



Executive Committee

**Wednesday, February 1, 2023
9:00 AM**

Henry Baker Hall, Main Floor, City Hall



OFFICE OF THE CITY CLERK

**Public Agenda
Executive Committee
Wednesday, February 1, 2023**

Approval of Public Agenda**Adoption of Minutes**

Minutes of public meeting held January 18, 2023

Administration Reports

- EX23-8 Tabled Amendment Item CM22-33 - Request Additional Information Utility Reserve and Reserve Surplus

Recommendation

The Executive Committee recommends that City Council direct Administration to prepare a report for Q2 of 2023 that provides options and recommendations for how the utility reserve and reserve surplus can be used to fund a private-side lead service connection cost sharing program without an increase in the utility rate.

- EX23-5 Indigenous Procurement Policy

Recommendation

The Executive Committee recommends that City Council:

1. Approve a City of Regina Indigenous Procurement Policy, as outlined in Appendix A;
2. Approve the proposed changes to *The Regina Administration Bylaw*, Bylaw No. 2003-69, Schedule D (the "Bylaw") as set out in Appendix B, including:
 - (a) integrating the Indigenous Procurement Policy with the Bylaw.
3. Instruct the City Solicitor to prepare a bylaw to amend *The Regina Administration Bylaw*, Bylaw No. 2003-69, in the manner set out in Appendix B.
4. Affirm that the Executive Director of Financial Strategy and Sustainability or delegate will:



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- (a) update the Procurement Manual with an Indigenous Procurement Protocol based on the above policy; and
- (b) approve the development of related procedures that align and support the Indigenous Procurement Protocol.

5. Approve these recommendations at its meeting on February 8, 2023.

EX23-6 Purchasing Policy Bylaw Amendment

Recommendation

The Executive Committee recommends that City Council:

1. Approve the proposed changes to *The Regina Administration Bylaw*, Bylaw No. 2003-69, Schedule D and Schedule E (the “Bylaw”) as set out in Appendix A, including:
 - a. Changes to align with trade agreements such as the *New West Partnership Trade Agreement*, the *Canadian Free Trade Agreement*, and the *Canada-European Union (EU) Comprehensive Economic and Trade Agreement*;
 - b. Changes to align with leading practices in government procurement; and,
 - c. general housekeeping amendments.
2. Instruct the City Solicitor to prepare a bylaw to amend *The Regina Administration Bylaw*, Bylaw No. 2003-69, in the manner set out in Appendix A.
3. Approve these recommendations at its meeting on February 8, 2023.

EX23-7 RM of Sherwood - Boundary Alteration Request

Recommendation

The Executive Committee recommends that City Council:

1. Approve the proposed boundary alteration between the City of Regina (City) and the RM of Sherwood (RM) to exclude approximately 24.1 acres of land from the City consisting of:
 - a. Blk/Par A-Plan 102335925 Ext 0 within the SW 21-17-20 W2 (approximately 21.6 acres or 8.8ha in size);



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- b. the portion of SW 21-17-20 W2, lying to the north of Blk/Par Z-Plan 96R05222 Ext 0 (approximately 2.5 acres or 1.0 hectare in size); and
 - c. the portion of General Road (Blk-Par S1-Plan 101942322 Ext 0) extending eastward from the current City boundary (collectively referred to as the “Annexation Lands” and shown in Schedule A) and include the lands within the boundaries of the RM, conditional on the payment of tax loss compensation as outlined herein;
2. Approve the payment of tax loss compensation in the amount of \$5,284.65 from the RM as financial settlement in consideration of the proposed boundary alteration;
3. Delegate authority to the Executive Director, Financial Strategy & Sustainability, or designate, to negotiate a municipal boundary alteration agreement with the RM, including any commercially relevant terms and conditions that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the agreement;
4. Authorize the City Clerk to execute the municipal boundary alteration agreement and complementary resolution upon review and approval by the City Solicitor; and
5. Approve these recommendations at its meeting on February 8, 2023.

Adjournment

AT REGINA, SASKATCHEWAN, WEDNESDAY, JANUARY 18, 2023

AT A MEETING OF EXECUTIVE COMMITTEE
HELD IN PUBLIC SESSION

AT 9:00 AM

These are considered a draft rendering of the official minutes. Official minutes can be obtained through the Office of the City Clerk once approved.

Present: Councillor Andrew Stevens, in the Chair
Mayor Sandra Masters
Councillor Lori Bresciani
Councillor John Findura
Councillor Bob Hawkins
Councillor Dan LeBlanc
Councillor Jason Mancinelli
Councillor Terina Nelson
Councillor Cheryl Stadnichuk
Councillor Shanon Zachidniak

Regrets: Councillor Landon Mohl

Also in Attendance: City Clerk, Jim Nicol
Deputy City Clerk, Amber Ackerman
City Manager, Niki Anderson
City Solicitor, Byron Werry
Executive Director, City Planning & Community Development,
Deborah Bryden
Executive Director, Financial Strategy & Sustainability, Barry Lacey
Director, Economic & Business Development, Chad Jedlic
Director, Planning & Development Services, Autumn Dawson
Manager, City Revitalization, Emmaline Hill
Senior City Planner, Laura Pfeifer

(The meeting commenced in the absence of Councillors: Lori Bresciani and Jason Mancinelli.)

APPROVAL OF PUBLIC AGENDA

Coucillor Dan LeBlanc moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved at the Call of the Chair, with the following adjustments:

- **ADD: The registered List of Delegations; and**
- **WITHDRAW: Item EX23-3 Community and Social Impact Regina Lease**

ADOPTION OF MINUTES

Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the minutes for the meeting held on November 30, 2022 be adopted, as circulated.

(Councillor Lori Bresciani arrived to the meeting.)

ADMINISTRATION REPORTS

EX23-2 Cowessess First Nation - Municipal Servicing and Compatibility Agreement and Lane Closure

Recommendation

The Executive Committee recommends that City Council:

1. Approve the Municipal Services and Compatibility Agreement (Appendix A-1) between the City of Regina and Cowessess First Nation;
2. Instruct the City Solicitor to prepare and bring forward the necessary bylaw authorizing execution of the Municipal Services and Compatibility Agreement;
3. Approve the application to close the lane described as all the portion of the right-of-way backing the properties along 1200 Block Albert Street between 6th Avenue and 7th Avenue, as shown on the attached Descriptive Plan II (Appendix A-2) dated December 1, 2022, and described as being portion of Lane 22, Plan OLD 33, Extension 0 (the Lane);
4. Instruct the City Solicitor to prepare and bring forward the necessary bylaw to provide for the closing of the Lane following the required public notice; and
5. Approve these recommendations at its meeting on January 25, 2023.

Mayor Sandra Masters moved, that the recommendation contained in the report be concurred in.

(Councillor Jason Mancinelli arrived to the meeting.)

The main motion was put and declared CARRIED.

RESULT:	CARRIED [Unanimous]
MOVER:	Mayor Masters
IN FAVOUR:	Councillors: Bresciani, Findura, Hawkins, LeBlanc, Mancinelli, Nelson, Stadnichuk, Stevens, Zachidniak, and Mayor Masters

EX23-1 Housing Incentives Policy – Amendments to Support Revitalization

Recommendation

The Executive Committee recommends that City Council:

1. Approve amendments to the City of Regina *Housing Incentives Policy*, as outlined in this report, as follows:
 - a) Amend the program area boundaries to support reinvestment in the City Centre and established areas, as outlined in Appendix C;
 - b) Amend incentive allocations to provide greater support for housing development in the City Centre, North Central and Heritage neighbourhoods and support the development of additional housing options in established areas, as outlined in Appendix D;
 - c) Adjust application intake timelines to prioritize capital funding for housing development in the City Centre, North Central and Heritage neighbourhoods; and,
 - d) Amend policy language to improve clarity and administration of the Policy, as outlined in Appendix E.
2. Approve these recommendations at its meeting on January 25, 2023.

