

**DISTRICT OF CARLETON NORTH**  
**SPORTS WALL OF RECOGNITION POLICY**

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**POLICY NO. R-01**

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<b>Category:</b>	<b>Recreation</b>
<b>Policy Number:</b>	<b>R-01</b>
<b>Effective Date:</b>	<b>April 11, 2023</b>
<b>Approval by Council:</b>	<b>April 11, 2023</b>

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**1. PURPOSE**

The Carleton North area has a long and storied history of outstanding achievement in sports and recreation. There are many individuals and teams who have made significant contributions and advancements to sport and recreation in the Carleton North area.

It is appropriate for the Carleton North Town Council to set aside a “Wall of Recognition” area in the Northern Carleton Recreation Centre (NCRC) to recognize outstanding achievement and contributions in the sports & recreation field.

**2. NAME**

The official name shall be the “Carleton North Sports Wall of Recognition.”

**3. LOCATION**

The Wall of Recognition shall be located at the NCRC complex.

**4. OBJECTIVES**

To recognize and honour achievements of individuals and teams who bring special distinction to Carleton North in any field of sport and those who make a major contribution to the development and advancement of sport & recreation in Carleton North.

To permanently record and give prominence to these achievements in a public display area.

**5. GOVERNANCE**

All matters related to the Carleton North Sports Wall of Recognition shall be the responsibility and property of the District of Carleton North.

Council shall appoint a volunteer 9-member Board of Directors plus one Director who is a member of Council being an ex-officio member.

A Town staff person shall be assigned to liaison with the Board as an ex-officio member and who will serve as Secretary to the Board.

## **6. CATEGORY OF MEMBERS**

There shall be three categories of inductees in the Carleton North Sports Wall of Recognition:

- 1) Builders: (Owners, Managers, Coaches, Officials, Volunteers)
- 2) Athletes
- 3) Teams

## **7. NUMBER OF INDUCTEES PER YEAR**

The number of inductees per year shall be up to a maximum of 5.

## **8. NOMINATION PROCESS**

Nominations shall be made on official nomination application that shall contain the information and merits of each candidate and be submitted to the Secretary of the Committee. Nominations must have the consent of the nominee, or if deceased, the consent of the family.

The board shall issue a call for nomination submissions from the general public and receive nominations up to 45 days from the date of the call. All nominations submitted will be sealed until the end of the nomination process. All nominations being considered, will be considered for selection in the year nominated and for five succeeding years.

The Board of Directors will review the eligible nominations and recommend their selections to the District of Carleton North Council for final approval.

## **9. ELIGIBILITY for SELECTION**

Any nominee who by outstanding achievement have attained prominence in any field of sport or who have made significant contributions to the development and advancement of sports & recreation in Carleton North are eligible for selection.

## **10. SELECTION CRITERIA**

Candidates shall be chosen on the basis of their total body of work and achievement including ability, sportsmanship, character, and contribution to sports and recreation.

## **11. METHOD OF SELECTION**

The board shall review all the list of all eligible nominations after a discussion and shall vote by secret ballot and vote for up to five choices. The board shall recommend the five nominees with the highest number of votes to the District of Carleton North for final approval.

## **12. ENROLLMENT**

Each wall of fame member shall receive a plaque with the following information:

- Picture of individual or team
- Heading of Carleton North Sports Wall of Recognition
- Town Name and Logo
- Citation of 150-200 words.
- Date of nomination.

All members will be displayed prominently in a common area in the NCRC complex. The recipient will receive an identical plaque.

**13. CEREMONY**

- The Chairperson shall invite the nominator to make the formal nomination.
- Chairperson unveils portrait.
- Mayor or designate to read the citation.
- Inductee may address the audience.

**Certification for the District of Carleton North Policy Manual:**

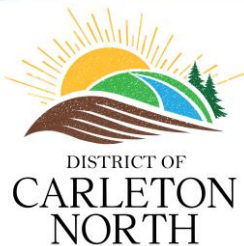
I certify that this *Sports Wall of Recognition Policy R-01*, as indicated above was adopted by Council.

\_\_\_\_\_  
**Mayor**

April 11, 2023  
**Date of Council Resolution**

\_\_\_\_\_  
**Clerk**

April 11, 2023  
**Date Policy in Effect**



19 Station Road, Florenceville-Bristol, NB E7L 3J8  
T: 506.392.6013 F: 506.392.5211

**CARLETON NORTH SPORTS WALL OF RECOGNITION NOMINATION FORM:**

**NOMINEE INFORMATION:**

First and Last Name of Nominee (clearly printed): \_\_\_\_\_

Spouse/Partner Name (clearly printed): \_\_\_\_\_

Date of Birth (MM/DD/YY): \_\_\_\_\_

Current Address: \_\_\_\_\_

Phone Number of Applicant: \_\_\_\_\_ Email address of Applicant: \_\_\_\_\_

**1)** Candidates shall be chosen based on their total body of work and achievement including ability, sportsmanship, character, and contribution to sports and recreation. Describe how your nominee qualifies (attachment permitted).

**2)** List here a complete record of the nominee's honours, awards, career achievements:

**3)** Additional Information:

**NOMINATOR INFORMATION:**

First and Last Name of Nominator: \_\_\_\_\_

Current Address: \_\_\_\_\_

Phone Number of Nominator: \_\_\_\_\_ Email address of Nominator: \_\_\_\_\_

I hereby declare on this date \_\_\_\_\_ the above details submitted to the Committee of the **CARLETON NORTH SPORTS WALL OF RECOGNITION** are true to the best of my knowledge, and is done with consent of the nominee or their next of kin. I understand that if my nominee is not selected in this current year, their application will be kept on file for future consideration for five-years without the requirement of reapplication.

**Nominator Signature:** \_\_\_\_\_

*Applications due by 8:00am, Monday, May 29, 2023 to DCN Town Office. Forms may be hand delivered in a sealed envelope or mailed to 19 Station Road, Florenceville-Bristol, NB, E7L 3J8 or emailed to: cnsportswall@gmail.com*