



Statement of Policy and Procedure			
Department:	Community Services Department	Policy No.	106
Section:	Arts & Culture	Issued:	February 24, 2020
Subject:	Cultural Diversity and Protocol Policy	Effective:	February 24, 2020
Council Resolution # and Date:	Council Resolution No. 0081 dated February 24, 2020		
		Replaces:	
Issued by:	Judy MacLeod Campbell, Arts & Cultural Coordinator	Dated:	
Approved by:	Jody Boulet, Director of Community Services		

1 POLICY

- 1.01 The City of Prince Albert (hereinafter referred to as “the City”) recognizes the need to engage Indigenous peoples, newcomers, ethnocultural communities and other stakeholders to create an inclusive, welcoming, and diverse city of opportunity.

The City is committed to eliminating racism and discrimination in Prince Albert.

2 PURPOSE

- 2.01 All Canadians have been called to engage with the Truth and Reconciliation Commission’s (TRC) 94 Calls to Action. The City of Prince Albert is located within Treaty 6 Territory and the homeland of the Dakota and Metis people. Cultural Protocols are one way forward to work with Indigenous, newcomer, and ethnocultural communities.
- 2.02 To enhance the City in its daily planning, advising and decision making through strengthened relationships, increased understanding, respect and awareness of Indigenous peoples, newcomers, and ethnocultural communities’ cultures.
- 2.03 To work towards a community of mutual respect.

3 SCOPE

- 3.01 City Council and all City of Prince Albert employees.

4 RESPONSIBILITY

- 4.01 City Council and City staff are encouraged to follow the Cultural Protocols, including the Acknowledgement of Traditional Territory and Region at City public events.
- 4.02 The City Manager or Designate is responsible for ensuring compliance with this Policy.
- 4.03 The City Manager or Designate is responsible for the key messages distributed, as approved by City Council.

5 DEFINITIONS

- 5.01 “**Aboriginal Peoples**” are the descendants of the original inhabitants of North America. The Canadian Constitution recognizes three groups of Aboriginal People: Indian (see First Nations), Metis and Inuit. These are three separate peoples with unique heritages, languages, cultural practices and spiritual beliefs.
- 5.02 “**Aboriginal Rights**” are those rights which Aboriginal Peoples have because of their status as Aboriginal People in their own land.
- 5.03 “**Culture**” is the customs, history, values and language that make up the heritage of a person or people and contribute to that person’s or peoples’ identity. First Nations peoples use the term “culture” to refer to their traditional teachings: beliefs, history, languages, ceremonies, customs, traditions, priorities (how life should be) and stories.
- 5.04 “**Discrimination**” is an action or a decision that treats a person or a group badly for reasons such as their race, national or ethnic origin, ancestry, colour, citizenship, religion, age, sex, marital status, sexual orientation, gender identity, disability, receipt of public assistance or level of literacy.
- 5.05 “**Diversity**” is the range of characteristics that make individuals unique. These characteristics include but are not limited to, national origin, language, race, colour, ability, ethnicity, gender, age, religion, skills, knowledge, sexual orientation, gender identity, socioeconomic status and family structure.
- 5.06 “**Elder**” is a person who has earned the right to be recognized as an Elder in his or her community and/or in other First Nations communities. Most have a variety of special gifts they have acquired and earned and have the ability to pass on traditional teachings and provide spiritual guidance.

