

Effective Date

February 8, 2023

Approving Authority

City Council

Policy Owner

Chief Financial
Officer/Deputy City
Manager, Financial
Strategy &
Sustainability

2023-02-CM

Indigenous Procurement

Purpose & Scope

Purpose

- 1 The purpose of the Indigenous Procurement Policy is to stimulate Indigenous entrepreneurship, business and economic development, providing Indigenous vendors with more opportunities to participate in the economy.
- 2 Prior to the implementation of the policy, Indigenous vendors secured limited business from City of Regina procurement. The policy is intended to significantly increase the rate of procurement from Indigenous vendors.

Scope

- 3 This policy applies to all City of Regina departments and all City employees.

Policy Provisions

Definitions

- 4 The following definitions apply to this policy:
 - 4.1 Indigenous person means an individual who resides in Saskatchewan who is a status Indian under the *Indian Act* (Canada), a Métis person or an Inuit.
 - 4.2 Indigenous vendor means a business that is:
 - (a) a sole proprietorship wholly owned by an Indigenous person,
 - (b) a band as defined in the *Indian Act* (Canada) located in Saskatchewan,

- (c) a partnership in which at least 51 per cent of beneficial interest belongs to Indigenous persons,
- (d) a cooperative in which Indigenous persons have at least 51 per cent of the beneficial interest of the cooperative,
- (e) a limited, non-profit, or professional corporation with at least 50 per cent of its shares beneficially owned by Indigenous persons, or
- (f) a joint venture of entities described in subclauses (a) through (e), or of a non-Indigenous business and at least one of the entities described in subclauses (a) through (e), as long as Indigenous persons have at least 51 per cent of the beneficial interest in the joint venture.

4.3 Indigenous content is defined as one of the following:

- (a) employment of an Indigenous business as either the main contractor or as sub-contractors to provide goods, services, construction, equipment, labour, or a combination of these,
- (b) direct Indigenous employment by hiring Indigenous employees (must provide proof of ancestry),
- (c) support of new Indigenous business and entrepreneurship ventures by providing assistance or professional expertise/mentorship for developing Indigenous businesses,
- (d) support of initiatives that benefit Indigenous communities in the areas of arts and culture, reconciliation, Indigenous cultural awareness program training or education, or
- (e) the percentage of Indigenous content where Indigenous ownership of a business is less than 51 per cent as defined.

Indigenous Peoples with Disabilities

5 This policy aims to create an inclusive, accessible, and culturally respectful environment for Indigenous peoples with disabilities, recognizing their unique needs and strengths while promoting their full participation in society. The policy respects Indigenous cultural perspectives on disability, recognizing that many Indigenous languages and cultures do not have a direct equivalent to the Western concept of “disability”. The City of Regina aims to support and strengthen organizations led by Indigenous peoples with disabilities.

General

6 The City of Regina ensures a meaningful, measurable, equitable impact on contracting and procurement opportunities and participation of Indigenous vendors in all procured spending and requires a transition to a minimum 20 per cent of the total value of the City’s procurement contracts be held by Indigenous vendors.

- 7 The developmental nature of this policy necessitates sharing and discussing outcomes with Indigenous partners, co-developing solutions, examining early results and adjusting approaches as necessary. Thus, ongoing collaboration with the Indigenous Procurement Advisory Committee (IPAC) is essential to inform policy changes, and measure success, which will facilitate the ongoing progress necessary to quickly and meaningfully advance the City's commitment to the Indigenous Procurement Policy.
- 8 The City's commitment to Indigenous procurement requirement is the value of a minimum 20 percent of the City's overall procurement.
- 9 Implementation of this policy involves protocols and procedures that include proactive matching initiatives, providing positive consideration in bid evaluations for Indigenous content, internal and external training and support measures, monitoring, and reporting.

Roles and Responsibilities

- 10 City Council:
 - (a) approves, endorses and supports this policy, and
 - (b) delegates authority to the Chief Financial Officer & Deputy City Manager to adopt policy enhancements informed by the Indigenous Procurement Advisory Committee's recommendations.
- 11 The Indigenous Procurement Advisory Committee develops and reviews the policy and evaluates policy implementation annually.
- 12 The Chief Financial Officer & Deputy City Manager approves, updates and complies with the policy and related procedures, protocols, and processes in consultation with the Indigenous Procurement Advisory Committee.
- 13 Divisions, departments and employees are responsible for complying with the policy and related procedures, protocols, and processes.
- 14 The Procurement & Supply Chain branch is responsible for:
 - (a) managing procedures, protocols and administering procedures required to support this policy and to support the objectives set out in this policy, and
 - (b) monitoring performance, eligibility and ensuring alignment with strategic priorities.
- 15 Suppliers and contractors are encouraged to engage in sustainable sourcing and collaborate with Indigenous vendors. Efforts should be made to support Indigenous businesses and promote economic inclusion.

Code of Conduct

- 16 In accordance with the City of Regina Code of Conduct for its employees, and solicitation documentation, the following individuals are not eligible either directly or indirectly to be classified as an Indigenous vendor (the "Ineligible Persons"):

- (a) any individual that is currently employed by the City or that was formerly employed by the City any time within 12 months, and
- (b) any member of City Council or any closely connected person (as defined and applied in section 114 of *The Cities Act* (Saskatchewan)).

Trade Agreements

- 17 Indigenous businesses are exempt from the following trade agreements:
- (a) Canada-European Union Comprehensive Economic and Trade Agreement (Annex 19-7, 1.2),
 - (b) Canada Free Trade Agreement (Part IV, Article 800),
 - (c) New West Partnership Trade Agreement (Part V, A. General Exceptions),
 - (d) Comprehensive and Progressive Agreement for Trans-Pacific Partnership (Annex 15-A, Section G.3), and
 - (e) World Trade Organization Agreement on Government Procurement (Appendix 1, Canada, Annex 7.3).

Reference Material

- 18 This policy is to work in conjunction with the City of Regina’s existing internal procurement policies and procedures. Please refer to:
- (a) *The Regina Administration Bylaw, Bylaw No. 2006-69, Schedule D,*
 - (b) Purchasing Procedures Manual,
 - (c) Procurement Protocol,
 - (d) City of Regina’s Employee Code of Conduct, and
 - (e) Pathways to Indigenous Procurement,
- 19 This policy supports The Truth and Reconciliation Commission Calls to Action.

Date Approved	February 8, 2023
Date of Last Review	September 23, 2025
Date of Next Review	September 15, 2026