

S. J. McKee Archives



Correspondence 1-5

http://archives.brandonu.ca/en/permalink/descriptions5969

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: MG 3 1.14.1

File Number: 1023

GMD: textual records

Date Range: Mar.-May 1987

Physical Description: 1 file

Scope and Content:

File consists of correspondence organized by date it was written (ie. 1st-5th of a particular

month)

Storage Location: RG 6 Brandon University fonds

MG 3 Brandon University Teaching and Administration

1.14.1 W. Leland Clark - political career

Box 41



Correspondence 1-6

http://archives.brandonu.ca/en/permalink/descriptions5977

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: MG 3 1.14.1

File Number: 1031

GMD: textual records

Date Range: Sept. 1985-Mar. 1986

Physical Description: 1 file

Scope and Content:

File consists of correspondence organized by date written (ie 1st-6th of a particular month)

Storage Location: RG 6 Brandon University fonds

MG 3 Brandon University Teaching and Administration

1.14.1 W. Leland Clark - political career

Box 42



MPE A 1 Holland

http://archives.brandonu.ca/en/permalink/descriptions8220

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series
Series Number: MPE A 1

GMD: textual records

Date Range: 1927-1980

Physical Description: 52 cm

Scope and Content:

MPE Holland Co-operative Elevator Association Limited Organizational papers: 1927 - 1967 Petition, 1927 Certificate of incorporation, 1927 Memorandum of Association, 1927 Minutes of the Provisional Directors' meeting, 26 May 1927 Minutes of the Permanent Directors' meeting, 26 May 1927 Minutes of the Shareholders' meeting, 26 May 1927 First elevator lease, 1 August 1927 Letter, 30 January 1930 By-law authorizing new lease, 30 January 1930 Lease for new elevator, 30 January 1930 Letter, 14 July 1931 Application for share, 24 July 1931 Shareholder's meeting, 24 July 1931 Draft Director's minutes, 24 July 1931 By-law nos. 12 and 13, 24 July 1931 Agenda - shareholder's meeting, 24 July 1931 Agreement between Government, Manitoba Wheat Pool, MPE and CEA, 24 July 1931 Memorandum re: elevator membership and agreement, 24 July 1931 Memorandum re: Platform shippers questions and answers at conference, 24 July 1931 Department of Education and Publicity, Memorandum re: terminals credential forms, 24 July 1931 Agreement between Holland CEA and MPE, 1 August 1931 By-law no. 14, 4 November 1931 One share, 1 December 1931 Confirmation of share allotment, 14 January 1932 Supplementary agreement between Holland CEA and MPE and covering letter, 1 February 1933 Amending supplementary agreement and covering letter, 15 October 1936 By-law no. 16, 31 October 1939 By-law cancelling share capital, 29 October 1940 By-law nos. 18, 19, 20 and General By-laws, 29 October 1941 Letter re: General By-laws and By-laws 18, 19 and 20, 6 August 1942 1945-46 Officers and Directors, November 1945 Agreement between Holland CEA and MPE, 1 August 1951 Directors' Resolution, 18 October 1961 Agreement between Holland CEA and MPE, 15 December 1966 By-law no. 26, 3 April 1967 Minutes of Executive Board meetings, volume 1, 4 June 1927 - volume 8, 24 November 1969 Minutes of Shareholders Annual meetings, 1929 - 1969 (22 reports) Financial records and statistics Statement of surplus, 1938 - 1944 (6 reports) Final statements, 1930 - 1952 (20 reports) Auditors' reports, 1928 - 1968 (25 reports) Correspondence, 1927 - 1980 Membership list, 1927 - 1969 Miscellaneous Directors' attendance lists, no date (2 reports) Blueprint for elevator and area, no date. Group Meetings of Local elevator Associations, Boards and Agents notebook March 29, no year. Corporate Name: Rural Municipality of Victoria.



