



**Brandon University Retirement Plan  
Board of Trustees  
Monday, September 25, 2023 at 1:00 pm  
Clark Hall Room 104**

**AGENDA**

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**1.0 Call to Order**

**2.0 New Business**

- 2.1 Approval of the Brandon University Retirement Plan Annual Report Incorporating the Annual Financial Statements (Todd Birkhan, BDO Canada/Allison Noto, BU)
  - 2.1.1 Brandon University Retirement Plan – Auditors’ Final Report (2022)
  - 2.1.2 Brandon University Retirement Plan – Annual Report 2022

**3.0 Upcoming Meeting Dates**

Wednesday, November 22, 2023	1:00 – 4:00 p.m.	Clark Hall Room 104
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# Brandon University Retirement Plan

Audit final report to the Board of Trustees for  
the year ended December 31, 2022



START



# To the Board of Trustees of Brandon University Retirement Plan

We are pleased to provide you with the results of our audit of Brandon University Retirement Plan (the "Organization") financial statements for the year ended December 31, 2022.

The enclosed final report includes our approach to your audit, including: significant risks identified and the nature, extent, and results of our audit work. We will also report any significant internal control deficiencies identified during our audit and reconfirm our independence.

During the course of our audit, management made certain representations to us—in discussions and in writing. We documented these representations in the audit working papers.

The business environment has changed for us all during the time of COVID-19. Cash flow, strategy, operations: each has received a rethink. As your auditors, we have relied on our digital audit suite to stay connected—among ourselves, with management, and with you.

We look forward to discussing our audit conclusions with you. In the meantime, please feel free to contact us if you have any questions or concerns.

Yours truly,

BDO Canada LLP



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For the year ended December 31, 2022



BDO'S DIGITAL AUDIT SUITE

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# Audit at a glance

Preliminary materiality was \$4,400,000. Final materiality remained unchanged from our preliminary assessment.

We are not aware of any fraud affecting the Organization. If you have become aware of changes to processes or are aware of any instances of actual, suspected, or alleged fraud since our discussions held at planning, please let us know.

We have complied with relevant ethical requirements and are not aware of any relationships between Brandon University Retirement Plan and our Firm that may reasonably be thought to bear on our independence.

**LEAD  
PARTNER  
ON YOUR  
AUDIT**

Todd Birkhan, FCPA, FCA

Email: [tbirkhan@bdo.ca](mailto:tbirkhan@bdo.ca)

Direct: 204-727-0671

**START  
DATE**

March 2023

**END DATE**

June 2023

# Status of the audit

We have substantially completed our audit of the year ended December 31, 2022 financial statements.

We conducted our audit in accordance with Canadian generally accepted auditing standards. The objective of our audit was to obtain reasonable, not absolute, assurance about whether the financial statements are free from material misstatement. See [Appendix A](#) for our draft independent auditor's report.

The scope of the work performed was substantially the same as that described in our Planning Report to the Board of Trustees dated February 6, 2023.



# Audit findings

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the Organization's accounting practices, including accounting policies, accounting estimates and financial statements disclosures. We look forward to exploring these topics in depth and answering your questions. A summary of the key discussion points are below:

Financial statement areas	Risks noted	Audit findings
Management override of controls	Management is in a unique position to perpetrate fraud because of management's ability to manipulate records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.	Testing determined that controls are in place to mitigate risk of management override.



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We use BDO Portal to help you collaborate with your audit team in a seamless way—placing everything you need in one accessible, secure place.

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## Internal control matters

- ▶ During the audit, we performed the following procedures regarding the Organization's internal control environment:
- ▶ Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.
- ▶ Discussed and considered potential audit risks with management.
- ▶ We considered the results of these procedures in determining the extent and nature of audit testing required.



We are required to report to you in writing about any significant deficiencies in internal control that we have identified during the audit.

A significant deficiency is defined as a deficiency or combination of deficiencies in internal control that merits the attention of those charged with governance.

The audit expresses an opinion on the Organization's financial statements. As a result, it does not cover every aspect of internal controls—only those relevant to preparing the financial statements and designing appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal control.

No control deficiencies were noted that, in our opinion, are of significant importance to discuss.





# Adjusted and unadjusted differences

## Summary of unadjusted differences

See separately provided summary for unadjusted differences noted during the course of our audit engagement.

## Summary of adjusted differences

There were no differences that were corrected by management during the course of our audit engagement.



## Other required communications

Professional standards require independent auditors to communicate with those charged with governance certain matters in relation to an audit. In addition to the points communicated within this letter, the attached table summarizes these additional required communications.

Issue	BDO response
Material uncertainties related to going concern.	No issues noted
Disagreements with management	No issues noted
Non-compliance with laws and regulations	No issues noted
Other matters	Nothing further to note



# How we audit financial statements: Our audit process

## IDENTIFY AND ASSESS RISK

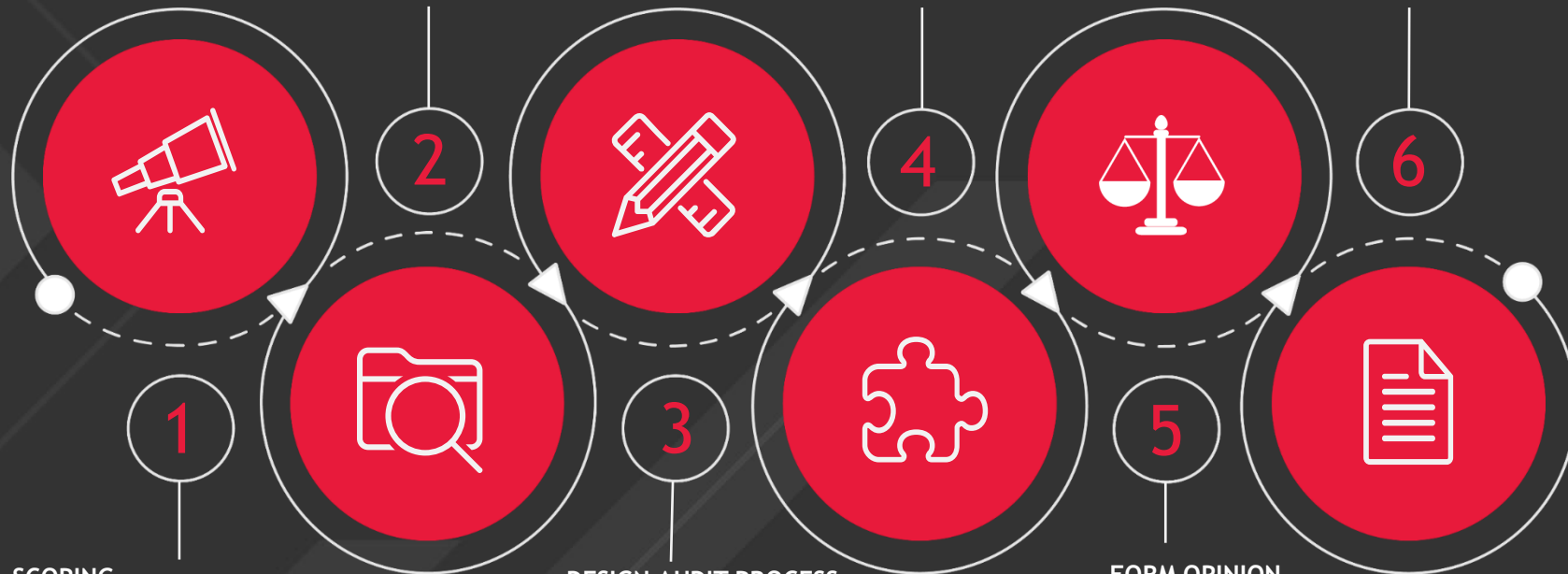
Focus on those areas of financial statements that contain potential material misstatements as a consequence of the risks you face

## OBTAIN AUDIT EVIDENCE

Perform audit procedures while maintaining appropriate degree of professional skepticism, to conclude whether or not the financial statements are presented fairly

## REPORT

Communicate our opinion and details of matters on which we are required to report



## SCOPING

Complete a preliminary review to plan the audit, determine the materiality level, and define the audit scope

## DESIGN AUDIT PROCESS

Design an appropriate audit strategy to obtain sufficient assurance and enable us to report on the financial statements

## FORM OPINION

Evaluate whether we have enough evidence to conclude that the financial statements are free from material misstatement, and consider the effect of any potential misstatements found

