



PITTSBURGH COMMUNITY BENEFIT FUND ANNUAL REPORT 2015

MESSAGE FROM THE PRESIDENT

Annual General Meeting

Wednesday,
April 29
2015
7 pm

Holy Name
Catholic
School
370 Kingston
Mills Road
(2 km north of
the 401)

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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 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 \$3,719,198 in legacy gifts in support of heritage, recreation and education facilities, and an additional \$290,000 in scholarships, helping hundreds of high school graduates and local college students realize their dream of post secondary education.

The Treasurer, John Uliana, and I were invited to make a presentation to the Kingston East Business Association in November, which gave the Board an excellent opportunity to increase its visibility in the community. As a result, there was an increase in the number and variety of project applications received this year.

The Board recognized the impact of inflation on the cost of post secondary education, and increased the value of the scholarship to \$1,500; a total of fifteen students received this award.

The PCBF commitment to the John Machin Soccer Fields Facility, which was approved by Membership at the 2009 AGM has finally come full circle. The land was transferred and the final cash payment made, representing a \$500,000 commitment to recreational and sporting events. The Board is proud of this longstanding partnership with the City and wish to thank everyone who has been involved with the project since its inception. The City has advised that the Official Opening Ceremonies will be held in May 2015.

Amanda Milliken, Vice-Chair, and I continued to represent the interests of the PCBF on the Grass Creek Park Steering Committee. Members voted to commit \$500,000 to improvements at Grass Creek Park at the 2010 AGM, but unfortunately this project has been delayed pending the outcome and recommendations of the full waterfront plan for the City of Kingston. It is hoped that some of the desired improvements could be accelerated by PCBF funding. This is a commitment that remains high on our radar.

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

2014 BOARD OF DIRECTORS**CHAIR**

Jean Cooper

VICE-CHAIR

Amanda Milliken

SECRETARY

Darlene Greenlees

TREASURER

John Uliana

Joyce MacLeod-Kane

Jeff McEwen

Richard Moller

Gary Shultz

Colin Youngman

**Councilor,
Countryside District****To November:****Jeff Scott****Newly elected:****Richard Allen****Councilor, Pittsburgh
District****To November:****Brian Reitzel****Newly elected:****Ryan Boehme****2015 APPROVED PROJECTS*****Approved by motion at the 2010 Annual General Meeting., adjusted with CPI*****Bill Robb Barriefield Rock Garden—Support for Maintenance [\$6,420]**

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

Joyceville Women's Institute Dinner [\$3,212]**South Pittsburgh Community Event [\$3,212]**

(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 [\$10,710]** 28th Anniversary of the Sheep Dog Trials will be held **August 7-9, 2015**. The Trials have been named a Top 100 Ontario Event every year since 2009, and are one of the Signature Events in the Kingston area.***Previously approved by PCBF Board as phased-in projects:**Third of four year commitment to **LaSalle Secondary School, Electronic sign and Memorial Garden** [\$15,000 each year for a total of \$60,000]Second of three year commitment to **Holy Name Catholic School, Playground for All** [\$20,000 each year for total of \$60,000]Second of three year commitment to **St Martha's Catholic School, Outdoor Classroom, Community Gathering Space and Chapel Area** [\$20,000 in year two for a total of \$59,795.27]**New Projects: At time of printing, the following projects were approved:****1st Joyceville Scouts**—Scotia Jam 2015 camping equipment and registration [\$5,740]**Frontenac County Schools Museum**—technology equipment upgrades [\$2,635]**Kingston Scottish Festival** —highland dancing stage and venue upgrades [\$5,000]**Pittsburgh Softball Association**—new uniforms and equipment [\$2,000 per year/four year commitment; total of \$8,000]**St Barnaby's Catholic Church**—window replacement and roof repairs [\$27,000 per year /two year commitment; total of \$54,000]**St John's Presbyterian Church**—electrical upgrades and commercial dishwasher [\$7,244.12]**St Mark's Anglican Church**—Barriefield Parish Community Hall Renovations [\$28,930 per year/ two year commitment; total of \$57,860]**Sand Hill Presbyterian Church**—Window restoration [\$20,000 per year/two year commitment; total of \$40,000]**LaSalle Secondary School - LaSalle Robotics Club** [\$1,808]**LaSalle Secondary School—Gymnasium of Dreams** [\$24,476 per year/two year commitment; total of \$48,952]**LaSalle Secondary School—Interact Service Project to Nicaragua** [\$4,500]**St Martha's Catholic School**—cost over-runs for funded project [\$13,796.13]***The Fund returned \$221,683.25 to the former Pittsburgh Community through these projects.***

LETTERS OF APPRECIATION FROM GROUPS FUNDED IN 2014

Holy Name Catholic School: “Thank you! In March of 2014 we received word of the PCBF’s generous gift of \$60,000 over three years to support our playground project initiatives. In September of 2014 both our new kindergarten and junior/intermediate playground structures were officially opened. Your donation means the world to us. Because of you, we can continue to serve our students, and provide them with expanded opportunities, to nurture healthy minds and bodies. We are so fortunate to have you as a donor. Thank you for investing in our school and community and the families we serve. Your generous gift continues to go to good use on a daily basis. As educators we know that play is a healthy way for children to develop physical, social and cognitive skills, as well as establish fitness habits to help combat the epidemic of obesity so prevalent in the modern world. Your organization truly is making a difference for families in the community. “



St . Martha’s Catholic School

“We would like to extend our sincere thank you the PCBF for their financial support of the Outdoor Classroom, Community Gathering Space and Chapel located on the Junior/Intermediate playground at the front of the school.