MPE B 1 Central office minute books Box 1

http://archives.brandonu.ca/en/permalink/descriptions10012

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Box

Series Number: MPE B.1.1

File Number:

GMD: textual records
Date Range: 1923 - 1953

Physical Description: 33 cm

History / Biographical:

See history/bio for sub-series B.1

Custodial History:

See custodial history for sub-series B.1

Scope and Content:

Box contains bound volumes of Manitoba Wheat Pool and Manitoba Pool Elevators central office meeting minutes. Volumes in this box include:

 ${\it Manitoba\ Wheat\ Co-operative\ Producers,\ Ltd.\ July\ 1923-May\ 1929;\ Manitoba\ Wheat\ Pool}$

June 1929 - June 1934

MPE Minute Book May 1925 - July 1937

MPE Minute Book Sept 1953 – July 1959

MPE Minute Book August 1946 – July 1953

Notes: Description by Jillian Sutherland (2009)

Name Access: Manitoba Pool Elevators

Central Office

Subject Access: Minutes

Storage Location: RG 4 Manitoba Pool Elevator fonds

Series B: Central Office records



McS 1 Board of directors

http://archives.brandonu.ca/en/permalink/descriptions4310

Part Of: RG 3 A.E. McKenzie Company fonds

Description Level: Series
Series Number: McS 1

GMD: textual records

Date Range: 1900-1986

Physical Description: 1.87 m

History / Biographical:

The A. E. McKenzie Seed Co. Ltd. has had a Board of Directors since its incorporation in 1906. The first Board consisted of A. E. McKenzie, S. A. Bedford, the director of the Experimental Farm, H. L. Patmore and W. A. McCracken. Following A.E. McKenzie's death, the government of Manitoba appointed the members of the Board under the arrangements made with the establishment of the A.E. Mckenzie Foundation.

According to the general by-laws (c. 1960) of A. E. McKenzie Seed Co. Ltd., the Board of Directors annually, or more often if required, elected from among themselves a President, a Vice-President and a General Manager. They were also responsible for appointing an Assistant General Manager, and a Secretary and a Treasurer. If needed, they would also appoint an Assistant Secretary and an Assistant Treasurer. A majority vote of the Board was required for the election or appointment of the above officers. Those individuals elected or appointed to their offices by the Board could be removed at the pleasure of the Board. The Board also had the power to fix the salaries of all of the officers of the Company. By resolution, it could pass this responsibility to the General Manager.

Custodial History:

See fonds level description of custodial history of A. E. McKenzie Seed Co. Ltd.

Scope and Content:

This series consists of Board minutes/meetings, management consultant reports, financial records, documents and miscellaneous records.

It has been divided into five sub-series, including: (1) Documents; (2) Minutes/Meetings; (3) Management Consultant Reports; (4) Miscellaneous; and (5) Financial Records.

Storage Location: RG 3 A.E. McKenzie Company fonds

McS 1 Board of Directors



Extermination of the Buffalo (1 of 3)

http://archives.brandonu.ca/en/permalink/artworks612

Artist: Kettle, Phillip

Collection: Visual Art collection - student work

Date: 1994
Form: drawing

Dimensions: c.. 60 X 80 cm
Size Overall: same as image

Medium: crayon
Condition: good
Primary Support: muslin

Secondary Support: wooden stretcher for canvas, no frame

Accession Number: 0036



MPE C 1 Border Fertilizer

http://archives.brandonu.ca/en/permalink/descriptions10506

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series
Series Number: MPE C.1

GMD: textual records

Date Range: 1963-1970

Physical Description: 33cm

History / Biographical:

Border Fertilizers Ltd was a parnership agreement between the Pool and M.G. Smerchanski to provide better fertilizer services to Pool members. MPE entered the agreement in 1963 but sold their shares in 1969 due to heavy losses.

See also fonds level description of RG 4 for history/bio of MPE

Scope and Content:

This sub-series consists of legal documents, financial statements, proposals and reports.

Notes: Description by Jillian Sutherland (2010)

Name Access: Border Fertilizers Ltd

Western Co-operative Fertilizers Ltd.