Registered delegations Steven Drysdale & Lyle Parisian, Namerind Housing Corporation, Regina, SK, were not in attendance to address the Committee.

Administration made a PowerPoint presentation, a copy of which is on file in the Office of the City Clerk.

Councillor Jason Mancinelli moved, that the recommendation contained in the report be concurred in.

(Councillor Jason Mancinelli temporarily left the meeting.)

(Councillor Jason Mancinelli returned to the meeting.)

(Mayor Sandra Masters temporarily left the meeting.)

(Councillor Andrew Stevens stepped down from the chair and temporarily left the meeting.)

(Councillor Jason Mancinelli took the chair.)

(Councillor Andrew Stevens returned to the meeting and resumed the chair.)

(Mayor Sandra Masters returned to the meeting.)

RECESS

Pursuant to the provisions of Section 33(2.1) of City Council's *Procedure Bylaw No. 9004*, a 15 minute recess was called.

The Committee recessed at 10:29 a.m.

The Committee reconvened at 10:47 a.m.

The main motion was put and declared CARRIED.

RESULT:	CARRIED [Unanimous]
MOVER:	Councillor Mancinelli
IN FAVOUR:	Councillors: Bresciani, Findura, Hawkins, LeBlanc, Mancinelli, Nelson, Stadnichuk, Stevens, Zachidniak, and Mayor Masters

EX23-4 RM of Sherwood Additional Boundary Alterations - Memorandum of Understanding

Recommendation

The Executive Committee recommends that City Council:

1. Approve the City of Regina (City) entering into a Memorandum of Understanding (MOU) with the RM of Sherwood No. 159 (RM) outlining the terms and conditions for three municipal boundary alterations that support economic growth and operational efficiencies in the Greater Regina Area;
2. Delegate authority to the City Manager or her designate, to negotiate any other commercially relevant terms and conditions, as well as any amendments to the MOU that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the MOU;
3. Authorize the City Clerk to execute the MOU upon review and approval by the City Solicitor;
4. Initiate an application for the alteration of the City's municipal boundaries to incorporate approximately 323 acres of land, as identified in Schedule B, currently under the jurisdiction and within the boundaries of the RM (Lands), including:
 - a. Direct Administration to give public notice of Council's intention to apply for an alteration to the City's boundaries to incorporate the Lands; and
 - b. Request that the RM provide a certified resolution of its council in support of the proposed boundary alteration and enter into any additional agreements as may be required in accordance with the MOU.

5. Approve these recommendations at its meeting on January 25, 2023.

Councillor Shanon Zachidniak moved, that the recommendation contained in the report be concurred in.

The main motion was put and declared CARRIED.

RESULT:	CARRIED [Unanimous]
MOVER:	Councillor Zachidniak
IN FAVOUR:	Councillors: Bresciani, Findura, Hawkins, LeBlanc, Mancinelli, Nelson, Stadnichuk, Stevens, Zachidniak, and Mayor Masters

RESOLUTION FOR PRIVATE SESSION

Councillor Lori Bresciani moved, AND IT WAS RESOLVED, that in the interest of the public, the remaining items on the agenda be considered in private.

Councillor Lori Bresciani moved, AND IT WAS RESOLVED, that the Committee recess for 10 minutes.

The Committee recessed at 11:35 a.m.

Chairperson

Secretary



Memo

February 1, 2023

To: Members,
Executive Committee

Re: Tabled Amendment Item CM22-33 - Request Additional Information Utility Reserve and Reserve Surplus

RECOMMENDATION

The Executive Committee recommends that City Council direct Administration to prepare a report for Q2 of 2023 that provides options and recommendations for how the utility reserve and reserve surplus can be used to fund a private-side lead service connection cost sharing program without an increase in the utility rate.

BACKGROUND

City Council at its meeting held on December 14, 2022, considered item CM22-33 “2023-2024 General and Utility Operating Budget and 2023-2027 General and Utility Capital Plan”. During the consideration of this item the following amendment was put forward for debate:

“That Administration prepare a report for Q2 of 2023 that provides options and recommendations for how the utility reserve and reserve surplus can be used to fund a private-side lead service connection cost sharing program without an increase in the utility rate.”

During the debate on the above noted amendment, Council voted and it was resolved that the consideration of this amendment be tabled to the January 18, 2023 Executive Committee Meeting.

The recommendation contained within this report will require City Council approval.

Respectfully submitted,

Respectfully submitted,


Amber Ackerman, Deputy City Clerk 1/27/2023
Jim Nicol, City Clerk 1/27/2023



Indigenous Procurement Policy

Date	February 1, 2023
To	Executive Committee
From	Financial Strategy & Sustainability
Service Area	Financial Services
Item No.	EX23-5

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Approve a City of Regina Indigenous Procurement Policy, as outlined in Appendix A;
2. Approve the proposed changes to *The Regina Administration Bylaw*, Bylaw No. 2003-69, Schedule D (the "Bylaw") as set out in Appendix B, including:
 - (a) integrating the Indigenous Procurement Policy with the Bylaw.
3. Instruct the City Solicitor to prepare a bylaw to amend *The Regina Administration Bylaw*, Bylaw No. 2003-69, in the manner set out in Appendix B.
4. Affirm that the Executive Director of Financial Strategy and Sustainability or delegate will:
 - (a) update the Procurement Manual with an Indigenous Procurement Protocol based on the above policy; and
 - (b) approve the development of related procedures that align and support the Indigenous Procurement Protocol.
5. Approve these recommendations at its meeting on February 8, 2023.

ISSUE

The purpose of this report is to provide Executive Committee an update related to Council's direction in August 2022 (CR22-97) to develop an Indigenous Procurement Policy.

Attached is the policy (Appendix A – Indigenous Procurement Policy) which has been developed in collaboration with the Indigenous Procurement Advisory Committee (IPAC) and is recommended for approval.

IMPACTS

Economic Impact

The City of Regina spends approximately \$200 million annually on goods, equipment, services and construction.

This policy will achieve incremental and substantial economic impact for Indigenous vendors.

Legal Impact

Updates to the Bylaw will be completed to integrate the Indigenous Procurement Policy into Schedule D, which is known as the Purchasing Policy, as generally outlined in Appendix B – Proposed Amendments to *The Regina Administration Bylaw*.

Strategic Impact

The policy recommendation is in alignment with the City's 2022-25 Strategic Priority of Economic Prosperity.

The recommended policy begins to address the Truth & Reconciliation Commission Calls to Action #57 and #92 (as further described in the Discussion section of this report).

There is no accessibility, environmental, financial or other impacts.

OTHER OPTIONS

City Council could decide not to approve the recommended policy as outlined in this report, or direct Administration to engage IPAC for additional work on specific aspects of the policy.

COMMUNICATIONS

The importance of building relationships with Indigenous vendors, communities and leadership cannot be underestimated as policy implementation moves forward. Time and effort will be required, with continued respectful and meaningful engagement with Indigenous stakeholders and the community as well as investment in education, training and policy development with both Indigenous and non-Indigenous stakeholders to ensure that implementation is fully supported.