- 5.07 **“Engagement”** is focusing on the gathering of input from citizens and stakeholders to support City decision-making, offering opportunities for the City and Indigenous peoples, newcomers, and ethnocultural communities to learn from and build relationships with each other.
- 5.08 **“First Nations”** is a collective term used to refer to the original peoples and descendants of North America, which includes many different nations within – each with their own culture, language and territory. Other descriptions of “First Nations” include the following: 1) usually used to refer to a politically autonomous band under the *Indian Act*, a nation of First Peoples; and 2) a term that came into common usage in the 1970s to replace the word “Indian”. Although the term “First Nation” is widely used no legal definition exists. Among its uses, the term “First Nations peoples” refers to the descendants of the original inhabitants of Canada. The term “First Nation” has also been adopted to replace the word “band” in the name of communities.
- 5.09 **“Inclusion”** is appreciating and valuing human differences by creating an atmosphere that promotes a sense of belonging where everyone feels respected and valued for their uniqueness.
- 5.10 **“Indigenous”** is used to refer to First Nations, Metis, and Inuit peoples in Canada. **“Indigenous Communities”** refers collectively to Treaty 6 First Nations and urban indigenous peoples. **“Urban Indigenous Peoples”** is intended to respect and reflect diverse cultural identities and experiences of First Nations, Metis, and Inuit peoples who call Prince Albert home.
- 5.11 **“Metis”** represents people born of, or descended from, both European and First Nations parents. A distinctive Metis Nation developed in what is now southern Manitoba in the 1800s and the descendants of these people later moved throughout the prairies. There are also many other groups of mixed ancestry that consider themselves Metis.
- 5.12 **“Newcomer”** is a person who has recently arrived in a place or joined a group.
- 5.13 **“Ethnocultural”** of or pertaining to the culture of an ethnic group. Describing an ethnic group that has a distinct culture.
- 5.14 **“Protocol”** is a system of guidelines that explain the correct conduct and procedures to be followed in formal situations.
- 5.15 **“Racism”** is defined as views, practices and actions reflecting the belief that humanity is divided into distinct biological groups called races and that beliefs of a certain race share certain attributes which make that group as a whole less desirable, more desirable, inferior or superior.

- 5.16 **“Reconciliation”** is a shared and active process between Indigenous and non-Indigenous peoples to transform relationships and understanding by acknowledging what has happened in the past, addressing the impact of those actions, and moving forward towards a new, improved relationship.
- 5.17 **“Status Indian” (First Nation)** Three definitions are as follows: 1) an Indian person who is registered as an Indian under the *Indian Act* and thus recognized by the federal government as an Indian and accorded the accompanying rights, beliefs and restrictions of the *Indian Act* and related policies; 2) Status Indians who are registered or entitled to be registered under the *Indian Act*. The Act sets out the requirements for determining who is Status Indian; and 3) A commonly used term applied to a person who is registered or entitled to be registered under the *Indian Act*; a Registered Indian is a person who, pursuant to the *Indian Act*, is registered as an Indian or is entitled to be registered as an Indian.
- 5.18 **“Traditional Territory”** is a geographical area identified by a First Nation to be the area of land which they and/or their ancestors traditionally occupied or used and which includes the Treaty 6 First Nation.
- 5.19 **“Treaty 6”** is an agreement between the Canadian Crown and the Plains and Wood Cree, Assiniboine, and other band governments of First Nations at Fort Carlton and Fort Pitt. Treaties 1 to 7 were signed between the Government of Canada and the Indigenous peoples of Canada during the years 1871 and 1877.

6 REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

- 6.01 City of Prince Albert 5 Year Strategic Plan (2015-2020)
- 6.02 Kistapinanihk 2035, Prince Albert’s Official Community Plan
- 6.03 Prince Albert Municipal Cultural Action Plan (MCAP)
- 6.04 City of Prince Albert Community Services Master Plan (2018)
- 6.05 ayisinowak – A Communications Guide (City of Saskatoon, Saskatchewan Indigenous Cultural Centre and Office of the Treaty Commissioner)
- 6.06 Truth and Reconciliation Commission of Canada: Calls to Action (2015)
- 6.07 First Nations and Metis Consultation Policy Framework, Government of Saskatchewan (2010)
- 6.08 United Nations Declaration on the Rights of Indigenous Peoples (2007)

7 PROCEDURE – CULTURAL PROTOCOL FOR ENGAGING INDIGENOUS COMMUNITIES

7.01 Preamble

Through the City's cultural planning engagement process, community members identified opportunities for Elders and Indigenous communities to be engaged in the City's decision-making process. This includes planning of cultural events and activities and/or other undertakings that have an impact on Indigenous, Aboriginal, and/or Treaty Peoples.