Subject Access: fertilizers

Storage Location: RG 4 Manitoba Pool Elevator fonds

Series C: Subsidiary Companies and Co-operatives



MPE B 9 Correspondence Box 1

http://archives.brandonu.ca/en/permalink/descriptions10052

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Box

Series Number: MPE B.9.1

File Number: 1

GMD: textual records

Date Range: 1924-79

Physical Description: 33 cm

History / Biographical:

See history/bio for sub-series B.9

Custodial History:

See custodial history for sub-series B.9

Scope and Content:

This box contains correspondence to the secretaries of locals, memorandums, resolutions, questionnaires and general corresponce. The records include the following:

- 1. Correspondence to Secretaries of Locals June 30 1924 July 16 1929
- 2. Correspondence to Secretaries of Locals July 19 1929 Sept 28 1931
- 3a. Correspondence to Secretaries of Locals Oct 16 1931 Jan 26 1940
- 3b. Correspondence to Secretaries of Locals Jan 29 1940 Nov 26 1942
- 4. Correspondence to Secretaries of Locals Jan 7 1943 Nov 3 1948
- 5. Correspondence to Secretaries of Locals Dec 1948 August 4 1953
- 6. Correspondence to Secretaries of Locals Sept 21 1953 Oct 21 1959
- 7a. Correspondence to Secretaries of Locals Jan 6 1960 March 2 1964
- 7b. Correspondence to Secretaries of Locals March 11 1964 Nov 12 1968
- 8a. Correspondence to Secretaries of Locals Sept 23 1968 Dec 3 1970
- 9a. Correspondence to Secretaries of Locals June 22 1973 July 11 1975
- 9b. Correspondence to Secretaries of Locals July 25 1975 Dec 1979
- 10. Memorandums 1926 1974
- 11. Resolutions 1927 1956
- 12. Resolutions 1957 1974
- 13. Questionnaires 1941; 1949; 1954; 1963; 1967
- 14a. General Correspondence Feb 14 1925 May 7 1931
- 14b. General Correspondence July 3 1931 Dec 1954

Notes: Description by Jillian Sutherland (2009)

Name Access: Manitoba Pool Elevators

Central Office

Subject Access: Correspondence

Storage Location: RG 4 Manitoba Pool Elevator fonds

Series B: Central Office records



Brandon University Foundation bill and By-law no. 1

http://archives.brandonu.ca/en/permalink/descriptions3210

Part Of: RG 6 Brandon University fonds

Description Level: File
Series Number: 2.1
File Number: 16
Accession Number: 07-2005

GMD: textual records

Date Range: 1980 Physical Description: 1 file

Scope and Content:

File consists of a copy of the bill establishing the Brandon University Foundation, as well as a copy of by-law number 1 for the Foundation.

Storage Location: RG 6 Brandon University fonds

Series 2: Board of Governors

2.1 Documents

Box 1



Special capital project #1: Park School

http://archives.brandonu.ca/en/permalink/descriptions3562

Part Of: RG 6 Brandon University fonds

Description Level: File
Series Number: 2.6
File Number: 15
Accession Number: 8-2005

GMD: textual records

Date Range: 1976
Physical Description: 1 file

Scope and Content:

File consists of a request for approval in principle for financial assistance for special capital project to the Universities Grants Commission, correspondence, and a cost estimate.

Storage Location: RG 6 Brandon University fonds

Series 2: Board of Governors

2.6 Board Projects

Box 1



Special capital projects #1: Roofing repairs

http://archives.brandonu.ca/en/permalink/descriptions3565

Part Of: RG 6 Brandon University fonds

Description Level: File
Series Number: 2.6
File Number: 18
Accession Number: 8-2005

GMD: textual records

Date Range: 1977-1978

Physical Description: 1 file

Scope and Content:

File consists of correspondence and requests for financial assistance from the Universities Grants Commission.

Storage Location: RG 6 Brandon University fonds

Series 2: Board of Governors

2.6 Board Projects

Box 1



Central Mortgage and Housing Corporation (file 1)

http://archives.brandonu.ca/en/permalink/descriptions3875

Part Of: RG 6 Brandon University fonds

Description Level: File
Series Number: 4.2
File Number: 288

GMD: textual records

Date Range: 1969-1970

Physical Description: 1 file

Scope and Content:

File consists of correspondence, newsclippings, and reference materials on housing.