## New Standard for Audit Quality



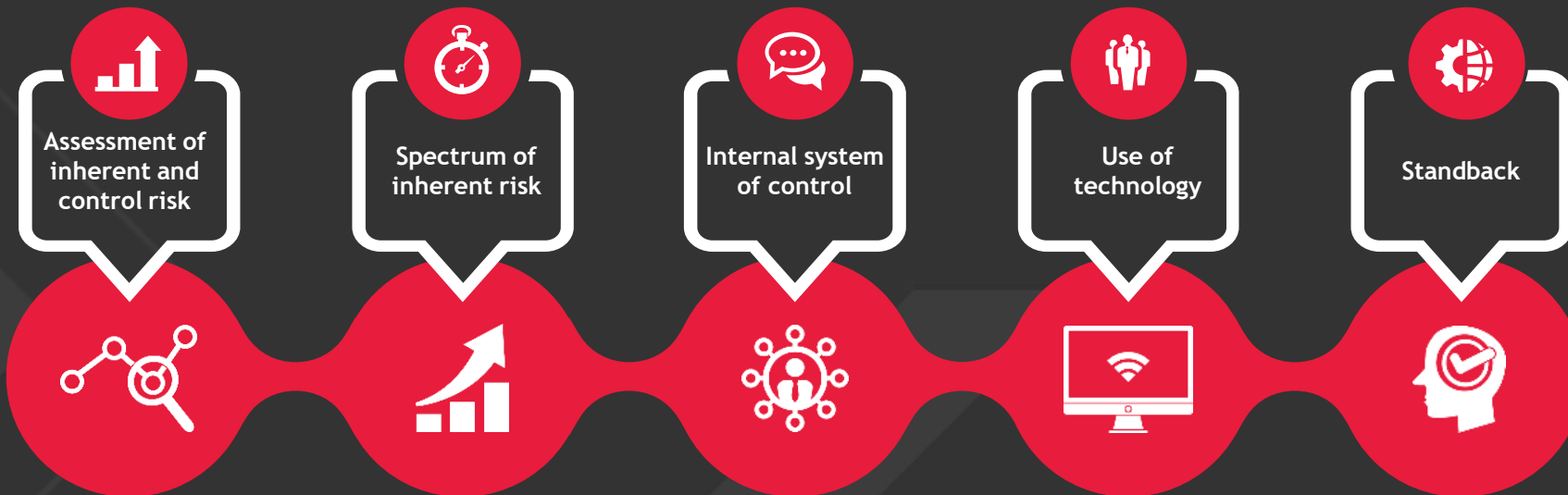
## ISQM 1

The quality of an audit depends not only on the people conducting it—but also on the systems underpinning it. These new rules up the ante for your audit quality.

[SEE THE STANDARD](#)

# Updates to our audit process

▶ Canadian Auditing Standard 315, *Identifying and Assessing the Risks of Material Misstatement*, was significantly revised with a greater focus on more robust risk identification, assessment and response procedures. The standard is effective for periods beginning on or after December 15, 2021. Key enhancements include:



New guidance on identifying and assessing inherent risks (risk of material misstatement without consideration of control) and control risks (risk of control not preventing or detecting material misstatement)

Additional requirement to assess the likelihood and magnitude of misstatement, considering how inherent risk factors impact the degree to which inherent risk varies

Clarifying requirements on indirect and direct controls in the system of internal control and the need for evaluation of design and implementation of controls

Expanded information on the use of technology (IT environment and IT general controls) and related risks

More explicit standback requirement for evaluation of completeness and appropriateness of risk assessment process





# Our audit approach: Responsiveness in action

Our firm is deliberately structured to allow one partner to every six staff members. This means easy access to senior staff and the lead partner throughout your audit. It also helps our team gain a better understanding of your organization. Our audit process differs from the typical audit in our use of in-field reviews, subject to COVID-19 safety protocols. The benefit of these in-field reviews is that final decision-makers are on site ensuring issues are resolved and files closed quickly. We offer clients the full-service expertise of a national firm. Yet we maintain a local community focus. The comprehensive range of services we deliver is complemented by a deep industry knowledge gained from over 100 years of working within local communities.



Discover how we're accelerating audit quality



## Audit Quality Report

We collected our core beliefs around audit quality, the very practical steps we take to sustain it, and the progress we have made to accelerate its quest.

[Follow our progress](#)

# BDO's digital audit suite

Our digital audit suite of technologies enables our engagement teams to conduct consistent risk-based audits, both domestically and internationally, with maximum efficiency and minimal disruption to our clients' operations and people.



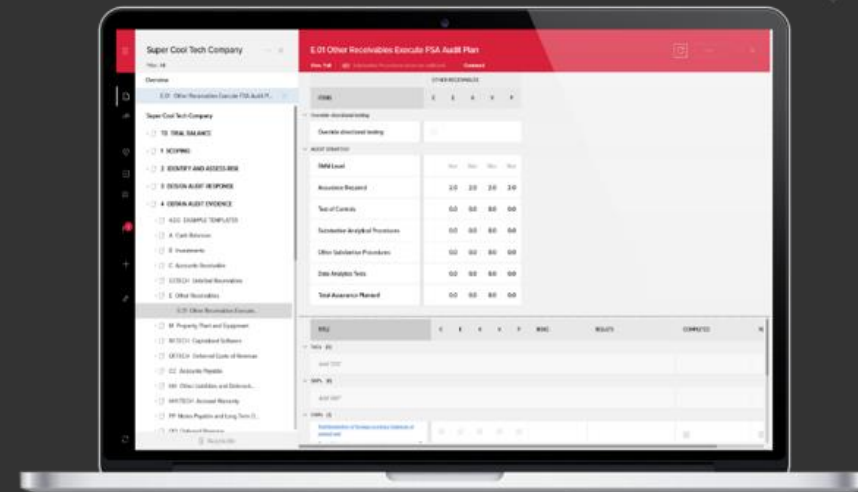
## APT Next Gen

Our audit software and documentation tool, APT, is an integral part of our audit methodology. Our professionals engage APT to devise and perform appropriate, risk-based audit procedures and testing based on applicable Canadian Auditing Standards (CASs), as well as to factor in engagement and industry-specific objectives and circumstances.

APT enables us to deliver an audit that fits your organization—whether large or small; complex or basic.

This sophisticated tool also amplifies two key attributes of our audits: consistency and quality. The quality framework that we developed measures our audit performance with hard quality indicators and reflects our indispensable culture for quality. To see our audit quality and consistency in action, look no further than how our teams share best audit practices for continuous improvement.

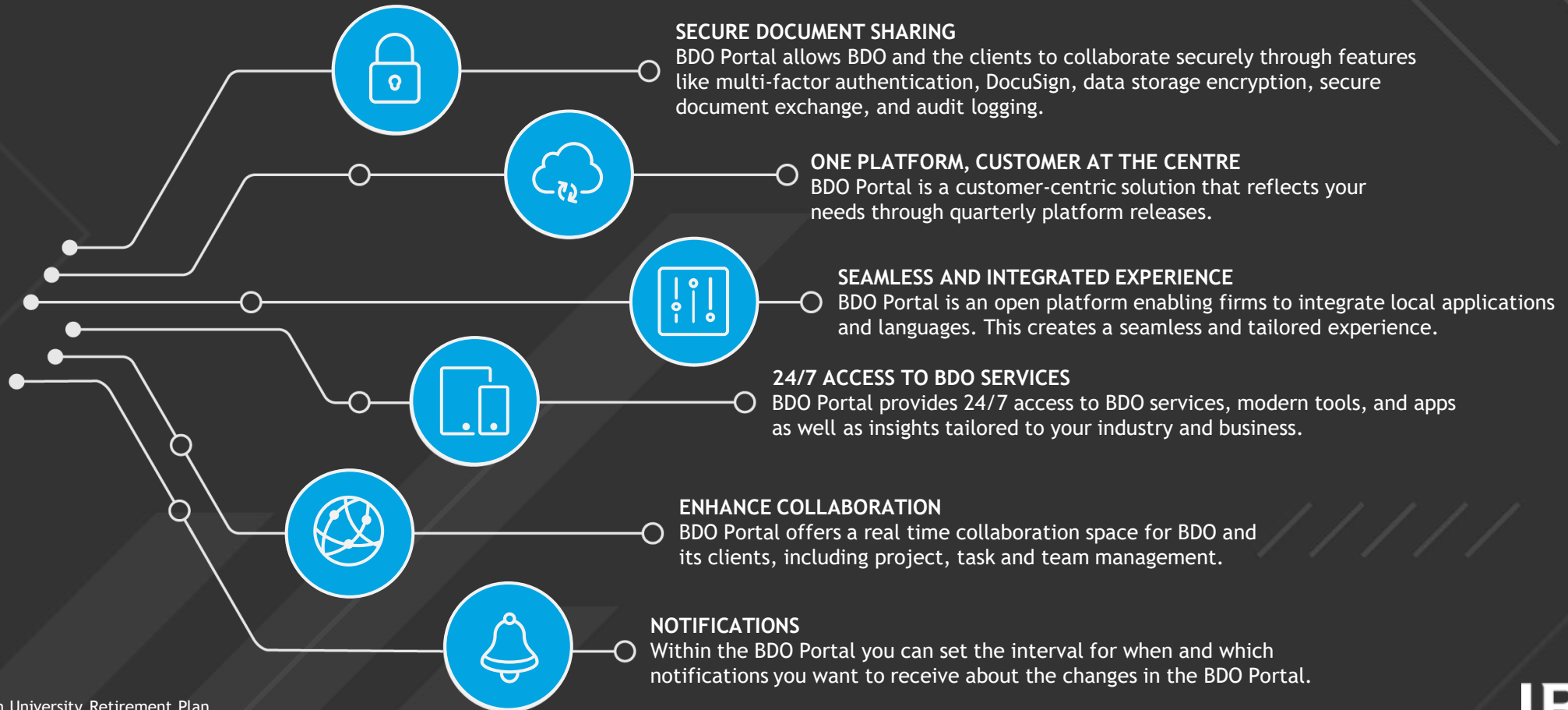
Through a strategic alliance with Microsoft and the introduction of new technology, this global, cloud-based application can now streamline and focus the audit process in even more ways for BDO professionals and their clients.





