



NOTICE

OF ANNUAL GENERAL MEETING & SPECIAL RESOLUTION

TO: PIBC Members

FROM: Andrew Ramlo MCIP, RPP, Secretary-Treasurer

NOTICE DATE: May 18, 2017

This is to give you notice that the 2017 Annual General Meeting (AGM) of the Planning Institute of British Columbia (PIBC) will be held as follows:

When: Friday June 2nd, 2017 at 12:15 pm (Pacific)

Where: Auditorium, Prince George Civic Centre
808 Canada Games Way, Prince George, BC

A copy of the Agenda for the AGM is attached to this notice. Copies of the 2016-17 Annual Report and 2016 Financial Statements will be available at the meeting, and will also be made available online prior to the meeting.

Special Resolution (Amendments to Bylaws):

A Special Resolution amending the Bylaws of the Institute will also be considered at the AGM (see attached). The proposed bylaw amendments update some aspects of the Institute's governance, change certain terminology within the bylaws, and revise portions the Institute's disciplinary process.

Attached to and included with this notice please find:

- **Agenda for the AGM**
- **Notice and Special Resolution**

Andrew Ramlo MCIP, RPP
Secretary-Treasurer,
Planning Institute of British Columbia



AGENDA

ANNUAL GENERAL MEETING

PLANNING INSTITUTE OF BRITISH COLUMBIA

Friday June 2nd, 2017
12:15 pm

Auditorium, Prince George Civic Centre
808 Canada Games Way,
Prince George, BC

AGENDA:

1. Call to Order
2. Introduction of Council Members & Guests
3. Elections - Appointment of Scrutineers
4. Minutes of Previous General Meetings
 - 4.1. Annual General Meeting (May 13, 2016)
 - 4.2. Special General Meeting (Nov. 25, 2016)
5. Report of Council & Committees (Annual Report)
6. 2016 Audited Financial Statements
7. Appointment of Auditors (2017 Fiscal Year)
8. Special Resolution (Amendments to Bylaws)
9. Elections - Report of Election Results & Introduction of 2017-2019 Council
10. Adjournment

NOTES:

- The formal notice and text for the proposed Special Resolution is included and attached.
- Light refreshments will be served at the meeting.



NOTICE

OF SPECIAL RESOLUTION

PLANNING INSTITUTE OF BRITISH COLUMBIA

(the “Society”)

The following special resolution will be proposed for approval at the **Annual General Meeting** to be held on **Friday, June 2, 2017**.

AMENDMENTS TO BYLAWS

BE IT RESOLVED as a special resolution that the Bylaws of the Institute be amended as follows:

1. by decapitalizing the word “Past” in subsection 1.1.19 so that the defined term reads “immediate past President”;
2. by deleting subsections 6.7.2 and 6.7.3 in their entirety and substituting in its place the following as the new subsection 6.7.2:

“6.7.2 In the absence or incapacity of both the President and the President-Elect at a general meeting, the voting members in good standing present shall elect from amongst themselves a member who shall chair the meeting.”
3. by deleting the phrase “immediate Past” in the second line of section 7.12;
4. by deleting the number “12” in the first sentence of section 8.2 and substituting in its place the number “11”;
5. by deleting subsection 8.2.3 in its entirety and by renumbering the remaining subsections in section 8.2;
6. by deleting subsection 8.6.3 in its entirety, inserting the word “and” following the semicolon at the end of subsection 8.6.2 and by renumbering current sub-section 8.6.4 as 8.6.3;
7. by deleting section 8.9 and all its subsections in their entirety;
8. by deleting section 9.12 in its entirety and substituting in its place the following as the new section 9.12:

“9.12 Every Director is entitled to attend each meeting of the Board of Directors. No other person is entitled to attend meetings of the Board of Directors, but the Board of Directors may by resolution

invite the immediate past President of the Institute, a representative of the Student members and any other Person or Persons to attend one or more meetings of the Board of Directors as advisors, observers or guests.”

9. by deleting section 7.1 in its entirety and substituting in its place the following as the new section 7.1:

“7.1 The Institute will have a nominating committee to oversee the nominations for candidates to stand for election as Directors. The nominating committee will be governed by such terms of reference as may be adopted by resolution of the Board of Directors.”
10. by deleting section 7.2 and all its subsections in their entirety;
11. by substituting each instance in the Bylaws of the word “councilor” with the word “Director”;
12. by substituting each instance in the Bylaws of the phrase “Professional Practice Review Committee” with the phrase “Professional Conduct Review Committee”;
13. by substituting each instance in the Bylaws of the word “Council” with the phrase “the Board of Directors”;
14. by substituting each instance in the Bylaws of the phrase “Yukon Territory” or “Yukon Territories” with the word “Yukon”; and
15. by correcting any grammatical or punctuation errors that arise as a result of the foregoing amendments and by renumbering all parts, sections, subsections and paragraphs, including cross-references, affected by the above amendments accordingly.