



CIVIC RECOGNITION / AWARDS FRAMEWORK



SAINT JOHN

4 MAJOR AWARD CATEGORIES

LEVEL 1 HIGHEST HONOUR	LEVEL 2 CITIZEN OF THE YEAR	LEVEL 3 COUNCIL COMMENDATION	LEVEL 4 MAYOR 'S CERTIFICATE
<ol style="list-style-type: none"> 1. FREEDOM OF THE CITY BESTOWED UPON A MILITARY UNIT 2. FREEDOM OF THE CITY BESTOWED UPON A PERSON OR PERSONS 	CITIZEN OF THE YEAR WHO HAS MADE A SIGNIFICANT IMPACT ON THE CITY	COUNCIL COMMENDATION TO INDIVIDUALS OR GROUPS FOR DISTINGUISHED SERVICE TO THE CITY	RECOGNITION FOR SIGNIFICANT MILESTONES, SUCH AS 100 TH BIRTHDAY, 10 YEARS IN BUSINESS
NOMINATED BY A COUNCIL MEMBER or A MEMBER OF THE PUBLIC	NOMINATED BY 2 MEMBERS OF THE PUBLIC OR A COUNCIL MEMBER	NOMINATED BY A COUNCIL MEMBER	SELECTED BY MAYOR
RECOMMENDED BY COMMITTEE OF THE WHOLE APPROVED BY UNANIMOUS CONSENT COUNCIL	REVIEWED AND RECOMMENDED BY COMMITTEE OF THE WHOLE APPROVED BY COMMON COUNCIL	REVIEWED AND RCOMMENDED BY COMMITTEE OF THE WHOLE, APPROVED BY COMMON COUNCIL	AT DISCRETION MAYOR
FREQUENCY IS SPORADIC	1 – 3 AWARDS ANNUALLY DATE TO BE DETERMINED	FREQUENCY ONGOING THROUGHOUT THE YEAR AT COUNCIL DISCRETION	FREQUENCY ONGOING THROUGHOUT THE YEAR

LEVEL 1 HIGHEST HONOUR

FREEDOM OF THE CITY

1. FREEDOM OF THE CITY BESTOWED UPON A MILITARY UNIT
2. FREEDOM OF THE CITY BESTOWED UPON A PERSON OR PERSONS

CRITERIA

- MILITARY UNITS MAY **REQUEST** THE FREEDOM OF THE CITY
- INDIVIDUALS AND MILITARY UNITS MAY BE **NOMINATED** BY A MEMBER OF COUNCIL OR THE PUBLIC

FREQUENCY – AWARDED SPORADICALLY AS COMMENDABLE RECIPIENTS ARE IDENTIFIED AND APPROVED BY COUNCIL RESOLUTION

HONOURARY AWARD – PRESENTED AT A CEREMONY OUTSIDE COUNCIL CHAMBERS OR AT A SPECIAL OR REGULAR MEETING OF COUNCIL . RECIPIENT INDIVIDUALS AND MILITARY UNITS ARE RECOGNIZED BY THE READING OF THE FREEDOM CERTIFICATE AND PRESENTATION OF THE CERTIFICATE.

MILITARY UNITS ARE ENTITLED TO PARTICIPATE IN A TRADITIONAL PARADE CEREMONY; TO “MARCH THROUGH THE STREETS WITH DRUMS BEATING, COLOURS FLYING AND BAYONETS FIXED”.

**RECOMMENDED BY COMMITTEE OF THE WHOLE
APPROVED BY COMMON COUNCIL BY UNANIMOUS CONSENT**

LEVEL 2

CITIZEN OF THE YEAR

AWARDED TO A RESIDENT INDIVIDUAL, GROUP, BUSINESS OR ORGANIZATION IN THE CITY OF SAINT JOHN

CRITERIA

- A MEMBER OF COUNCIL OR 2 MEMBERS OF THE PUBLIC MAY **NOMINATE** ANY RESIDENT INDIVIDUAL WHO HAS MADE A SIGNIFICANT IMPACT ON THE CITY THROUGH THEIR EXEMPLARY ACTIONS, VOLUNTARY EFFORTS, ACHIEVEMENTS OR CONTRIBUTIONS, MAKING THE CITY A BETTER PLACE TO LIVE
- MUNICIPAL, PROVINCIAL AND FEDERAL OFFICIALS AND EMPLOYEES ARE NOT ELIGIBLE.

FREQUENCY – ONE TO THREE RECIPIENTS AWARDED ANNUALLY

AWARD – AN AWARD OF RECOGNITION MAY BE PRESENTED TO THE RECIPIENT AT A SPECIAL CEREMONY OUTSIDE OF COUNCIL CHAMBERS OR AT A SPECIAL OR REGULAR MEETING OF COMMON COUNCIL . PHOTOS TAKEN, CITY NEWS RELEASE ISSUED.

NOMINATIONS ARE RECOMMENDED BY THE COMMITTEE OF THE WHOLE, AND APPROVED BY COMMON COUNCIL

LEVEL 3

COUNCIL COMMENDATION

REPRESENTS THE EXPRESSION OF APPRECIATION TO AN INDIVIDUAL, GROUP, ORGANIZATION OF BUSINESS OF THE GREATER SAINT JOHN REGION FOR THEIR SERVICES AND/OR CONTRIBUTIONS

CRITERIA

- A MEMBERS OF COUNCIL MAY **NOMINATE** ANY INDIVIDUAL, GROUP, ORGANIZATION OR BUSINESS IN THE GREATER SAINT JOHN REGION WHOSE CONTRIBUTIONS HAVE BENEFITTED THE COMMUNITY AT THE MUNICIPAL OR REGIONAL LEVEL

FREQUENCY – AT THE DISCRETION OF COUNCIL

AWARD – A CERTIFICATE OF RECOGNITION MAY BE PRESENTED TO THE RECIPIENT (S) AT A SPECIAL OR REGULAR MEETING OF COMMON COUNCIL PHOTOS TAKEN, CITY NEWS RELEASE ISSUED

NOMINATIONS ARE RECOMMENDED BY COMMITTEE OF THE WHOLE AND APPROVED BY COMMON COUNCIL

LEVEL 4

MAYOR'S CERTIFICATE IN RECOGNITION OF SIGNIFICANT MILESTONES

AWARDED TO INDIVIDUALS OR GROUPS WHO HAVE ACHIEVED SIGNIFICATE MILESTONES, SUCH AS 100TH BIRTHDAY, 60TH ANNIVERSARY, 10 YEARS IN BUSINESS, OFFICIAL OPENINGS

CRITERIA

THE PUBLIC MAY REQUEST A CERTIFICATE. IT IS AT THE MAYOR'S DISCRETION TO PROVIDE THE CERTIFICATE.

FREQUENCY

MAY BE AWARDED CONTINUOUSLY THROUGHOUT THE YEAR

AWARD – A CERTIFICATE

AWARDED AT THE DISCRETION OF MAYOR

NOTE: **PROCLAMATIONS** ARE GOVERNED BY THE PROCLAMATIONS POLICY.

GROUPS, ORGANIZATIONS AND BUSINESSES HOSTING EVENTS IN THE CITY MAY ALSO REQUEST **LETTERS OF GREETING** FOR PRINTED PROGRAMS OR DISPLAY PURPOSES.