

**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: Joe Murphy, Secretary/Manager
DATE: November 27, 2012
RE: 51st Annual Meeting –January 31 and February 1, 2013
Registration Package

The 51st Annual Meeting of the PEI Road Builders and Heavy Construction Association will be held Thursday, January 31, 2013, and Friday, February 1, 2013, at the following locations:

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

A Program Schedule is attached.

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. Our Business Meeting is open only to members of the Prince Edward Island Road Builders & Heavy Construction Association and will commence Friday morning 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 Noon Luncheon. In the afternoon, Associate Members will then make Audio-Visual Presentations. Friday evening there will be a Reception followed by a Dinner and Entertainment at The Charlottetown Seaport Event Centre. Shuttle Service will be provided from The Delta Prince Edward to The Charlottetown Seaport Event Centre before the event and back to The Delta Prince Edward after the Reception, Dinner and Entertainment.

As in the past, our guests will be members of the Provincial Department of Transportation and Infrastructure Renewal, Federal Department of Public Works and Municipal Officials.

This year again, the Board of Directors have approved that there be no increase in the price of the Annual Meeting - \$225.00 plus GST per person but there will be no extra charge for your escort. Payment (by cheque or cash) is required upon receipt of your registration form. The cost will be the same \$225.00 plus GST whether you (and escort when applicable) only attend one of the events or you (and escort when applicable) attend each and every event. Please complete the attached Registration Form and return it with payment 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 **MUST BE RECEIVED** by 11:00 a.m., Thursday, January 17, 2013. Registration and payment 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 17, 2013, will be refunded at 75% of the total amount. Cancellations received after 11:00 a.m., Thursday, January 17, 2013, without sufficient cause, will receive no refund.

Associate Members wishing to have an exhibit in the Mezzanine 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 100 lb, with a minimum 200 lb charge. However, there will be no charge for Exhibit Space.

The Thursday Curling and Curling Noon Luncheon will be held at the Cornwall Curling Club. All other events in connection with this year's Annual Meeting will be held at The Delta Prince Edward Hotel.

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

2013 Accommodation offer: Rodd Charlottetown, a Four and a Half Star Hotel, is pleased to extend a "Special Guestroom" rate for delegates attending the 2013 PEI Road Builders & Heavy Construction Association's Annual General Meeting. Located in downtown Charlottetown, 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 or direct to the hotel at (902) 894-7371 and request the PEI Road Builder's Rate....\$109.00 single/double plus taxes.

2013 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, all with electronic key locks, voice mail, in-room coffee makers, mini-fridges, microwaves, flat-screen cable television, and in room movies. 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 or direct to the hotel at (902) 894-8566 and request the PEI Road Builder's rate of \$99.00 single/double plus taxes. The rate includes Breakfast Buffet!

2013 Accommodation offer: The Delta Prince Edward Hotel –The Delta Prince Edward is delighted to be the host hotel once again for the PEI Road Builders & Heavy Construction Association's Annual Meeting! The Group Rate for delegates attending the Annual Meeting is \$111.00 single/double occupancy for Delta Standard Guestrooms and \$121.00 single/double occupancy for Premier Guestrooms. Enjoy the convenience of underground secure parking at the Delta or stay at the hotel and take the elevator home after your workshop and/or the evening's social events! Located on the premise is a full service restaurant and lounge, Radiant Reflections Spa and a newly renovated fitness centre with indoor pool & whirlpool. Just minutes away are shops, restaurants and the downtown nightlife. Please call direct to the hotel locally at 894-1203 or on the toll-free number at 1-866-894-1203. Request the PEI Road Builder's rate before Monday, January 7, 2013, to receive our negotiated group rate.

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

Prince Edward Island Road Builders and Heavy Construction Association

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2013 ANNUAL MEETING

PROGRAM SCHEDULE

FUNCTION	DATE	TIME	LOCATION
Curling (Participant)	Thursday, January 31, 2013	(Coffee at 8:00 a.m.) 8:30 a.m.	Cornwall Curling Club
Luncheon (Participant)	Thursday, January 31, 2013	12:00 Noon	Cornwall Curling Club
Curling Resumes (Participant)	Thursday, January 31, 2013	1:00 p.m. - finish	Cornwall Curling Club
Reception and Curling Awards (Participant & Escort)	Thursday, January 31, 2013	7:00 p.m. - 9:00 p.m.	The Delta Prince Edward Hotel
Annual Meeting Business Session (PEIRB&HCA Members Only)	Friday, February 1, 2013	(Coffee at 8:15 a.m.) 8:45 a.m.	The Delta Prince Edward Hotel
Luncheon (Participant)	Friday, February 1, 2013	12:00 Noon	The Delta Prince Edward Hotel
Presentations	Friday, February 1, 2013	1:30 p.m.	The Delta Prince Edward Hotel
Reception (Participant & Escort)	Friday, February 1, 2013	6:30 p.m. - 7:30 p.m.	The Charlottetown Seaport Event Centre
Dinner followed by Entertainment	Friday, February 1, 2013	7:30 p.m. - finish	The Charlottetown Seaport Event Centre

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2013 Annual Meeting REGISTRATION FORM

PLEASE INDICATE WHICH FUNCTIONS YOU PLAN TO ATTEND:

Name of Employee	Jan 31, 2013 Curling Luncheon	Jan 31, 2013 Evening Reception	Feb. 1, 2013 Business Session	Feb. 1, 2013 Noon Luncheon	Feb. 1, 2013 Reception and Dinner	Feb. 1, 2013 Escort

CURLING

Name of Curler	Skip	Mate	Second	Lead

NUMBER OF PARTICIPANTS _____ X \$236.25 (\$225.00 + \$11.25 GST) = _____
 Amount Attached

COMPANY NAME _____

ADDRESS _____

PHONE NUMBER _____ Website: _____

FAX NUMBER _____ E-Mail Address _____

The cost will be the same \$225.00 plus GST 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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