

Indigenous Advisory Committee

Terms of Reference

Background

The Canadian Institute of Planners (CIP) is a member-based organization for planning professionals across Canada and beyond. Our members work in both the public service and the private sector, across fields such as planning, environmental resource management, land development, heritage conservation, social planning, transportation planning, and economic development. CIP advocates for planners and the priorities of the planning profession and offers a wide range of member services and career development opportunities. We also work closely with [Provincial and Territorial Institutes and Associations \(PTIAs\)](#), which regulate the planning profession and govern the rights and responsibilities of their members.

Our Vision - Inclusive and vibrant communities, respectfully connected to the natural world, for the well-being of current and future generations.

Our Mission - To support our members, add value to the larger Canadian planning ecosystem, and advocate on priority issues for greater collective impact.

Purpose

CIP is committed to reconciliation and has recently retained Indigenous and Community Engagement Inc. (ICE), an Indigenous-owned firm, to prepare a Reconciliation Action Plan (RAP) with CIP. The RAP, in its final form, will reflect the role of CIP and the Canadian planning profession in building and sustaining strong, respectful relationships between Indigenous and non-Indigenous people and communities, with recognition of the connections between planning and the historical and ongoing processes of colonization. The RAP will also offer direction and structure to support CIP's reconciliation journey and desire to be in alignment with the aspirations of its Strategic Plan and the National Policy on Planning Practice and Reconciliation. The RAP will champion transformation both within the Institute and in the programs and services it offers to its over 9,000 members.

ICE has recommended the creation of an Indigenous Advisory Committee (IAC) to provide guidance, recommendations, and Indigenous perspectives to support the development of the RAP. Details specific to this role can be found below.

Mandate

The IAC is not a decision-making body, but its members' advice, guidance, and recommendations will be meaningfully considered for the creation of the RAP including through making recommendations to the Board about adopting the RAP. The IAC's mandate is to advise on aspects proposed for the RAP and bring perspectives related to:

- Indigenous knowledge, values, teachings, and worldviews to inform planning practices and policies
- Ways to enhance Indigenous involvement in planning processes
- Opportunities for relationship-building between CIP, planners, and Indigenous communities

Membership

The IAC will consist of 8-10 members overall. While CIP welcomes the participation of Indigenous planning professionals within its membership, CIP membership is *not required* to apply for this opportunity.

Application to this opportunity does not automatically guarantee a place on the Committee. Also, references may be requested for shortlisted applicants.

The IAC will strive to meet the following membership composition:

- Diverse representation including but not limited to different Indigenous Nations, cultures, regions, genders, abilities, neurodiversity, and age groups.
- At least one member who is an Indigenous Elder or knowledge keeper.
- At least one member who is between the ages of 18-25

Term:

- Members will be appointed for an approximately 12-month term; however, this may be extended at the discretion of the Board.

Qualifications

IAC members should possess a combination of the following qualifications:

Essential Qualifications:

- Self-identification as Indigenous (First Nations, Métis, or Inuit).
- Strong connection to and understanding of Indigenous communities, cultures, and traditions.
- Demonstrated experience in community leadership, advocacy, or advisory roles.
- Knowledge of Indigenous governance, traditional knowledge, Indigenous rights, reconciliation principles, and the Truth and Reconciliation Commission's Calls to Action.
- Familiarity with planning processes, land use issues, or community development, traditional ecological knowledge or Indigenous land stewardship practices.

Desired Qualifications:

- Experience working with government agencies, non-profit organizations, or private sector entities on Indigenous issues.
- Experience in developing or implementing reconciliation strategies or action plans.

Roles and Responsibilities

IAC members will:

- Attend quarterly meetings (virtual, up to 3 hours each) and participate in discussions, with the potential for a few additional shorter meetings.
- Review meeting agendas and materials prior to meetings, and actively participate in discussions.

Leadership

- The IAC will select a Chair and Vice-Chair from among its members.



- The Chair will facilitate meetings and act as the primary liaison with CIP.

Support and Resources

- ICE will provide administrative and logistical support for IAC meetings and activities.
- Meeting notes will be created and circulated to all members following each meeting for validation. The minutes will then be provided to the RAP team (CIP and ICE).
- IAC Members will be fairly compensated for their time and expertise based on best practices.