

INDIGENOUS CULTURAL PROTOCOL

December 2023

Legislative Services

PURPOSE

The City of Lloydminster recognizes that it is situated on Treaty 6 Territory, traditional lands of First Nations and Métis people.

In recognition of the use of traditional ceremonial purposes, including the use of traditional medicines, this protocol is required to ensure the well-being of our community members, employees, volunteers, and visitors, as well as the protection of our facilities and compliance with health and safety, insurance requirements and fire regulations.

Land Acknowledgement

Land acknowledgements and personal introductions are a way of showing respect and gratitude for Indigenous cultures and the traditional land we live on. When developing a land acknowledgement, conduct research on the group who are being hosted, and what lands the event will be residing on. Ensure to include proper pronunciations of the Indigenous nations being acknowledged.

For events occurring within City of Lloydminster boundaries, the following are approved Land Acknowledgements that may be utilized. It is important that a land acknowledgement is said from the heart. When land acknowledgements are just read from a paper, it doesn't appear genuine.

Statement 1

> The City of Lloydminster respectfully acknowledges that we are situated on Treaty 6 territory, traditional lands of First Nations and Métis people.

Statement 2

> The City of Lloydminster acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.

Statement 3

> Before we begin today's [festivities/event], I'd like to acknowledge that we are on Treaty 6 territory, a traditional meeting grounds, a gathering place, and travelling route to the Cree, Saulteaux *(pronounced: So-toe)*, Blackfoot, Métis, Dene *(pronounced: De-nay)* and Nakota Sioux *(pronounced: Sue)*. We acknowledge the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

Smudging

Smudging is a cultural healing practice which involves the burning of one or more medicines gathered from the earth. The most common medicines used in smudge include, but are not limited to sweetgrass, cedar, tobacco and sage.

Smudging is always voluntary. A person may choose to stay in the room and refrain from smudging or leave the room during the smudge. Respect for all is the guiding principle of any Indigenous tradition.

Smudging is allowed within City facilities and on City property when the following guidelines are abided by.

Though it may seem well-intentioned to ask Indigenous people to move their smudge outside of a building, it is often considered an act of disrespect.

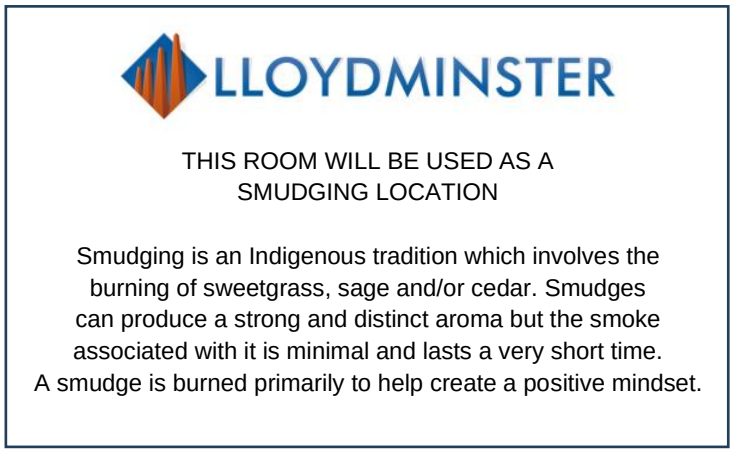
Communication is important. Advance notice (at least 48 hours) should be given indicating the date and location when a smudge will take place. At the time of a booking, Booking Coordinators shall ask if traditional ceremonies or practices will be part of the event, to plan ahead for any smudging.

After the request is made, a notification to the Facility Manager and the Fire Department shall be provided, including the date/time of the booking when smudging will occur. Fire Services will have a member(s) on standby to assist with

fire alarms with facility staff. This may include fire system bypass, bell/alarm silence or resetting of the system. Facilities need to make sure the alarms do not interrupt normal business of the facility or other users of the facility.

It is important to note that while smudging does not typically pose a health risk, the City will take steps to accommodate the needs of those who may have respiratory issues or other health concerns. Opening a window or using a larger open space or fans are examples of how you can mitigate health concerns.

A sign should be posted where the smudging will take place, to advise attendees that the location will have smudging. The sign may include the following:



Traditional Offerings

If a request is made for a Traditional Knowledge Keeper or Elder to attend a City ceremony, there are cultural considerations to be made as a thank you to them for attending.

Offerings (Cultural)

Traditional Knowledge Keepers and Elders customarily accept tobacco (usually pouch) as an acknowledgement of a ceremonial request such as a prayer, blessing or special ceremony. The acceptance of an offering signifies an acceptance of the request. Traditionally, tobacco is customarily presented at the time of the request, or just before the ceremony or blessing. It is not uncommon to also present broad cloth (sometimes called flag or print) with the tobacco. White broadcloth or red is used in this regional area.

When purchasing tobacco products, a City issued P-Card is the preferred method to use for the purchase. P-Cards do not currently allow tobacco purchases unless they are set up on a case-by-case basis. Manager's approval is required prior to the purchase of tobacco and work with finance to have the P-Card set up temporarily to purchase tobacco products. Please give at least three (3) business days notice prior to making the purchase to allow time to update the P-Card.

Honorarium (Financial)

It is customary that Traditional Knowledge Keepers and/or cultural resources experts be provided with a financial gift directly after the event or ceremony is completed.

- Honorariums for Traditional Knowledge Keepers should not be viewed as a payment for service, but rather as a gift in exchange for knowledge, ceremonies or blessings.
- Honorarium should be presented on the day of the event or ceremony in cheque.
- All financial honorariums should be provided one per person. Example: if you have a group of dancers or drummers, provide a financial honorarium to each individual, and not one for the group.

- Finance must be provided with three (3) weeks' notice of the honorarium you plan to pay at the event, so they have time to process the payment. Note * - While cash is the commonly accepted honorarium form, the City of Lloydminster may only supply a cheque. While this does deviate from traditional practices, most First Nation and Métis Elders are accepting of this.
- It is good practice, but not mandatory, to fill out a one-page Independent Service Provider Agreement that confirms the service the traditional members will be providing. This also helps the process in getting a Request for Payment for Finance to create a cheque.
- General standard to use for financial honorariums for indigenous protocol is $250 for a half day (4 hours or less), and $500 for a full day (anything over 4 hours).
- Keep in mind that for honorarium payments in excess of $500 (total throughout the calendar year) a T4A form is required to be issued by the City. If the honorarium will be more than $500 for that financial calendar year, a SIN number must be obtained from the person receiving the funds and provided to Finance.

Gifts (non-financial)
In addition to cultural offerings and honorariums, gifts of gratitude (including greeting cards or cultural items) are customarily presented after the ceremony or blessing has been completed. Non-monetary gifts are in addition to honoraria and should be a small token of appreciation. Gift cards shall not be provided as gifts.

Photo and Video Permission

For any event, workshop or training with Traditional Knowledge Keepers or Elders, it is important that all parties are clear and communicate prior to the event if the engagement will be photographed or recorded.

A lot of times, the smudging ceremony is not permitted to be photographed/videoed. It is important to communicate ahead of time with the event team to show understanding of the ceremony and respect. It is good practice to confirm ahead of time that they want the smudging ceremonies to be no photos or video recordings. The Traditional Knowledge Keeper or Elder will let you know if they want photos or video.

Photos and videos are permitted at powwows, and often encouraged; however, photographers/videographers are also encouraged to ask permission from participants.