



# PITTSBURGH COMMUNITY BENEFIT FUND ANNUAL REPORT 2013

## MESSAGE FROM THE PRESIDENT

**Annual  
General  
Meeting**

**Wednesday,  
April 17,  
2013  
7 pm**

**Ecole  
Sir John A  
Macdonald  
Public School**

**529 St Martha**

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On behalf of the Board of Directors of the Pittsburgh Community Benefit Fund (PCBF), I would like to take this opportunity to update you on Board activities.

The Board has continued its commitment to supporting community involvement by approving new grants in 2013 totaling \$91,615. The Board is also committed to funding \$186,262 in projects that were approved by either the Board or Members in previous years. A summary of all projects appears on pages 2 and 3.

As I was driving down Highway 15 recently, I was amazed by the proliferation of new home sub-divisions that have cropped up south of the 401. When this area was known as *Pittsburgh Township*, there were a small number of lovely homes along Highway 15, with acres of green space in between. Now there are not only numerous new communities being built, but two new schools, a highly successful business park and a world-class soccer field recreation area have been built. It came to mind that the newer residents of our area may not be aware of what the Pittsburgh Community Benefit Fund is or how it benefits them.

According to the Letters Patent, the original intent of the Fund was to “To receive and maintain a fund or funds and to apply all or part of the principal and income, from time to time, for the purposes of enhancing the community known as Pittsburgh Township defined by the geographic limits of the Township of Pittsburgh, in the County of Frontenac and Province of Ontario, as it existed on October 31, 1997.” Since 1998, the PCBF has provided over \$3,400,000 in funding for local projects, including over \$1,000,000 for the Pittsburgh Branch of the Kingston Public Library and \$200,000 in scholarships, helping hundreds of high school graduates realize their dream of post secondary education. Legacy gifts run the gamut from supporting heritage and recreation facilities to helping fund upgrades for schools, churches and community centers.

To say that the majority of residents who live east of the Rideau River have benefitted from the Fund is an understatement. If your child attends or has attended any of the schools in the region (Lundy’s Lane, J.E. Horton, Holy Name, Joyceville Public, Ecole Madeleine de Roybon, St. Martha’s, LaSalle Secondary or the new Ecole Sir John A Macdonald Public School), they have directly benefitted from one of the projects supported by the PCBF. If you are amazed at the spectacular floral displays featured in the Barriefield Rock Garden, attended or played a game at the Machin Soccer Fields, or visited Grass Creek Park, you have directly benefitted from the Fund. These are only a few examples of projects funded over the past fifteen years.

Amanda Milliken, Vice-Chair, and I represent the PCBF on the Grass Creek Park Steering Committee and have attended several meetings since this Committee was struck last year. The City of Kingston has provided an update on this initiative on Page 3.

## 2013 APPROVED PROJECTS PREVIOUSLY COMMITTED FUNDS

**2012 BOARD OF DIRECTORS**

**CHAIR**  
Jean Cooper

**VICE-CHAIR**  
Amanda Milliken

**SECRETARY**  
Darlene Greenlees

**TREASURER**  
Richard Moller

Colin Youngman

Joyce MacLeod-Kane

Jeff McEwen

Gary Shultz

George Sutherland

**Councilor**  
Brian Reitzel  
(Pittsburgh District)

**Councilor**  
Jeff Scott  
(Countryside District)

At time of mailing, the following projects were approved:

\*Approved by motion at the 2010 Annual General Meeting., adjusted with CPI



\*Barriefield Rock Garden—Support for Maintenance [\$6,231]

(the garden is one of Kingston's best-known reclamation gardens and a "Communities in Bloom" award winner)

\*Joyceville Women's Institute Dinner [\$3,115]

(the Women's Institute has hosted an annual Christmas dinner for many elderly and shut-in members of the former Pittsburgh Township for over three decades. Photo is from the early 1980's)



\*Kingston Sheep Dog Trials [\$10,385] 26th Anniversary of the Sheep Dog Trials will be held from August 9–11, 2013. Last year Kingston was chosen to host the Canadian National Championships, as part of their 25th Anniversary celebrations. The Trials have been named a Top 100 Ontario Event every year since 2009! Congratulations for this outstanding achievement!



**Funds were previously approved for phased-in projects:**

Fourth of 5 year commitment for the **John Machin Soccer Fields** [\$73,400 each year]. (approved by membership at the 2009 Annual General Meeting).