## BDO Portal

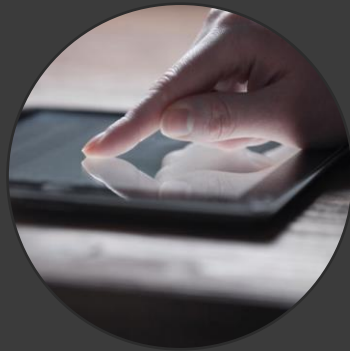
BDO Portal transforms and enhances your digital experience with your BDO advisors. Available at any time, Portal enables you to access all services, tools, apps, and information and to collaborate with your advisors in a seamless way through a flexible, appealing, and secure environment.





## Recommended resources

### Key changes to financial reporting



When the rules of reporting change, you may need to fine-tune how to present financial statements and govern the organization.

[ACCESS OUR KNOWLEDGE CENTRE](#)

### 2022 Federal Budget



Understand the key elements of the 2022 Federal Budget and how it will impact you and your business

[STAY ON TOP OF TAXES](#)

### 7 powerful steps to financial audit readiness



Getting and staying prepared for an audit simplifies the process, cuts turnaround time, and improves your chances of overall success. Learn how you can be audit ready.

[7 STEPS](#)



# Spotlight on sustainability

Fast-moving world events are pushing sustainability up the agenda of Canadian organizations. Now organizational leaders, investors, and customers are responding on three fronts: environmental, social, and governance (ESG).

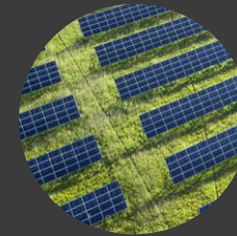
Regulators and issuers of standards are doing their part by supporting sustainability in the reporting ecosystem. Increasingly, organizations will need to go beyond the financials—and demonstrate sustainability with non-financial metrics.

5 reasons why businesses should care about ESG



[SEE 5 REASONS](#)

How climate change became a business issue worth reporting



[READ ARTICLE](#)

10 Questions about sustainability reporting



[EXPLORE QUESTIONS](#)

Accounting for going green



[LEARN MORE](#)

Why CFOs should make sustainability a part of their financial reporting today



[BUILD BACK SUSTAINABLY](#)

Rethinking sustainability: the ESG roadmap



[SEE ROADMAP](#)



# Appendix A: Independent auditor's report

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## Independent Auditor's Report

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To the Board of Trustees of the Brandon University Retirement Plan

### Opinion

We have audited the financial statements of Brandon University Retirement Plan (the "Plan"), which comprise the statement of financial position as at December 31, 2022, and the statements of changes in net assets available for benefits and changes in pension obligations for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Plan as at December 31, 2022, and the changes in its net assets available for benefits and changes in its pension obligations for the year then ended in accordance with with Canadian accounting standards for pension plans.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Plan in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Other Information

Management is responsible for the other information. The other information comprises the information included in the Annual Report, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with with Canadian accounting standards for pension plans, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Plan's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Plan or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Plan's financial reporting process.

#### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Plan's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Plan to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants  
Brandon, Manitoba

TBD



# Appendix B: Representation letter

Brandon University Retirement Plan  
270 - 18th Street  
Brandon, Manitoba  
R7A 6A9

September 25, 2023

BDO Canada LLP  
Chartered Professional Accountants  
148 - 10<sup>th</sup> Street  
Brandon, Manitoba  
R7A 4E6

This representation letter is provided in connection with your audit of the financial statements of Brandon University Retirement Plan for the year ended December 31, 2022, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian accounting standards for pension plans.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

### Financial Statements

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated January 9, 2023, for the preparation of the financial statements in accordance with Canadian accounting standards for pension plans; in particular, the financial statements are fairly presented in accordance therewith.

- The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement and/or disclosure that are reasonable in accordance with Canadian accounting standards for pension plans.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian accounting standards for pension plans.
- All events subsequent to the date of the financial statements and for which Canadian accounting standards for pension plans require adjustment or disclosure have been adjusted or disclosed.
- The financial statements of the entity use appropriate accounting policies that have been properly disclosed and consistently applied.

### Information Provided

- We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- We are responsible for the design, implementation and maintenance of internal controls to prevent, detect and correct fraud and error, and have communicated to you all deficiencies in internal control of which we are aware.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.

- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

## Fraud and Error

- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management;
  - employees who have significant roles in internal control; or
  - others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.

## General Representations

- We have provided you with significant assumptions that in our opinion are reasonable and appropriately reflect our intent and ability to carry out specific courses of action on behalf of the entity when relevant to the use of fair value measurements or disclosures in the financial statements.
- We confirm that there are no derivatives or off-balance sheet financial instruments held at year end that have not been properly recorded or disclosed in the financial statements.
- There have been no plans or intentions that may materially affect the recognition, measurement, presentation or disclosure of assets and liabilities (actual and contingent).
- The nature of all material uncertainties have been appropriately measured and disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
- There were no direct contingencies or provisions (including those associated with guarantees or indemnification provisions), unusual contractual obligations nor any substantial commitments, whether oral or written, other than in the ordinary course of business, which would materially affect the financial statements or financial position of the entity, except as disclosed in the financial statements.

## Other Representations Where the Situation Exists

- We have informed you of all known actual or possible litigation and claims, whether or not they have been discussed with legal counsel. Since there are no actual, outstanding or possible litigation and claims, no disclosure is required in the financial statements.

Yours truly,

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Signature

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Position

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Signature

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Position



**BRANDON UNIVERSITY  
RETIREMENT PLAN**

**ANNUAL REPORT - 2022**

**Incorporating the Annual Financial Statements**



**BRANDON  
UNIVERSITY**

September 2023

Dear Member:

Enclosed is a detailed report on the operation of the Brandon University Retirement Plan this past year. Its purpose is to provide general information to the membership, particularly with regard to the financial operation and performance of the Plan. Full audited financial statements for the year ended December 31, 2022 are included in this report.

The Plan, under the guidance of Connor, Clark & Lunn Investment Management Ltd., had a rate of return of -12.1% in 2022 (13.5% in 2021). Investment returns contribute to financing the obligations of the Retirement Plan. However, returns are “smoothed” over a four-year period, which minimizes the shock of a single bad (or good) year. The Plan is a defined benefit plan, which means that pensions should not be affected by periodic market fluctuations. Brandon University is also responsible, as the residual funder of the Plan, to cover periodic shortfalls that may arise.

The December 31, 2022 Brandon University Retirement Plan valuation completed by the Plan actuary, Eckler Ltd. determined that the Plan had a solvency excess of Plan assets over calculated Plan obligations (liabilities) of \$22,257,000 in 2022 (versus a deficiency of \$26,760,000 in 2021). The solvency ratio was 1.105 in 2022 (0.894 in 2021). Under the Solvency funding method, it is assumed the Plan is wound up. In January 2009, Brandon University filed an election to be exempt from the requirement to make solvency deficiency special payments in accordance with the Solvency Exemption for Public Sector Pension Plans Regulation. As a result of the election, the University is not required to make special payments into the Plan related to the solvency deficiency should it exist once again in the future. When the solvency ratio falls below 85%, the Plan is required to be valued annually. Otherwise, valuations are required every three years at minimum, or more often if determined by the Pension Trustees. As the solvency ratio of the plan on December 31, 2022 is greater than 0.85, the Pension Benefits Act of Manitoba requires the next valuation be effective no later than December 31, 2025.

The Going-Concern funding method shows a surplus of \$24,022,000 on December 31, 2022 (\$21,901,000 surplus in 2021). As the University is currently in a surplus position, an annual special payment was not required for 2022, nor was this special payment required in 2021. A “Going-Concern Valuation” assumes Brandon University will continue to operate, the Retirement Plan will continue to operate, and pension benefit obligations will come due through member retirement, termination of employment, or death.

In 2022, the Pension Trustees adopted a change to the membership application form for the Brandon University Retirement Plan with respect to gender disclosure. Previously because of the nature of the valuation being based on a binary gender basis this was not available. Now an adjustment has been made to that method ensuring a non-binary/gender fluid option is available to members.

The Board of Trustees of the Retirement Plan welcomes any comments or questions from all members.

Sincerely,

Mr. David Taylor  
Chair, Board of Trustees  
Brandon University Retirement Plan

Mr. Scott J.B. Lamont, FCPA, FCGA, MBA  
Vice-President (Administration & Finance)  
Brandon University

**BRANDON UNIVERSITY RETIREMENT PLAN**

**Annual Report for the year ended  
December 31, 2022**

Members of the Board of Trustees (as of December 31, 2022):

Doug Pickering	BUFA
David Taylor	BUFA
Eric Raine	MGEU
Greg Misener	MGEU
Brent Cuvelier	IUOE "A"
Blanca Garcia De Alverado	IUOE "D"
Allison Noto	Exempt Staff
Scott Lamont	Board of Governors
Shawn Chambers	Board of Governors
Maurice Koschinsky	Pensioners

Consultant/Actuary

Eckler Ltd.

Investment Manager

Connor, Clark & Lunn Investment  
Management Ltd.