Storage Location: RG 6 Brandon University fonds

Series 4: Office of the Vice-President

4.2 Office of the Vice-President (Administration & Finance)

Box 7



BC 1: Brandon College Board of Directors

http://archives.brandonu.ca/en/permalink/descriptions4237

Part Of: RG 1 Brandon College fonds

Description Level: Series
Series Number: 1

GMD: textual records

Date Range: 1899-1967 Physical Description: 78.5 cm

History / Biographical:

The "Act to Incorporate Brandon College" was assented to on June 1, 1900 and specified that the Board of Directors would consist of 21 members. The Board was to control all financial matters of the College, though all decisions had to meet the approval of the Baptist Convention.

The first officers of the Board were a Chairman, a Treasurer and a Secretary. The minutes also refer to a "President," separate from the Principal, but does not define the President's duties. The Principal was a member ex-officio of the Board. The first duty of the Board was to create an executive consisting of all Brandon members of the Board. The main function of the executive was the operation of the College and transaction of all business arising between Board meetings.

In pursuit of a separate university charter, the Board reorganized its affairs in 1910, appointing an investment committee, a Bursar and a Registrar. The Principal was renamed "President," and was appointed Chairman of the Executive. The university charter was denied, leading the Board to seek affiliation with McMaster University. The Board of Directors during this time was forced to take a more active role in directing college affairs. In November 1910, the Board moved: ...that the officers of the Board be authorized to make such application for such amendments to the Charter as seem necessary and advisable.

This decision led the Board to draw up the Act to Amend An Act to Incorporate Brandon College which, by 1915, granted the Board authority over all College affairs, following the stated direction of the Baptist Convention.

On May 5, 1916 a nominating committee was struck to name the persons and mandate of all new committees.

During the existence of the Board prior to 1967 the following committees were created:

EXECUTIVE COMMITTEE

In 1918, the Board defined the functions of the Executive Committee as:

The Board of Brandon College shall at its organization meeting each year appoint from among its members an Executive of not less than seven in number. The Executive shall be responsible to the Board and shall exercise all the powers usually incidental to an Executive other than those delegated to the Finance Committee and Endowment Fund Committee, which two Committees shall also be responsible to the Board direct.

FINANCE COMMITTEE, 1918-1926

The Finance Committee was to consist of no fewer than seven members which:

...shall be responsible to the Board and shall under the Board have the general oversight and control of the financial policy of the College insofar as the raising of funds is concerned. The Finance Committee shall not have the power to make any expenditures except such as it may deem necessary to incur in connection with its efforts in raising funds. The Finance Committee shall report to the Board of the College at each meeting of the Board and for the purpose of keeping the Executive in close touch with its activities and of enabling the two committees to work in closest cooperation shall transmit to the Executive a copy of the minutes of each of its meetings to be read at the regular meetings of the Executive and shall give account of the progress made by the Finance Committee and generally of its plans for the future. Members of

the Finance Committee shall not all necessarily be members of the Board.

ENDOWMENT FUND COMMITTEE, 1918-1926

The Endowment Fund Committee was created by the following resolution:

The Board of Brandon College shall at its Organization Meeting each year appoint an Endowment Fund Committee which shall under the Board manage the Endowment Fund and direct the re-investment of its principal. The Endowment Fund Committee shall consist of not less than three members who shall not all necessarily be members of the Board.

The creation of the latter two committees was significant because it was the first time that Brandon citizens, not necessarily Baptists, were brought into the administration.

HOUSE AND GROUNDS COMMITTEE, 1923-1926

NEW INSTRUCTORS COMMITTEE, 1923-1936

ADVERTISING COMMITTEE, 1923-1936

BUSINESS ADMINISTRATION AND ENDOWMENT COMMITTEE, 1926-1936

TEACHERS COMMITTEE, 1929-1936

GENERAL PUBLICITY COMMITTEE, 1930-1936

By 1936, however, all Committees were abandoned as Brandon College struggled for its financial survival. After the Baptist Convention withdrew all of its support in 1938, a Provisional Board was established through the Brandon Board of Trade to negotiate with the government for the transfer of Brandon College to the Government of Manitoba. The provisional board succeeded in gathering the needed support for government intervention, and resurrected the College under "An Act to Incorporate Brandon College Incorporated."

