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## Hall of Fame Policy

POLICY NUMBER: 198-RC-16

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Approval Date: November 8, 2016

Revise Date: June 9, 2026

Motion Number: CM20161108.1010

Repeal Date:

Supersedes:

Review Date:

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### 1.0 Policy Intent

The City of Cold Lake wishes to recognize and preserve the accomplishments and exceptional contributions of local individuals and organizations by inducting them into a Hall of Fame.

### 2.0 Purpose

The purpose of the Hall of Fame Policy is to identify a transparent process of nominating and inducting deserving individuals and teams/organizations into the Cold Lake Hall of Fame.

### 3.0 Policy Statement

- 3.1 The Cold Lake Hall of Fame shall be established to honour and preserve the accomplishments of Cold Lake residents who have made outstanding contributions within the realm of sport, art, culture, and community to be recognized as an athlete, artist, builder, community leader, or team/organization.
- 3.2 The Cold Lake Hall of Fame shall be operated by the City of Cold Lake with support provided by City of Cold Lake recreation staff.

### 4.0 Managerial Guidelines

#### Nominations

- 4.1 Nominations may be made by any person or organization to the Energy Centre.
- 4.2 Nominations shall be submitted by nomination form. Forms shall be available at the Energy Centre reception desk and the City of Cold Lake website.
- 4.3 The City of Cold Lake shall accept nominations for inductees up to May 1<sup>st</sup> of each calendar year for that year's awards. A nomination shall be valid for a period of three (3) years. After three years a new application must be submitted for the individual or team to be considered.

Categories for Nomination

## 4.4 Inductees may be inducted into one of these categories:

- 4.4.1 **Athlete** – Outstanding athletes who have represented Cold Lake commendably by attaining exceptional results and whose example of exemplary sportsmanship have brought credit to the sport and high regard for the individual. Athletes must have participated as an amateur or professional athlete at a provincial, national, or international level and/or represented Cold Lake in athletic competition over a number of years.
- 4.4.2 **Artist** – Outstanding artists who have brought credit and recognition to Cold Lake through a substantial body of work in an artistic discipline such as visual or performing arts or in a multicultural sphere. Such extraordinary individuals would normally have developed a provincial, national or international reputation.
- 4.4.3 **Community Leader** – Outstanding individuals who have demonstrated exemplary leadership or service to an organization(s) which has brought credit to Cold Lake for activities recognized at a provincial, national or international level.
- 4.4.4 **Builder** – A noteworthy individual who has given prolonged and exceptional service over a period of at least 10 years to sport, artistic or multicultural activities in Cold Lake. This category would include coaches, instructors, referees, administrators, volunteers, sponsors and others.
- 4.4.5 **Team/Organizations** – Teams, groups or organizations that have represented the City of Cold Lake, the Province of Alberta, and/or Canada with exceptional results and whose example of good sportsmanship has brought credit to the sport and high regard for the team.

Selection of Inductees

## 4.5 Nominees must meet all of the following qualifications:

- 4.5.1 Inductees must have either been a native of Cold Lake or region (within 25 km of the City), have substantial connections to the area, or be a resident of the area during the period of which the achievement was made; or if nominated under the Team/Organization category, the team, group, or organization must have been, or be based out of the City of Cold Lake.
- 4.5.2 Inductees must have a history of demonstrating strong character and integrity while acting as an ambassador for the City.
- 4.5.3 Inductees must have made substantial contributions to their respective area as an athlete/artist, community leader, builder, or as a team.

- 4.6 The City of Cold Lake shall consider the qualification criteria and provide a recommendation to City of Cold Lake Council prior to June 30<sup>th</sup> for selection of inductee(s).
- 4.7 The Cold Lake City Council shall consider the recommendation, and select the inductee no later than August 31<sup>st</sup>. A maximum of two (2) new members per category shall be inducted each year.
- 4.8 All inductees must be approved by City of Cold Lake Council.

Recognition & Celebration of Inductees

- 4.9 A Hall of Fame banquet and ceremony may be held in November of each year to honour the new inductees.
- 4.10 Inductees shall be recognized with a 8" x 10" portrait/plaque with name and bio displayed in the Energy Centre and on the City of Cold Lake's website.

**5.0 References**

**6.0 Persons Affected**

Community Services Department

Members of the public

**7.0 Revision/Review History**

Revised August 31, 2022

- Section 5.0 References – Replaced “Bylaw #238-BD-05 – Establishment the Cold Lake Recreation and Culture Advisory Committee”.

Revised June 9, 2026 – Motion No. CRM20260609.1011 – Sections 3.2, 4.1, 4.3, 4.6, 5.0, 6.0.

June 15, 2026

Date

June 19, 2026

Date