Investment Sector Managers

Connor, Clark & Lunn Long Bond Fund Class A  
Connor, Clark & Lunn Crestpt Ins Real Es 1150  
Connor, Clark & Lunn Inst Infr Holding  
Connor, Clark & Lunn Inst infr Fund  
Connor, Clark & Lunn Q Equity Extension I  
PCJ Canadian Equity Fund  
Scheer Rawlett & Associates Canadian Equity Fund  
Connor, Clark & Lunn Q US Equity Extension Fund A  
NS Partners International Equity Fund A  
Connor, Clark & Lunn Emerging Markets Equity Fund

Custodian

CIBC Mellon Global Securities Services Company

Plan Administrator

Trustees of the Brandon University  
Retirement Plan

**General Information**

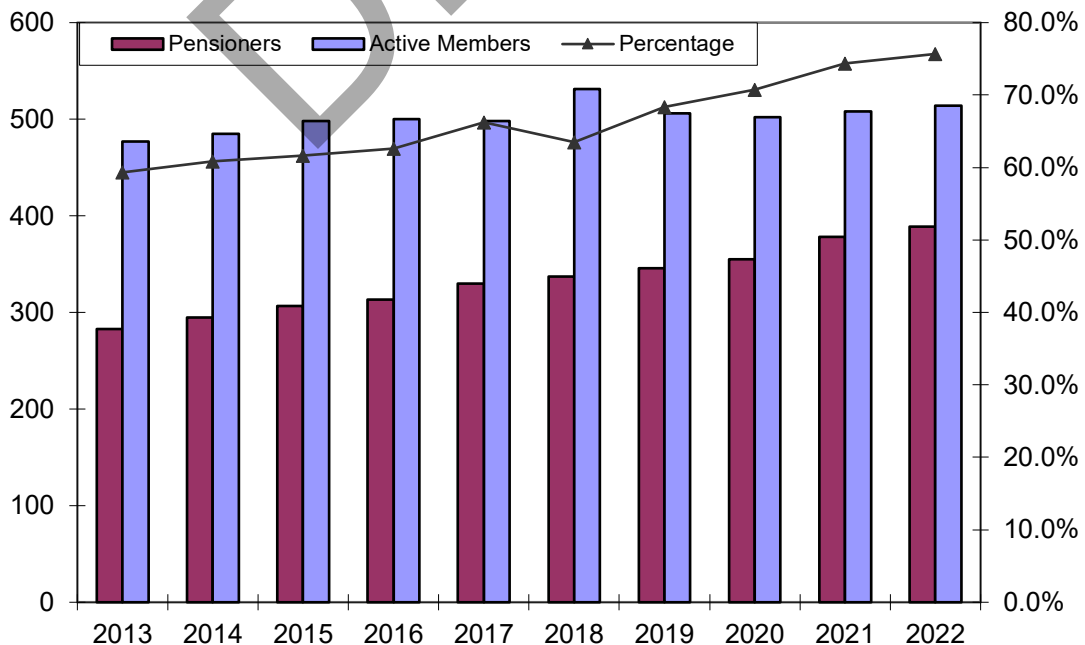
- a) The Brandon University Retirement Plan is a final average, defined benefit plan, which provides a benefit to all eligible employees of Brandon University upon retirement, termination, or death. The Plan is administered by the Trustees of the Brandon University Retirement Plan. A full description of the Plan is contained in the official Plan document and is available on the Brandon University website or from the Human Resources Office.
- b) The Plan is funded by contributions from Plan members and the University, as well as the income from investments. Net assets in the plan, at market value, at December 31 were:

2022	\$212.9 million
2021	\$249.9 million
2020	\$225.6 million
2019	\$203.9 million
2018	\$176.3 million

- c) Similar to many other maturing pension plans in Canada, the number of pensioners is increasing relative to the number of active contributing members of the Plan. Over the past ten years, the number of pensioners has increased from 59% of the active members to 76% in 2022. Brandon University Retirement Plan membership at December 31:

	2022	2021
Active members	514	508
Pensioners	389	378
Deferred, inactive or Pending Election	107	101

**Pensioners as a Percentage of Active Members**



An impact of increasing numbers of pensioners relative to active contributing members is the increasing need for investment income of the Plan to fund future income requirements. Pensions paid annually to retirees are 179% of the annual regular contributions from Plan members and the University.

<b>Plan member transactions:</b>	<b>2022</b>	<b>2021</b>
Member and University regular contributions to the plan	\$5,688,785	\$5,938,472
Transfers from other plans	268,593	7,365
Pensions paid to retired members	10,202,212	9,580,069
Death benefits and refund settlements due to terminations	1,511,770	1,012,839

- d) The Brandon University Retirement Plan is subject to a periodic valuation by an independent actuary to determine whether the current Plan assets, contributions from members and the University, and earnings on Plan investments will adequately fund future benefits. The Pension Benefits Act of Manitoba requires that such a study be done at least every three years as long as the solvency ratio of the Plan is greater than 0.85. The most recent valuation was performed by Eckler Ltd. as at December 31, 2022. Using the solvency valuation method, the Plan had an excess of assets over actuarial (calculated) liabilities of \$22,257,000 (versus a deficiency of \$26,760,000 in 2021). Using the going-concern or aggregate method, the Plan had a surplus of \$24,022,000 in 2022 (\$21,901,000 surplus in 2021).

The University is no longer required to make special payments to fund any going concern unfunded liability. There was no annual special payment for 2022 or 2021. No additional special payment is required to be made for the solvency deficiency because the University is exempted under the Solvency Exemption for Public Sector Pension Plans Regulation. However, with the solvency ratio now exceeding .85, the next Plan valuation is not required until December 31, 2025. It will be completed in 2026.

- e) If the average net investment return on the Fund during the last four years exceeds 6.0% per annum, each pensioner who was receiving a pension at the end of that year, is entitled to receive an increase in that pension effective from July 1 in the following calendar year. The details of this entitlement are recorded in article 7.3 of the Brandon University Retirement Plan document, as amended April 11, 2013. The result of this calculation over the past 6 years is as follows:

**Brandon University  
Historical Increases (Article 7.3 - Supplementary Pension)**

<b>Brandon University Pension Increases - Post 2013 amendment</b>						
	(1)	(2)	(3)	(4)	(5)	
<b>Year</b>	<b>Net Investment Return (market value)**</b>	<b>Four-year Geometric Average Return</b>	<b>Excess of Average return over 6%</b>	<b>Increase in CPI</b>	<b>Actual COLA given</b>	<b>Effective Date of COLA Increase</b>
2017	11.04%	7.82%	1.82%	1.90%	1.82%	1 July 2018
2018	-2.80%	4.89%	0.00%	2.00%	0.00%	1 July 2019
2019	17.79%	8.23%	2.23%	2.20%	2.20%	1 July 2020
2020	13.51%	9.60%	3.60%	0.70%	0.70%	1 July 2021
2021	12.97%	10.08%	4.08%	4.80%	4.08%	1 July 2022
2022	-12.96%	7.08%	1.08%	6.30%	1.17%	1 July 2023

COLA = lower of columns (3) or (4)

\*\* Net investment return is net of expenses. Therefore, returns are lower than those reported by the investment manager.

### **Investment Management Objectives**

The current investment manager, Connor, Clark & Lunn, Investment Management Ltd. (CC&L), was appointed December 30, 1994. Since that time, the plan investment management has been diversified by making use of several investment sector specialists within the family of companies working with CC&L, under the general management of CC&L.

The Investment Manager operates with the general objective to maximize long-term total returns while protecting the capital value of the fund. The Manager seeks to attain an average rate of return of 3% over the CPI increase for the same period. Secondary objectives are to generate returns in excess of the return of the Benchmark Fund over rolling four-year periods and to perform between the 25<sup>th</sup> and 50<sup>th</sup> percentile of investment managers as measured by a nationally recognized service. RBC Investor & Treasury Services was used as the measurement service for this report.

The Brandon University Retirement Plan annual investment performance (-12.1%) did not exceed the objective of CPI plus 3% (9.3%) for 2022, and neither did the four year rolling average ending in 2022. (BU Plan was 8.5 % vs. 9.3%). The Plan exceeded the rolling four year average benchmark return (BU Plan 8.5% vs. Benchmark 6.4%). Although the top third of managers is not reported by BIA, the BU Plan annual return (-12.1%) was lower than the median (-8.8%), and also lower than the top 25% (-6.7%) of balanced fund investment managers in 2022. However, the BU Plan four year annualized average return (7.8%) was higher than the median (6.8%) and higher than the top 25% (7.7%) of balanced fund investment managers.

