with a community-specific objectives that opens dialogue, creates experiences for learning, and meaningful actions and decision-making in the spirit of reconciliation.

## **Background / Discussion**

### *Project Overview*

RFP 24-P09 invites Proposals from qualified consultants to develop and implement a Reconciliation and Action Plan.

The Consultant will work with City staff and key project interest holders to define specific goals and objectives for the Reconciliation and Action Plan. This will include a detailed description of the intended purpose of the Plan, and the identification of specific outcomes.

Key objectives must include gathering findings and setting recommendations for the City's consideration to enhance the City's ability to shape future organizational efforts and decisions so that the City can achieve the Calls to Action from the Truth and Reconciliation Commission of Canada report and positively contribute to Indigenous relations.

### *Background*

In response to the Calls to Action outlined in the Final Report of the Truth and Reconciliation Commission of Canada, the City of Cornwall is taking action by procuring a consultancy to assist in the creation of strategies intended to foster reconciliation and engagement. This plan will have an internal and external focus, and will develop a framework for a short, medium and long-term strategy. Through better understanding, ongoing meaningful dialogue, and measurable actions, the goal is that the organisation has a strong plan in place to engage, recognize and support Reconciliation and Indigenous populations in the City of Cornwall.

To ensure that the recommendations are consistent with established municipal goals, the Consultant will review and become familiar with previous relevant Reconciliation plans (Municipal, Provincial and/or Federal) studies and information, including general community information (population, demographics etc.).



Further information and reports can be found on the [National Centre for Truth and Reconciliation website](#).

*Proposed Project Schedule*

Item	Date
Issue of RFP	May 15, 2024
Deadline for Questions	May 22, 2024
Deadline for Submission	June 5, 2024
Award of RFP	June 19, 2024
Project Commencement	June 24, 2024
Presentation to Council	Fall 2024

Appendix A – Terms of Reference for RFP 24-P10 is attached to this report.