

S. J. McKee Archives



Ad Hoc Committees of Senate

<http://archives.bradonu.ca/en/permalink/descriptions149>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 6.4

GMD: textual records

Scope and Content:

None of the records in this sub-series have been processed.



Arts Banquet Committee

<http://archives.bradonu.ca/en/permalink/descriptions4271>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.20

GMD: textual records

Date Range: 1938-1964

Physical Description: 2 cm

Scope and Content:

These are the minutes from the meetings of the Arts Banquet committees from 1938 until 1964. They include detailed descriptions of what each banquet would entail.

Storage Location: RG 1 Brandon College fonds
Series 8: Brandon College Students Association



Athletic Association/Athletic board

<http://archives.brandonu.ca/en/permalink/descriptions4259>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.9

GMD: textual records

Date Range: 1919-1933, 1947-1958

Physical Description: 7 cm

Scope and Content:

These are the minutes from the meetings of the Athletic Association and the Athletic Board.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Athletic board finance

<http://archives.brandonu.ca/en/permalink/descriptions4255>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.5

GMD: textual records

Date Range: 1935-1951

Physical Description: 2 cm

Scope and Content:

These records are a financial statement for the Athletic Board. It includes all expenditures and credits for the years included.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Board of directors - documents

<http://archives.brandonu.ca/en/permalink/descriptions4311>

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

Description Level: Sub-series

Series Number: McS 1 1.1

GMD: textual records

Date Range: 1904-1971

Physical Description: 24.5 cm

Custodial History:

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

Scope and Content:

This sub-series is comprised of various documents, agreements and contracts generated by A. E. McKenzie Seed Co. Ltd. Among the documents are by-laws, letters of patents, land deeds, leases, transfers of property, grants of probate, trademark documents, certificates of title, incorporation documents, bills of sale, assets and liabilities, licenses to do business, loan documents, tax statements/certificates, insurance documents, memorandums, declarations, estate documents, releases, settlements, mortgages, and bill 87.

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors



Board of directors - financial records

<http://archives.brandonu.ca/en/permalink/descriptions4315>

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

Description Level: Sub-series

Series Number: McS 1 1.5

GMD: textual records

Date Range: 1900-1986

Physical Description: 1.56 m

Custodial History:

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

Scope and Content:

This sub-series includes financial statements of various kinds for McKenzie Seeds and combined financial statements for McKenzie Seeds and its subsidiaries, particularly McFayden Seeds. Chartered Accountants used for this purpose include: Marwick, Mitchell & Co., Webb, Read, Hegan, Callingham & Co./Webb, Read & Co., George A. Touche & Co., Oscar Hudson & Co., Morden, Sprague & Co./Laird, Sprague & Co., Edwards, Morgan, Halliday & Co., Welch, Hinton and Welch, McDonald, Currie & Co./Cooper Brothers & Co., Meyers Dickens Norris Penny & Co./Meyers, Norris, Penny & Co. and the Comptroller-General for the Province of Manitoba.

This sub-series also includes a number of purchase offers made to A.E. McKenzie Seed Co. Ltd as well as proposed plans to sell the company. Offers were received from United Grain Growers, Maple Leaf Mills, McKenzie Seeds Staff, Manitoba, Saskatchewan and Alberta Wheat Pools, and the Ferry Morse Seed Co.

Twelve ledgers, including branch order, mail order and cash registers, general ledgers, current ledgers, payroll sheets and branch daily cash reports, are also part of the sub-series. Other miscellaneous financial records and statements include information on McKenzie Seeds' proposal to the Manitoba Government for re-financing in the early to mid 1980's.