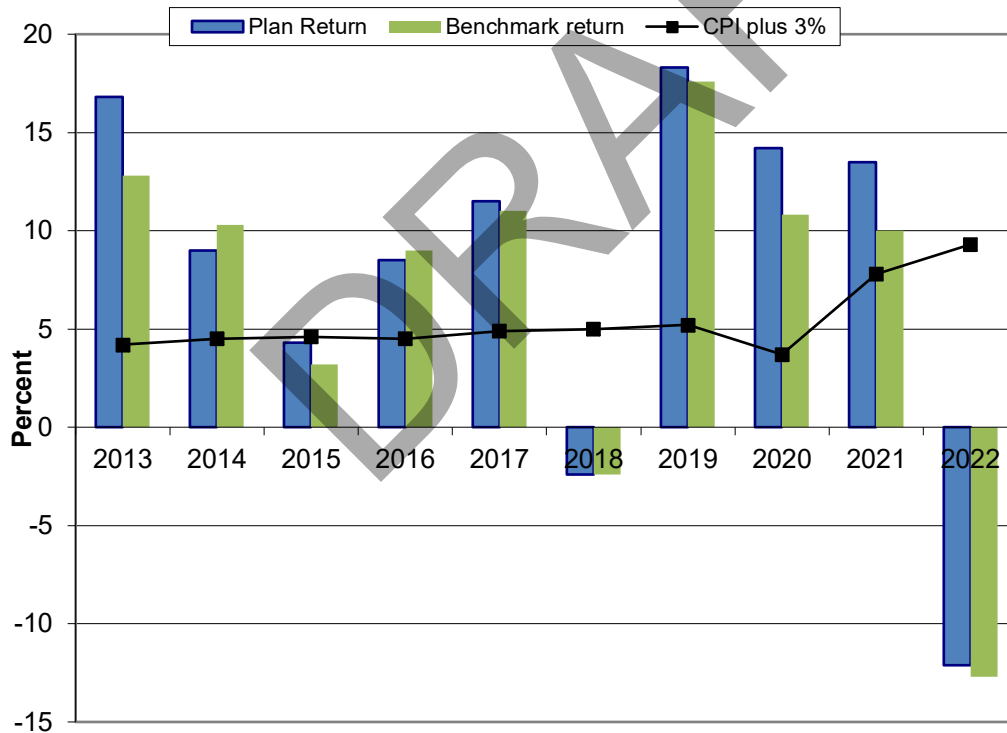
**Investment Performance**

<b><u>Period Ending December 31</u></b>	<b><u>Total Return</u></b>	<b><u>Annual Rate of Increase in CPI</u></b>
2022	-12.1%	6.3%
2021	13.5%	4.8%
2020	14.2%	0.7%
2019	18.3%	2.2%
2018	-2.4%	2.0%

Benchmark return for 2022 -12.7%

Four year rolling average ending 2022  
 Retirement plan performance 8.5%  
 Benchmark performance 6.4%

**Annual Investment Performance**

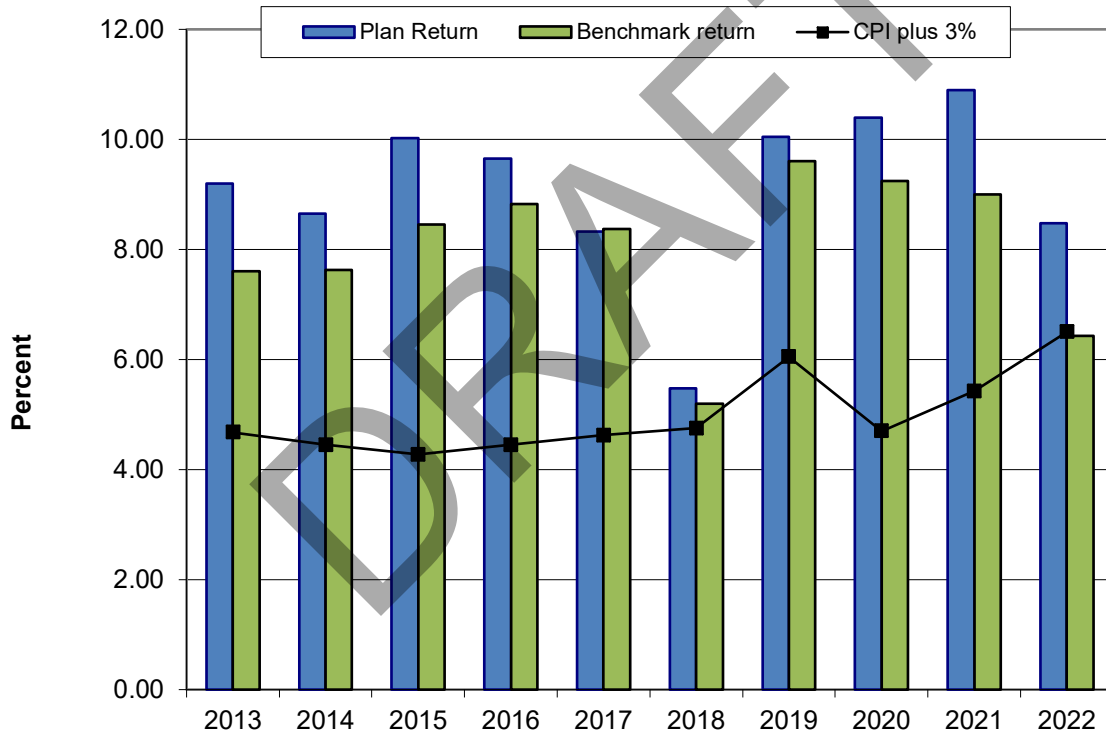


**BIA Balanced Fund Performance Summary**

**For the Period Ending December 31, 2022**

BU Retirement Plan (12 months)	-12.1%
Top quartile (12 months)	-6.7%
Median (12 months)	-8.8%
BU Retirement Plan (4 year annualized)	7.8%
Top quartile (4 year annualized)	7.7%
Median (4 year annualized)	6.8%

**Rolling Four Year Average Investment Returns**



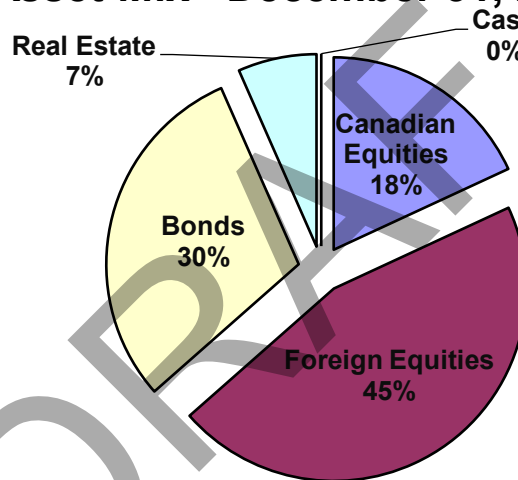


The investment mix of the Brandon University Retirement Plan is established by the Pension Trustees and investment manager. On December 31, 2022 the asset mix and the annual performance in each sector follows:

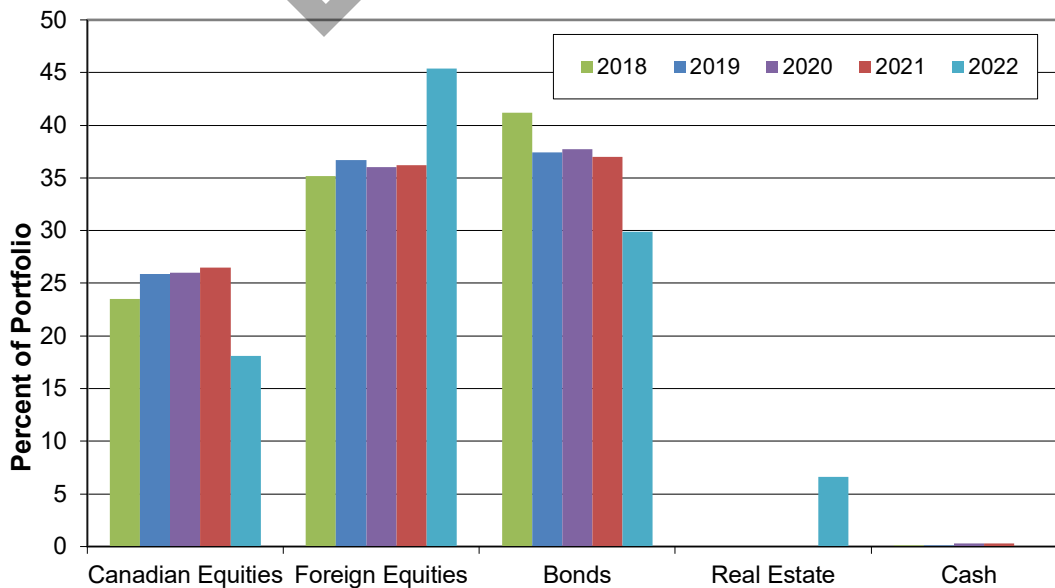
	<b>% of Portfolio</b>	<b>12 month Portfolio return</b>	<b>12 month Benchmark return</b>
Canadian Equities	18.1%	-2.4%	-5.8%
Foreign Equities	45.4%	-12.2%	-12.0%
Bonds	29.9%	-20.5%	-21.8%
Real Estate and Infrastructure			
Equities*	6.6%	7.0%	5.8%
Cash	0.0%	1.8%	1.2%
<b>TOTAL FUND</b>	<b>100.0%</b>	<b>-12.1%</b>	<b>-12.7%</b>

\*returns less than 12 month period, inception April 2022.

