



PITTSBURGH COMMUNITY BENEFIT FUND

ANNUAL REPORT 2017

MESSAGE FROM THE PRESIDENT

2016 BOARD OF DIRECTORS

CHAIR

Jean Cooper

VICE-CHAIR

Amanda Milliken

SECRETARY

Darlene Greenlees

TREASURER

Colleen Emmerson

Rodger Compton

Rhonda Evans

(Doyle)

Luke McEachnie

Jeff McEwen

Councillor,
Pittsburgh District

Ryan Boehme

Councillor,
Countryside District
Vacant

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 \$4,132,675 in legacy gifts in support of heritage, recreation and education facilities, and an additional \$335,000 in scholarships, helping hundreds of high school graduates and local college students realize their dream of post secondary education.

After the AGM, there was still a vacancy on the Board, so Luke McEachnie was appointed to a one-year term per the By-laws. Colin Youngman tendered his resignation from the Board in January for personal reasons, and Richard Allen resigned his position on City council, thereby relinquishing his role on the Board. Both departing Directors were sorely missed as they actively participated in Board discussions and represented the Fund commendably.

At the 2010 AGM, Members of the Pittsburgh Community Benefit voted to commit \$500,000 towards improvements at Grass Creek Park. This process was delayed while the City of Kingston developed a comprehensive Waterfront Master Plan, and while Grass Creek Park was not identified as a priority park, the Board continues to pursue discussions with the City about where the Pittsburgh Community Benefit Fund can make an investment towards improving this great and well used park.

In October, the Board welcomed Derek Baylis to their monthly meeting, and listened to his presentation made on behalf of supporters of the Third Crossing. After discussing the pros and cons of this issue, we passed a motion in support of the construction of the Third Crossing. Ryan Boehme and Richard Allen abstained from the voting due to their roles as City Councillors.

On a personal note, I would like to thank Darlene Greenlees and Jeff McEwen who, along with myself, have finished their 3-year term on the Board. I have enjoyed contributing to the Board, especially the years that I have served as Chair. This year, we are in the unique position of needing to elect five new Directors; three for the regular three-year terms, one for a two-year term and one for a one-year term. For those of you who are running for one of these positions, I wish you the best of luck.

**Where exactly is the former Pittsburgh Township?
It's the Countryside and Pittsburgh Districts of the City of Kingston,
east of the Cataraqui and Rideau Rivers; north to Seeley's Bay and
east to Gananoque.**

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** [\$6,640]

(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** [\$3,322]

***South Pittsburgh Community Event** [\$3,322]

(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** [\$14,277] 30th Anniversary of the Sheep Dog Trials will be held **August 10-13, 2017**. 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 visitors from around the world to our region.

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

Third of four year commitment to **Pittsburgh Softball Association**—new uniforms and equipment [\$2,000 each year for a total of \$8,000]. An additional \$3,000 was approved by the Board on March 6, 2017.

Second of two year commitment to **Holy Name of Jesus Catholic Church**— new roof [\$30,000 a year for a total of \$60,000]

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

Joyceville Public School: \$40,000 for Playground Rejuvenation—Basketball Courts and Painted Line Games. The funds will be used to restore an unsafe play area for students, which will also be available for community use after school hours. At present, there are no other outdoor basketball courts in the Joyceville area.

1st Joyceville Scouts: \$6,000 to be used for transportation costs for the Scouts to attend the Canadian Jamboree 2017 at Camp Nedooae, Nova Scotia. The experience will promote teambuilding, self-awareness, reliance and trust amongst themselves and each other.

LaSalle Secondary School Interact Volunteer Service Project to Nicaragua: \$5,400 to cover ground transportation and other costs for the students. Thirty-seven students and four teachers and community volunteers will travel to Nicaragua to volunteer at the Outreach 360 Literacy Centre, working in the town of Jinotega, which is in a very impoverished region of the country.

LaSalle Intermediate and Secondary School: \$20,000 to contribute to the Makerspace Design Studio for students in grades 7 through 12. The goal is to create a Maker Culture that will engage students in their learning curriculum while giving them opportunities to embed 21st Century Competencies and make a real difference in the world.

Ecole Sir John A Macdonald Public School: \$7,500 to contribution to the creation of a collaborative, flexible and inclusive Makerspace area in K-12 schools where positive digital leadership and citizenship is cultivated through opportunities to think critically and creatively to solve real world problems linked to curricular connections and to collaborate and communicate across the district and the world.

2017 Village of Barriefield Dry Stone Festival: \$5,000 to support the Dry Stone Festival where the entrance stone walls at St Mark's Anglican Church will be professionally restored.

St Martha's Catholic School: \$13,000 to enhance the community areas and Learning Commons at the school.

