



# *Town of Nanton*

POLICY NO.  
11 – 67 – 24/03/04

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## TRIBUTE WALL RECOGNITION POLICY

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### **1. SCOPE:**

This policy shall apply to the current elected Members of Council.

### **2. PURPOSE:**

The Tribute Wall is a place for the elected Council of the Town of Nanton to recognize those who have made significant contributions to the authenticity, strength, and quality of this community. Individuals who have exercised extraordinary commitment to the community through volunteering, sport, philanthropy, business, arts and culture, leadership or advocacy make a positive impact on our community and deserve recognition.

### **3. POLICY:**

This Policy establishes procedures and criteria for the recommendation and selection of individuals that have contributed to the Town of Nanton by enhancing the community spirit, enriching the lives of our residents or otherwise have made a positive impression, thereby deserving recognition.

### **4. SELECTION CRITERIA:**

- 4.1 An individual contemplated for selection is not required to be a resident of Nanton.
- 4.2 Nominations are for individuals only – organizations or groups are not included in this Tribute Wall Recognition Policy.
- 4.3 Nominations are generally for those individuals who Council recognizes for:
  - Their significant contribution to our community;
  - The awareness and pride demonstrated for this community as a dedicated contributor;
  - Their inspiration and encouragement to others that have made, or will make, a difference in betterment of Nanton, either now or in the future.
- 4.4 The individual has made a clear and demonstrated, positive impact on the lives of Nanton residents.
- 4.5 The quality and length of community service by the individual should be considered.

- 4.6 Candidates may be living or deceased. Candidates may include past employees of the Town, past elected officials and/or past members of Committees.

**5. PROCESS:**

- 5.1 Each Council member may bring forward the name of an individual for consideration – a unanimous decision of Council will confirm the recognition.
- 5.2 Nominations shall be made in writing on an approved nomination form which shall be submitted to the Chief Administrative Officer (CAO). The Chief Administrative Officer is responsible for conveying the nominations to Council, for consideration as a closed confidential session agenda item; however, final approval shall be taken by Council Resolution.
- 5.3 In some instances, it may be appropriate to actively solicit suggestions and, in those cases, a time frame for submissions will be established.
- 5.4 Up to three (3) individuals may be inducted into the Tribute Wall in any one year, in accordance with that years' budget allocation for this Policy. However, the Council Members may deem it not appropriate to make a recommendation to Council in any given year.
- 5.5 Council will consider the criteria outlined above in section 4, to vote on the recommendation, citing the notable achievements and contributions of the individual.
- 5.6 In order to maintain confidentiality, only the names of those selected will be released. Should a nominee under consideration chose not to be publicly recognized on the Tribute Wall, Council will only issue formal correspondence to that individual in recognition of their contributions to the community.
- 5.7 Nominees who are eligible for selection but were not selected may be kept on file for future consideration for a period of three (3) years.

**6. RECOGNITION:**

- 6.1 The selected individuals will be publicly recognized in the following ways:
- (a) Recognition on the Tribute Wall consisting of a personalized plaque for the individual alongside a concise description of their contributions. The plaque will remain the property of the Town of Nanton for public display.
  - (b) The individual will receive a framed photograph of the induction as a gift.
  - (c) Honorees and one guest and/or two family members of the honoree, if deceased, will be invited to the Municipal Volunteer Recognition Dinner held in May or if attendance is not possible, recognition will be done at some other appropriate time, as set by Council.
- 6.2 Honorees will also be recognized via the Town of Nanton website and/or via a news release through other news sources in the community.



REFERENCE NUMBER:  
REPLACES POLICY DATED:

*MS*

**7. MISCELLANEOUS:**

- 7.1 Current Members of elected Council or Council appointed board or committee Members are not eligible for nomination. Current employees of the Town of Nanton are also not eligible.
- 7.2 Council may remove an inductee from the Tribute Wall if, in the opinion of Council, the conduct of the person constitutes a significant departure from generally recognized standards of public behaviour which may be seen to undermine the credibility, integrity or relevance of the Tribute Wall, or detracts from the original grounds upon which the induction was based.
- 7.3 Engraved Tribute Wall plaques will be budgeted annually as an expense of Council Information Services General Leger account.
- 7.4 This Policy shall be reviewed at least once within each term of the Council elected through a General Municipal Election.

  
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CHIEF ELECTED OFFICIAL

March 4, 2024  
Date

  
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CHIEF ADMINISTRATIVE OFFICER

March 4, 2024  
Date

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