Notes:	<p>Additional dates for the records in the financial sub-series are as follows:</p> <ol style="list-style-type: none">1. Prepared Financial Statements: 1907-1918, 1920-1923, 1926-1938, and 1942-1979.2. Purchase Offers: U.G.G. (1959, 1966), Wheat Pools (1961), McKenzie Staff (1963), Maple Leaf Mills (c. 1965), Ferry Morse Seed Co. (c. 1969-1970).
	<p>The extent of the ledgers in sub-series McS 1 1.5 (Financial Records) separate from the other financial records in the sub-series is 95.9 cm. The financial records without the ledgers measure 60 cm.</p>
Storage Location:	<p>RG 3 A.E. McKenzie Company fonds McS 1 Board of Directors</p>
Related Material:	<p>Financial statements and records for the individual companies acquired by McKenzie Seeds are located in Series III.</p> <p>Information regarding the sale of McKenzie Seeds is located in Series II (Office of the President/GM), sub-series I (A.E. McKenzie), in the file entitled A.E. correspondence with W.A. Johnson. Some of these records are connected to the purchase offers received by McKenzie Seeds.</p>



Board of directors - management consultant reports

<http://archives.brandonu.ca/en/permalink/descriptions4313>

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

Description Level: Sub-series

Series Number: McS 1 1.3

GMD: textual records

Date Range: 1965-1970

Physical Description: 4.5 cm

Custodial History:

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

Scope and Content:

This sub-series includes reports from three management consultants: Harbridge House, Urwick, Currie & Partners Ltd., and Thorne Stevenson & Kellogg. As well, the sub-series contains correspondence between the President and Comptroller of A.E. McKenzie Seed Co. Ltd. and Harbridge House regarding the implementation of a management training program and plans to combat the weak field seed market. The Urwick, Currie reports deal with improvement in company operations and improvements in packet seed processing. The Thorne Stevenson & Kellogg report is entitled 'Implementing a Strategic Planning Process.' Each of the reports completed for the company deal with improving the business operations of McKenzie Seeds.

Harbridge House – this record is a management-training program designed to address a weak field seed market.

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors



Board of directors - minutes/meetings

<http://archives.brandonu.ca/en/permalink/descriptions4312>

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

Description Level: Sub-series

Series Number: McS 1 1.2

GMD: textual records

Date Range: 1958-1981

Physical Description: 1.8 cm

Custodial History:

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

Scope and Content:

This sub-series includes minutes of the Board of Directors of McKenzie Seeds, extracts from minutes of the Board of Directors, information on shareholders of the company, notices of Board meetings, suggested meeting agendas, the President's annual report for 1967, and memos regarding Board meetings/business.

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors

Related Material: Additional minutes for the meetings of the Board of Directors of McKenzie Seeds, dating from the mid 1930's, are held in the Provincial Archives of Manitoba.

Minute excerpts for the Board of Directors are located in the Document sub-series in the file titled By-Laws for 1940-1985.



Board of directors - miscellaneous

<http://archives.brandonu.ca/en/permalink/descriptions4314>

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

Description Level: Sub-series

Series Number: McS 1 1.4

GMD: textual records

Date Range: 1974

Physical Description: 0.1 cm

Custodial History:

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

Scope and Content:

This sub-series consists of one folder containing thank you letters to Prof. George F. MacDowell, Professor of Economics at Brandon University, and a long-time member of the McKenzie Seeds Board for his service to the company.

Storage Location: RG 3 A.E. McKenzie Company fonds
McS 1 Board of Directors

Related Material: RG 6 (Brandon University fonds), MG 3 (Brandon University Teaching and Administration), MG 3 1.12 (George MacDowell fonds).



Board of Governors - documents

<http://archives.brandonu.ca/en/permalink/descriptions73>

Part Of: RG 6 Brandon University fonds
Description Level: Sub-series
Series Number: 2.1
GMD: textual records
Date Range: 1939-2004; predominant 1967-1980
Physical Description: 19.5 cm

History /

Biographical:

This is an artificially created series.

Custodial History:

Four certificates (Congratulations on Brandon University's centennial from the University of Manitoba and McMaster University; congratulations on the 25th Anniversary of Brandon University's charter from the University of Winnipeg; and the centennial organization certificate from the Manitoba Historical Society) were transferred to the McKee Archives from the President's Office on July 31, 2007.

Scope and Content:

Sub-series consists of invitations, reply cards, some correspondence, and a salary schedule. It also includes agreements, briefs, orders-in-council, bills, memorandums and by-laws dealing with the legislative basis, legal structure and operations of Brandon College Incorporated, Brandon University and BUSU. Sub-series also includes a number of certificates.

