

**PCBF Annual General Meeting
April 21, 2010
LaSalle Secondary School
7:00 p.m.**

Board members present: John Wilson, Chair
Gary Shultz, Vice-Chair
George Sutherland, Secretary
Jeff Szumlanski, Treasurer
Leonore Foster, Councillor, Pittsburgh District
Joyce MacLeod-Kane, Councillor, Countryside District
Jean Cooper
Peter Dunnett
Savas Kekkas
Dave Campbell

Regrets: Mark Murphy

Also in attendance: Eric Bennett, Solicitor for the Board
Marc LeBlanc, CIBC Wood Gundy
Vicki Leakey, Auditor, KPMG
Lanie Hurdle, Kingston Parks and Recreation
Dawn Ellis-Thornton, Administrative Assistant

1. **CONFIRMATION OF QUORUM AND CALL TO ORDER**

The meeting was called to order at 7:13 p.m. by Chair John Wilson who declared that there was a quorum (25+ members) in attendance.

2. **OPENING REMARKS**

Chair John Wilson welcomed all in attendance, and introduced the Directors, Board solicitor, auditors, and scrutineers for the evening, Anne Levac and Hazel Lloyd. A special thank-you was extended to the principal of LaSalle Secondary for the use of the meeting space and set up.

Dr. Wilson provided a brief overview of Board activities from the previous year to the membership. The PCBF Board successfully completed the soccer field project per the 2009 AGM motion, and the land has been successfully transferred to the City. City staff has confirmed that work on the soccer fields project will commence soon. Several Board members also attended the grand opening of the Point St Mark playground, another joint venture between the PCBF and the City of Kingston.

Over \$138,400 in grants and scholarships were awarded last year. The PCBF Board approved the following amounts within the unrestricted funding envelope:

- \$ 15,000 Up to fifteen Secondary School Scholarships of \$1,000 each
- \$ 3,500 Pittsburgh Women's Institute Community Event
- \$ 3,075 Joyceville Women's Institute Christmas Dinner
- \$ 6,825 Maintenance of Barriefield Rock Garden
- \$ 10,000 Sheep Dog Trials
- \$100,000 LaSalle Lights – to be dispensed in two equal payments over two years

Over thirty scholarship applications have been received for review by the Scholarship Committee and approval by the Board. Up to fifteen scholarships will be awarded to deserving high school students during the June graduation ceremonies. Five additional bursaries were awarded to St. Lawrence College students.

The PCBF Investment Policy was updated to include a provision for a reserve account, which will assist in stabilizing community support in case of negative market fluctuations. In keeping with the Board's policy on openness and transparency, the Investment Policy has been posted on the Board's website, www.pcbf.org

Fifty-eight members were in attendance at the meeting, and 590 proxy votes were recorded.

Chair Wilson concluded by expressing his appreciation to the members of current board for their hard work and dedication.

3. **ADOPTION OF AGENDA**

Motion by: George Sutherland
Seconded by: Savas Kekkas
THAT the agenda be adopted.

CARRIED

4. **MINUTES OF 2009 ANNUAL GENERAL MEETING – APRIL 22, 2009**

Draft 2009 Annual General Minutes were distributed at the meeting.

Motion by: Dianna Kwiatkowski
Seconded by: Chris Horeczy
THAT the minutes be approved as printed.

CARRIED

5. **BUSINESS ARISING FROM MINUTES**

Item 12 – Soccer Field Project: Chair Wilson reported the successful completion of soccer field project, and the transfer of the designated land to the City.

6. **PRESENTATION FOR SOCCER FIELDS**

Lanie Hurdle presented the proposed architectural drawings for the soccer field project, and reported that City Council has also approved funding to install washroom facilities in a centralized location on the site. Additional proposals include a paved alternate access road from Innovation Drive which would also serve as an emergency access, incorporating a multi-purpose room with kitchen facilities, women's and men's washrooms and family change rooms to meet new accessibility standards, a roofed area with picnic tables and conservation considerations for Butternut Creek. Electrical service for lights will be cabled to the field, but the installation of lights will not be considered for at least a couple of years due to concerns of overusing the fields for community rentals. City staff will bring the final plan forward to the Planning Committee in early June and it is anticipated that construction will commence this summer. Ms. Hurdle advised that the fields will be available for booking in the Spring of 2011.

Ms. Hurdle responded to questions from the membership in attendance, including the decision to install natural turf and City staff's plans to maintain the washrooms and kitchen facilities. She also reported that bleacher seating is not included in this concept, but could be considered at a later date should funding be available.

7. **2009 FINANCIAL STATEMENTS**

Treasurer Jeff Szumlanski presented a brief history of the fund since 1998, and a review of how the fund works. He also reviewed the Financial Statements for year ending December 31, 2009, which were distributed prior to the meeting. Mr. Szumlanski reminded the Members that the John Machin fields were transferred to the City of Kingston as part of the gifting agreement.

George Sutherland reported that the Investment Committee has made improvements to the Fund's investments, specifically in the equities market. The revised Investment Policy Statement, which serves as a guide to the investment advisor, is posted on the website for Member information.

Mr. Szumlanski concluded by stating that he has enjoyed his time on the Board, and expressed his appreciation for the support from the Board and Community. The audience gave their sincere appreciation to Jeff for his hard work and informative presentations over the past years.

