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Policy Subject/Title: PMM WAINWRIGHT VIRTUAL WALL OF FAME

Signature of Approval by Authorized Personnel:

Karrie A. Gau
Karrie A. Gau, CAO

Supersedes: N/A
Date of Last Update

N/A
Title & No. of Previous Policy if Applicable

POLICY STATEMENT:

The purpose of this Policy is to establish clear guidelines, criteria, and procedures for the Peace Memorial Multiplex (PMM) Wainwright Virtual Wall of Fame. The Virtual Wall of Fame is intended to recognize and celebrate outstanding local athletes and notable individuals who have made significant contributions or achieved excellence in sports or related fields, while fostering community pride and historical recognition.

PROCEDURES:

LOCATION AND ACCESS

- The Virtual Wall of Fame will be displayed on a fixed digital screen located at the PMM. This screen will be designated for Wall of Fame viewing only.
- The Virtual Wall of Fame will also be viewable from the Town of Wainwright website and shared through other applicable media platforms as deemed appropriate by the Town of Wainwright.

NOMINATION PROCESS

- Nominations may be submitted by any individual or organization.
- All nominations must be submitted in writing using the approved nomination form.
- Submissions must not exceed 1,500 words.
- Supporting documentation (e.g., awards, media articles, pictures, statistics, or letters of support) may be included.

- If approved, the nominator will provide a maximum 3 – 5 point summary that will be used as the description for the nominee's display on the Virtual Wall of Fame.
- If approved, 3 – 5 submitted pictures will be used for the display.
- The nominator must disclose the relationship to the nominee and ensure permission and proper information is being provided, as per the nomination form.
- The Board has the authority to choose the highlights and pictures utilized for the summary.
- Nominations will be accepted once a year, with a submission deadline of **August 15th** unless otherwise directed by the Town of Wainwright Parks and Recreation Department.

REVIEW PROCESS

- Nominations will be reviewed by the Wainwright Parks and Recreation Board.
- Local individuals with extensive sport-specific experience may be consulted as needed and dependent on the sport or activity involved.
- Final decisions will be made by a vote of the Wainwright Parks and Recreation Board. The Board will evaluate nominations based on eligibility, impact, achievements, and community significance. Members of the Wainwright Parks and Recreation Board are ineligible to make nominations for the Virtual Wall of Fame.
- The Town of Wainwright reserves the right to approve, defer, decline, or remove any nomination.

DISPLAY OF THE VIRTUAL WALL OF FAME

- The Wall of Fame will be presented as a slideshow created by the Wainwright Parks and Recreation Department.
- The Wall of Fame will run on a fixed screen at the Peace Memorial Multiplex.
- No alterations may be made to the slideshow without the consent of the Wainwright Parks and Recreation Board or the Director of Parks and Recreation. The Town of Wainwright reserves the right to amend, update or remove content from the Virtual Wall of Fame if information is found to be inaccurate, outdated, or inconsistent with the intent of the program.
- Requests for revisions must be submitted in writing and will be reviewed by the Wainwright Parks and Recreation Department.

ELIGIBILITY CRITERIA

Nominees must meet **all** of the following criteria:

- Be a current or former resident of Wainwright or call Wainwright home. On a case-by-case basis, current or former residents of the MD of Wainwright will be considered, as long as they meet the Sport-Specific Criteria.
- Have achieved notable success or recognition at the highest level achievable in their specific sport or activity. If the highest level has been achieved in their specific sport or activity, nominees must have demonstrated qualities of sportsmanship, leadership, and positive representation of the community.

Sport-Specific Criteria – Hockey Players

Hockey player nominees must meet **all** of the following criteria:

- The nominee must be from Wainwright and have identified Wainwright as their primary hometown.
- The nominee must have played the majority of their minor hockey career in Wainwright.
- Both male and female hockey players must have competed at the highest level reasonably available during their playing career. For male hockey players, they must have signed an Entry Level Agreement with an NHL team.

