



A P E G S

*Association of Professional Engineers
& Geoscientists of Saskatchewan*

**Regulating the
professions.
Protecting the
public.**

Motion Guide

The Annual Meeting is a forum for members to hear from Council and the Executive Director and Registrar on APEGGS progress, key initiatives, and financial position. It also serves as an opportunity for members to present motions for the consideration of the Council.

To submit a proposed motion for the Annual Meeting, you (“the mover”) must provide the completed [motion form](#), supported by information about how it aligns with APEGGS’ strategic plan, and the importance of the motion. Motions must be submitted by **5:00 PM (CST) on Thursday, April 23, 2026**, to the governance office at apecgs@apecgs.ca to be considered by the Motion Review Committee consisting of the Executive Director, Chief Operating Officer acting as Recording Secretary, and Governance Consultant to confirm it is eligible for consideration at the Annual Meeting. If the motion is passed by the members, it is advisory to the Council.

SUBMISSION PROCESS

To propose a motion as a mover, you must:

- be a registrant in good standing (APEGGS registered or retired professional engineer (P.Eng.), professional geoscientist (P.Geo.), professional licensee or member-in-training);
- pre-register and be in attendance at the Annual Meeting
 - in-person or
 - if the mover is attending the Annual Meeting virtually, the mover may submit their introduction as an audio or video recording no later than **5:00 PM (CST) on April 23, 2026**. If the Motion Review Committee does not receive an audio or video recording by **5:00 PM (CST) on April 23, 2026**, there will be no introduction to the motion.
- have a seconder for your motion who is a member in good standing and who is present in-person or virtually at the Annual Meeting at the time the motion is in debate.

Once a motion has been received:

1. APEGGS will contact you, via email, confirming receipt of the motion and any clarification we may have about the proposed motion.
2. The proposed motion will be reviewed by the Motion Review Committee to confirm it is eligible for consideration at the Annual Meeting.
3. If eligible, **your motion and additional information** (strategic plan alignment, importance, and supporting information) will be published in the *Annual Meeting Booklet* which will be available on the APEGGS Annual Meeting and Professional Develop Conference webpage: <https://www.apecgs.ca/about/annual-meeting-and-professional-development-conference>
4. The registrant making the motion (mover) will be provided with an opportunity to present an introduction to the motion (two minutes or less). See presenting motions below for more information.

In order for a motion to be eligible for consideration by the Motion Review Committee, the motion must:

1. Be submitted in the required form, with complete information, by the required deadline;
2. Not propose a resolution which, if implemented by Council would be inconsistent with the *Engineering and Geoscience Professions Act* or would otherwise constitute a breach of statutory duty;
3. Not pertain primarily to a subject that is outside of the regulatory mandate of APEGS or proposes a resolution which, if implemented by the Council, would be outside of the purpose.

PRESENTING MOTIONS

The mover and the seconder must pre-register and attend the meeting for the motion to be presented and considered by members in attendance.

The mover will be provided with an opportunity to present a brief (two minutes or less) introduction to the motion.

- Those attending in-person will be able to present the motion in the meeting.
- Those attending virtually may submit their introduction as an audio or video recording no later than **5:00 PM (CST) on April 23, 2026**. The audio or video recording will be presented at the Annual Meeting.
 - If no audio or video recording is received by the deadline, there will be no introduction of the motion during the meeting.

The motions approved by the Motion Review Committee will be presented in the order they are received subject to the following considerations:

- Motions with substance that have not been considered by the Annual Meeting previously will have priority over motions substantively similar that have been considered within the past 3 years at the Annual Meeting.
- Where a motion is substantively similar to one that has been considered within the last 3 years at the Annual Meeting, it will be placed in the following order and presented to the members based on the order they are received:
 - Motions with substance considered in the last 3 years will have priority over motions with substance considered within the last 2 years
 - Motions with substance considered within the last 2 years will have priority over motions with substance considered at the 2025 Annual Meeting
 - Motions with substance considered at the 2025 Annual Meeting will be at the bottom of the list

The Annual Meeting will take place in Saskatoon, Saskatchewan on Saturday, May 2, 2026, from 9:00 AM to 12:00 PM, using a hybrid meeting format.

For more information, including how to register, visit <https://www.apegs.ca/about/annual-meeting-and-professional-development-conference>.

In accordance with King & Kerr's *Concise Procedures for Meetings*, the Annual Meeting will be adjourned promptly at 12:00pm as its definite time. Motions and Business that are not addressed by

12:00pm, a regulatory motion may be moved so that any consequent unfinished business will be responded to in writing to all members by APEGS' staff.

In accordance with *King and Kerr's* Rules, the approval of the agenda for the Annual Meeting permits re-ordering of the circulated agenda.

Once the motion is presented, the registrants in attendance may discuss and debate the motion in-person or online for a maximum of 30 minutes, after which, a vote will be taken.

COUNCIL CONSIDERATION

If a member's motion is passed at the Annual Meeting, it will be taken to the Council for their consideration following the Annual Meeting.

When assessing motions, Council may consider a number of factors, including:

- Complexity of each motion's scope;
- Resource availability, cost, risks, and benefits of acting on each motion;
- How each motion fits into our legislative mandate, strategic plan, operational priorities, and approval authority.

Once this assessment has taken place, the members will be advised of the Council's assessment of the motion and the anticipated next step.

HOW TO CONTACT APEGS

In addition to submitting motions for consideration by members at the Annual Meeting, there are other ways for you to make your voice heard.

Contact the office at apecs@apecs.ca or at (306) 525-9547 (toll free 1-800-500-9547). Your inquiry will be forwarded to the appropriate staff member.

The office is not open for walk-in visits. Please call or email to book an appointment.