

**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: December 10, 2014
RE: 52nd Annual Meeting – February 6 and February 7, 2014
Registration Package

The 52nd Annual Meeting of the PEI Road Builders and Heavy Construction Association will be held Thursday, February 6, 2014, and Friday, February 7, 2014, 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 and Infrastructure Renewal, 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 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. The cost to attend any of the other Annual Meeting events is \$225.00 plus HST but there will be 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. Friday evening there will be a Reception followed by a Dinner and Entertainment at The Delta Prince Edward.

This year again, the Board of Directors have approved that even with an additional meal for registered delegates only added to the Annual Meeting events (the Friday morning breakfast), there be no increase in the price of the Annual Meeting - \$225.00 plus HST 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. Please note: The cost will be the same \$225.00 plus HST 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 (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 23, 2014. 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 23, 2014, will be refunded at 75% of the total amount. Cancellations received after 11:00 a.m., Thursday, January 23, 2014, 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.

2014 Accommodation offer: Rodd Charlottetown, a Four and a Half Star Hotel, is pleased to extend a "Special Guestroom" rate for delegates attending the 2014 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 and request the PEI Road Builder's Rate....\$109.00 single/double plus taxes.

2014 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 and request the PEI Road Builder's rate of \$99.00 single/double plus taxes. The rate includes Breakfast Buffet!

2014 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 \$113.00 single/double occupancy for Delta & Premier Guestrooms and \$123.00 single/double occupancy for Premier Water View Guestrooms. 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 new Water's Edge Resto Bar Grill, Radiant Reflections Day Spa, and our fitness centre with indoor pool & whirlpool. Please call direct to the hotel toll-free at [1-866-894-1203](tel:1-866-894-1203) or email at pri.reservations@deltahotels.com. Request the PEI Road Builder's rate before Friday, January 17, 2014, to receive our negotiated group rate.

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

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2014 ANNUAL MEETING

PROGRAM SCHEDULE

FUNCTION	DATE	TIME	LOCATION
Curling (Participant)	Thursday, February 6, 2014	(Coffee at 8:00 a.m.) 8:30 a.m.	Cornwall Curling Club
Luncheon (Participant)	Thursday, February 6, 2014	12:00 Noon	Cornwall Curling Club
Curling Resumes (Participant)	Thursday, February 6, 2014	1:00 p.m. - finish	Cornwall Curling Club
Reception and Curling Awards (Participant & Escort)	Thursday, February 6, 2014	7:00 p.m. - 9:00 p.m.	The Delta Prince Edward Hotel
Breakfast (PEIRB&HCA Annual Meeting Registered Delegates Only)	Friday, February 7, 2014	8:45 a.m.	The Delta Prince Edward Hotel
Annual Meeting Business Session (PEIRB&HCA Members Only)	Friday, February 7, 2014	10:00 a.m.	The Delta Prince Edward Hotel
Luncheon (Participant)	Friday, February 7, 2014	12:30 p.m.	The Delta Prince Edward Hotel
Presentations	Friday, February 7, 2014	2:00 p.m.	The Delta Prince Edward Hotel
Reception (Participant & Escort)	Friday, February 7, 2014	6:30 p.m. - 7:30 p.m.	The Delta Prince Edward Hotel
Dinner followed by Entertainment	Friday, February 7, 2014	7:30 p.m. - finish	The Delta Prince Edward Hotel

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2014 Annual Meeting Registration Form

PLEASE INDICATE WHICH FUNCTIONS YOU PLAN TO ATTEND:

Name of Employee	Feb. 6, 2014 Curling Luncheon	Feb. 6, 2014 Evening Reception	Feb. 7, 2014 Breakfast	Feb. 7, 2014 Business Session	Feb. 7, 2014 Noon Luncheon	Feb. 7, 2014 Reception and Dinner	Feb. 7, 2014 Escort

CURLING

Name of Curler	Skip	Mate	Second	Lead

NUMBER OF PARTICIPANTS _____ X \$256.50 (\$225.00 + \$31.50 HST) = _____
Amount Attached

COMPANY NAME _____

ADDRESS _____

PHONE NUMBER _____ Website: _____

FAX NUMBER _____ E-Mail Address _____

Please Note: The cost will be the same \$225.00 plus HST 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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