Ongoing and intentional discussions like those undertaken by the IPAC will be essential to achieving success. Equally important are the existing vendor relationships and discussions that will be required to ensure the City's efforts at economic reconciliation are understood, supported and implemented.

DISCUSSION

In August of 2022, Administration presented a comprehensive report (EX 22-77 Response to Procurement Motions to Council). That report responded to two procurement motions on a range of procurement objectives, including research on local and sustainable procurement opportunities, and recommendations around development of an Indigenous Procurement Policy.

As part of the August report, Administration was asked to further engage with members of the Indigenous community to help develop recommendations to Council. Through its initial engagement with the Indigenous community, Administration heard that an Indigenous Procurement Policy would be a positive step toward reconciliation efforts and should be developed in partnership with the Indigenous community.

Since August, the Procurement Project Team established the IPAC and facilitated several working sessions to inform and develop the policy. The Advisory Committee's kick off meeting in September was a full day working session, and the Committee has since met several times to help develop the Indigenous Procurement Policy presented today.

The IPAC has 23 members and is co-chaired by Nick Creighton (Executive Director, Indigenous Manufacturing and Contracting Network) and Tammy Moyse (City of Regina, Manager, Procurement and Supply Chain). The IPAC includes representation from: Cowessess First Nation, George Gordon First Nation, Muscowpetung First Nation, Nekaneet First Nation, Pasqua First Nation, Piapot First Nation, File Hills Qu'Appelle Development Corporation, Métis Nation - Saskatchewan Western Region III Development Corporation, various Indigenous organizations, and City of Regina Administration.

Working sessions held between September and November 2022 brought members together for 13 hours of in-person discussions. Draft materials circulated between meetings allowed for additional review and input by members.

It is important to recognize that the IPAC approached its time together as being about relationship building, as well as policy development. Respect for Indigenous traditions was reflected in the giving of gifts, opening prayers, and open invitation for participation at each meeting. Open and candid discussion became a hallmark of the Committee's meetings, helping to build trust and develop relationships.

The Committee's meetings were facilitated by Terry Bird of Smoke Signals Communications, (aside from one meeting facilitated by Audra Young, City of Regina, Director of Indigenous Relations) and supported with City staff resources.

A summary of the dynamic and meaningful discussions at the IPAC meetings is provided in Appendix C – Committee Dialogue: What We Heard.

Several specific recommendations emerged from the IPAC and informed the development of the Indigenous Procurement Policy. It is helpful to understand some of the context behind those recommendations.

Jurisdictional Research

Many municipal governments have addressed the need to increase Indigenous participation as part of their broader social procurement objectives and identify supplier diversity as a key priority.

The City of Saskatoon's [*Indigenous Procurement Protocol and Specification*](#) provides guidelines to support Indigenous procurement and diverse suppliers. It defines a diverse supplier as any business or enterprise that is more than 50 per cent owned, managed and controlled by persons belonging to a group that experiences discrimination or barriers to equal opportunity including women, Indigenous people, persons with disabilities, new immigrants, LGBTQ2S+ people, visible minorities, and other groups the City identifies as historically under-represented.

The City of Brampton joined five non-profit diverse supplier certification organizations and the Supplier Diversity Alliance of Canada in 2020. It also worked on its Certified Diverse Supplier List for Invitational Procurements between \$25,000 to \$100,000 that will ensure that at least one supplier of three invited to bid is a diverse supplier. A diverse supplier is defined as being a 51 per cent owned small or medium business managed by an equity-seeking community or social purpose enterprise, including veterans, women, Indigenous people, or LGBTQ2S+.

The City of Toronto defines social procurement as “the achievement of strategic social, economic and workforce development goals using an organization’s process of purchasing goods and services.” It defines supplier diversity as a business that is at least 51 per cent owned, managed and controlled by an equity-seeking community or social purpose enterprise. These communities include, but are not limited to, women, Aboriginal people, persons with disabilities, newcomers and new immigrants, LGBTQ+ people, visible minorities and racialized people, and other groups the City identifies as historically underrepresented.

The City of Vancouver is one of the first cities in Canada to set a target for its social procurement goals. By 2023, they have committed that 50 per cent of its procurement spend and 50 per cent of its contracts will be to socially and diverse businesses in identified categories. This includes businesses owned/controlled by equity seeking populations such as non-profits/coops, women, Indigenous persons, people with disabilities, ethno-cultural persons and LGBTQ+ persons. The identified categories include services, consultants, management/finance/IT education/facilitate/workshop, facilities, management catering (services), janitorial (services), building services, graffiti removal landscaping maintenance and repair services.

While there were few municipalities with policies that set a target for Indigenous procurement, other examples in the public sector exist.

For example, in 2012, SaskPower implemented an Indigenous Procurement Policy that awards points for Indigenous ownership and labour hours. It has a target of eight per cent of its annual Saskatchewan procurement spend to be awarded to Indigenous vendors.

The Mosaic Company in Saskatchewan has set a target that by 2025, 15 per cent of its procurement activity will be with Indigenous-owned companies, and it will increase the use of Indigenous employment by contractors on its work sites to 15 per cent.

Administration recommends the Indigenous Procurement Policy be separate from other supplier diversity initiatives. Businesses owned by other equity seeking populations such as, women, people with disabilities, minorities and LGBTQ+ persons are included in the sustainable procurement protocol.

20 Per Cent Minimum Requirement

The policy requires that the City work toward a minimum of 20 per cent of City procurement contracts be held by Indigenous vendors. The recommended minimum requirement was determined by considering the Indigenous population of Regina (10.3 per cent) and of Saskatchewan (17 per cent), per the Statistics Canada 2021 Census, and recognizing that both are growing. The Committee sees 20 per cent as an achievable requirement more closely representing the population and, more importantly, as a demonstration of meaningful economic reconciliation efforts.

Reconciliation

The IPAC talked about the Truth and Reconciliation Commission Calls to Action and wanted to cite these during policy development to reflect the City's commitment to further those efforts. Indigenous procurement should not be viewed as "supplier diversity" but instead as economic reconciliation.

*As an act of reconciliation, the journey to include Indigenous peoples as meaningful participants in the Canadian economy will require changes to the procurement status quo.*¹

The recommended policy begins to address the Truth & Reconciliation Commission Calls to Action #57 and #92.

- Call to Action #57, "Ensures a duty of reconciliation with Indigenous Peoples for all public servants."
- Call to Action #92, (1) "Commits to meaningful consultation, building respectful relationships, obtaining the free, prior, and informed consent of Indigenous Peoples before proceeding with economic development projects." (2) "Ensures that Aboriginal Peoples have equitable access to jobs, training, and education opportunities in the corporate sector, and that Aboriginal communities gain long-term sustainable benefits from economic development projects."

¹ National Aboriginal Capital Corporations Association, Indigenous Procurement Working Group

While this is the City's first policy in response to the Calls to Action, it is not intended to represent the City's entire commitment to reconciliation. With further development in this policy area, over time, the Indigenous Procurement Policy will be cross-referenced with other policies.

Implementation and Monitoring Progress

The City of Regina Purchasing Manual will be updated to include protocols and procedures specific to the implementation of the Indigenous Procurement Policy. The updated protocols will be reviewed in Q1 2023 with the IPAC.