7.02 Engaging Indigenous Communities

- a. The City is within Treaty 6 Territory (for First Nations) and Western Region II (for Metis). City Council and City staff are encouraged to publicly acknowledge, if an acknowledgement has not been made prior at the same event, and extend appreciation in this regard at public events organized by the City of Prince Albert. As well, an Acknowledgment of Traditional Territory and Region will be made at the beginning of City Council meetings and Executive Committee meetings of Council, to this effect, or as follows:

"We acknowledge that we are on Treaty 6 land and the home of the Dakota and Metis"; or

"We recognize that Prince Albert is located within Treaty 6 Territory and is the homeland of the Dakota and Metis. We extend our respect to all Indigenous people for their valuable past and present contributions and recognize and respect the cultural diversity within the City of Prince Albert".

- b. In developing cultural competence through inclusion and engagement in municipal activities the City will create opportunity for Indigenous peoples' voices to be heard by consulting and/or extending invitation to community stakeholders. In this regard, the City will:
 - i. Engage with Indigenous/Aboriginal people in good faith and with integrity.
 - ii. Acknowledge and have mutual respect and trust for Indigenous/Aboriginal people.
 - iii. Communicate through the consultation process in a clear, open, and honest manner.

- iv. Reduce barriers to participation, and promote inclusion in City facilities and programs/opportunities
- v. Provide equal opportunity to those wanting to participate in local government and consider our City's diversity in the composition of our workforce.
- vi. Support employment equity and anti-racism, as the City is an important player in fostering good race relations and racial harmony in the community.
- vii. Create a welcoming and supportive environment for employees of all cultural backgrounds.
- viii. The Respectful Workplace Policy has been established to provide a supportive environment for all employees.
- ix. Review methods of communication to ensure that information is provided in a variety of ways to make it easily accessible to a diverse population.
- x. Be a leader in the community by communicating the City's vision and role as it relates to cultural diversity and protocol.

7.03 Engaging Elders and Cultural Resource Experts

- a. It is a traditional practice amongst Indigenous people to provide an honorarium to an Elder or cultural resource expert for his or her services. This honorarium will not be viewed as payment for service but rather as a gift of gratitude, which can be monetary or non-monetary in nature (i.e. tobacco and broadcloth).
- b. The City recognizes that some Elders may come with a helper and/or an attendant when invited to lead a ceremony.

A helper or attendant may be required to assist an Elder in the preparation of a ceremony. An attendant is someone who looks after an Elder and whose duties may include: arranging transportation to and from the venue, greetings and introducing the Elder, and offering the comforts that elderly people may require.

8 PROCEDURE – CULTURAL PROTOCOL FOR ENGAGING NEWCOMER AND ETHNOCULTURAL COMMUNITIES

8.01 Preamble

Through the City's cultural planning engagement process, community members acknowledged the importance of ensuring all nations, communities, and individuals are celebrated and welcomed into the community.

8.02 Engaging Newcomer and Ethnocultural Communities

- a. In developing cultural competence through inclusion and engagement in municipal activities the City will create opportunity for newcomer and ethnocultural voices to be heard by consulting and/or extending invitation to community stakeholders. In this regard, the City will:
 - i. Engage with Newcomer and Ethnocultural Communities in good faith and with integrity.
 - ii. Acknowledge and have mutual respect and trust for Newcomer and Ethnocultural Communities.
 - iii. Communicate through the consultation process in a clear, open, and honest manner.
 - iv. Reduce barriers to participation, and promote inclusion in City facilities and programs/opportunities
 - v. Provide equal opportunity to those wanting to participate in local government and consider our City's diversity in the composition of our workforce.
 - vi. Support employment equity and anti-racism, as the City is an important player in fostering good race relations and racial harmony in the community.
 - vii. Create a welcoming and supportive environment for employees of all cultural backgrounds.
 - viii. The Respectful Workplace Policy has been established to provide a supportive environment for all employees.
 - ix. Review methods of communication to ensure that information is provided in a variety of ways to make it easily accessible to a diverse population.

- x. Be a leader in the community by communicating the City's vision and role as it relates to cultural diversity and protocol.