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

PITTSBURGH COMMUNITY BENEFIT FUND

Statement of Operations

Year ended December 31, 2016, with comparative information for 2015

	2016	2015
Revenue:		
Investment income	\$ 80,730	\$ 123,604
Net realized loss on sale of investments	(25,977)	(5,895)
Unrealized gain on investment	168,028	137,871
Other income	-	7,993
	<u>222,781</u>	<u>263,573</u>
Expenses:		
Grants:		
1 st Joyceville Scouts	-	5,740
Barriefield Rock Garden grant	6,530	6,420
Frontenac County School Museum	-	2,635
Holy Name Church Roof	30,000	-
Holy Name School Building Community	10,154	-
Holy Name School Playground	20,000	20,000
Joyceville Women's Institute	3,267	3,212
Kingston Scottish Festival	-	5,000
Kingston Sheep Dog Trials	10,892	10,710
Kingston United Soccer Club	3,000	-
LaSalle 50 th Reunion	15,000	-
LaSalle Digital Sign	15,000	-
Lasalle Gymnasium	24,476	-
LaSalle Secondary School	-	45,784
Pittsburgh Community Seniors	3,267	-
Pittsburgh Softball Association	2,000	2,000
Real Me Project	4,500	-
Sand Hill Church Windows	20,000	-
Sand Hill Presbyterian Church	-	20,000
Scholarship grants	21,000	22,500
South Pittsburgh Community	-	3,212
St. Barnaby's Catholic Church	27,000	27,000
St. John's Church	10,000	7,244
St. Lawrence College	-	25,000
St. Mark's Anglican Church	28,359	28,930
St. Martha's Catholic School	20,000	33,796
	<u>274,445</u>	<u>269,183</u>
Administrative:		
Communications	2,908	2,442
Insurance	7,964	7,964
Office	3,661	4,113
Professional fees	8,641	10,290
Service charges	-	226
	<u>23,174</u>	<u>25,035</u>
Total expenses	<u>297,619</u>	<u>294,218</u>
Excess of expenses over revenue	<u>\$ (74,838)</u>	<u>\$ (30,645)</u>

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.

HIGH SCHOOL SCHOLARSHIPS CONGRATULATIONS TO 2016 RECIPIENTS

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

The deadline to submit an application for scholarships is May 5, 2017.

Aiden Bennett
Dominique Drouin
Elyse Fitzgerald
Broyden Johnson
Kathryn Johnston
Annie King
Emma Lefebvre
Kurtis Long

Hailey McLaren
Bridget Mulholland
Jamie Mumby
Olivia Pearson
Jake Roberts
Ben Selkirk
Finn Wood-Westerberg

All students residing in the former Pittsburgh Township are eligible to apply regardless of what high school they attend or if they are home schooled

The application package and additional information is available at www.pcbf.org

INVESTMENTS

	2016		2015	
	Cost	Fair value	Cost	Fair value
Short-term investments	\$ 1,456,202	\$ 1,452,253	\$ 1,159,650	\$ 1,158,790
Long-term investments:				
Canadian bonds	\$ -	\$ -	\$ 234,573	\$ 233,066
Canadian equities	523,071	674,014	755,513	780,867
Foreign equities	963,368	1,870,385	1,156,350	2,006,117
	\$ 1,486,439	\$ 2,544,399	\$ 2,146,436	\$ 3,020,050



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 26, 2017 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 16, 2017**. Nominations received by March 7th 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 5H6**

NOTICE OF MEETING

Annual General Meeting

Wednesday,
April 26
2017
7 pm

Ecole Sir
John A
Macdonald
School

**Registration
starts at 6:15 pm**

Please take notice that the annual meeting of members of the Pittsburgh Community Benefit Fund (PCBF) will be held at **Ecole Sir John A Macdonald School, 529 St Martha Street, (Greenwood Park) on Wednesday, April 26, 2017 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 full 2016 Audited Financial Statement will be posted on the www.pcbf.org website, and copies will be available at the AGM.

Thanks to Marina Pinder, Principal of Ecole Sir John A Macdonald School, and the Limestone District School Board for hosting the Annual General Meeting.

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, one 2-year term and one 1-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
Luke McEachnie
Jeff McEwen
Darrell Townsend

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 16, 2017; be sure to visit the website on April 17th to see the final list of nominees.

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

PITTSBURGH COMMUNITY BENEFIT FUND 2017 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 26, 2017 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 _____, 2017
(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 23, 2017** to be effective for the 2017 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

**PCBF, c/o Glocca Morra Farms & Studio
1624 Highway 15
Kingston, ON K7L 0C4**

(If dropping off, please leave in the box inside the porch in the white farm house. Building is beside the A&W just south of 401. 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 23, 2017.

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 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

Barrie/field 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 in January, February, March, May, October and November 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.