The following is a summary of anticipated protocols and procedures:

- Taking proactive approaches to identify and match contracts with Indigenous businesses, such as:
 - Conducting vendor pre-screenings to create an Indigenous vendor list;
 - Arranging master service agreements and standing orders for goods and services;
 - Introducing pre-screened Indigenous vendors to existing contractor and supplier networks;
 - Identifying specific goods and/or services and inviting Indigenous vendors to participate in those procurements; and
 - Supporting initiatives to build Indigenous business capacity (e.g., hosting contractor open houses and offering procurement training).
- Providing additional points or higher weighting in bid evaluations for Indigenous content (e.g., Sole Proprietors, Joint Ventures, Partnerships, or Indigenous Vendors who have a significant Indigenous workforce);
- Identifying procurement opportunities that increase capacity and growth of Indigenous contractors (e.g., enhanced communication about progress and performance; training and mentoring opportunities where an operational need exists; supporting Indigenous bids in streams where no vendors are bidding on COR projects). Also, supporting the Indigenous vendor community with project awareness and planning to help build capacity to support and qualify for work;
- Developing internal and external support measures for the Indigenous Procurement Policy (e.g., awareness sessions for City employees);
- Through the City's performance management system, ensure expectations and accountability for the implementation and execution of the policy are clearly communicated to City employees involved in the procurement process. This will include continuously monitoring performance and tracking success through Key Performance Indicators (e.g., develop lagging and leading indicators); and
- Annual reporting of Key Performance Indicators, and a discussion of policy success and opportunities with the Indigenous Procurement Advisory Committee and through ongoing Administration reporting to City Council.

Incremental Implementation

The City's procurement spend (combined operating and capital) is currently \$205 million. In 2022, 0.0015 per cent of that procurement spend went to Indigenous vendors. It can be expected to increase exponentially with the implementation of the Indigenous Procurement Policy.

It is anticipated that implementation of the Indigenous Procurement Policy will evolve over time, with incremental increases in the procurement spend going to Indigenous vendors. Factors such as growth in capacity, infrastructure, and workforce development among Indigenous vendors will influence the incremental increase that is achieved.

The IPAC discussed the factors that will impact the growth and development of capacity, and how these will influence achievement of the policy requirement. It was acknowledged that this will require a cooperative approach involving both the City and the Indigenous vendor community. It is important that there is an annual incremental increase in Indigenous procurement.

As we continue to meet with the IPAC, it is important to recognize that 2023 will prioritize the establishment of foundational requirements to ensure implementation success. For example, the establishment of an Indigenous vendor list, engagement with known Indigenous vendors, vendor training sessions, internal change management, and communication with the broader vendor community.

The following Key Performance Indicators (KPIs) will be tracked to measure the success of the incremental implementation of the policy:

- Per cent and value of total procurement spend from Indigenous businesses;
- Increase in number of Indigenous vendors bidding on COR contracts;
- Increase in number of vendors with a significant Indigenous labour force;
- Internal training for COR employees engaged in Indigenous procurement activities;
- Engagement and/or training sessions with Indigenous vendors; and
- Engagement and/or training sessions with vendor community.

Proposed Regina Administration Purchasing Policy Bylaw Amendments

Updates to Bylaw are needed to align with the Indigenous Procurement Policy.

The Bylaw is comprised of the main bylaw and a number of schedules. Schedule D to the Bylaw is known as the *Purchasing Policy* and guides the procurement of goods, equipment and services in accordance with applicable trade treaties and City processes. The Bylaw and the Purchasing Policy govern the development of other related procurement processes, the Procurement Manual and Protocol.

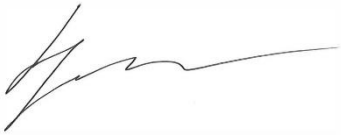
Purchasing Policies, Procedures, Processes and Forms

Schedule D to the Bylaw currently only authorizes the City Manager or Executive Director of Financial Strategy and Sustainability to make changes to purchasing policies, procedures, processes and forms. It is recommended that the Indigenous Procurement Policy be incorporated in the same clause to ensure future development and changes of the Indigenous Procurement Policy are under the same blanket of authority.

DECISION HISTORY

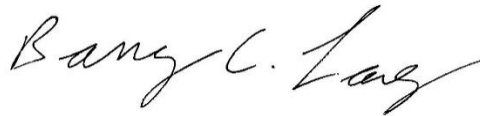
City Council, at its meeting on August 17, 2022, considered report CR22-97: Response to Procurement Motions, and resolved in part to direct Administration to investigate, design, and draft an Indigenous Procurement Policy, for City Council's approval.

Respectfully submitted,



Kim Krywulak
Director
Financial Services

Respectfully submitted,



Barry Lacey
Executive Director
Financial Strategy & Sustainability

Prepared by: Tammy Moyse, Manager Procurement & Supply Chain

ATTACHMENTS

Appendix A - 2023-FSS-P0001 Indigenous Procurement Policy
Appendix B - Proposed Amendments to Admin Bylaw
Appendix C - Committee Dialogue What We Heard

Policy Title:	Applies to:	Reference #
Indigenous Procurement Policy	This policy applies to all City departments and all City employees.	2023-FSS-P0001
Approved by:	Dates:	Pages
City Council	Effective: February 08, 2023	3
	Last Review: February 08, 2023	
	Next Review: February 08, 2024	
Authority:		
Executive Directory - Financial Strategy & Sustainability		

1.0 Purpose

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.

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.

2.0 Scope

This policy applies to all City of Regina Departments and all City employees.

3.0 Definitions

“Indigenous Person” is defined as an individual who resides in Saskatchewan who is a status Indian under the *Indian Act* (Canada), a Métis Person or an Inuit;

“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% of beneficial interest belongs to Indigenous persons;
- (d) a cooperative in which Indigenous persons have at least 51% of the beneficial interest of the cooperative;
- (e) a limited, non-profit, or professional corporation with at least 50% 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% of the beneficial interest in the joint venture.

“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 (included must be 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.

4.0 Policy

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.

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.

The City's commitment to Indigenous procurement requirement is the value of a minimum 20 percent of the City's overall procurement.

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.

5.0 Roles & Responsibilities

City Council

Approves, endorses and supports this policy. Delegates authority to the Executive Director of Financial Strategy and Sustainability to adopt policy enhancements informed by the Indigenous Procurement Advisory Committee's recommendations.

Indigenous Procurement Advisory Committee

Develops and reviews the policy and evaluates policy implementation annually.

Executive Director of Financial Strategy and Sustainability

Approves, updates and complies with the policy and related procedures, protocols, and processes in consultation with the Indigenous Procurement Advisory Committee.

Divisions/Departments/Employees

Responsible to comply with the policy and related procedures, protocols, and processes.

Procurement & Supply Chain Branch

Responsible for managing procedures, protocols and administering procedures required to support this policy and to support the objectives set out in this policy. Monitor performance and ensure alignment with strategic priorities.

6.0 Trade Agreements

Indigenous businesses are exempt from the following trade agreements:

- (1) Canada-European Union Comprehensive Economic and Trade Agreement (Annex 19-7, 1.2);
- (2) Canada Free Trade Agreement (Part IV, Article 800);
- (3) New West Partnership Trade Agreement (Part V, A. General Exceptions);
- (4) Comprehensive and Progressive Agreement for Trans-Pacific Partnership (Annex 15-A, Section G.3); and
- (5) World Trade Organization Agreement on Government Procurement (Appendix 1, Canada, Annex 7.3).

