



BATHURST SPORTS HALL OF FAME POLICY	
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Classification	MUN
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Approval Authority	City Council
Supersedes	2008-01
Mandated Review	2027

1. OVERVIEW

The Bathurst Sports Hall of Fame was founded in 1985 and is located at the K.C. Irving Regional Centre. This is a prestigious recognition, honoring many of Bathurst's athletes who have greatly contributed to the City's sports heritage. Numerous deserving individuals and sports teams are worthy of being considered for induction into the Bathurst Sports Hall of Fame.

2. PURPOSE

The purpose of this policy is to recognize and honour the achievements of Bathurst individuals or teams who have attained prominence and distinction in any field of sport and those who have made a major contribution to the development and advancement of sport in the Bathurst area.

3. SCOPE

This Policy applies to all sports teams and individuals in the Bathurst area.

4. DEFINITIONS

- (1) **BOARD** means the Bathurst Sports Hall of Fame Board
- (2) **CITY** means the City of Bathurst
- (3) **COUNCIL** means the mayor and councillors of the municipality
- (4) **HALL OF FAME** means the Bathurst Sports Hall of Fame

5. POLICY STATEMENT

The City of Bathurst recognizes the importance to permanently record and give public prominence to the achievements of Bathurst individuals or teams who have attained prominence and distinction in any field of sport and/or those who have made a major contribution to the development and advancement of sport in Bathurst, in a public display Centre.

The Ceremony of Induction will take place every two years, the date of which being even numbered years.

1. BATHURST SPORTS HALL OF FAME BOARD

- a) All matters relating to the Bathurst Sports Hall of Fame, including its operations and maintenance shall be administered by the Bathurst Sports Hall of Fame Board and City of Bathurst Parks, Recreation, and Tourism Designate. The Board shall be the trustees of all records and possession of the Sports Hall of Fame and be the final determining body for the selection of members into the Hall of Fame.
 - i. The Bathurst Sports Hall of Fame Board shall:
 - (a) Consist of a minimum six (6), and a maximum of eight (8) board members.
 - (b) Serve for two (2) three (3)-year terms before becoming eligible for re-election.
(No limit on re-elections)
 - (c) Serve for 3 induction ceremonies, before potentially looking for re-election.
 - (d) Solicit biennially from the public, sports organizations and the municipalities, the nomination of candidates eligible for selection.
 - (e) Organize and stage a biennial ceremony of induction for new members.
 - (f) Acquire and display such artifacts and memorabilia as are deemed suitable and pertinent to the purpose of the Hall of Fame.
 - (g) Be the trustees of all records and possessions of the Hall of Fame.
 - (h) Be the final determining body for the selection of enrollees into the Hall of Fame.
 - (i) Create public awareness and the appreciation of Bathurst Sports History and Heritage.
 - ii. The terms of office for a member of the Board shall be six years. Two (2) three (3)-year terms.
 - iii. The Chairperson of the Board shall serve for two (2) years and may be re-elected. Minimum one induction ceremony. The chairperson will be selected by the board itself, using a ranked voting system.
 - iv. The Board shall hold at least three (3) meetings in each calendar year.

2. PARKS, RECREATION, AND TOURISM DEPARTMENT

- a) The Parks, Recreation, and Tourism Department shall act as the headquarters regarding all matters of Bathurst Sports Hall of Fame. A Designate of the Parks, Recreation, and Tourism Department shall act as Secretary for the Board and will remain an impartial member.
- b) The Parks, Recreation, and Tourism Designate's role is that of Secretary only. The Secretary does not have a vote for any category and must remain objective during the selection period as well as all other processes. The role of Designate is to compile and retain all nominations, opinions of the board and their meeting notes, coordinate all marketing and preparations for the induction ceremony as well as any and all other matters the Bathurst Sports Hall of Fame may require.

3. FINANCIAL

- a) The Bathurst Sports Hall of Fame is a non-profit organization and shall be carried on without purpose of gain for its members and any profits or other accreditation to the organization shall be used solely in furthering and promoting its goals and objectives.
- b) The cost of establishing and maintaining the Bathurst Sports Hall of Fame shall be the responsibility of the City of Bathurst.
- c) The fiscal year for the Bathurst Sports Hall of Fame shall be the calendar year.
- d) Financial Statements following each induction year will be submitted to City Council.

