December 11, 2006

Mayor
City of Hamilton
City Hall, 71 Main St. W.
Hamilton, ON L8P 4Y5

Dear Sir or Madam,

The Vanier Medal, established in 1962, is awarded annually as a mark of distinction and administrative excellence to a person who has made an outstanding contribution to public administration. As President of the Institute of Public Administration of Canada, I am writing to invite you to submit nominations for the award of this Medal. This invitation is being extended to Heads of Governments, Presidents of Universities and Colleges and other selected representatives of the public policy and administration community, as well as members of our Institute.

An independent panel of five judges, appointed annually, selects the person who, in its opinion is the outstanding candidate of those nominated for the award. Ralph Heintzman, Vice-President (Public Service Values and Ethics) of the Public Service Human Resources Management Agency of Canada is this year's recipient.

The conditions of the award are attached as an annex to this letter, together with a list of those who have received the Medal. Please note that nominations require three signatures of either colleagues or other distinguished citizens, and that the posting date for the nominations with accompanying background material is March 31, 2007. The NOMINATION FORM is attached. Also, please visit our web site at www.ipac.ca - www.iapc.ca

The jury last year noted the importance of supporting documentation that accompanied each nomination.

I would be most grateful if you would submit the name of your candidate for the award of the Vanier Medal by the end of March.

Yours very truly,

[Signature]

Carol Layton
President
The Vanier Medal – Nomination Form

(This document is considered confidential once completed)

<table>
<thead>
<tr>
<th>CANDIDATE</th>
<th>CANDIDATE</th>
<th>CANDIDATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Name</td>
<td>Home address</td>
<td>Telephone ( )</td>
</tr>
<tr>
<td>Title</td>
<td>Organization &amp; Street Address</td>
<td>Telephone ( )</td>
</tr>
<tr>
<td>Date of Birth</td>
<td>Place of Birth</td>
<td>e-mail address:</td>
</tr>
</tbody>
</table>

**IMPORTANT** – Please provide the reason(s) for the nomination on a separate page or in a covering letter.

Include an up-to-date résumé or biographical outline of the nominee including: professional activities/occupations with responsibilities and time frames; date(s) of active participation in organizations; all official honours/awards; and any other related information that may be useful.

**NOMINATOR**

<table>
<thead>
<tr>
<th>NOMINATOR</th>
<th>NOMINATOR</th>
<th>NOMINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and Title:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td>Daytime telephone no.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fax no.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Email address:</td>
<td></td>
</tr>
<tr>
<td>Signature</td>
<td>Date:</td>
<td></td>
</tr>
</tbody>
</table>

The names of three persons who might support this nomination and who are familiar with the nominee’s achievements should be provided. It is preferable that they not be contacted by the nominator in order to maintain the principle of confidentiality.

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name, title, address, postal code</td>
<td>Telephone ( )</td>
<td></td>
</tr>
<tr>
<td>Name, title, address, postal code</td>
<td>Telephone ( )</td>
<td></td>
</tr>
<tr>
<td>Name, title, address, postal code</td>
<td>Telephone ( )</td>
<td></td>
</tr>
</tbody>
</table>

Please mail the nomination form with supporting material to

**The Institute of Public Administration of Canada**

Attention: G. Sékaly

VI The Vanier Medal

1075 Bay Street, No. 401

Toronto ON Canada M5S 2B1

Fax. 416 – 924 – 4992
THE VANIER MEDAL

The Institute of Public Administration of Canada awards annually a gold medal as a mark of distinction and exceptional achievement to a person who, in the opinion of a panel of independent judges, has shown distinctive leadership in public administration in Canada, or who, by his or her writings or other endeavours, has made a significant contribution in the field of public administration in Canada. The late Georges P. Vanier, when Governor General, graciously consented to have the medal known as The Vanier Medal of the Institute of Public Administration of Canada. Nominations for the 2007 award should be submitted to the Executive Director not later than 31 March 2007.

Conditions of the award

1. The medal shall be known as The Vanier Medal of the Institute of Public Administration of Canada.

2. The medal shall be presented as a mark of distinction and exceptional achievement to a person who has shown distinctive leadership in public administration in Canada, or who, by his or her writings or other endeavours, has made a significant contribution in the field of public administration in Canada.

3. Announcement of the award, and the regulations governing the submission of nominations, shall be published each year in the winter issue of CANADIAN PUBLIC ADMINISTRATION, the journal of the Institute of Public Administration of Canada.

4. A Past President of IPAC is not eligible for the Vanier Medal until five years after the term of his/her presidency. Current members of the Board of Directors are not eligible.

5. All nominations for an award shall be made over the signature of not less than three persons, and in order to qualify for consideration, must be received by the Executive Director at the National Office of the Institute, 1075 Bay Street, Suite 401, Toronto, Ontario M5S 2B1, not later than the 31st day of March in each year.

6. The Executive Director shall refer all such nominations received by him to a special committee of five independent judges appointed annually by the Board of Directors of the Institute of Public Administration of Canada.

7. Each nomination shall be accompanied by a concise description of the work and achievements of the nominee which, in the opinion of the nominators, qualify the nominee for the award, together with such supporting evidence as they may wish the judges to consider.

8. No award shall be made in any year if, in the opinion of the judges, no nomination worthy of an award is received.

9. A nomination may be re-submitted in a subsequent year.

10. The committee of judges shall decide on or before the 30th day of June in each year the person, if any, who is to receive the award for that year.