7.0 Reference Material

This policy is to work in conjunction with the City of Regina's existing internal procurement policies and procedures. Please refer to:

- (1) *Administration Bylaw No. 2006-69, Schedule D*;
- (2) Purchasing Procedures Manual; and
- (3) Sustainable Procurement Protocol.

This policy supports The Truth and Reconciliation Commission Calls to Action.

8.0 Revision History

Date	Description of Change	(Re)-Approval Required (y/n)
08-Feb-2023	Initial Release.	No

Appendix B

Proposed Amendments to *The Regina Administration Bylaw*, Bylaw No. 2003-69

1. Proposed Amendment to section 11 Schedule D

Amend section 11 to modify the phrase as follows:

“of this Purchasing Policy and the Indigenous Procurement Policy”.

2. Proposed Amendment to Section 50 of Schedule D

Amend 50(g) to add the phrase as follows: “non-profit corporations, educational institutions, and Indigenous related procurement.”

Appendix C

Committee Dialogue: What We Heard

Discussions around the Indigenous Procurement Advisory Committee (IPAC) table were open and refreshingly candid. The context and flavour of those discussions helped members to explore options, debate issues, and ultimately agree on the recommended Indigenous Procurement Policy developed for Council approval. Highlights of those discussions are provided below.

Meeting #1 – September 2022

Mayor Masters spoke about wanting to pursue policy through thoughtful development and expressed her gratitude to attendees for their patience and help “so that 10 years from now it looks different”. She described the day as a step forward in building relationships that will be important to changing and improving what currently exists and moving forward on the Truth and Reconciliation Commission Calls to Action.

Chief Cadmus Delorme of Cowessess First Nation expressed the importance of this meeting and gathering to understand the opportunities we have. “Understand why we’re doing this – it’s not about pity, we want parity”. Chief Delorme acknowledged that work would be needed, and that “everyone learned differently about history”. He said the Truth and Reconciliation Calls to Action provide a mandate that supports this focus, and “an atmosphere for uncomfortable discussions and questions”.

What are your values for diversity, and for Indigenous inclusion? Each table created a values-based statement.

Table 1 – Treaty trumps policy. To improve and develop a sustainable and inclusive City of Regina with Treaty 4 for the benefit of all citizens, partners, and future generations.

Table 2 – We believe in building a sustainable and diverse community. One that creates an economic impact that can be felt for generations to come. Our commitment is to ensure Indigenous participation and inclusion in our procurement process.

Table 3 – The City of Regina, through procurement, is committed to supporting and building employment opportunities for Indigenous communities.

“Engagement is priority in supply chain – not just procuring from Indigenous owned companies but also getting suppliers to invest in that goal, helping to enhance what we’re doing”.

“What does economic reconciliation mean? How to satisfy some of those expectations?”

“Having percentage (target) that’s a floor but with a growth curve (hard numbers suggest a finish line – we want continuous growth)”.

“Policy needs to recognize this is generational”.

“Employ a leadership team that supports our procurement strategy; any new leader comes in, they understand policy and intention behind it/history; reinforcing the greater good at high level, this is the way City is moving. Policy must be high level but contain specifics. Details help to anticipate and address questions that will come. And needs resources, financial and human, to support and develop and reinforce consistently.”

“Has the City of Regina formally endorsed the UN Declaration on the Rights of Indigenous Peoples (UNDRIP)? Has the City formally adopted Call to Action #92?”

“You assess risk on vendors, and we assess risk too. Like how many resources we put into it, the costs. And the City of Regina isn’t in the top ten for us yet. With others we have more strength, the likelihood of winning is higher, so we prioritize those customers first. As soon as we have policy, the relationships with the team develop and our chances grow. The City is starting to creep up into our top ten, starting to understand and navigate the system”.

“Important to recognize the value of livelihood – impact on individual, families, community. A commitment to paying fairly impacts pricing on bids, and that is reflected in our expectations of those individuals (higher safety, certification, etc.). We all have to share in ensuring people are taken care of – we get that back in economic value and livelihood value at the family and community level. People show up for work because their issues are minimized, it’s a win-win-win and part of our values”.

“It’s not just the City that owns this, we own this as well. Moving this forward, addressing questions, holding back – we own this as much as the City. It’s going to affect our community greatly, and we want to be cheerleaders to our own community efforts, to get it right”.

Meeting #2 – October 2022

“A longer advance notice period would help to ensure training and development is reflected in bids and supports capacity building as policy/values intend”.

“Policy should inform action. Indigenous inclusion isn’t just % of spend, it’s about what the value of the numbers achieves. If it’s \$3M annually to grow Indigenous business, what value does that reflect? Does it make sense? I don’t think so. I like the idea of a policy, not just a target percentage”.

“Indigenous inclusion should be a requirement within the procurement qualification (like safety is). Right now, there’s a few teeth missing. Let’s look at something that has teeth”.

“Reconciliation needs to be reflected across the City not just in procurement. Bids need to include capacity building and sustainability considerations, longer-term issues. True reconciliation across the board, not just in procurement”.

“Let’s set the bar high. Let’s bring people up. 5% doesn’t do that, not even close. Have to include administration and management as well, target beyond field work. Let’s be stringent about enforcing the policy we develop. How can we work together, divide this pie and make it equitable to all of us?”

Meeting #3 – November 2022

“Reconciliation doesn’t mean reconciling with other organizations who are failing in their implementation, but rather with those in this room”.

A “floor” is often just a target, and it will become that if not addressed. The City is behind in reconciliation work, and this is the opportunity to address that”.

“What is the proper reconciliation number? If that’s what drives this, it’s not about what the City sees as realistic, it’s about what the City sees as reconciliation. 5% is weak. Let’s set what feels right and real to everybody, not what’s convenient. There are lots of tools to help meet targets, but independent of that it’s about what is reconciliation”.

“It’s a difficult question, but a good question. It exposes what’s wrong and the need to address it”.

“SaskPower is at 15% and they’re shooting for higher”.

“We have lots of work to do, there are more than 500 stakeholders to talk with about getting on side with this”.

“I see the policy as a living document that needs to change as circumstances and environments do. This group allows honest conversations to happen over time”.

“5% is not the number and shouldn’t be; doesn’t send the right message about what we’re trying to accomplish. Maybe not in the policy itself, but somewhere including desire to see improvement every year is important, recognizing we won’t get there right away but commit to incremental progress; there’s work we need to do internally, and education, and us making progress every year shows that commitment and honours our intent”.

“The City should ask about Indigenous Inclusion plans from companies. Allow us to lead rather than be the feather for their bid”.

20% is the floor to put forward in the policy, it is “defendable and honourable”, recognizing it will take time to realize.

“I know we all share something in common, and that’s looking to the future”.



Purchasing Policy Bylaw Amendment

Date	February 1, 2023
To	Executive Committee
From	Financial Strategy & Sustainability
Service Area	Financial Services
Item No.	EX23-6

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Approve the proposed changes to *The Regina Administration Bylaw*, Bylaw No. 2003-69, Schedule D and Schedule E (the “Bylaw”) as set out in Appendix A, including:
 - a. Changes to align with trade agreements such as the *New West Partnership Trade Agreement*, the *Canadian Free Trade Agreement*, and the *Canada-European Union (EU) Comprehensive Economic and Trade Agreement*;
 - b. Changes to align with leading practices in government procurement; and,
 - c. general housekeeping amendments.
2. Instruct the City Solicitor to prepare a bylaw to amend *The Regina Administration Bylaw*, Bylaw No. 2003-69, in the manner set out in Appendix A.
3. Approve these recommendations at its meeting on February 8, 2023.