### Fund Asset Mix - December 31, 2022



### Asset Mix Trend



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## Independent Auditor's Report

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To the Board of Trustees of the Brandon University Retirement Plan

### Opinion

We have audited the financial statements of Brandon University Retirement Plan (the "Plan"), which comprise the statement of financial position as at December 31, 2022, and the statements of changes in net assets available for benefits and changes in pension obligations for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Plan as at December 31, 2022, and the changes in its net assets available for benefits and changes in its pension obligations for the year then ended in accordance with with Canadian accounting standards for pension plans.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Plan in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Other Information

Management is responsible for the other information. The other information comprises the information included in the Annual Report, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with with Canadian accounting standards for pension plans, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Plan's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Plan or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Plan's financial reporting process.

#### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Plan's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Plan to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants  
Brandon, Manitoba

TBD

### Responsibility for Financial Reporting

The Board of Trustees of the Brandon University Retirement Plan is responsible for the preparation and presentation of the financial statements and the accompanying notes. The Board of Trustees relies upon the accounting and financial systems established by Brandon University. The financial statements are prepared in conformity with the accounting policies noted in the financial statements, and are reviewed and approved by the Board of Trustees of the Brandon University Retirement Plan. An independent financial auditor whose opinion is included herein examines the statements.

To fulfil its responsibility, Brandon University maintains internal control systems to provide reasonable assurance that relevant and reliable financial information is produced.

David Taylor  
Chair, Board of Trustees  
Brandon University Retirement Plan

Scott J. B. Lamont, FCPA, FCGA, MBA  
Vice-President (Administration & Finance)  
Brandon University

September 25, 2023

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## BRANDON UNIVERSITY RETIREMENT PLAN

Statement of Financial Position  
as at December 31, 2022

	2022	2021
<b>ASSETS</b>		
Accounts receivable	\$ <u>952,329</u>	\$ <u>624,373</u>
Investments (Note 2 b)		
Cash and short-term investments	788	726,133
Bonds and debentures	63,373,581	92,272,847
Canadian equities	38,378,667	66,283,398
Real estate and infrastructure	14,026,118	-
Foreign equities	<u>96,474,858</u>	<u>90,300,881</u>
	<u>212,254,012</u>	<u>249,583,259</u>
Total Assets	<u>213,206,341</u>	<u>250,207,632</u>
<b>LIABILITIES</b>		
Accounts payable	<u>296,436</u>	<u>245,751</u>
Total Liabilities	<u>296,436</u>	<u>245,751</u>
Net assets available for benefits	<u>212,909,905</u>	<u>249,961,881</u>
Pension obligations	<u>209,804,000</u>	<u>203,065,000</u>
Plan surplus (going concern basis)	<u>\$ 3,105,905</u>	<u>\$ 46,896,881</u>

The accompanying notes are an integral part of the financial statements.

## BRANDON UNIVERSITY RETIREMENT PLAN

Statement of Changes in Net Assets Available for Benefits  
for the year ended December 31, 2022

	2022	2021
<b>CONTRIBUTIONS</b>		
Members	\$ 2,438,583	\$ 2,508,046
University	3,250,201	3,430,426
Transfers from other plans	<u>268,593</u>	<u>7,365</u>
	<u>5,957,377</u>	<u>5,945,837</u>
<b>OTHER INCOME</b>		
Investment income		
Interest	2,995,899	2,764,076
Dividends	<u>5,012,626</u>	<u>3,110,574</u>
	<u>8,008,525</u>	<u>5,874,650</u>
Change in fair value		
Realized	5,558,616	22,825,770
Unrealized	<u>(43,675,993)</u>	<u>1,336,778</u>
	<u>(38,117,377)</u>	<u>24,162,548</u>
Other income	-	<u>37</u>
Total Increase (Decrease) in Net Assets	<u>(24,151,475)</u>	<u>35,983,072</u>
<b>PAYMENTS</b>		
Benefit payments		
Retirements	10,202,212	9,580,069
Refunds	745,593	1,012,839
Deaths	<u>766,177</u>	<u>-</u>
	<u>11,713,982</u>	<u>10,592,908</u>
Administrative expenses		
Actuarial and consulting fees	123,848	128,241
Custodian and plan administration fees	236,176	214,394
Legal and audit fees	9,148	9,141
Investment management fees	832,192	733,600
Trustee expenses	144	201
GST rebate	<u>(14,989)</u>	<u>(13,582)</u>
	<u>1,186,519</u>	<u>1,071,995</u>
Total Decrease in Net Assets	<u>12,900,501</u>	<u>11,664,903</u>
<b>Net Increase (Decrease) in Assets Available for Benefits</b>	<b>(37,051,976)</b>	<b>24,318,169</b>
<b>Net Assets Available For Benefits, beginning of year</b>	<b><u>249,961,881</u></b>	<b><u>225,643,712</u></b>
<b>Net Assets Available For Benefits, end of year</b>	<b>\$ <u>212,909,905</u></b>	<b>\$ <u>249,961,881</u></b>

The accompanying notes are an integral part of the financial statements.

**BRANDON UNIVERSITY RETIREMENT PLAN****Statement of Changes in Pension Obligations  
for the year ended December 31, 2022**

	2022	2021
Interest accrued on benefits	\$ 11,013,000	\$ 10,194,000
Transfers	269,000	7,000
Benefits accrued	5,799,000	5,687,000
Benefits paid	(11,714,000)	(10,593,000)
Experience (gain)/loss	55,000	3,389,000
Changes in actuarial assumptions	<u>1,317,000</u>	<u>(2,241,000)</u>
<b>Net Change in Pension Obligations</b>	<b>6,739,000</b>	<b>6,443,000</b>
<b>Pension Obligations, beginning of the year</b>	<b><u>203,065,000</u></b>	<b><u>196,622,000</u></b>
<b>Pension Obligations, end of year</b>	<b><u>\$ 209,804,000</u></b>	<b><u>\$ 203,065,000</u></b>

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The accompanying notes are an integral part of the financial statements.

## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

#### 1. Description of the Plan

The following description of the Brandon University Retirement Plan (the "Plan") is only a summary. More complete information is contained in the official Plan document.

##### a) General

The Brandon University Retirement Plan is a final average contributory defined benefit pension plan established April 1, 1974 for the benefit of the employees of Brandon University. The assets of the Plan are held in trust in the name of ten Trustees - eight elected by and from the Plan membership and two appointed by the Board of Governors. The Trustees oversee the administration of the Plan and set forth the investment guidelines. Their obligations and responsibilities are defined in a trust agreement with Brandon University. An asset manager invests the Plan assets based on the approved investment guidelines and according to the terms of the Managed Account Agreement. The Plan is registered with the Pension Commission of Manitoba and meets the requirements of the Pension Benefits Act of Manitoba and the Income Tax Act (Canada) and as such is not subject to income taxes on contributions or investment income received.

##### b) Membership

Unless otherwise stated, all Brandon University employees are eligible to become members of the Plan on their date of employment. Full-time and certain part-time employees are required to join the Plan. Membership is optional for other part-time and certain specified employees.

##### c) Funding

The Plan receives its funds from:

- i) The contributions of members - Members of the University are each required to contribute at the rate of 8.0% of salary up to the Year's Basic Earnings (YBE), 6.2% between the YBE and the Year's Maximum Pensionable Earnings (YMPE) and 8.0% in excess of the YMPE. Members contribute only on the amount earned up to the Year's Maximum Contributory Earnings.
- ii) The required and special contributions of the University - The University is required to contribute at the rate of 8.0% of salary up to the YBE, 6.2% between the YBE and the YMPE and 8.0% in excess of the YMPE with no salary limitations applied, plus any special payments for the unfunded liability required under the Pension Benefits Act of Manitoba. There was no annual special payment for 2022 or 2021.
- iii) The income from investments.

An actuarial valuation is performed at least once every three years to determine the adequacy of the funding for pension benefits (see note 2g).



## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

#### d) Plan Benefits

The Plan provides for the payment of benefits to a member upon retirement, death, or termination of employment with Brandon University.

At retirement, the member is entitled to an annual pension equal to 2% of final average earnings multiplied by the member's years of credited service less 0.6% of CPP average earnings multiplied by the member's years of service since January 1, 1990. Final average earnings are the average of the best 5 years earnings in the last 12 years prior to retirement. CPP average earnings are the member's average earnings up to the YMPE in the 5 years prior to retirement. Full benefits are payable (a) upon normal retirement; (b) upon early retirement for members who qualify. Reduced benefits are provided to members who retire early and do not qualify for full benefits.

Pensions are increased automatically on July 1 of each year by the amount the net four-year geometric average investment return on the fund, as determined by the actuary, exceeds 6.0% per annum, subject to a maximum increase of CPI for the previous year.

Death and termination benefits are based on the value of the member's pension as determined by the Plan Administrator at the time of death or termination of employment. The options available to beneficiaries and terminating members are outlined in the official Plan document.

## 2. Significant Accounting Policies

### a) General

The Brandon University Retirement Plan prepares its financial statements in accordance with Canadian accounting standards for pension plans. The Plan has adopted Part II (Private Enterprises) accounting standards for all accounting policies that do not relate to the valuation of the investment portfolio or pension obligations.

### b) Financial Instruments

The financial instruments of the Plan consist of accounts receivable, investments, and accounts payable. The Plan recognizes and derecognizes all financial assets and liabilities in accordance with Financial Instruments, Section 3856, of Part II of the CPA Canada Handbook.

