

**PRINCE EDWARD ISLAND
ROAD BUILDERS AND HEAVY CONSTRUCTION ASSOCIATION**

P. O. Box 1901 Charlottetown, PEI C1A 7N5
Telephone (902) 894-9514 Fax (902) 894-9512
E-Mail: info@peirb.ca Web Site: http://www.peirb.ca

MEMORANDUM

TO: PEI Road Builders & Heavy Construction Association Members
FROM: Melissa Paquet, A/Executive Director
DATE: November 22, 2017
RE: 56th Annual Meeting –February 1 and February 2, 2018
Registration Package

The 56th Annual Meeting of the PEI Road Builders and Heavy Construction Association will be held Thursday, February 1, 2018, and Friday, February 2, 2018, at the following locations:

- The Delta Prince Edward Hotel, 18 Queen Street, Charlottetown, and
- The Cornwall Curling Club, Cornwall Road, Cornwall, PE.

Your Program Schedule and Registration Form are attached.

All Regular and Associate members are urged to attend as this is an opportunity to discuss matters of mutual interest in the road building industry and for Associate Members to provide information regarding their products and services. As in the past, our guests will be members of the PEI Department of Transportation, Infrastructure and Energy, Federal Department of Public Works and Municipal Officials.

The format will be as follows: Curling and the Curling Noon Luncheon will take place Thursday at the Cornwall Curling Club. The Thursday evening Reception, presentation of curling prizes and Curling Awards Ceremony will take place at The Delta Prince Edward Hotel. Please note that again this year, we have added a breakfast at 8:45 a.m. on Friday for registered delegates only. Our Business Meeting is open only to members of the Prince Edward Island Road Builders & Heavy Construction Association and will commence at 10:00 a.m. Friday at The Delta Prince Edward Hotel. The past year's activities will be reviewed along with the various committee reports and the election of Officers. We will break for the 12:30 p.m. Luncheon. In the afternoon, Associate Members will then make Audio-Visual Presentations. There is no charge for PEI RB&HCA members to attend either the Annual Meeting or the afternoon Audio-Visual Presentations.

Payment (by cheque or cash) is required upon receipt of your registration form. Please note:

Thursday ONLY - \$55.00 plus (\$8.25) HST

Thursday and/or Friday - \$275.00 plus (\$41.25) HST

The cost to attend any of the other Annual Meeting events is \$275.00 plus HST - there is no extra charge for your escort whether you (and escort when applicable) only attend one of the events or you (and escort when applicable) attend each and every event.

IF you are only attending on Thursday, the cost will be \$55.00 plus HST. Friday evening there will be a Reception followed by a Dinner and Entertainment at The Delta Prince Edward.

Please complete the attached Registration Form and return it with payment (by cheque or cash only) to our office as soon as possible so arrangements can be finalized. All cheques are to be made payable to PEI Road Builders & Heavy Construction Association.

Registration form and payment (by cheque or cash only) MUST BE RECEIVED by 11:00 a.m., Thursday, January 18, 2018. Registration and payment can be mailed to PEI Road Builders & Heavy Construction Association, PO Box 1901, Charlottetown, PE, C1A 7N5, or can be made directly at the PEI Road Builders & Heavy Construction Association office, 40 Enman Crescent, Room 223, Charlottetown, PEI.

Cancellation Policy: Cancellations received by 11:00 a.m., Thursday, January 18, 2018, will be refunded at 75% of the total amount. Cancellations received after 11:00 a.m., Thursday, January 18, 2018, without sufficient cause, will receive no refund.

Associate Members wishing to have an exhibit during the Annual Meeting, please note that you must make set-up arrangements with The Delta Prince Edward. Any parcels, conference materials, trade show booths, or any other shipments received by the Delta Prince Edward receiving department will be subject to material handling services charges at a rate of \$35.00 per box. However, there will be no charge for the first of any pallets required or for the Exhibit Space. Only member companies with a Registered Delegate who has paid to attend the Annual Meeting will be permitted to set up an exhibit during the Annual Meeting.

Please complete the attached Registration Form and return it to our office with payment at your earliest convenience.

We look forward to seeing you at this - your Annual Meeting.