ISSUE

The purpose of this report is to provide Executive Committee an update on proposed amendments to *The Regina Administration Bylaw* to allow for implementation of several improvements to improve

the efficiency and effectiveness of procurement process, as well as make several housekeeping amendments to the bylaw.

IMPACTS

Legal Impact

Updates to the Bylaw will be completed to integrate the amendments into Schedule D, which is known as the Purchasing Policy, and in Schedule E which is the delegation of signing authority schedule. All changes proposed are generally outlined in Appendix A – Proposed Amendments to *The Regina Administration Bylaw*.

Strategic Impact

The proposed amendments are in alignment with the City's 2022-25 Strategic Priority of Operational Excellence. The amendments promote more efficient and financially sustainable procurement practices.

There are no economic, accessibility, environmental, financial or other impacts.

OTHER OPTIONS

City Council could decide not to approve the recommended policy amendments as outlined in this report.

COMMUNICATIONS

As required in sections 101(2)(j) and 154 of *The Cities Act*, amendments to the Purchasing Policy require public notice. The City has provided public notice of the proposed amendments to the Bylaw in accordance with *The Public Notice Bylaw*, No. 2003-8.

DISCUSSION

Proposed Regina Administration Purchasing Policy Bylaw Amendments

Process and language changes to the Bylaw are recommended to improve the efficiency and effectiveness of procurement process, including several housekeeping amendments to streamline and provide further clarity in the bylaw, which are further detailed in Appendix A and summarized below.

The Bylaw is comprised of the main bylaw and a number of schedules. Schedule D to the Bylaw is known as the *Purchasing Policy* and guides the procurement of goods, equipment and services in accordance with applicable trade treaties and City processes. The Bylaw and the Purchasing Policy

govern the development of other related procurement processes, the Procurement Manual and Protocol.

Extensions to Multiple Year Contracts (Appendix A – point #1)

Currently, only the City Manager and Executive Directors have the authority to extend contracts beyond two (2) years in length (e.g., an approved contract with an initial term of two years with the option to extend the agreement through 3 one-year extension options, for a total contract term of up to five years requires Executive Director approval to exercise each of the one-year extensions). The proposed amendment allows the Director level authority to approve extensions to a contract, based on the approved maximum number of extensions and scope of the original contract. This will provide an efficient approval process to ensure contracts continue to move forward under the original scope.

Multiple Year Contracts

i) Maximum Contract Length (Appendix A – point #2)

At present, Section 22 (1)(b) sets a maximum five (5) year contract limit. The proposed amendment will allow Administration to approve contracts with a maximum ten (10) year contract limit. This change will allow for timeliness and efficient approval process to help ensure the City is getting best value using longer term contracts, as recommended in the Efficiency Review. The authority to approve multi-year contracts will remain unchanged and be limited to the City Manager or Executive Director, Financial Strategy and Sustainability and continue to require the contracts to include a clause that allows termination if funding is not provided in the second or a subsequent year of the term.

ii) Maintenance/Service Coincidentally Acquired Assets, Software License, Subscription Based Service (Appendix A, Point 4)

The current five (5) year limit also means that the City must procure a provider every five (5) years. There are occasions when the City makes significant investment into a product in terms of integration with other systems, processes, software or data storage, but must go to market to procure a provider at the five (5) year term. Section 24.1 of the current Bylaw contains a provision allowing contracts to be extended beyond the five (5) year contract limit but, only if they relate to the maintenance or service of an existing or coincidentally acquired asset. In the past, software purchases were an asset purchase, and used this provision, however, these services are now commonly being made available as a subscription-based service (i.e., internet or web-based software). The proposed Bylaw amendment will permit the acquisition or extension of a contract beyond ten (10) years provided the City is able to terminate the agreement on at least an annual basis.

It is also recommended to add a new section, section 24.2, which will allow for contracts to extend beyond the ten (10) year term if they relate to the maintenance or service of an existing or coincidentally acquired asset, software licence agreements, or subscription-based technology system with a term of up to five (5) year, without an annual termination clause. This will ensure the City is getting best value using longer term contracts, as recommended in the Efficiency Review.

iii) Director Ability to Authorize Contracts Up to Five Years (Appendix A, Point #3).

The current provision in Section 23 (d) allows the Director of the department to authorize terms of contracts that do not exceed two (2) years, if the total purchase price does not exceed their delegated level of authority. It is proposed this be extended to five (5) years so that Directors can sign off on contracts for better efficiency.

Standard Procurement Methods and Consulting and Professional Services (Appendix A, Point #5 & #7)

It is recommended that consulting and professional services be incorporated into Part III – General Acquisition Process and Part IV – Non-Standard Procurement Methods sections to streamline the process and create better clarity of guidelines around the procuring of consulting and professional services. This is a housekeeping amendment and creates no changes in delegation of authorities.

Non-Standard Procurement Methods (Appendix A, Point #6)

A non-standard procurement could be either a non-competitive procurement or a limited competitive procurement. Under the trade treaties, there is a threshold of \$75,000. Below that threshold, the City can, at its own discretion, undertake non-standard procurement methods (limited competitive procurement). Administration has developed protocols outside of the Bylaw to ensure that non-standard procurements are the exception to ensure the City's procurement processes remains transparent and fair.

Currently, the City allows sole sourcing of a good or service and direct appointing consultants and professional services, as long as the costs do not exceed \$7,500 and \$75,000 respectively under restricted circumstances. The proposed changes to the Bylaw expand the restricted circumstances to reflect the exceptions in the trade treaties and categorize sole source and direct appointments as non-standard procurement. Current situations where non-standard methods are allowed under the Bylaw include:

- an emergency;
- there is only a single vendor due to proprietary rights;
- the City has adopted a City standard through a public process;
- the commodity is subject to a fluctuating price;
- the purchase is from another government owned enterprise, academic institutions, or library;
- or
- other exceptions that may be available under applicable trade treaties.

The proposed changes include sourcing used goods/services. At present, Administration does not have a viable process to acquire goods or equipment from auctions. It is recommended that additional subsections be included in the Consulting and Professional Services section to include the acquisition of goods or equipment that is sold through auctions. This change allows the City to

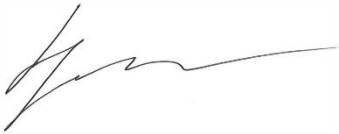
extend the useful life of an asset and help contribute to the sustainability goals of the City. As well, appointment of a consultant made by the City Solicitor for the provisions of legal services will also be added to the list of restricted circumstances where a non-standard procurement method may be used.

Schedule E (Appendix A, Point #8)

Generally, only the City Clerks can sign contracts on behalf of the City. Schedule E to the Bylaw lists the exceptions for the authority to sign contracts that bind the City. Schedule E currently does not allow someone other than the City Clerk to “sign” software agreements that do not require a signature, such as online click “I agree” agreements. It is recommended that Schedule E be amended to delegate the authority to approve these small (\$7,500) and medium (\$75,000) dollar contracts to the Director, or their delegate responsible for Technology. This will create efficiency in the procurement process.

