



# PITTSBURGH COMMUNITY BENEFIT FUND ANNUAL REPORT 2014

## MESSAGE FROM THE PRESIDENT

### Annual General Meeting

Wednesday,  
April 23,  
2014  
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. We are a volunteer Board and we work hard on your behalf to ensure the Fund supports vital community projects while remaining viable for years to come.

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 \$3,495,000 in legacy gifts in support of heritage, recreation and education facilities, and an additional \$220,000 in scholarships, helping hundreds of high school graduates realize their dream of post secondary education.

The Board continued in its commitment to supporting a healthy and vibrant community this year by awarding grants and scholarships totaling \$309,508, representing new projects, annual projects approved by the Membership at the 2010 Annual General Meeting, and projects being paid by installments. I am pleased to report that four of the significant pre-existing projects totaling \$155,827 will be off the books after 2014: the payments for the soccer fields, playground equipment for Ecole Sir John A. Macdonald Public School, stained glass window restoration project for St. Barnaby’s Catholic Church and tower masonry work for St. John’s Presbyterian Church.

Due to an overwhelming number of scholarship applications that were received in 2013, an additional five scholarships were bestowed; a total of twenty students received the \$1,000 awards.

According to the City of Kingston, the soccer fields have been well received by the sporting community since they opened two years ago. Athletes, coaches and family supporters travelling to our area have hopefully supported our businesses. The Board is proud of this longstanding partnership with the City and wish to thank everyone who has been involved with the John Machin project since its inception.

Amanda Milliken, Vice-Chair, and I continued to represent the interests of the PCBF on the Grass Creek Park Steering Committee during the public consultation phase, which ran throughout the year.

*Continued on page 3*

**YOUR COMMUNITY—YOUR VOICE.  
PLEASE JOIN US AT THE ANNUAL GENERAL  
MEETING AND MAKE YOUR VOTE COUNT.**

**2013 BOARD OF DIRECTORS****CHAIR**  
Jean Cooper**VICE-CHAIR**  
Amanda Milliken**SECRETARY**  
Darlene Greenlees**TREASURER**  
Richard Moller

Joyce MacLeod-Kane

Jeff McEwen

Gary Shultz

John Uliana

Colin Youngman

**Councilor**  
Brian Reitzel  
(Pittsburgh District)**Councilor**  
Jeff Scott  
(Countryside District)**2014 APPROVED PROJECTS****\*Approved by motion at the 2010 Annual General Meeting., adjusted with CPI****\*Bill Robb Barriefield Rock Garden—Support for Maintenance** [\$6,300]

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

**\*Joyceville Women's Institute Dinner** [\$3,152]**\*South Pittsburgh Community Event** [\$3,152]

(these outstanding community groups host an annual Christmas dinner for many elderly and shut-in members of the former Pittsburgh Township, a tradition for over three decades.)

**\*Kingston Sheep Dog Trials** [\$10,510] 27th Anniversary of the Sheep Dog Trials will be held August 8-10, 2014. The Trials have been named a Top 100 Ontario Event every year since 2009, and have been chosen to host the Canadian National Championships in 2014.**Funds were previously approved for phased-in projects:**Fifth and final yearly 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 **St Barnaby's Catholic Church, Stained Glass Window Restoration** [\$15,000 each year] (approved by PCBF Board in 2013).Second of two year commitment to **St John's Presbyterian Church, Repairs to Masonry Tower** [\$20,500 each year] (approved by PCBF Board in 2013).Third of three year commitment to **Ecole Sir John A. Macdonald Public School for playground equipment** [\$46,927 year three] (approved by PCBF Board in 2012).Second of four year commitment to **LaSalle Secondary School, Electronic sign and Memorial Garden** [\$15,000 each year]**New Projects:****At time of printing, the following projects were approved:****Holy Name School—Playground for All** [\$20,000 per year for 3 years, total \$60,000]**Joyceville Public School—Concert band musical instruments** [\$22,000]**Kingston Sheep Dog Trials —electronic fencing** [\$4,646.87]**Pittsburgh Softball Association—new uniforms and equipment** [\$8,000]**St John's Presbyterian Church—interior heritage painting** [up to \$25,425]**St Martha's Catholic School—outdoor classroom, community gathering space and chapel area** [\$19,795.27 year one, \$20,000 years 2 and 3, total \$59,795,27]**Talking About Mental Illness —community outreach to Pittsburgh Township youth** [\$700]

**LETTERS OF APPRECIATION FROM GROUPS FUNDED IN 2013**

**Ecole Sir John A Macdonald Public School:** The PCBF generously donated \$252,008 over three years to construct an outdoor play and recreation area. 800+ students are enjoying the three play structures, two basketball courts, gravel pathway and soccer pitch. The outdoor classroom has been completed with the move of the formerly funded gazebo from J.E. Horton PS. This Spring, we anticipate the completion of the beach volleyball court, learning garden, sandbox and the installation of various park benches. In addition to a large number of students enjoying these wonderful spaces during the school day is the number of children from the neighbourhood and their families who use the play and recreation area after school, on weekends and holidays to be together and play together, regardless of which schools they attend. We thank you for your generosity and support of this community project.