The new Board of Directors was appointed October 11, 1939 during a general shareholders meeting. The officers of the Board were a Chairman, a Secretary and a Treasurer. There were also six new standing committees appointed, with mandates listed under clause 16 of by-law 1:

FINANCE COMMITTEE, 1939-1967

... whose duty it shall be to oversee the finances of the Corporation and make recommendations to the Board as to investments of Monies received for endowment or scholarship purposes, and to prepare and submit the annual budget.

PROPERTY COMMITTEE, 1939-1967

... who shall have general supervision of the real and personal property of the Corporation.

ENROLLMENT COMMITTEE, 1939-1967

... whose duty shall be to obtain a student body for the College, to co-operate with the President and Faculty for such purpose and report to the Board as may be required from time to time.

FACULTY COMMITTEE, 1939-1967

... whose duty shall be to make preliminary arrangements for the engagement of teachers and

who shall make recommendations to the Board for consideration in the engagement of such teachers.

MEMBERSHIP COMMITTEE, 1939-1967

... whose duty shall be to maintain the membership of the Corporation and see that proper records of the same are maintained.

ENDOWMENT COMMITTEE, 1939-1967

... whose duty shall be to obtain endowments for the future operation of the College and to obtain gifts for scholarship purposes.

In 1942 the Public Relations and Progress Committee was established and a Public Relations Officer was hired. A Consultant Committee was appointed in 1948 with the sole purpose of overseeing the transfer of McKenzie Seeds to the provincial government for financial support through the McKenzie Foundation.

Scope and Content:

Series consists mainly of minutes of meetings and correspondence between various Board members and the College. It is a very detailed and descriptive compilation of the decision-making processes at a higher education institution. There are copies of minutes from the Executive Committee in amongst the general Board Minutes. Series also contains a copy of an appraisment of Brandon College Inc. by the General Appraisal Company Ltd. (Vancouver) completed in 1957.

Storage Location: RG 1 Brandon College fonds

Series 1: Board of Directors

Arrangement:

Series has been divided into one sub-series: (1) Minutes of General Board Meetings.



Abandoned Farmstead, Highway 1, Near Brandon

http://archives.brandonu.ca/en/permalink/artworks617

Artist: Kidd, Valorie

Date: 1964

Form: drawing

Dimensions: 30 X 43 cm

Size Overall: 42 X 56 cm

Medium: pen and ink

Condition: Cockling of surface

Primary Support: paper

Secondary Support: mat, plexiglass, backing board; frame - wood

Accession Number: 0072



Lovstrom Block B - artifact catalogue 1

http://archives.brandonu.ca/en/permalink/descriptions12513

Part Of: RG 7 Beverley Nicholson fonds

Description Level: sub sub sub series

Series Number: 3.3.1.4

File Number: 1

Accession Number: 1-2010

GMD: textual records

Date Range: 1987

Physical Description: 489 pages

Material Details: PDF

History /

Biographical:

Artifact catalogue containing records from the excavation units 45 to 55 at Lovstrom Block B.

Scope and Content:

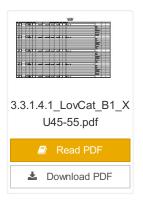
Spreadsheet containing information about the artifacts recovered, including: unit, level, artifact number, catalogue number, depth, co-ordinates, entry date, date recovered, count, weight, UTM co-ordinates, notes (excavators initials and comments) and artifact identification.

Name Access: Lovstrom Block B - artifact catalogue 1

Subject Access: Archaeology

Lovstrom locale Lovstrom Block B

Documents





MPE B 1 Central office minute books

http://archives.brandonu.ca/en/permalink/descriptions9105

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series
Series Number: MPE B.1

GMD: textual records

Date Range: 1923 - 1997

Physical Description: 1.65 m

History / Biographical:

The Manitoba Wheat Pool and Manitoba Pool Elevators kept and preserved a chronological record of the meetings of the MPE Board of Directors and annual delegate meetings. The minutes were typed and bound, then placed in the MPE reference library so that employees and members could access them.

Scope and Content:

This sub-series consists of minutes of organizational meetings and later meetings held by the Central Office of the Manitoba Wheat Co-operative Producers, Ltd (later known as the Manitoba Wheat Pool) from 1923 until it went under in 1934, and of meetings held by the central office of Manitoba Pool Elevators from 1925 until 1997.

