

2025 ANNUAL GENERAL MEETING AND RECEPTION

NOTICE IS HEREBY GIVEN that the Annual General Meeting of Members of the New Home Warranty Program of Manitoba Inc. (the “Program”) will be held in the City of Winnipeg, **Holiday Inn Winnipeg South, 1330 Pembina Hwy. on Wednesday, March 26, 2025 at 4:00 p.m.**, with dinner to follow.

- This first notice contains the following:
 - **Agenda**
 - **Nomination forms** for three (3) vacancies on the Board of Directors. If you wish to nominate a Builder Member, please see attached nomination forms which contains a deadline of Thursday, January 23, 2025 for submission.
 - **Proxy** – to fill out if you are not able to attend this meeting.
 - **RSVP form** – Please RSVP to the Annual Meeting and Reception by Monday, March 17, 2025. Either fax or email back the enclosed Reminder Notice or contact Tabatha Funk by fax at (204) 287-8561, by phone at (204) 453-1155, or by email at tabatha@mbnhwp.com
- If an election ensues, voting ballots will be mailed out Friday, January 24, 2025.

A copy of this notice with attachments will be sent via email by mid-December.

Agenda of the 2025 Annual General Meeting

- Call to Order
- Introduction of Board of Directors
- Results of the 2025 Nominations for Northern, Southern, and Winnipeg Electoral Districts
- Minutes of the 48th Annual Meeting – March 20, 2024
- Annual Financial Report – Year Ending 2024
- Appointment of Auditors
- Ratification of the Board of Directors Actions for the Year 2024
- Chief Executive Officer’s Report
- Chairman’s Report
- Presentation of Membership Awards
- Other Business
- Closing Remarks

Board of Directors

The 2024/2025 Board of Directors is comprised of five (5) Internal Builder Board Members:

- ◆ Spencer Curtis, *Chairman* - Representative of the Southern Electoral District
- ◆ Erwin Plett, *Vice-chairman* – Representative of the Winnipeg Electoral District
- ◆ Frank Spezzano - Representative of the Winnipeg Electoral District
- ◆ Randy Douglas - Representative of the Winnipeg Electoral District
- ◆ Braeden Westphal - Representative of the Northern Electoral District (*interim*)

The 2022/2023 Board of Directors is comprised of four (4) External Board Members:

- ◆ Anthony Reimer - Representative of the Insurance Brokers Association of Manitoba
- ◆ Dorothy Anscomb - Representative of the Consumers Association of Canada, Manitoba
- ◆ Gary Bernard - *Secretary/Treasurer* - Representative of the Canadian Bankers Association
- ◆ Peter Halamandaris – Representative of the Law Association of Manitoba
- ◆ Carol Paul – Manitoba Construction Sector Council

Board of Directors Vacancies – Call for Nominations

Per By-Law No. 3/96 the “Program” has three (3) vacancies for a Builder Director:

- Northern Representative of Electoral District Board Member
 - Southern Representative of Electoral District Board Member
 - Winnipeg Representative of Electoral District Board Member
- Term shall be three (3) years

Attached are the nomination forms for the Northern, Southern and Winnipeg Electoral Districts:

To be accepted as a valid nomination, the nomination form must be fully completed with the signatures of the two (2) Builder Members nominating the Member, and the candidate’s signature. The nomination form must be returned to the Program’s Auditors, BDO Canada LLP, and must be received **no later than 4:00 P.M., Thursday, January 23, 2025.**

Should you have any questions about the meeting or how to complete the enclosed forms, please contact the New Home Warranty Program of Manitoba office at (204) 453-1155 or lori@mbnhwp.com.

Dated at Winnipeg, Manitoba, November 13, 2024


Lori Crandell
Chief Executive Office

**WINNIPEG ELECTORAL DISTRICT
2025 NOMINATION FORM
(3 Year Term)**

To be accepted as a Nominee, this form must be fully completed and received by the Program's Auditors no later than 4:00 P.M., Thursday, January 23, 2025. This completed form may be submitted by mail, courier, fax, or by email to:

**BDO Canada LLP
Attention: Vanessa Braun, Executive Assistant
201 Portage Ave, 26th Floor
Winnipeg, Manitoba R3B 3K6
Fax: 1 (833) 888-1678
Email: vbraun@bdo.ca**

We, the undersigned members of the New Home Warranty Program of Manitoba Inc., hereby nominate: _____

Registered Builder Member (company name) (PLEASE PRINT)

for election to the Board of the Program as the Builder Member Representing the region described as the **Winnipeg Electoral District** for the year ending 2025 as per By-Law No. 3/96.

(1) _____
Registered Builder Member (company name) Signature

(2) _____
Registered Builder Member (company name) Signature

I agree to accept the nomination: _____
Candidate's Signature

Date

If you wish to include a brief summary of your background to support your nomination, please attach herein or forward to the Program office, and it will be circulated to the membership during the voting process.