Initially, all financial assets and liabilities are recorded at fair value on the Statement of Financial Position. Subsequent measurement is determined by the classification of each financial asset and liability. Investments assets and liabilities are measured at fair value based on International Financial Reporting Standards (IFRS 13) with the change in fair value recognized in the Statement of Changes in Net Assets Available for Benefits. Financial instruments classified as accounts receivable and accounts payable are measured at amortized cost using the effective interest method.

Investments are recorded at fair value on a trade date basis.

## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

Fair values of investments (including the underlying assets of investments held in pooled funds) are determined as follows:

#### Fixed Income:

Short-term investments are recorded at cost which approximates market value. Bonds and debentures are valued at market by an independent securities valuation company.

#### Equity:

Publicly traded securities are recorded at year end market prices.

#### Real Estate and Infrastructure:

Real estate investments are carried at amounts which are based on their appraised value. The appraisals are in accordance with generally accepted appraisal practices and procedures, based mainly on the discounted cash flows. Property valuations are generally determined using models based on expected capitalization rates and models that discount expected future net cash flows. The determination of the fair value of investment property requires the use of estimates such as future cash flows (such as future leasing assumptions, rental rates, capital and operating expenditures) and discount, reversionary and overall capitalization rates applicable to the asset based on current market rates.

Investments in limited partnerships are based on net asset or partnership unit values obtained from the fund's managers and are reviewed by management.

The Plan holds units in infrastructure investments which are not publicly traded. Investment values are calculated from financial statements which include fair values based on periodic, independent appraisals of the underlying assets.

The Plan's calculation of the fair value of these investments are based on the units it holds multiplied by the value per unit as reported in the audited financial statements of the investments.

The investments are held in trust by the corporate trustee, CIBC Mellon.

#### c) Investment Income

Dividend income is recognized on the ex-dividend date and interest income is recognized on the accrual basis as earned.

#### d) Foreign Currency Translation

The fair value of investments denominated in foreign currencies is translated into Canadian dollars at the exchange rate in effect at year end and the resulting change is included in the change in fair value of investments. Revenue and expense transactions are translated at the exchange rates prevailing on the dates of the transactions and are included in investment income or the change in fair value of investments (realized gains or losses) at the translated amounts.

#### e) Contributions

Contributions from the members and the University are recorded on an accrual basis. Cash received from members as transfers from other pension plans is recorded when received.

## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

#### f) Use of Estimates

Preparation of the financial statements requires management to make estimates and assumptions that primarily affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of changes in net assets available during the year. Actual results could differ from these estimates.

#### g) Pension Obligations

The pension obligations of the Brandon University Retirement Plan are the actuarial present value of accrued pension benefits determined by applying the best estimate assumptions and the projected benefit method prorated on services.

### 3. Financial Risk Management

Management of investments is governed by the managed account agreement between the Brandon University Retirement Plan and Connor, Clark & Lunn Management Ltd. The investment management objective of the Plan is to maximize the long-term total return while protecting the capital value of the fund from major market fluctuations through prudent management of asset allocation and prudent selection of investments. The investment manager is to attain an average rate of return of 3% over the CPI increase for the same period.

There have been no substantive changes in the Plan's exposure to financial instrument risks, its objectives, policies and processes for managing those risks or the methods used to measure them from the previous period unless otherwise stated in this note.

#### a) Market Risk

Market risk is the risk the value of an investment will fluctuate as a result of changes in market prices whether those changes are caused by factors specific to an individual investment or volatility in interest rates, foreign currencies or other factors affecting similar securities traded in the market.

The Plan's cash and investments, including investments denominated in foreign currencies, are reported in Canadian dollars as follows:

	(in thousands of dollars)			
	<u>2022</u>		<u>2021</u>	
Canadian cash and short-term investments	\$ 1	- %	\$ 726	0.3 %
Canadian bonds	63,373	29.9 %	92,273	37.0 %
Canadian equities	38,379	18.1 %	66,283	26.5 %
Real estate and infrastructure	<u>14,026</u>	<u>6.6 %</u>	<u>-</u>	<u>-</u>
	115,779	54.6 %	159,282	63.8 %
US equities	49,268	23.2 %	39,891	16.0 %
Non-North American equities	<u>47,207</u>	<u>22.2 %</u>	<u>50,410</u>	<u>20.2 %</u>
	<u>\$ 212,254</u>	<u>100.0 %</u>	<u>\$ 249,583</u>	<u>100.0 %</u>

## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

i) Interest rate risk is the risk that fair value or future cash flows of a financial instrument will fluctuate due to changes in market interest rates. The value of the Plan's fixed income investments is directly affected by changes in nominal and real interest rates. There are guidelines in the managed account agreement for the fixed income investment portfolio related to permitted investments, diversification, and quality, and duration management which are designed to mitigate the risks of interest rate volatility.

Duration is the most common measure used to quantify the impact of changes in bond prices due to change in interest rates. Using this measure it is estimated that a one percent increase or decrease in interest rates, with all other variables held constant, would result in a change in fair value on Canadian bonds of 14.67% or \$9,299,604 (2021 - 14.6% or \$13,554,570).

The term to maturity and the related market values of bonds and debentures are as follows:

	(in thousands of dollars)	
	<u>2022</u>	<u>2021</u>
Term to Maturity		
Less than one year	\$ 511	\$ 170
One to five years	4,013	13,121
Five to ten years	6,267	11,495
Over ten years	<u>52,582</u>	<u>67,487</u>
Total bonds and debentures	<u>\$ 63,373</u>	<u>\$ 92,273</u>

ii) Currency risk is the risk that the value of non-Canadian investments measured in Canadian dollars will fluctuate due to changes in foreign exchange rates primarily related to foreign equity holdings. In some instances, forward foreign exchange contracts are used to manage currency exposure in connection with securities purchased in foreign currency. Forward foreign exchange contracts are contractual agreements that establish an agreed upon exchange rate at a settlement date in the future for the purpose of protecting future cash flows from adverse price movements. No derivatives were used in the year.

A 10 percent increase or decrease in exchange rates, with all other variables held constant, would result in a change to the fair value of investments of \$9,647,444 (2021 - \$9,030,088). Generally when there is a 10% strengthening (weakening) of the Canadian dollar versus the corresponding currency, there would be a 10% decrease (increase) in the value of the corresponding country's portion of the portfolio from this currency movement.

iii) Other price risk is the risk that the fair value or future cash flows from portfolio holdings fluctuate because of changes generally, in market prices, other than those arising from interest rate risk or currency risk or as a result of a deterioration in the outlook for a specific issuer. To manage its price risk arising from investments in equity securities, by policy, the portfolio is well diversified. The managed account agreement sets out the limits of investments in any one security as well as concentration within market sectors.

## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022.

The Plan's target asset allocation based on fair value is:

Fixed income	35 %
Canadian equity	35 %
Foreign equity	25 %
Cash	5 %

Total exposure to equities is to be no less than 35% of the Pension Fund and no more than 70% of the Pension Fund. The Plan's investments in equities, real estate and infrastructure including pooled funds are sensitive to market fluctuations. An immediate change of 10% in market values will impact the Plan's net assets by approximately \$14,887,964 (2021 - \$15,658,427)

**b) Liquidity Risk**

Liquidity risk is the risk that the Plan will encounter difficulty in having available sufficient funds to meet its commitments as they come due. It is the Pension Plan's policy to ensure that it will have sufficient cash and short-term investments to allow it to meet its liabilities when they come due.

The Plan's investment in bonds and equities are invested primarily in funds with underlying securities that are traded in an active market and can be readily disposed of as liquidity needs arise, assuming orderly markets.

The Plan's investments in real estate and infrastructure may be exposed to higher degree of liquidity risk.

**c) Credit Risk**

Credit risk arises from the possibility that a loss may occur from the failure of another party to perform according to the terms of a contract. Credit risk is the risk the issuer of the debt security or a counter party to a derivative contract is unable to meet its financial obligation. Credit risk encompasses the risk of a deterioration of credit worthiness and concentration risk. The Plan limits credit risk through a managed account agreement with its investment manager that details the specific quality and concentration constraints.

At December 31, 2022, the Plan's maximum credit risk exposure related to cash and short-term investments and bonds and debentures is \$63,374,369 (2021 - \$92,998,980 ), and accounts receivable is \$952,329 (2021 - \$624,373). The Plan limits credit risk by acquiring high quality securities and following the managed account agreement. The managed account agreement establishes limits for ownership of investments and acceptable credit ratings. In the case of bonds and debentures, all must be rated BBB or higher.

## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

The breakdown of the fixed income investment portfolio by credit rating from various rating agencies are as follows:

	(in thousands of dollars)			
	<u>2022</u>		<u>2021</u>	
Bonds and debentures investments				
Credit Rating				
AAA	\$ 5,072	8.0 %	\$ 13,179	14.3 %
AA	23,176	36.6 %	38,090	41.3 %
A	12,600	19.9 %	16,782	18.2 %
BBB	<u>22,525</u>	<u>35.5 %</u>	<u>24,222</u>	<u>26.2 %</u>
	63,373	100.0 %	92,273	100.0 %
Cash and short-term investments	<u>-</u>		<u>-</u>	
	<u>\$ 63,373</u>		<u>\$ 92,273</u>	

#### 4. Capital Management

The capital of the Brandon University Retirement Plan is comprised of the net assets available for benefits. The combined assets of the Plan are held in the name of the Trustees of the Plan as described in Note 1 a).