Notes: Description by Jillian Sutherland (2009)

Name Access: C.H. Burnell

W.J. Parker P.F. Bredt

Manitoba Pool Elevators

Manitoba Wheat Pool

Central Office

Subject Access: Minutes

Storage Location: RG 4 Manitoba Pool Elevator fonds

Series B: Central Office records



MPE B 6 Circulars and Newsletters Box 1

http://archives.brandonu.ca/en/permalink/descriptions10045

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Box

Series Number: MPE B.6.1

File Number:

Physical Description:

GMD: textual records

Date Range: 1926-1931

13 cm

History / Biographical:

See history/bio for sub-series B.6

Custodial History:

See custodial history for sub-series B.6

Scope and Content:

This box contains general circulars sent out by the MPE central office to the local ssociations.

The records include the following:

1. General Circulars 1926-27

2a. General Circulars 1928

2b. General Circulars 1928

3a. General Circulars 1929

3b. General Circulars 1929

4a. General Circulars 1930

4b. General Circulars 1930

5a. General Circulars 1931

Notes: Description by Jillian Sutherland (2009)

Name Access: Manitoba Pool Elevators

Central Office

Subject Access: Circular

Storage Location: RG 4 Manitoba Pool Elevator fonds

Series B: Central Office records



Rev. Can. Casework & Correspondence 91 1 of 2

http://archives.brandonu.ca/en/permalink/descriptions5760

Part Of: RG 6 Brandon University fonds

Description Level: File

Series Number: MG 3 1.14.1

File Number: 814

GMD: textual records

Date Range: 1991 Physical Description: 1 file

Scope and Content:

File consists of correspondence

Storage Location: RG 6 Brandon University fonds

MG 3 Brandon University Teaching and Administration

1.14.1 W. Leland Clark - political career

Box 32



MPE D 1 Royal Commission on Co-operatives

http://archives.brandonu.ca/en/permalink/descriptions11274

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series
Series Number: MPE D.1

GMD: textual records

Date Range: 1945
Physical Description: 1m

History / Biographical:

This commission was appointed in late 1944 and made it's reports and recommendations in late 1945. The commission's tasks were the following: (1) give a legal opinion on existing taxation legislation affecting co-operatives, (2) reccomend taxation legislation in respect to co-operatives, with due regard to current tax burdens on privately owned busniess, (3) provide a picture of the actual structure of co-operative enterprise in Canada, its growth, and the effects of taxation upon it.

The commission's findings were, briefly: (1) Section 4, paragraph (p) of the Income War Tax Act is so ambiguous as to justify its repeal, (2) commission reccomended legislation permitting both co-operative and joint stock companies to deduct patronage dividends in computing taxes, whether paid out or available on demand, (3) appendicies of research staff findings that provide statistical and historical information on the origin, growth and distribution of co-operatives in Canada.

See also fonds level description of RG 4 for history/bio of MPE

Scope and Content:

.This sub-series contains volumes 1 - 31 of the Royal Commission on Co-operatives, the brief and report on the Commission, an outline of argument on behalf of certain co-operative organizations.

Notes: Description by Jillian Sutherland (2010)

Name Access: Royal Commission on Co-operatives

Subject Access: Commissions

Storage Location: RG 4 Manitoba Pool Elevator fonds

Series D: Commissions, Committees and Inquiries



Lovstrom Block A - Jane Gibson field journal 1

http://archives.brandonu.ca/en/permalink/descriptions12455

Part Of: RG 7 Beverley Nicholson fonds

Description Level: File
Series Number: 3.2.1.2
File Number: 2

Accession Number: 1-2010

GMD: textual records

Date Range: 1987
Physical Description: 49 pp.
Material Details: PDF

History / Biographical:

Jane Gibson was crew chief for the Lovstrom locale in 1987. Her field journals contain information about all Block/sites excavated.

Scope and Content:

Record of excavation methods, items recovered, features, local environment and weather noted by teaching assistant.

Name Access: Lovstrom Block A - Jane Gibson field journal 1

Subject Access: Archaeology

Lovstrom locale Lovstrom Block A

Documents

