

**Brandon University Board of Governors  
(Open Session)**

**Tuesday, August 21, 2012  
Teleconference**

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**Present:** Ms S. Armstrong, Dr. R. Enns (Acting Chair), Ms B. Jolly, Ms L. McDougald-Williams, Dr. F. Nichols, Dr. D. Poff, Mr. B. Schaffer, Mr. D. Stewart, Ms C. Taylor, Mr. R. Thomson

**Resource:** Dr. D. Care, Mr. S. Lamont, Ms D. Berkan, Ms K. Fisher (Recorder)

**Regrets:** Ms J. Biggs, Dr. P. Carrabré, Mr. H. Champ, Ms K. Phillips

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**1.0 CALL TO ORDER**

The Chair called the meeting to order at 12:20 p.m.

**2.0 AGENDA**

2.1 Approval of Agenda of August 21, 2012

Motion: Moved and seconded (B. Jolly/B. Schaffer)

**CARRIED**

**3.0 CONTINUING BUSINESS**

3.1 Motion: The March 31, 2012 Financial Audit of Eligible Expenditures per the Contribution Agreement for the Healthy Living Centre

Motion: Moved and seconded (S. Armstrong/L. McDougald-Williams)

**BE IT RESOLVED THAT the Board of Governors approve the financial audit for the March 31, 2012 Schedule of Eligible Expenditures under the Brandon University Healthy Living Centre Federal Contribution Agreement.**

Mr. Lamont noted that three separate components were included in the package: the Financial Audit Plan, which was agreed to by the University, the Auditor, and the Federal Government; the Schedule of Eligible Expenditures; and the Independent Auditor's Report.

As per the Brandon University Healthy Living Centre Federal Contribution Agreement between the Federal Government and Brandon University, there is a requirement to annually produce a special report to the Agreement Management Committee which includes an independent audit of eligible expenditures reported

to the Federal Government for reimbursement. The audit was conducted by BDO Canada LLP. Given the small scope of the audit, the auditor did substantive testing of all of the expenditures, the main one being the General Contractor. The Auditor's opinion is that the information was prepared in accordance with the requirements set out in the Contribution Agreement.

**CARRIED**

**3.2 Motion: Proposal Development Funding Loan Support from Manitoba Housing**

Motion: Moved and seconded (B. Jolly/B. Schaffer)

**BE IT RESOLVED THAT the Board of Governors approve the acceptance of up to \$60,000 in Proposal Development Funding (PDF) loan monies from Manitoba Housing;**

**AND THAT the appropriate signing officers be authorized to execute the promissory note.**

Dr. Poff stated that Brandon University was selected as one of the successful applicants to receive an invitation to submit a more detailed project proposal for affordable family housing on the property located at 2405 Victoria Avenue. In addition, we have been approved to receive up to \$60,000 in Proposal Development Funding (PDF) loan support monies to help offset the costs relating to preparing a more detailed proposal. This loan will form part of the capital cost of the project should it move forward but will be forgiven should the project not proceed.

It was noted that paragraph three of the promissory note must be amended to reflect that the proposed site is located in Brandon not Winnipeg.

**CARRIED**

**4.0 INFORMATION**

No items of information were discussed.

**5.0 ADJOURNMENT**

Motion: Moved (B. Schaffer)

**BE IT RESOLVED THAT the meeting adjourn (12:40p.m.)**

**CARRIED**

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Chair, Board of Governors

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Secretary, Board of Governors