Sport-Specific Criteria – Hockey Builders, Coaches, and Officials

Hockey builders, coaches, and officials must meet **all** of the following criteria:

- The nominee must have made a significant and lasting contribution to sport in Wainwright while doing so at the highest level achievable in their specific sport or activity. If the highest level has been achieved in their specific sport or activity, nominees must have:
 - Demonstrated long-term involvement, leadership, or service at the highest level.
 - Contributions which may include coaching excellence, officiating, administration, mentorship, program development, or sport promotion.
 - Competitive success of athletes or teams, longevity of service, and overall impact on the community will be considered.

Criteria – Team Nominees

Team nominees recognize groups whose collective achievement brought distinction to Wainwright. Team nominees must meet **all** of the following criteria:

- The team must have represented Wainwright or a Wainwright-based organization during the period of achievement.
- A majority of team members must have been residents of Wainwright or developed through Wainwright-based programs at the time of competition.

- The team must have achieved the highest level of success possible, such as Western Canadian or National Championships. League and Provincial Championships will not be recognized individually, as those accomplishments are already acknowledged through team banners displayed in the PMM or the respective sports facility associated with that specific sport.
- The team's success must have had a positive impact on community pride, recognition, or the advancement of sport in Wainwright.

Criteria – Other Sports and Activities (General)

Nominees must meet **all** of the following criteria:

- Other sports (both players and builders) will be considered on a case-by-case basis and will be evaluated following similar criteria as above.
- Must have a clear connection to Wainwright.
- Must have achieved notable success at the highest level of their sport or activity.
- Performance, contribution, or impact must demonstrate excellence, leadership, or influence in their sport or activity.

OTHER

Should nominees or successful applicants (hockey players) wish to have memorabilia displayed in the PMM, they must apply to the Wainwright Minor Hockey Association (WMHA) Board to have said memorabilia placed in the WMHA owned display cabinet, at the discretion of WMHA.

Local Wainwright hockey team league and provincial champions are recognized in the PMM by hanging a team banner. Therefore, teams that reach this success will not be recognized on the Virtual Wall of Fame.

REVIEW CYCLE:

This Policy will be reviewed every two (2) years by the Wainwright Parks and Recreation Board to ensure its continued relevance and accuracy, or sooner if necessary.

Administration of this Policy and the Virtual Wall of Fame rests with the Town of Wainwright Parks and Recreation Department. This Policy may be reviewed and updated as required to ensure relevance, fairness, and alignment with municipal objectives.



Wall of Fame Application Form

The personal information collected on this form is collected under the authority of sections 4(c) of the *Protection of Privacy Act (POPA)* and is required to administer the PMM Wainwright Virtual Wall of Fame Policy. The information will only be used to determine eligibility for the Virtual Wall of Fame. If you have questions about the collection or use of this information, contact the Town's Access and Privacy Coordinator at 780-842-3381.

Date: _____

Nominee Information

Name: _____

Phone: _____

Email: _____

Address: _____

Sport: _____

Applicant Information

Name: _____

Phone: _____

Email: _____

Address: _____

Relationship to the Nominee: _____

Has the Nominee been notified of this nomination? Yes / No

Wall of Fame Application Requirements

All applications submitted for consideration must include the following:

- A summary of the Nominee's achievements, contributions or significance, not exceeding 1,500 words.
- Supporting documentation such as awards, media articles, pictures, statistics or letters of support may be included.
- Identify 3 – 5 significant points that can be used as a summary and a description for the Nominee's display on the Virtual Wall of Fame.
- Attach 3 – 5 photographs that appropriately represent the individual and their accomplishments.

Please ensure all materials are clear, relevant, and submitted in accordance with these guidelines. Applications that do not meet these requirements may not be considered.

It is up to the Applicant to ensure the Nominee is aware and agreeable to being nominated and accepted. The Applicant must also ensure the Nominee is eligible and meets all criteria laid out in the PMM Virtual Wall of Fame Policy.

Applicant Signature