Notes: Some of the files in the sub-series pre-date Brandon University. They have been retained in this sub-series to maintain original order.

Name Access: Brandon College Incorporated
Brandon University
BUSU

Storage Location: RG 6 Brandon University fonds
Series 2: Board of Governors
2.1 Documents



Brandon Board of Trade

<http://archives.brandonu.ca/en/permalink/descriptions4342>

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

Description Level: Sub-series

Series Number: MG 5 1.4

GMD: textual records

Date Range: 1910-1911

Physical Description: 0.3 cm

History /

Biographical:

The Brandon Board of Trade was founded in 1883 to promote business activity and economic expansion in Brandon. Aside from these records, no other records of the Board of Trade are known to exist.

Custodial History:

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

Scope and Content:

Sub-series includes the intervention of the Board in the 1910 municipal election in Brandon and a listing of the standing committee for 1911. The sub-series also includes a letter to Mr. Blanchard from A.E. McKenzie and a financial statement for the Brandon Commercial Bureau.

Storage Location: RG 3 A.E. McKenzie Seed Co. Ltd. fonds
MG 5 A.E. McKenzie fonds



Committees of Senate

<http://archives.brandonu.ca/en/permalink/descriptions147>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 6.2

GMD: textual records

Date Range: 1958-1987

Physical Condition: 4.96 m

Scope and Content:

Sub-series has been divided into the following sub sub series: (1) Curriculum and Academic Standards (CAS) Committee; (2) Senate Planning Committee; (3) Scholarships, Bursaries, Medals and Awards Committee; (4) Bachelor of General Studies Committee; and (5) Senate Committee of Student Affairs.



Expansion Fund Committee

<http://archives.brandonu.ca/en/permalink/descriptions4254>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.4

GMD: textual records

Date Range: 1959-1962

Physical Description: 1 cm

Scope and Content:

Includes minutes of the Expansion Fund committee.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Finance board

<http://archives.brandonu.ca/en/permalink/descriptions4256>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.6

GMD: textual records

Date Range: 1943-1967

Physical Description: 2.5 cm

Scope and Content:

These include the minutes of Finance Board meetings.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Freshie Week Committee

<http://archives.brandonu.ca/en/permalink/descriptions4270>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.19

GMD: textual records

Date Range: 1956-1963

Physical Description: 1cm

Scope and Content:

These are minutes from the Freshie Week Committees. They are designed to aid the following years Committee in planning the Freshie Week.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



Functions Committee

<http://archives.brandonu.ca/en/permalink/descriptions4258>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.8

GMD: textual records

Date Range: 1923-1935, 1945-1950

Physical Description: 3 cm

History /

Biographical:

This committee was in charge of deciding which students would be allowed to join extra-mural clubs and committees based on satisfactory schoolwork. The committee consisted of the President, faculty and students.

Scope and Content:

This file contains minutes from the meetings of the Functions Committee.

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



General Board of Governors agendas, minutes and packages

<http://archives.brandonu.ca/en/permalink/descriptions74>

Part Of: RG 6 Brandon University fonds

Description Level: Sub-series

Series Number: 2.3

GMD: textual records

Date Range: 1967-1991

Physical Description: 1.16 m

History /

Biographical:

For administrative history see RG 6 (Brandon University fonds), series 2 (Board of Governors).

Scope and Content:

Sub-series consists of records related to Brandon University Board of Governors' general meetings. The sub-series has been divided into five sub series, including: (1) Agendas; (2) Minutes; (3) Packages; (4) Motion sheets; and (5) Index of motions.

Storage Location: RG 6 Brandon University fonds

Series 2: Board of Governors

2.3 Board agendas, minutes and packages



Main Executive Committee

<http://archives.brandonu.ca/en/permalink/descriptions4257>

Part Of: RG 1 Brandon College fonds

Description Level: Sub-series

Series Number: 8.7

GMD: textual records

Date Range: 1931-1945, 1957-1967

Physical Description: 8.5 cm

Scope and Content:

These are the minutes from the meetings of the Main Executive of the Student Association.