4. NOMINATION PROCEDURE

- a) The Board, from nominees submitted, shall in each induction year, choose to induct, not to exceed three (3) new members to the Bathurst Sports Hall of Fame.
- b) Any nominees who by outstanding achievement have attained prominence in any field of sport or who have made a major contribution to the development and advancement of sport in Bathurst are eligible for selection to the Bathurst Sports Hall of Fame.
- c) Player candidates must have concluded their careers as active players for a minimum of five (5) years before their selection can be possible. With exception, where by reason of outstanding prominence and skill and upon the request to the Selection Committee made in advance, the Board may reduce such waiting period. Notwithstanding the foregoing, an athlete who has reached his or her 50th birthday will be eligible for nomination and consideration by the Selection Committee without any waiting period whether or not he or she is still active as a competitor. This is in recognition of the fact that many outstanding athletes continue to compete in various sports following their competitive years.
- d) Non-player candidates may be either active or inactive at the time of their selection.
- e) Members of the Selection Committee ARE eligible for induction while serving on either body. However, the member must recuse himself or herself from voting in whichever category they themselves have been nominated.
- f) Candidates for selection shall be chosen on the basis of playing ability, sportsmanship, and character, their contribution to their particular sport and to sport in general.

- g) Nominations shall be made on official nomination forms, either digital or paper form, and submitted to the Parks, Recreation, and Tourism Department, either online or in person, by the governing body of the particular sport or by an individual and contain the fullest possible data concerning the record and merits of each candidate.
- h) Forms are available at the Parks, Recreation, and Tourism Department at the K.C. Irving Regional Centre as well as online at www.bathurst.ca.
- i) All forms for nomination must be completed and returned to the Parks, Recreation, and Tourism Department at the K.C. Irving Regional Centre or through email to recreation@bathurst.ca.
- j) All nominations submitted that meet eligibility criteria will be considered for selection in the year nominated and succeeding years. Nominees NOT chosen for induction to the Sports Hall of Fame after being considered for ten (10) years will be placed in an inactive file at the discretion of the Selection Committee. Any nomination placed in said file may be retrieved for consideration by the Selection Committee upon the request of a Committee Member.

5. SELECTION PROCESS

- a) A meeting to select candidates shall take place 10 days or within a reasonable time frame after the final date that nomination forms can be submitted.
- b) No more than three (3) candidates shall be inducted in the induction year.
- c) The power of selection of all candidates is vested in the Board and its selections are final.
- d) The City of Bathurst Designate shall release for publication the selection results when the Board has made their final decision, first by advising the person/people that have nominated the inductee(s), then by press release and social media, etc.

6. INDUCTION CEREMONY

- a) A brief citation may be read to introduce the inductee at the ceremonies. The citation shall be in the language of the inductee's choice.
- b) The time and place for such ceremony shall be determined by the Board and Designate.
- c) At the time of induction, the inductees shall receive appropriate commemorative souvenirs from the Sports Hall of Fame.
- d) A portrait of each inductee is to be displayed at the location of the Sports Hall of Fame.

7. MEETING PROCEDURES

- a) Robert's Rules of Order shall govern the Board and its committees in all procedural manners not contained in these rules and regulations.
- b) At meetings of the Selection Committee, each Committee Member shall have one vote. Ensuring that the Secretary remains an impartial member with no votes towards the selection of inductees.

8. POLICY DOCUMENT PROCEDURES

- a) Amendments to these rules and regulations must be unanimous by the members of the Board and approved by City Council.

6. RELATED DOCUMENTS

- Bathurst Sports Hall of Fame Nomination Forms:
 - Individual Nomination
 - Team Nomination

7. REVISION HISTORY

Date (mm/dd/yyyy)	Description of Change	Sections	Person who Entered Revision (Position Title)	Person who Authorized Revision (Position Title)