Second of two year commitment to **Holy Name of Jesus Church, Stained Glass Window Restoration** [\$12,500, each year] (approved by PCBF Board in 2012).

Second of three year commitment to **Ecole Sir John A. Macdonald Public School** for playground equipment [\$80,631 year two] (approved by PCBF Board in 2012).



## NEW PROJECTS APPROVED FOR 2013

At the time of mailing, the following projects were approved:

**Holy Name School**—Outdoor classroom [\$14,000]

**Holy Name School**—Classroom computers [\$15,000]

**LaSalle Secondary School**—Electronic sign and Memorial Garden [\$15,000 per year for 4 years, total \$60,000]

**LaSalle Links Interact Volunteer Service Project to Nicaragua**—travel costs for students residing in former Pittsburgh Township [\$5,000]

**MacLean Trail Community Gardens**—Development of second community garden [\$2,115]

**Pittsburgh Softball Association**—new uniforms and equipment [\$5,000]

**St Barnaby's Catholic Church**—stained glass window restoration [\$15,000 per year for 2 years, total \$30,000]

**St John's Presbyterian Church**—repairs to masonry tower [\$20,500 per year for 2 years, total \$41,000]

The City of Kingston has provided the following updates on two of their main initiatives in the former Pittsburgh Township:

### **Machin Field Update:**

The City has recently engaged the contractor to build the artificial turf field project; construction will likely commence in April when the weather warms. The scope of work includes a full sized soccer field to replace the older existing natural full sized soccer field to the west of the new driveway. The project will also include a new park washroom building and sports lighting for the field, as well as an oversized concrete perimeter grade beam around the turf that could support a potential future seasonal air supported dome. The City anticipates that the project will be complete by the end of 2013.

### **Grass Creek Park Visioning**

The Grass Creek Park public visioning exercise nears completion. The project was spurred forward in response to the acquisition of 45 acres of adjacent farmland in 2008, expanding the park to 95 acres. Facilitated by landscape architect team Brian Basterfield and Associates, multiple public presentations and stakeholder focus group meetings have been hosted since August 2012. The public visioning exercise incorporates community and park user feedback on the future needs of the park and establishes guiding principals to inform future potential park improvements.

## PRESIDENT'S MESSAGE, continued

For those who are unaware, the former Pittsburgh Township encompasses the area of the City of Kingston that is located east of the LaSalle Causeway. Membership to the PCBF is open to all residents of the former Pittsburgh Township who are over the age of 18; you do not need to apply to be a member. The PCBF holds its' Annual General Meeting (AGM) every April, and it is distressing to see that the number of Members who attend the AGM has steadily declined over the past years. We are hoping to see this trend reverse this year as we value your input and support.

On a personal note, I would like to thank Amanda Milliken, Richard Moller and George Sutherland who have finished their terms on the Board, and I wish all nominees the best of luck.

*Respectfully Submitted by Jean Cooper, Chair, PCBF*

Our thanks to Steve Hedderson, Principal of the new Ecole Sir John A Public School, for allowing the PCBF to hold their Annual General Meeting in their new school, and for graciously providing refreshments for the meeting. The school is located at 529 St Martha Street.

## ST LAWRENCE COLLEGE BURSARIES

The Pittsburgh Community Benefit Fund Bursary was established in 2005 and was made possible with a gift of \$50,000 from the PCBF. Under a provincial initiative, St. Lawrence College obtained matching funds, resulting in a defined endowment of \$100,000 which is now earning income each year to finance the "Pittsburgh Community Development Fund Bursary Award". As this fund is endowed, the legacy of our gift will be realized for generations to come.



### Congratulations to the 2012 Recipients

*Alexander Kritikos   Hailey Murphy  
Theresa Smith   Mary Snodgrass*



At the 2011 AGM, Members voted to support an additional \$50,000 towards this bursary on the condition that the College secure matching funds from the Province. It is with regret that we report that the Province has discontinued this Program and the PCBF contribution has been withdrawn. The original bursary program continues on.

## HIGH SCHOOL SCHOLARSHIPS

### Congratulations to the 2012 Recipients:

#### Kingston Collegiate

*Simon Derome  
Kylie McDonnell-Wade*

#### Regiopolis-Notre Dame

*Alexandra Burke  
Jessica Carr  
Alexandre Gagnon*

#### LaSalle Secondary

*Robert Bogle  
Jamie Burns  
Nicholas Dowd  
Emma Fitzgerald  
Ashley Forsey  
Caelen Martin  
Heather Melinyshyn  
Jeffrey Morrison  
Kyle Smallengange*

#### Loyalist Collegiate

*Samuel Menard*

Each recipient received a \$1,000 cash scholarship from the PCBF.