This new area consists of 12 large limestone rocks in a circular design that will be used for seating. In the center of the classroom, there is a flat circular rock with an engraved cross, which represents our faith. Also within the classroom there is a series of outdoor instruments including a set of rainbow bongo drums, a whale drum, and a spruce hanging amadinda, all of which can be played with a set of drum sticks. In addition, the classroom also contains four large cedar planter boxes that will be filled with drought resistant plants and shrubs. Finally, shade sails will provide covering over the classroom, allowing some sun to peak through during daylight hours. Two large triangular shade sails are attached to four galvanized steel poles that are secured in the ground.

The Outdoor Classroom will provide a unique learning opportunity across various disciplines for the students of St. Martha outside of the traditional classroom setting. The Outdoor Classroom will be used for prayer celebrations, restorative classroom circles, ECO team meetings as well as a variety of subject specific lessons including music! We look forward to spring!”

Kingston Sheep Dog Trials

“The PCBF has supported the Trials since it began, and this year is no exception. They provide the funding for the rental of the Sheep (all 650 of them) and pay for their transportation to and from Grass Creek Park. Without the sheep, there would be no trial. Although they are exceptionally well tended throughout the trials, occasionally, the coyotes will pay a nocturnal visit threatening the safety of the flock. Last year, we were fortunate enough to receive a capital grant from the PCBF to purchase electro net fencing to help keep our sheep safe and secure at the Trials. We thank the PCBF for their long time support, and especially appreciate their additional support last year . We think the sheep did too! “



PRESIDENT’S MESSAGE, continued

At the 2011 AGM, Members voted to support an additional \$50,000 endowment for students attending St Lawrence College (SLC) on the condition that the College secure matching funds from the Province. Unfortunately, SLC advised that Ontario withdrew their funding from that program, and they began a search for other benefactors to provide the matching funds. In January of this year, the Board was approached by the College who advised that they were successful in securing a commitment for matching funds up to \$25,000 from Knowledge First, an RESP provider. This new endowment will be administered under the same principles as the original endowment, and the first bursary will be awarded in the Fall of 2015.

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 Joyce MacLeod-Kane, Gary Shultz and Colin Youngman, who 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. I would also like to welcome Councilors Richard Allen and Ryan N. Boehme to the PCBF and thank them for their enthusiastic participation since they were elected last November.

Respectfully Submitted by Jean Cooper, Chair, PCBF

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 2014 Recipients

Hugh Bakhurst—Music and Digital Media
 Sarah Gallagher—Computer Programmer Analyst
 Michell Kasaboski— Business Administration—Human Resources

HIGH SCHOOL SCHOLARSHIPS

CONGRATULATIONS TO 2014 RECIPIENTS

LaSalle Secondary School

Sarah Beech
 Sara Edgar
 Jesse Graham
 Tanner Graham
 Madeline King
 Devon Labrie
 Danielle Long
 Abigail McFie
 Thomas Peirson
 Wesley Penney
 Jenn Smallengange

Regiopolis Notre Dame

Braelyn Amodeo
 Megan Burgess
 Samantha Johnston
 Shauna Stewart

**Each recipient received a
 \$1,500 cash scholarship from
 the PCBF.**

**Deadline to submit an
 application for scholarships
 is Thursday, April 30, 2015.**

**The application package
 and additional information
 is available at
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 asset mix of 60% equities and 40% mixed is on target. In 2014, the Fund yielded 8.769% and the value of the Fund is just over \$4,520,000.

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:

Colin Youngman
 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 29, 2015 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 19, 2015**. Nominations received by March 15th were included in the annual report. It is recommended that Nominees also send an advisory email to 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 24042 Barriefield PO
Kingston, ON K7L 0B4**

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 26, 2015.

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 **Holy Name Catholic School, (370 Kingston Mills Road, just north of the 401) on Wednesday, April 29, 2015 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 2014 Audited Financial Statement will be posted on the www.pcbf.org website, and copies will be available at the AGM.

Thanks to Dan Finn Principal of the Holy Name Catholic School, and the Algonquin Lakeshore District Catholic School Board for inviting the PCBF to hold their Annual General Meeting in their school. The school is located at 370 Kingston Mills Road, 2 km north of the 401.

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:

**Colleen Emmerson
Neil Shorthouse
Gary Shultz
Colin Youngman**

Please complete and return the Nomination Form in this report if you are interested in running for one of the positions. Nominations will continue to be accepted up to April 19, 2015; be sure to visit the website on April 20th to see the final list of nominees. A brief introduction to each Nominee will be posted on the PCBF website www.pcbf.org for your review prior to the AGM.

PITTSBURGH COMMUNITY BENEFIT FUND

2015 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 29, 2015 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 _____, 2015
(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. Completed proxy forms must be received by mail or delivery no later than 7:00 pm, **Sunday, April 26, 2015** to be effective for the 2015 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

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

For office registration use only:
Date received: _____
Serial: _____
Verified: _____
Line : _____ AR

PCBF

P.O. Box 24042

Barriefield PO

Kingston ON

K7L 0B4

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

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);