



PITTSBURGH COMMUNITY BENEFIT FUND ANNUAL REPORT 2016

MESSAGE FROM THE PRESIDENT

2015 BOARD OF DIRECTORS

CHAIR

Jean Cooper

VICE-CHAIR

Amanda Milliken

SECRETARY

Darlene Greenlees

TREASURER

Colleen Emmerson

Rhonda Evans
(Doyle)

Jeff McEwen

Richard Moller

Colin Youngman

Councillor,
Countryside District
Richard Allen

Councillor,
Pittsburgh District
Ryan Boehme

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 \$3,943,203 in legacy gifts in support of heritage, recreation and education facilities, and an additional \$312,500 in scholarships, helping hundreds of high school graduates and local college students realize their dream of post secondary education.

John Uliana, PCBF Treasurer, tendered his resignation from the Board last August as he moved out west to spend his retirement years with his family. Colleen Emmerson volunteered to serve as Treasurer for the remainder of this term.

The Board addressed an outdated residency rule for district councillors by voting to remove the requirement for elected councillors to live within the geographic boundaries of the former Pittsburgh Township. We felt this was important as Richard Allen, who lives on the west side of the Rideau River, brings a lot of insight and information to each Board meeting, but the by-laws prevented him from voting on motions that affected the constituents he represented. Please see page 3 for the Notice of Motion to amend the by-laws to remove the residency requirements.

At the 2010 AGM, Members of the Pittsburgh Community Benefit voted to commit \$500,000 towards improvements at Grass Creek Park. This process has been delayed as the City of Kingston first developed a conceptual Master Plan for Grass Creek Park, and then put all waterfront projects on hold until a comprehensive Waterfront Master Plan could be completed. Grass Creek Park has been identified as "Signature" project in this new plan. Now that City Council has accepted the recommendations for the Waterfront Master Plan, it is anticipated that discussions will resume with the City about where the Community Benefit can make an investment towards improving this great and well used park."

On a personal note, I would like to thank Amanda Milliken and Richard Moller 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.

**The PCBF website has recently been upgraded.
Check out www.pcbf.org and send your feedback to
info@pcbf.org. We'd love to hear from you.**

2016 APPROVED PROJECTS

***Traditional community projects approved by motion at the 2010 Annual General Meeting., adjusted with CPI**

***Bill Robb Barriefield Rock Garden—Support for Maintenance** [\$6,530]

(this stunning garden is one of Kingston's best-known reclamation gardens and a "Communities in Bloom" award winner). Grey scale photos do not do the gardens justice—you should take the opportunity to visit the gardens in person and enjoy the tranquility of this magnificent property.



***Joyceville Women's Institute Dinner** [\$3,267]

***South Pittsburgh Community Event** [\$3,267]

(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** [\$10,892] 29th Anniversary of the Sheep Dog Trials will be held **August 5-7, 2016**. The Trials have been named a Top 100 Ontario Event every year since 2009, and is one of the Kingston Area's annual Signature Events, attracting thousands of international visitors to our region.

****Payments previously approved by PCBF Board as phased-in projects:**

Last of four year commitment to **LaSalle Secondary School, Electronic sign and Memorial Garden** [\$15,000 each year for a total of \$60,000]

Last of three year commitment to **Holy Name Catholic School, Playground for All** [\$20,000 each year for total of \$60,000]

Last 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]

Second of four year commitment to **Pittsburgh Softball Association**—new uniforms and equipment [\$2,000 each year for a total of \$8,000]

Last of two year commitment to **St Barnaby's Catholic Church**—window replacement and roof repairs [\$27,000 each year for a total of \$54,000]

Last of two year commitment to **St Mark's Anglican Church**—Barriefield Parish Community Hall Renovations [\$28,930 each year for a total of \$57,860]



New windows at St Barnaby's

Last of two year commitment to **LaSalle Secondary School—Gymnasium of Dreams** [\$24,476 per year/two year commitment; total of \$48,952]