***Best of luck with your academic endeavours!!***

**Deadline to submit an application for scholarships is Friday, April 5, 2013.**

**Application package and more info is available at [www.pcbf.org](http://www.pcbf.org)**

## INVESTMENT COMMITTEE REPORT

The Investment Committee has followed the direction given by the Members and Board of the PCBF, and, over the past few years, has gradually moved a portion of the investments into the Equities market. The Fund reached 50% in equities at the end of 2012, per the goal established at the beginning of the year. As per the Investment Policy, the Fund has now achieved the minimum of 40% in equities. The Board wishes to thank our investment advisor, Marc Leblanc, from CIBC Wood Gundy for his guidance. The Investment Policy is posted on the [pcbf.org](http://pcbf.org) website.

### Respectfully Submitted by:

George Sutherland  
Chair,  
Investment Committee





# PITTSBURGH COMMUNITY BENEFIT FUND NOMINATION FORM

Please note: Both the person nominating **and** the person being nominated must be members in order for the Nomination Form to be valid. Residents of the former Pittsburgh Township over 18 years of age are automatically members of the PCBF by virtue of living within the defined boundaries of the old Township. There is no requirement to "apply" for membership.

I \_\_\_\_\_, a member of the Pittsburgh  
(name of nominating member)

Community Benefit Fund, residing at \_\_\_\_\_  
(address & telephone # of nominating member)

wish to **nominate**: \_\_\_\_\_ who resides at  
(name of **nominee** for election)

\_\_\_\_\_  
(address & telephone # of **nominee** for election)

for the position of **Director**, Pittsburgh Community Benefit Fund (PCBF), at the  
April 17, 2013 Annual General Meeting (AGM).

\_\_\_\_\_  
Signature of nominating member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of nominee for election

\_\_\_\_\_  
Date

This nomination form must be received by the Secretary of the PCBF at the mailing address below by **April 7, 2013**. Nominations received by March 6th were included in the annual newsletter. It is recommended that Nominees also send an advisory email to [secretary@pcbf.org](mailto:secretary@pcbf.org).

**If mailing, please allow sufficient mailing time - nominees assume the risk of late delivery. Late submissions will not be accepted.**

**By mail to:**

Secretary, PCBF  
P.O. Box 5  
Joyceville ON K0H 1Y0

**In person to:**

Secretary, PCBF c/o Dawn Ellis-Thornton  
2856 Woodburn Road  
Joyceville ON K0H 1Y0

**If you are unable to attend the Annual General Meeting, and would like to have your vote count, please complete, sign and return the Form of Proxy on Page 7 to the address listed on the form no later than 7:00 pm on Sunday, April 14, 2013.**

**As all proxy forms must be verified, early submission is most appreciated.**

## NOTICE OF MEETING

Take notice that the annual meeting of members of the Pittsburgh Community Benefit Fund (PCBF) will be held at **Ecole Sir John A Macdonald Public School, (529 St Martha Street) on Wednesday, April 17, 2013 at 7:00 pm** for the purpose of:

1. Receiving, considering and approving the financial statement for the past fiscal year, together with the auditors' report thereon, and all the transactions reflected thereby;
2. Electing Directors;
3. Appointing auditors; and
4. Transacting such other business as may properly come before the meeting.

Members who cannot attend the meeting are requested to date, sign and return the accompanying proxy form to the address listed on the proxy.

Each individual resident, 18 years and older, residing in the former Pittsburgh Township is automatically a Member of the PCBF. Members in good standing are entitled to attend, participate and vote at the meeting. To be eligible to vote, please bring identification with proof of address to register; the registration booth opens at 6:15 pm.

Please note: the 2012 Audited Financial Statement is posted on the [www.pcbf.org](http://www.pcbf.org) website, and copies will be available at the AGM.

## NOMINATIONS FOR THE BOARD

Elections to the Board of Directors is an open process.