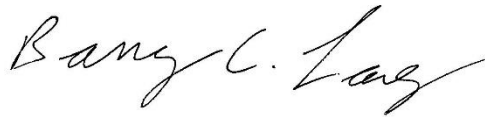
DECISION HISTORY

Respectfully submitted,



Kim Krywulak
Director
Financial Services

Respectfully submitted,



Barry Lacey
Executive Director
Financial Strategy & Sustainability

Prepared by: Tammy Moyse, Manager Procurement & Supply Chain

ATTACHMENTS

Appendix A - Proposed Amendments to Admin Bylaw

Appendix A

Proposed Amendments to *The Regina Administration Bylaw*, Bylaw No. 2003-69

1. Proposed Amendment to section 8 of Schedule D

Add section 8.3 as follows:

8.3 Where a contract contains an initial term and provides for subsequent extensions then such extensions shall be approved by the Director or their designate on the terms and conditions set out in the contract unless such authority is otherwise delegated.

2. Proposed Amendment to section 22(1)(b) of Schedule D

Amend section 22(1)(b) to authorize the City Manager or Executive Director, Financial Strategy and Sustainability (or their respective delegate) to approve multi-year contracts if the term of the contract does not exceed ten (10) years in total, including the current year.

3. Proposed Amendment to section 23(d) of Schedule D

Amend section 23(d) to authorize a Director of the applicable department (or their respective delegate) to approve multiple year contracts if the term of the contract does not exceed five (5) years in total, including the current year.

4. Proposed Amendment to Schedule D, 24.1 and new section 24.2

Amend section 24.1 to read:

Multiple Year Contracts to extend beyond 10 years", to align with changes section 22 (1)(b).

Add a new section 24.2 that provides for pricing for a set term (no longer than 5 years) without having an option to cancel in specified situations as follows:

24.2 Notwithstanding sections 22, 23 and 24.1 the City Manager or Executive Director, Financial Strategy and Sustainability, in accordance with the policies or procedures established pursuant to this Bylaw, is authorized to award, approve, renew, and amend Multiple Year Contracts that do not contain a clause enabling the termination of the contract on an annual basis where it is advantageous to the City, where a set term has been defined, which term shall not exceed 5 years, and one or more of the following conditions are met:

- a) the contract relates to the maintenance or service of an existing or coincidentally acquired City asset;
- b) the contract is a software license agreement where an annual fee is not required to maintain the licence; or

- c) the contract is for a subscription-based technology system service and any automatically renewing terms are subject to termination at the City's discretion on at least an annual basis

5. Proposed Amendment to section 43(d) of Schedule D

Delete subsection 43(d) regarding the consulting and professional services. This is covered under Part IV - Non-Standard Procurement Methods.

6. Proposed Amendment to Section 50 of Schedule D

Add section 50(i) or where the acquisition of used goods or equipment is from an entity where the entity is selling used goods or equipment.

Add section 50(j) the appointment of a consultant is made by the City Solicitor for the provisions of legal services.

7. Proposed Amendment to Schedule D, Part V

Delete sections 51 to Section 63 relating to Consulting and Professional service.

Move section existing 57 and 58 to Part IV of the Non-Standard Procurement rather than a standalone section and the remainder will be in alignment with Part III – General Acquisition Process and amend as required to fit within this Part.

8. Proposed Amendment to Schedule E

Amend Schedule E to add:

- a new section that authorizes the Director responsible for Technology and their delegate signing authority to sign on behalf of the Branch or Department as follows:
 - 5. The Director responsible for Technology and their delegate is authorized to sign the following types of agreements:
 - a) quotes, order forms, change orders, acceptance or statement of work for technology related initiatives where the estimated total price does not exceed the medium dollar value of \$75,000.00;
 - b) Online click 'I agree' type agreements for the purpose of technology solution procurement in accordance with the Purchasing Card Agreement; or
 - c) Online click 'I agree' agreements for the purpose of technology solution activation.



RM of Sherwood - Boundary Alteration Request

Date	February 1, 2023
To	Executive Committee
From	Financial Strategy & Sustainability
Service Area	Financial Strategy & Sustainability
Item No.	EX23-7

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Approve the proposed boundary alteration between the City of Regina (City) and the RM of Sherwood (RM) to exclude approximately 24.1 acres of land from the City consisting of:
 - a. Blk/Par A-Plan 102335925 Ext 0 within the SW 21-17-20 W2 (approximately 21.6 acres or 8.8ha in size);
 - b. the portion of SW 21-17-20 W2, lying to the north of Blk/Par Z-Plan 96R05222 Ext 0 (approximately 2.5 acres or 1.0 hectare in size); and
 - c. the portion of General Road (Blk-Par S1-Plan 101942322 Ext 0) extending eastward from the current City boundary (collectively referred to as the "Annexation Lands" and shown in Schedule A) and include the lands within the boundaries of the RM, conditional on the payment of tax loss compensation as outlined herein;
2. Approve the payment of tax loss compensation in the amount of \$5,284.65 from the RM as financial settlement in consideration of the proposed boundary alteration;
3. Delegate authority to the Executive Director, Financial Strategy & Sustainability, or designate, to negotiate a municipal boundary alteration agreement with the RM, including any commercially relevant terms and conditions that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the agreement;

4. Authorize the City Clerk to execute the municipal boundary alteration agreement and complementary resolution upon review and approval by the City Solicitor; and
5. Approve these recommendations at its meeting on February 8, 2023.

ISSUE

The City of Regina (City) and RM of Sherwood (RM) entered into a Memorandum of Understanding (MOU) for three municipal boundary alterations that support economic development and operational efficiencies in the Greater Regina Area.

In line with the MOU, the RM has requested a boundary alteration agreement and complementary resolution supporting the proposed annexation attached as Schedule B.

IMPACTS

Financial Impact

Financial compensation from the RM to the City for the proposed boundary alteration has been set at \$5,284.65 and is based solely on tax loss compensation using a rate of 15 times the taxes collected from the subject lands in 2021. The multiplier of 15 is consistent with previous annexations and the MOU.

The annexation includes a portion of General Road which eliminates future City expenses related to improving and maintaining that section of road.

Economic Impact

The proposed annexation permits two locally owned businesses, Brandt Industries and MF Enterprises, to expand current operations in the area. Expansion of these businesses is expected to result in significant capital investments, as well as employment growth both in short-term construction jobs and long-term operations.

Financial compensation received from the RM would be transferred to the General Fund Reserve.

Policy/Strategic Impact

The boundary alteration demonstrates effective regional collaboration between the RM and the City to support business growth in the Greater Regina Area.

Business growth aligns with Economic Development Regina's 2030 Growth Plan, and the strategic priority of economic prosperity. The collaborative manner with which the RM and City negotiated the terms of the proposed boundary alteration align with the strategic priority of operational excellence.

There are no accessibility, environmental, legal/risk or other impacts.

OTHER OPTIONS

None with respect to this report.

COMMUNICATIONS

The RM has provided public notice pursuant to the requirements of *The Municipalities Act*, including direct correspondence with the City and advertisements in the Leader-Post on December 9 and 16, 2022.

The City and RM have received letters of support for the boundary alteration from all impacted landowners and businesses.

DISCUSSION

The proposed boundary alteration is consistent with the MOU between the City and RM.

The boundary alteration was initiated at the request of Brandt Industries and MF Enterprises, two businesses currently operating on lands adjacent to the Annexation Lands in the RM. The businesses desire to expand existing operations, however due to physical barriers such as rail lines and roadways, the only vacant land is within the city. Brandt Industries and MF Enterprises have acquired ownership and an option to purchase the Annexation Lands to accommodate potential expansions. However, it is challenging and impractical for a business to obtain permits to expand and operate a facility that straddles a municipal boundary.