Last of two year commitment to **Sand Hill Presbyterian Church**—Window restoration [\$20,000 each year for a total of \$40,000]

New Projects: At time of printing, the following projects were approved:

Holy Name Catholic School — \$10,154.16 for amenities for the new "Building Community"

LaSalle Secondary School 50th Reunion—\$15,000 to purchase award banners and replace the display cases

Kingston United Soccer Club—\$3,000 to purchase new equipment

"Real Me" (Not Media Me) - \$4,500 to supply educational materials to support self-esteem to school aged children and youth

St John's Presbyterian Church—\$10,000 to purchase replacement chairs for community functions

The PCBF is proud to support our community through these projects.

NOTICE OF MOTION

AMENDMENT TO BY-LAW #9, RESIDENCY RULES FOR COUNCILLORS

MOTION:

Whereas By-law 9, Board of Directors, stipulates that "Successors to the first directors shall include those persons elected through the municipal elections as District Councillors for the Districts 1 and 12 to the City of Kingston (following amalgamation), who must be residents of the community formerly known as Pittsburgh Township....as it existed on October 31, 1997.

And Whereas Motion 2015/56 passed at the November 16, 2015 Board Meeting, allowing the Councillors of Districts 1 and 12 to have the opportunity to vote as a member of the PCBF at meetings until the amendment to the PCBF by-laws could be presented to the general membership in April 2016

And Whereas the current by-laws means that a majority of Members are not effectively represented at the meetings of the Board of Directors

Be is resolved that the residency requirements for elected representatives for Districts 1 and 12 be removed by amending PCBF By-law 9 amended the first sentence "Successors to the first directors shall include those persons elected through the municipal elections as District Councillors for the Districts and 1 and 12 (following amalgamation). The continuation of this sentence "who must be residents of the community formerly known as Pittsburgh Township, as defined by the geographic limits of the Township of Pittsburgh, County of Frontenac, and the Province of Ontario, as it existed on October 31, 1997" be deleted.

BACKGROUND AND BOARD OPINION

Richard Allen was elected to represent Countryside District on October 27, 2014. Now as a Councillor, he sits on many city committees and boards, including the Board of Health, the Cataraqui Region Conservation Authority, the *Pittsburgh Community Benefit Fund* and the Rural Advisory Committee. Richard lives in Glenburnie, Ontario therefore, according to the current by-laws, does not meet the residency requirements and therefore not eligible to vote as a member of PCBF at meetings of members, effectively blocking his ability to represent the rural constituents at the Board table. Councillors living outside the geographic region are not only ineligible to vote at meetings of the Board of Directors, but would in fact not be eligible to hold the position of director as he or she would not satisfy the residency requirements pursuant to the bylaws for PCBF for the elected representatives of Districts 1 and 12. Currently, to be eligible to hold the office of director, the person must be **resident of the community formerly known as Pittsburgh Township, as defined by the geographic limits of the Township of Pittsburgh, County of Frontenac and Province of Ontario, as it existed on October 31, 1997.**

In short, the current by-laws mean that a majority of Members are not effectively represented. A change to the by-laws to remove the residency requirements for the elected representatives for Districts 1 and 12 would raise the profile of the PCBF and allow for issues to be brought forward to the City to fairly represent rural constituents.

The specifically noted provisions of the bylaw have not been amended since the bylaws were first approved. The original intent of the stated requirements at the time are unclear, but it is assumed the provision was inserted to address the possibility that the elected representative for Districts 1 or 12 may not be a resident of the respective Districts since the former municipal election rules allowed persons who reside anywhere in the greater municipality to seek election in any District.

Chair Cooper sought a legal opinion from the Board's legal counsel, who advised that the Board could approve a motion approving an interim opportunity to vote until an amendment to the by-laws could be brought forward to Members at the Annual General Meeting in April.

The PCBF Board supports this Motion and urges Members to support it by voting at the Annual General Meeting.