Elections for three 3-year term Directors will be held at the Annual General Meeting. At the time of mailing, the following nominees were received for a position on the Board of the Pittsburgh Community Benefit Fund:

**Amanda Milliken  
Richard Moller  
George Sutherland  
John Uliana**

Nominations will continue to be accepted up to April 7, 2013. Please complete and return the Nomination Form in this newsletter if you are interested in running for one of the positions. Be sure to visit the website on April 8th to see the final list of nominees.

# PITTSBURGH COMMUNITY BENEFIT FUND

## 2013 FORM OF PROXY

The undersigned member of the Pittsburgh Community Benefit Fund hereby appoints

\_\_\_\_\_ of \_\_\_\_\_  
(name) (complete address)

(who is a member of the Pittsburgh Community Benefit Fund) as the proxy of the undersigned to attend and act at the Annual General Meeting (AGM) of Members of the Pittsburgh Community Benefit Fund (PCBF) to be held on **Wednesday, April 17, 2013 at 7:00 p.m.** and at any adjournment or adjournments thereof in the same manner, to the same extent and with the same power as if the undersigned were present at the said meeting or such adjournment or adjournments thereof, and I hereby revoke all proxies previous given by me.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013  
(day) (month)

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
First and Last Name of Member—Please Print clearly—must be legible

\_\_\_\_\_ Postal Code  
Address of Member—required for confirmation/validation

\_\_\_\_\_  
Telephone Number—required for confirmation/validation

Each individual resident, 18 years and older, residing in the former Pittsburgh Township is entitled to a vote by proxy. One proxy vote per resident. An electronic PDF version of the proxy form will also be posted on the PCBF website, [www.pcbf.org](http://www.pcbf.org). Completed proxy forms must be received by mail or delivery no later than 7:00 pm, **Sunday, April 14, 2013** to be effective for the 2013 Annual General Meeting (AGM). **Any proxy received after this time and date will not be accepted.** Proxies may be mailed or hand-delivered to the address below (Member assumes the risk of late postal delivery)

### Proxy Form Registration Mailing/Drop-Off Address

**Secretary, c/o Dawn Ellis-Thornton  
2856 Woodburn Road  
RR 1  
Joyceville, ON K0H 1Y0**

<b>For office registration use only:</b>
Date received: _____
Serial: _____
C/V: _____
Line No: _____

## PCBF

P.O. Box 5  
Joyceville, ON  
K0H 1Y0  
[secretary@pcbf.org](mailto:secretary@pcbf.org)

The Pittsburgh Community Benefit Fund Board of Directors regularly meets the third Monday of each month to conduct the business of the Board and to provide updates on Committee Activities.

Meetings are held in the second floor conference room of the Pittsburgh Branch of the Kingston Public Library (Gore Road at Highway 15) starting at 7:00 p.m.

Meetings are open to the public and community members are invited to attend. Confirmation of each month's meeting is posted on the website.

**We're on the Web!!**

**[www.pcbf.org](http://www.pcbf.org)**

**The PCBF website is an important source of current and historical information.**



### WHAT IS THE PITTSBURGH COMMUNITY BENEFIT FUND??

In June 1997, it was announced that the Corporation of the Township of Pittsburgh was going to work together with the City of Kingston and Kingston Township and amalgamate into one new City of Kingston. In November 1997, the Township Council passed a by-law establishing the Pittsburgh Community Benefit Fund. The Fund was created to ensure that projects and initiatives that were underway during "Amalgamation" would be completed. Further, it protected the Township's operating reserves and ensured they would be used according to the Minister's Order that created the new City specifically "...for the benefit of the residents in the area of the former Township of Pittsburgh." These reserves were built by residents, staff and councilors over the years, and the Council wanted to protect some of the long-standing community activities that could potentially disappear due to lack of funding. The Pittsburgh Community Benefit Fund was established as a non-profit Corporation with a Board of Directors in November, 1997. The Corporation was mandated to provide support, benefits and assistance to the residents of the community by developing and fostering community spirit, promoting organized athletics, arts, education or civic emergency. The Board manages approximately \$4 million dollars remaining from the original \$5,697,000 reserve and 1997 operating surplus of the former Corporation of the Township of Pittsburgh left over following amalgamation. Income from the investments is used to: recapitalize the PCBF fund to counter inflation and distribute any remaining funds for scholarships and grants based on established application.

#### **The Board wishes to acknowledge the services provided by:**

Eric Bennett, Cunningham Swan (legal advisor);

Alicea M. MacPherson, KPMG (auditors);

Marc Leblanc, CIBC Wood Gundy (financial advisor);