Subject Access: Student Association

Storage Location: RG 1 Brandon College fonds

Series 8: Brandon College Students Association



MPE B 15 Inter-provincial Committees

<http://archives.brandonu.ca/en/permalink/descriptions10060>

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series

Series Number: MPE B.15

GMD: textual records

Date Range: 1924-1993

Physical Description: 66cm

History /

Biographical:

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

Scope and Content:

This sub-series consists of MPE's involvement in four different inter-provincial committees: Canadian Co-operative Wheat Producers, Inter-provincial Co-operative Ltd, Inter-provincial Pool Board, and Canadian Pool Agencies. The records include the following:

Box 1:

Canadian Co-operative Wheat Producers Minute Book 1924-1944

Canadian Co-operative Wheat Producers / Prairie Pools Minute Book 1945-1983

1a. Inter-provincial Co-operative Ltd. 1966-1979

1b. Inter-provincial Co-operative Ltd. 1965-1979

1c. Inter-provincial Co-operative Ltd. meeting in Toronto Sept 25 1979

1d. Inter-provincial Co-operative Ltd. By-laws 1960-1963

2a. Inter-provincial Pool Board Minutes 1971-1983

2b. Inter-provincial Pool Board Minutes & By-laws 1971-1983

2c. Inter-provincial Co-operative Limited Board and Annual Meeting Minutes 1980, 1982

3a. Co-operative Union of Manitoba Organizing Documents and Minutes 1953-1964

3b. Co-operative Union of Manitoba Minutes March 31 1959 - June 16 1966

4. POS Pilot Plant 1973 - 1975

Box 2:

Inter-provincial Pool Board Minute Book 1945-1984

Canadian Co-operative Wheat Producers Limited / Canadian Pool Agencies Limited Minute Book 1924-1944

Canadian Pool Agencies Limited Minute Book 1945-1980

5. Co-operative Crop Development Group Constitution and Annual Reports 1984-1993

6. Prairie Pools Inc. Directors Reports 1985-1986

Notes: Description by Jillian Sutherland (2009)
Documents for the Canadian Co-operative Wheat Producers can be found in MPE B.2

Name Access: Canadian Co-operative Wheat Producers
Manitoba Pool Elevators
Inter-provincial Co-operative Ltd.
Inter-provincial Pool Board
Canadian Pool Agencies
Central Office

Subject Access: Inter-provincial

Storage Location: RG 4 Manitoba Pool Elevator fonds
Series B: Central Office records



MPE D 7 Miscellaneous Committees, Commissions and Inquiries

<http://archives.brandonu.ca/en/permalink/descriptions11340>

Part Of: RG 4 Manitoba Pool Elevator fonds

Description Level: Sub-series

Series Number: MPE D.7

GMD: textual records

Date Range: 1931-1995

Physical Description: 39cm

History /

Biographical:

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

Scope and Content:

. This sub-series contains the following:

Box 1:

1. Farm Implement Prices 1937, 1939, 1961
- 2a. Trading in Grain Futures 1931
- 2b. Trading in Grain Futures 1931
3. Manitoba/Canada's Economic Development 1955-1973
4. Food and Consumer Prices 1958-1973
5. Farm Organizations and Local Governments

Box 2:

6. Livestock 1961-1975
7. Bryce Commission August 1976
8. Terminal Grain Elevators at Thunder Bay 1973
- 9a. Taxation 1945
- 9b. Taxation 1963-1967
- 9c. Taxation 1967-1970

Box 3:

- Manash Statistical Submissions to Turgeon Commission 1936
- 10a. Western Grain Transport Act 1985-1995
 - 10b. Western Grain Transport Act 1985-1995

Notes: Description by Jillian Sutherland (2010)

Name Access: Canada Grain Act
The Western Grain Stabilization Act
Western Grain Transport Act

Subject Access: Grain

Storage Location: RG 4 Manitoba Pool Elevator fonds
Series D: Commissions, Committees and Inquiries