The Trustees, as the administrators of the Plan, on behalf of Brandon University, have developed appropriate risk management strategies, as described in Note 3, to preserve the net assets available for benefits. In accordance with the provisions of The Pension Benefits Act of the Province of Manitoba and the provisions of the Income Tax Act (Canada) a Statement of Investment Policies and Procedures (SIPP) has been established. The SIPP states the investment objectives and investment guidelines by class of investment. The objective when managing capital is to maximize the long-term total return through prudent selection of investments in compliance with the investment rules under the respective federal and provincial Pension Benefits Acts.

There have been no significant changes to the University's capital management objectives, policies and processes in the year nor have there been any changes in what the Trustees consider to be the Plan's capital. The Pension Plan has complied with externally imposed capital requirements during the year.

#### 5. Fair Value Measurement

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Fair value measurements are based on the assumptions that market participants would use when pricing the item being measured under current market conditions, including assumptions about risk.

**BRANDON UNIVERSITY RETIREMENT PLAN**

**Notes to the Financial Statements  
for the year ended December 31, 2022**

The Plan uses a fair value hierarchy under which the inputs to valuations techniques used to measure fair value are categorized into three levels. They are as follows:

Level 1: Inputs are quoted market prices (unadjusted) in active markets for identical assets or liabilities the Plan can access at the measurement date.

Level 2: Inputs are inputs other than quoted prices included within Level 1 that are observable for the assets or liability, either directly (prices) or indirectly (derived from prices).

Level 3: Inputs are unobservable inputs for the asset or liability.

	(in thousands of dollars)				2021 Total
	Level 1	Level 2	Level 3	2022 Total	
Cash	\$ -	\$ -	\$ -	\$ -	\$ 202
Short-term investments	-	-	-	-	524
Bonds and debentures	-	63,373	-	63,373	92,273
Real estate and infrastructure	-	-	14,026	14,026	-
Canadian equities	12,705	25,674	-	38,379	44,341
Foreign equities	40,499	55,976	-	96,475	52,810
	<u>53,204</u>	<u>145,024</u>	<u>14,026</u>	<u>212,254</u>	<u>190,150</u>
	\$	\$	\$	\$	\$
					<u>249,583</u>

The following is a reconciliation of Level 3 fair value investments:

	(in thousands of dollars)
Balance, beginning of the year	\$ -
Purchases and reinvested distribution	13,679
Unrealized gain	347
Balance, end of the year	<u>\$ 14,026</u>

## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

#### 6. Investments

Section 3.29 of the Pension Benefits Act Regulations requires disclosure of each investment that has a fair value greater than 2% of the fair value of all investments. The investments, including pooled funds, are as follows:

	<u>2022</u>	<u>2021</u>
Bonds and debentures:		
Connor, Clark & Lunn Long Bond Fund Class A	\$ 63,373,581	\$ 80,386,431
Connor, Clark & Lunn High Yield Bond Fund I	\$ -	\$ 11,886,416
Canadian equities:		
Connor, Clark & Lunn Crestpt Ins Real Es 1150	\$ 12,357,989	\$ -
Connor, Clark & Lunn Inst Infr Fund	\$ 674,557	\$ -
Connor, Clark & Lunn Inst Infr Holding	\$ 993,572	\$ -
Connor, Clark & Lunn Q Equity Extension I	\$ 12,787,859	\$ 22,188,682
PCJ Canadian Equity Fund	\$ 12,705,093	\$ 21,942,387
Scheer Rowlett & Associates Canadian Equity Fund	\$ 12,885,715	\$ 22,152,329
US equities:		
Connor, Clark & Lunn Q US Equity Extention Fund A	\$ 39,012,737	\$ 39,891,087
Non-North American equities:		
NS Partners Int'l Equity Fund A	\$ 40,499,170	\$ 37,490,430
Connor, Clark & Lunn Emerging Markets Equity	\$ 16,962,951	\$ 12,919,364

#### 7. Actuarial Valuation

The actuarial present value of accrued pension benefits was determined using the accrued benefit method prorated on service and using assumptions recommended by the actuary and approved by the Trustees. An actuarial valuation was prepared as at December 31, 2021 by Eckler Ltd., a firm of consulting actuaries. Those results provide the present value of accrued pension benefits as at December 31, 2021 and accruing cost in 2022. A second actuarial valuation was prepared by Eckler Ltd. as at December 31, 2022 to determine the present value of accrued pension benefits as at December 31, 2022. The valuation as at December 31, 2022 has not yet been filed with Manitoba's Office of the Superintendent - Pension Commission.



## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

The assumptions used in determining the actuarial value of accrued pension benefits were developed by reference to expected long-term market conditions. Significant actuarial assumptions used in the valuations were:

	<u>2022</u>	<u>2021</u>
Rate of return on investments	5.50 %	5.50 %
Rate of general wage increase	4.50 %	4.50 %
Average rate of salary increase	4.50 %	4.50 %
	for increases in general wage growth plus a merit and promotion component *, if applicable	for increases in general wage growth plus a merit and promotion component*, if applicable
Post retirement cost of living increase	1.00 %	1.00 %
Mortality rate	RPP 2014 Public Sector with Mortality Table (CPM-RPP2014Publ) with full generational improvements in mortality using CPM improvement Scale B (CPM-B)	RPP 2014 Public Sector with Mortality Table (CPM-RPP2014Publ) with full generational improvements in mortality using CPM improvement Scale B (CPM-B)

\*Salaries are assumed to increase in accordance with general wage increases in Canada at the rate of 4.5% per year for 2023, and 3.0% per year thereafter for all members. Salaries for Division #1 plan members are assumed to increase by an additional merit and promotion component in accordance with the following table:

Age	Average Annual Increase over next 5 years	Average Annual Increase to age 65
30	3.3%	2.3%
35	2.8%	2.2%
40	2.5%	2.0%
45	2.2%	1.9%
50	2.0%	1.8%
55	1.8%	1.7%
60	1.7%	1.7%

Schedule rate increases according to collective bargaining agreements have been reflected in the valuation in place of assumed wage inflation, where applicable.

## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

The actuarial value of net assets available for pension benefits has been determined reflecting long-term market trends (consistent with the assumptions underlying the valuation of accrued pension benefits). The valuation is based on a four year moving average market method with the market value being the underlying basis. The market value is adjusted by amortizing over a four year period the differences in each year between the fund's actual return and the long term expected return applicable for that year. The long term expected returns on plan assets for the smoothing period was 5.55% in 2019, 5.30% in 2020, 5.25% in 2021, and 5.5% in 2022. However, the excess of the actuarial value over the market value, positive or negative, is limited to 10%.

The actuarial value of net assets as at December 31 were:

	<u>2022</u>	<u>2021</u>
Market value of net assets available for pension benefits	\$ 212,910,000	\$ 249,962,000
Market value of changes not reflected in the actuarial value of net assets	<u>20,916,000</u>	<u>(26,527,000)</u>
Actuarial value of net assets available for pension benefits before limit	<u>\$ 233,826,000</u>	<u>\$ 223,435,000</u>
Actuarial value as a percentage of market value	109.8 %	89.4 %
Actuarial value of net assets available for pension benefits after limit	233,826,000	224,966,000
Actuarial value as a percentage of market value	109.8 %	90.0 %

The next required valuation of the Plan will be as at December 31, 2022 and will be completed in 2023.

#### 8. Election for Exemption from Special Payments

The Brandon University Retirement Plan is subject to the Manitoba Pension Benefits Act and Regulations. The University Pension Plans Exemption Regulation 141/2007 allowed the University to make an election to be exempt from solvency and transfer deficiency payments. "2(1) An employer in relation to a university plan may, by filing a written election with the plan administrator, elect to be exempt from the solvency and transfer deficiency provisions."

On January 19, 2009 the University filed such an election. With the exemption, the Plan will continue to be subject to the going-concern funding provisions of the Act.

#### 9. Going-Concern Deficit Funding

An actuarial valuation performed by the Plan's actuary, Eckler Ltd., to determine the Plan's funding status as required by the Pension Benefits Act of Manitoba, was prepared as at December 31, 2021 and was filed with the Manitoba's Office of the Superintendent - Pension Commission in 2022.

The actuarial valuation indicates an actuarial surplus of \$21,901,000 as at December 31, 2021 using the accrued benefit method. The valuation is based on actuarial assumptions with regard to demographics, rate of return on investments and salary increases to compare the Plan's actuarial assets with its actuarial liabilities.

## BRANDON UNIVERSITY RETIREMENT PLAN

### Notes to the Financial Statements for the year ended December 31, 2022

The University is required to fund the matching contributions, as well as the actuarial cost of the defined benefits in excess of the matching costs. A funding deficit is required to be funded over a maximum period of 10 years. There were no annual special payments required in 2022 (2021 - nil). The next actuarial valuation of the Plan is required as at December 31, 2022 and will be completed during 2023.

10. **Contributed Services**

Brandon University provides staff and miscellaneous administrative services at no charge to the Plan. The cost of these services is not reflected in the Financial Statements.

11. **Comparative Figures**

Comparative figures for the year ended December 31, 2021 have been reclassified where necessary to conform with the presentation adopted for the year ended December 31, 2022.

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