**NORTHERN ELECTORAL DISTRICT
2025 NOMINATION FORM
(3 Year Term)**

To be accepted as a Nominee, this form must be fully completed and received by the Program's Auditors no later than 4:00 P.M., Thursday, January 23, 2025. This completed form may be submitted by mail, courier, fax, or by email to:

**BDO Canada LLP
Attention: Vanessa Braun, Executive Assistant
201 Portage Ave, 26th Floor
Winnipeg, Manitoba R3B 3K6
Fax: 1 (833) 888-1678
Email: vbraun@bdo.ca**

We, the undersigned members of the New Home Warranty Program of Manitoba Inc., hereby nominate: _____

Registered Builder Member (company name) (PLEASE PRINT)

for election to the Board of the Program as the Builder Member Representing the region described as the **Northern Electoral District** for the year ending 2025 as per By-Law No. 3/96.

(1) _____
Registered Builder Member (company name) Signature

(2) _____
Registered Builder Member (company name) Signature

I agree to accept the nomination: _____
Candidate's Signature

Date

If you wish to include a brief summary of your background to support your nomination, please attach herein or forward to the Program office, and it will be circulated to the membership during the voting process.

**SOUTHERN ELECTORAL DISTRICT
2025 NOMINATION FORM
(3 Year Term)**

To be accepted as a Nominee, this form must be fully completed and received by the Program's Auditors no later than 4:00 P.M., Thursday, January 23, 2025. This completed form may be submitted by mail, courier, fax, or by email to:

**BDO Canada LLP
Attention: Vanessa Braun, Executive Assistant
201 Portage Ave, 26th Floor
Winnipeg, Manitoba R3B 3K6
Fax: 1 (833) 888-1678
Email: vbraun@bdo.ca**

We, the undersigned members of the New Home Warranty Program of Manitoba Inc., hereby nominate: _____

Registered Builder Member (company name) (PLEASE PRINT)

for election to the Board of the Program as the Builder Member Representing the region described as the **Southern Electoral District** for the year ending 2025 as per By-Law No. 3/96.

(1) _____
Registered Builder Member (company name) Signature

(2) _____
Registered Builder Member (company name) Signature

I agree to accept the nomination: _____
Candidate's Signature

Date

If you wish to include a brief summary of your background to support your nomination, please attach herein or forward to the Program office, and it will be circulated to the membership during the voting process.

PROXY OF THE ANNUAL GENERAL MEETING OF MEMBERS

KNOW ALL MEN BY THESE PRESENTS, that the undersigned Member of the New Home Warranty Program of Manitoba Inc. (the “Program”) does hereby constitute and appoint, _____, if present, or if not present then appoint Mr. Spencer Curtis, Chairman or Gary Bernard, Secretary Treasurer as the proxy on behalf of the undersigned at the Annual General Meeting of Members of the Program to be held on **Wednesday, March 26, 2025 at 4:00 p.m.** and at any adjournment thereof to carry a vote on:

- (a) approval and adoption of the financial statements for the year ended December 31, 2024,
- (c) the appointment of Auditors,
- (b) the ratification of the Board of Directors actions for the year 2024,
- (d) amendments or variations to the matters identified in the notice of meeting and for the transaction of such other business as may properly come before the meeting.

Dated _____/_____/_____
DAY MONTH YEAR

Member Company: _____ **R#** _____

Signature of Authorized Voting Representative: _____

Proxies must be received by BDO Canada LLP by mail, email, or fax no later than 4 p.m., March 24, 2025.

BDO Canada LLP
Attention: Vanessa Braun, Executive Assistant
201 Portage Ave, 26th Floor
Winnipeg, Manitoba R3B 3K6
Fax: 1 (833) 888-1678
Email: vbrown@bdo.ca

REMINDER NOTICE AND RSVP

Annual General Meeting and Reception

Wednesday, March 26, 2025 at 4:00 P.M.

Holiday Inn Winnipeg South, 1330 Pembina Highway, Winnipeg, Manitoba

AGENDA

3:30 PM Complimentary cocktails, coffee, tea, etc.
4:00 PM Meeting

- Call to Order
- Introduction of Board of Directors
- Results of the 2025 Nominations for Northern, Southern, and Winnipeg Electoral Districts
- Minutes of the 48th Annual Meeting – March 20, 2024
- Annual Financial Report – Year Ending 2024
- Appointment of Auditors
- Ratification of the Board of Directors Actions for the Year 2024
- Chief Executive Officer's Report
- Chairman's Report
- Presentation of Membership Awards
- Other Business
- Closing Remarks

5:30 PM Reception (*complimentary cocktails and dinner buffet*)

Please RSVP by Monday, March 17, 2025

by email at tabatha@mbnhwp.com, by phone at (204) 453-1155, or by fax at (204) 287-8561

YES, I will be attending

Builder Member (company): _____ R# _____

Representative Name: _____

Guest Name(s) (if applicable): _____ Number Attending: _____

NO, I am unable to attend

I have submitted my proxy to BDO

I will not be submitting a proxy