



Notice of Annual General Meeting

In accordance with Section 20 of Bylaw No. 1, which relates to the administrative affairs of PEO, the 2004 Annual General Meeting of the Association of Professional Engineers of Ontario will be held on Saturday, April 24, 2004, commencing at 8:30 a.m. at the Toronto Eaton Centre Marriott Hotel, Toronto, Ontario. No registration is required.

As noted in Bylaw No. 1, the Annual General Meeting of PEO is held for the following purposes: to lay before members the reports of the Council and committees of the association; to inform members of matters relating to the affairs of the association; and to ascertain the views of the members present at the meeting on matters relating to the affairs of the association. Officers of PEO and other members of both the outgoing and incoming Councils will be in attendance to hear such views and to answer questions.

PEO President Kenneth C. McMartin, P.Eng., will preside and present his annual report to the Annual General Meeting. The President-elect, Officers and Councillors for the 2004-2005 term will take office at the meeting.

Process for submitting member resolutions at 2004 AGM

Resolutions presented by members at PEO's Annual General Meeting serve as a vehicle for members in attendance to express their views on matters relating to the affairs of the association. A member resolution should clearly describe the issue being addressed and indicate how it advances the objects of the *Professional Engineers Act*, which define the mandate and responsibilities of PEO. To ensure that member resolutions receive proper consideration at the Annual General

Meeting, members must submit resolutions in writing to CEO and Registrar Kim Allen, P.Eng., by no later than 4:00 p.m., Friday, April 16, 2004. Resolutions must be signed by the mover and seconder, either of whom must be present at the meeting. Resolutions may be submitted by fax to (416) 224-8168 or (800) 268-0496, or by letter.

Member resolutions that are passed at the Annual General Meeting will be referred to PEO Council for consideration at a future Council meeting. The mover and seconder of a member resolution that is passed at the AGM may be invited by Council to address their resolution in detail at the Council meeting at which the resolution is to be considered.

Kim Allen, P.Eng., CEO and Registrar

Procedures for addressing member resolutions at 2004 AGM

Following are the procedures that will be used to address member resolutions during and after the 2004 Annual General Meeting.

During the meeting

PEO's 2004 Annual Business Meeting will be conducted on Saturday, April 24 from 8:30 a.m. to 12:30 p.m. Consideration of member resolutions submitted to the 2004 AGM will begin at approximately 10:00 a.m.

- ◆ The President will chair the portion of the meeting dealing with member resolutions, and manage the discussion of, and voting on, the resolutions. His direction must be respected.
- ◆ The mover and seconder of the resolution will each be given an opportunity

to speak to their resolution. The chair will then invite discussion from the floor.

- ◆ At the chair's direction, the resolution will subsequently be put to a vote.

Following the meeting

Member resolutions that are passed at the 2004 AGM will be referred to PEO Council for consideration at a future meeting of Council.

- ◆ The mover and seconder of a member resolution that is passed at the 2004 AGM may be invited by Council to

address their resolution in detail at the Council meeting at which the resolution is to be considered.

- ◆ All member resolutions passed at the 2004 AGM will be addressed by PEO Council during the 2004-2005 year, in time for the 2005 AGM.
- ◆ Council's decisions on member resolutions passed at the 2004 AGM will be published in *Engineering Dimensions* following the 2005 AGM.

*Kim Allen, P.Eng.
CEO and Registrar*