**St . Barnaby's Parish Update:**

It is with great pleasure we would like to share that all of our windows have been restored and re-installed as of February 26, 2014! The major job was accomplished with the phenomenal assistance of the PCBF, without the funding that was provided by the Fund we would not have been able to complete this job. The finishing touches with paint will be completed in the warmer weather. Once again, we would like to take this opportunity to thank the PCBF for their support.



**St John's Presbyterian Church Update:**

A special thank you to the PCBF for their financial help to rebuild our Church Tower. The Tower is 102 years old and the top blocks were cracked and unsafe. We replaced them with newly cast cement headers and architectural blocks. Funding for this project came through the PCBF, many Church Fundraisers and donations from members of the congregation.

**LaSalle Secondary School:**

On behalf of the LaSalle School staff and students, thank you for funding our new "electronic" sign. This communication tool has enabled LSS to promote a number of school and community events. We have received so much positive feedback from the community and visitors to our school. Your continued support to LSS is paramount and it continues to help our staff and students succeed with our current and future initiatives.

**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. We were very encouraged last year to see the renewed interest in the Fund with the increased number of people who attended the Annual General Meeting. We value your input and support, so I'm hoping to see you at this year's AGM.

On a personal note, I would like to thank Darlene Greenlees and Jeff McEwen, who along with myself have finished their terms on the Board. For those of you who are running for one of the three positions, I wish you the best of luck.

**Our thanks to Steve Hedderson, Principal of the new Ecole Sir John A Public School, and the Limestone District School Board for allowing the PCBF to hold their Annual General Meeting in their school. 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 2013 Recipients

Kairo Martin—Medical Laboratory Science  
 Ardianna Mclean—Bachelor of Science—Nursing  
 Mark Wood—Police Foundations  
 Mary Snodgrass—Business Administration, Accounting  
 Bryanna Tomlin—Early Childhood Education

## HIGH SCHOOL SCHOLARSHIPS

### CONGRATULATIONS TO 2013 RECIPIENTS

#### Kingston Collegiate

Abigail Allinson  
 Rachel Goldstein

#### LaSalle Secondary

Robertson Boag  
 Jenna Bullock  
 Michelle Johnston  
 Conner Kane  
 Maggie Roberts  
 Kelsey Shortall

#### Regiopolis-Notre Dame

Erin Couch  
 Lexi Crowe  
 Abbi Finnan  
 James Fortune  
 Emma Langlois  
 Emma McDonald  
 Aidan Ross  
 Cassandra Santoni  
 Emily Williams

#### Loyalist Collegiate

Caroline Reid  
 MacGregor van de Ven

#### Marie Rivier

Christopher Lepine

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

**Deadline to submit an application for scholarships is Friday, April 11, 2014.**

**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. In 2013, the Fund yielded 13.9% and the asset mix of 60% equities and 40% mixed is on target. The Audited Financial Report will be available at the Annual General Meeting and posted on-line. The Board wishes to thank our investment advisor, Marc Leblanc, from CIBC Wood Gundy for his guidance.

### Respectfully Submitted by:

Jeff McEwen  
 Chair,  
 Investment Committee

Richard Moller  
 Treasurer



# 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 23, 2014 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 **Sunday, April 13, 2014**. Nominations received by March 9th 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 20, 2014.**

**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 23, 2014 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 2013 Audited Financial Statement will be 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:

**Jean Cooper  
Darlene Greenlees  
Jeff McEwen  
Marcel Scouten**

Nominations will continue to be accepted up to April 13, 2014. Please complete and return the Nomination Form in this report if you are interested in running for one of the positions. Be sure to visit the website on April 14th to see the final list of nominees.

# PITTSBURGH COMMUNITY BENEFIT FUND

## 2014 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 23, 2014 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 \_\_\_\_\_, 2014  
(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 20, 2014** to be effective for the 2014 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 : _____ AR

## PCBF

P.O. Box 5  
 Joyceville, ON  
 KOH 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 at 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);

Vicki Leakey, KPMG (auditors);

Marc Leblanc, CIBC Wood Gundy (financial advisor);