



HONOURARY MEMBERSHIP FOR LIFE AWARD NOMINATION FORM

NOMINATOR INFORMATION

We, the undersigned members of CAMA nominate: _____
for the Honourary Membership for Life in the Canadian Association of Municipal Administrators.

Nominator:

Name and Title:

Name of Municipality:

Telephone:

E-Mail:

Second Nominator:

Name and Title:

Name of Municipality:

Telephone:

E-Mail:

NOMINEE INFORMATION

Name and Title:

Name of Municipality:

Telephone:

E-Mail:

Please submit an electronic version of the signed copy of this form, the one-page submission, and up to three letters of endorsement (optional) by January 30th, 2026 to:

Ms. Jennifer Goodine
Executive Director
CAMA National Office
E-Mail: admin@camacam.ca
Telephone No.: 1-866-771-2262

NOMINATION REQUIREMENTS

- A current serving member of the CAMA Board of Directors may not nominate or second a candidate for this award.
- To be eligible, the nominee **must not be serving on the CAMA Board of Directors at the time of nomination and must not have served on the Board within the preceding five (5) years.**

ONE-PAGE SUBMISSION

Attach a one-page submission (font size 12) outlining the nature of the nominee's support for CAMA using the following criteria. The points used for evaluation are also outlined below in the table for your information:

- **Length of time served in local government as a CAO or direct report to a CAO (15 Points):** To be eligible for the award the nominee must have a minimum of ten years of service as a CAO or a direct report to a CAO.
- **Length of Service (15 Points):** To be eligible for the award the nominee must currently be, or have been, a CAMA member in good standing for no less than ten years.
- **Contribution to CAMA (50 Points):** It would be expected that a nominee will have made a contribution to the Association which goes beyond the normal role of an ordinary member. Areas of contribution might include the following categories with an explanation of the impact on the work that they did:
 - **Board Work.** Played a leadership role in the organization as a Board member or participated on a Sub-Committee to animate CAMA services and offerings, or another activity.
 - **Membership Drive Work.** Activity engaged in outreach and promotion to extend CAMA's reach.
 - **Professional Development Work.** Played a critical role in professional development opportunities, was an active leader/ambassador at the Conference, etc.
 - **Leadership in Local Government Administration.** Has demonstrated leadership and competency and has had an impact in municipal leadership and the local government administrative profession while promoting CAMA.
- **Ambassador to CAMA and Local Government (20 Points).** The nominee, as an ambassador of the Association must exhibit excellence in both personal and professional reputation: Should display good character; general attitude and behaviour; show dedication to the values of CAMA; have commitment to the principles of CAMA; and display good leadership and role modelling which reflects credit upon CAMA.

EVALUATION CRITERIA

A minimum of 75 points must be met to be considered for this award. Meeting the minimum point threshold does not in itself guarantee selection. The CAMA Honourary Member for Life Award is a prestigious honour, and the Board of Directors retains the ultimate discretion to determine whether it is bestowed in any given year. The final decision must be confirmed by a vote of the Board of Directors. In general, the nominee with the highest score may be selected as the recipient for that particular year, and in the case of a tie, two awards may be presented.

If a nominee achieves the 75 point threshold but is not selected by the Board of Directors, the nomination will not automatically be carried over to the following year. Only those nominations that the Board determines are appropriate for future consideration may, with the permission of the nominator, be carried forward.

EVALUATION CRITERIA	<u>Points</u>	<u>Maximum Points</u>
1. Length of service time served in local government as a CAO or a direct report to a CAO: • Minimum 10 years	15	15
2. Membership in CAMA: • Minimum 10 years	15	15
3. Significant contribution to CAMA (points for each): • Board Work • Membership Drive Work • Professional Development Work • Leadership in Local Government Administration		50
4. Ambassador to CAMA and local government: • Commendable • Exceptional		20
TOTAL POINTS	100	100

LETTERS OF ENDORSEMENT

A maximum of three letters of endorsement are optional. Each letter should be no longer than one page (12 font). The nominator's letter (in addition to the one-page submission) may be counted in the total number submitted.