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; an additional \$25,000 was gifted in 2015. Matching funds were provided by the Province of Ontario and Knowledge First, an RESP provider resulting in a defined endowment of \$150,000 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 2015 Recipients

Alexandra McNaught
Gillian Newton
Zachory Weese

HIGH SCHOOL SCHOLARSHIPS

CONGRATULATIONS TO 2015 RECIPIENTS

LaSalle Secondary School

Rachel Clow
Erin Fitzgerald
Bailey Laing
Stephen Melinyshyn
Camille Pearson
Duncan Robertson
Christopher Dwight Scouten
Grace Sztuke
Chelsea Van Camp

Regiopolis Notre Dame

Ally Amodeo
Nick Carriere
Cameron Dube
Paola Finizio
Brooke Gordanier
Lucas Van Nest

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

**Deadline to submit an
application for scholarships
is Sunday, May 1, 2016.**

**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 2015, the Fund yielded 5.729% and the value of the Fund is just under \$4,500,000.

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 27, 2016 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 17, 2016**. Nominations received by March 17th were included in the annual report. It is recommended that Nominees also send an advisory email to info@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:

**Chair, PCBF
P.O. Box 44042 Barriefield PO
Kingston, ON K7L 0B4**

In person to:

**Chair, PCBF
2344 Middle Rd - mail box at end of driveway
Kingston ON K7L 4V3**

NOTICE OF MEETING

Annual General Meeting

Wednesday,
April 27
2016
7 pm

St Martha's
Catholic
School

**Registration
starts at 6:15 pm**

Take notice that the annual meeting of members of the Pittsburgh Community Benefit Fund (PCBF) will be held at **St Martha's Catholic School, 455 St Martha Street, (Greenwood Park) on Wednesday, April 27, 2016 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 2015 Audited Financial Statement will be posted on the www.pcbf.org website, and copies will be available at the AGM.

Thanks to Karen Moran, Principal of the St. Martha's Catholic School, and the Algonquin Lakeshore District Catholic School Board for hosting the Annual General Meeting. Be sure to check out the beautiful Outdoor Classroom, Community Gathering Space and Chapel Area.

NOMINATIONS FOR THE BOARD

Elections to the Board of Directors is an open process. The Board is seeking civic minded people who are interested in serving their community. The time commitment is not huge, but the rewards of being able to "pay it forward" are immeasurable. If you would like more information, please contact the Chair via info@pcbf.org.

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

Amanda Milliken

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 17, 2016; be sure to visit the website on April 18th to see the final list of nominees. A brief introduction to each Nominee will be posted on the PCBF website www.pcbf.org.

**WE NEED
YOU!!!
Nomination
form is found
on page 5, or
on our
website
www.pcbf.org**

PITTSBURGH COMMUNITY BENEFIT FUND

2016 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 27, 2016 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 _____, 2016
(day) (month)

Signature of Member

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

Address of Member—required for confirmation/validation Postal Code

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 24, 2016** to be effective for the 2016 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 Jean Cooper
2344 Middle Road
Kingston, ON K7L 5H6**

(if dropping off, please leave in mail box at the end of driveway, thank you)

For office registration use only:

Date received: _____

Serial: _____

Verified: _____

Line : _____ AR

If you are unable to attend the Annual General Meeting, and would like to have your vote count, please complete, sign and return this Form of Proxy to the address listed on the form no later than 7:00 pm on Sunday, April 24, 2016.

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

***What is the PCBF and how does it affect you??
Be informed & get involved.***

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 fund scholarships and grants based on established application.

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.

The Board wishes to acknowledge the services provided by:

Eric Bennett, Cunningham Swan (legal advisor);

Rebecca Prophet, KPMG (auditors);

Marc Leblanc, CIBC Wood Gundy (financial advisor);

PCBF

P.O. Box 44042
Barriefield PO
Kingston ON
K7L 0B4

info@pcbf.org
www.pcbf.org

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

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

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