The potential expansion of these businesses is anticipated to bring capital investment and employment growth to the Greater Regina Area.

DECISION HISTORY

On January 25, 2023, through report CR23-6 City Council approved the City entering into a Memorandum of Understanding with the RM for this, and two other, boundary alterations between the RM and the City.

Respectfully submitted,



Chad Jedlic
Director
Economic & Business Development

Respectfully submitted,



Barry Lacey
Executive Director
Financial Strategy & Sustainability

ATTACHMENTS

Schedule A - Annexation Lands
Schedule B - RM Request and Notice to Annex

Schedule A – Annexation Lands



..... Current municipal boundary between City of Regina and RM of Sherwood

--- Areas included in the boundary alteration

--- Portion of General Road (Blk-Par S1-Plan 101942322 Ext 0)

1

Portion of SW 21-17-20 W2 optioned by M.F. Enterprises

2

Blk/Par A – Plan 102335925 Ext 0 owned by Brandt Industries

SCHEDULE B



December 1, 2022

Delivered Via email to cjedlic@regina.ca

City of Regina
2476 Victoria Avenue
PO Box 1790
Regina, SK S4P 3C8

Attention: Mayor Sandra Masters and Chad Jedlic, Director, Economic & Business Development

Dear Mayor Masters and Mr. Jedlic:

RE: Proposed Alteration of Municipal Boundaries Public Notification and Request for City Council Resolution of Support

In accordance with *The Municipalities Act* please find attached the RM of Sherwood notice of intention to apply for an alteration of municipal boundaries which is being provided to the City of Regina Council.

Also, please accept this letter as the formal request for a certified resolution of City Council in support of the application preferably prior to January 18th, 2023.

The Notice is also being distributed to all affected property owners and the boards of all affected school divisions in both the City of Regina and the R.M. of Sherwood No. 159 with a public meeting scheduled for January 18th, 2023 to review the application and any submissions received.

Should you have any questions please contact Brad Wiebe at 306-525-5237 Ext. 227.

Regards,

A handwritten signature in black ink, appearing to read "Brad Wiebe".

Brad Wiebe
Chief Administrative Officer
R. M. of Sherwood No. 159

cc: Prairie Valley School Division No. 208
Regina Public School Division No. 4
Regina Catholic School Division No. 81

NOTICE TO THE PUBLIC

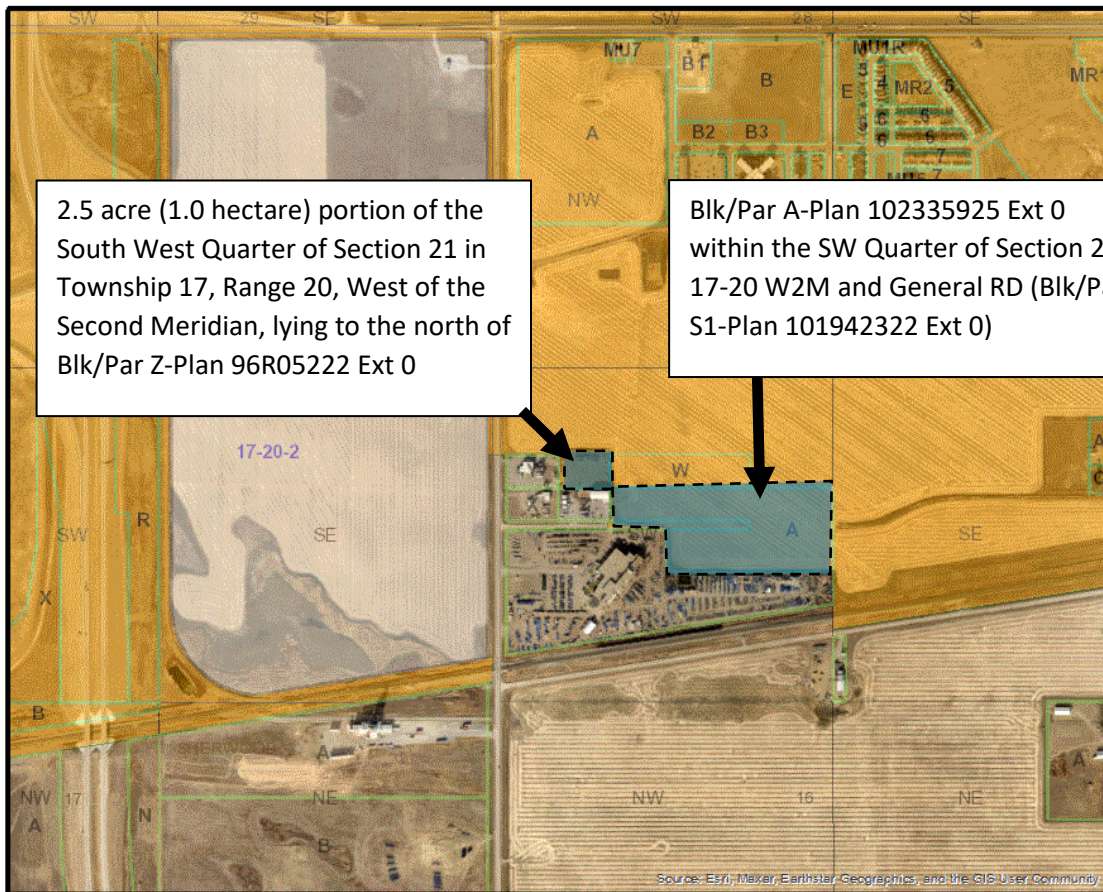
Pursuant to *The Municipalities Act*, public notice is hereby given that the R.M. of Sherwood No. 159 intends to restructure by adding the following lands from the City of Regina to the R.M. of Sherwood No. 159.

The land to be added to the R.M. of Sherwood No. 159 includes:

- i. Blk/Par A-Plan 102335925 Ext 0 within the SW Quarter of Section 21-17-20 W2M;
- ii. 2.5 acre (1.0 hectare) portion of the South West Quarter of Section 21 in Township 17, Range 20, West of the Second Meridian, lying to the north of Blk/Par Z-Plan 96R05222 Ext 0 (79.94 metres by 125.11 metres);
- iii. the RM will also assume jurisdiction and control of General RD (Blk/Par S1-Plan 101942322 Ext 0) running within the Annexation Area.

Schedule "A" - 2022 Boundary Alteration Area

6/27/2022 1:52:15 PM



The reasons for the proposal are:

- To accommodate industrial development expansion seeking to locate in the R.M. of Sherwood No. 159.
- The proposal is a specific landowner request for boundary alteration.

A public meeting will be held on **January 18, 2023 at 5:30 p.m.** at the R.M. of Sherwood No. 159 Council Chambers, 4400 Campbell Street, Regina, SK to discuss the proposal.

Any persons who wish to object to the proposed restructuring may file a written objection, stating clearly their reason for their opposition, with the administrator of the R.M. of Sherwood No. 159 at the address below:

R.M. of Sherwood No. 159
4400 Campbell St
PO Box 40029 Grasslands PO
Regina, SK S4W 0L3
info@rmofsherwood.ca

A written notice of objection must be received by the administrator by **January 13, 2023**.

The complete proposal may be viewed at the R.M. of Sherwood No. 159 office between 8 am and 4:30 pm or at www.rmofsherwood.ca

Dated at the City of Regina, Saskatchewan, this 2nd day of December, 2022.



Administrator
R.M. of Sherwood No. 159