2018 Accommodation offer: The Delta Prince Edward Hotel –The Delta Prince Edward and PEI Convention Centre are delighted to be hosting the PEI Road Builders & Heavy Construction Association's Annual Meeting! The Group Rate for delegates attending the Annual Meeting is **\$124.00** single/double occupancy for **Standard Rooms** and **\$164.00** single/double occupancy for **Deluxe Water View**. Enjoy the convenience of underground secure parking at the Delta or take the elevator home after your workshop and/or the evening's social events! Enjoy our Water's Edge Resto Bar Grill and our fitness centre with indoor pool & whirlpool.

[Book your group rate for PEI Roadbuilders and Heavy Construction Association](#)

2018 Accommodation offer: Rodd Charlottetown, a Four and a Half Star Hotel. Located in downtown Charlottetown, the hotel features 115 guestrooms and suites, voice mail, in-room coffee makers, and mini-fridges. Enjoy the hotel's historic charm with Victorian décor and architecture, full service dining room, indoor pool, sauna, whirlpool and fitness room. As well, we offer Free Parking and Wireless High Speed Internet! Please call toll-free 1-800-565-7633 and request the PEI Road Builder's Rate....\$106.00 single/double plus taxes.

2018 Accommodation offer: Rodd Royalty, a full service Four Star Conference Hotel located only a 5 minute drive from city center. The hotel features 119 guestrooms and suites, voice mail, in-room coffee makers, mini-fridges, microwaves. The hotel has a breakfast room and lounge, large conference space and an indoor pool with a 105 ft. waterslide and fitness facilities. As well, we offer Free Parking and Wireless High Speed Internet! Please call toll-free at 1-800-565-7633 and request the PEI Road Builder's rate of \$96.00 single/double plus taxes. The rate includes a Breakfast Buffet

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2018 ANNUAL MEETING

PROGRAM SCHEDULE

FUNCTION	DATE	TIME	LOCATION
Curling (Participant)	Thursday, February 1, 2018	(Coffee at 8:00 a.m.) 8:30 a.m.	Cornwall Curling Club
Luncheon (Participant)	Thursday, February 1, 2018	12:00 Noon	Cornwall Curling Club
Curling Resumes (Participant)	Thursday, February 1, 2018	1:00 p.m. - finish	Cornwall Curling Club
Reception and Curling Awards (Participant & Escort)	Thursday, February 1, 2018	7:00 p.m. - 9:00 p.m.	The Delta Prince Edward Hotel
Breakfast (PEIRB&HCA Annual Meeting Registered Delegates Only)	Friday, February 2, 2018	8:45 a.m.	The Delta Prince Edward Hotel
Annual Meeting Business Session (PEIRB&HCA Members Only)	Friday, February 2, 2018	10:00 a.m.	The Delta Prince Edward Hotel
Luncheon (Participant)	Friday, February 2, 2018	12:30 p.m.	The Delta Prince Edward Hotel
Presentations	Friday, February 2, 2018	1:45 p.m.	The Delta Prince Edward Hotel
Reception (Participant & Escort)	Friday, February 2, 2018	6:30 p.m. - 7:30 p.m.	The Delta Prince Edward Hotel

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2018 Annual Meeting Registration Form

PLEASE INDICATE WHICH FUNCTIONS YOU PLAN TO ATTEND:

Name of Employee	Feb. 1, 2018 Curling Luncheon	Feb. 1, 2018 Evening Reception	Feb. 2, 2018 Breakfast	Feb. 2, 2018 Business Session	Feb. 2, 2018 Noon Luncheon	Feb. 2, 2018 Reception and Dinner	Feb. 2, 2018 Escort

CURLING

Name of Curler	Skip	Mate	Second	Lead

Thursday and/or Friday _____ X \$275.00 (HST \$41.25) = _____
 Thursday ONLY _____ X \$55.00 (HST \$8.25) = _____
Amount Attached

COMPANY NAME _____
 ADDRESS _____
 PHONE NUMBER _____ Website: _____
 FAX NUMBER _____ E-Mail Address _____

Please Note: The cost will be the same \$275.00 plus HST (\$41.25) whether you (and escort when applicable) only attend one of the events or you (and escort when applicable) attend each and every event.

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