Motion by: Jeff Szumlanski
Seconded by: Hazel Lloyd
That the Treasurer's Report be accepted.

CARRIED

8. **AUDITOR'S REPORT AND APPROVAL OF AUDITOR'S REPORT**

Vicki Leakey of KPMG presented the auditor's report, stating that the report was consistent with prior years and identified the financial position of the fund as of December 31, 2009. Ms. Leakey reported that all financial statements were in order and there were no matters to bring to the Board's attention.

Motion by: George Sutherland
Seconded by: Sheila Mallen
That the auditor's report be approved.

CARRIED

9. **APPOINTMENT OF AUDITORS**

Motion by: Jeff Szumlanski
Seconded by: Richard Moller
That KPMG be appointed as auditors for 2010.

CARRIED

10. **MOTION #1**

Motion #1 – for annual funding of listed projects and improvements at Grass Creek Park.

Chair Wilson ruled that the Motion was out of order and unclear. A letter received from the Mover and a potentially misleading letter appeared in the Whig supporting this ruling. As Chair, he suggested the Motion be rephrased by the Mover, and offered to assist.

Don Graves, who moved the original Motion, agreed to the suggestion and after a brief break (stand at ease) was called in the proceedings.

When the meeting resumed, the Mover presented the following Motion:

Motion by: Don Graves
Seconded by: Gary Bullock

“Be it resolved that the following organizations shall receive annual funding in the following amounts for the next 10 years, or for as long as they remain in operation whichever is shorter:

- The Pittsburgh Women’s Institute Community Event (Spring Dinner) \$3,000*
- The Joyceville Women’s Institute Seniors’ Christmas Dinner \$3,000*
- Barriefield Rock Garden \$6,000*
- Sheep Dog Trails at Grass Creek Park \$10,000*

Be it also resolved that the amounts listed above shall increase annually based on the Statistics Canada Consumer Price Index for the previous year.

Be it also resolved that the PCBF Board be instructed to negotiate with the City of Kingston regarding upgrades to Grass Creek Park and to report back to Members at the next AGM with a specific plan and associated costs.”

Considerable discussion on the Motion ensued, and several Members spoke to the Motion, raising questions and concerns, including whether the Mover had previously discussed the Motion with funding recipient stakeholders, the use of proxy votes and the opinion that this Motion is not appropriate for an active organization as it commits the Board to a ten year commitment.

Mrs. Braden requested a ballot, and a break was called in the proceedings for the vote.

11. **INTRODUCTION OF NEW BOARD MEMBERS**

During the voting break, Chair Wilson reported that one of the nominees, Lynn Byrne, withdrew for personal reasons, leaving three nominees for three vacancies. As a result, no election is required and Daniel Hrechka, Richard Moller and George Sutherland were acclaimed as the new Directors with three year terms on the Board.

12. **VOTE ON MOTION #1**

The meeting resumed at 9:10 p.m. Chair Wilson announced the results of Motion 1 as **341 for** and **284 against**.

CARRIED

13. **MOTION #2**

The membership discussed Motion #2, and requested clarification from the City if a positive vote would result in an enhanced fireworks display, or would it simply reduce the funding commitment from the City by \$5,000. Lanie Hurdle confirmed the latter. The Seconder, Richard Moller, advised that at the time the motion was made, it was to ensure there would be fireworks at the Grass Creek Park Canada Day celebrations. Chair Wilson advised that the funding request was first presented to the Projects Committee and subsequently defeated at the February 22, 2010 Board meeting. The motion was received after this date. At this point in the meeting, the Mover asked to withdraw Motion #2. With no objection, the Chair declared the Motion withdrawn.

14. **BALLOTS**

Motion by: Amanda Milliken
Seconded by: Peter Walker
THAT the ballots be destroyed.

CARRIED

15. **OTHER BUSINESS**

15.1 Hans Westenberg reported on the hazardous conditions of local bicycle paths as they have not yet been swept. Councillor Leonore Foster advised she would bring the matter forward to the City.

15.2 Jennifer Roach Brown enquired whether the City has set aside any funds to shuttle people to the Grass Creek Park Canada Day celebrations. Again, Councillor Foster will bring the query forward to City.

15.3 Kevin O'Shea enquired whether neighbouring homes to LaSalle Secondary School were notified about the proposed lighting project. Gary Shultz advised that the lights will be directed onto the fields, not into outside areas, thereby minimize the impact of the lighting. Citizens with concerns or issues should contact the Limestone District School Board as it is their jurisdiction.

15.4 Lisa Patchett from the Pladec Day Care Centre acknowledged that she understood why their funding proposal was declined this year, but was looking forward to submitting applications for consideration in future years. Chair Wilson advised that while the deadline to submit applications is normally in December, applications may be considered throughout the year through the Rainy Day fund.

15.5 Donna Harper enquired whether it would be possible to eliminate proxy voting for future Annual General Meetings in order to boost attendance at the meetings. Chair Wilson advised that the use of proxy votes is written into the Ontario Corporation Act (OCA).

15.6 Jacqueline Bartnik offered her appreciation to Councillor Leonore Foster for her years of devotion.

16. **ADJOURNMENT**

Motion by: Richard Moller
Seconded by: Dave Campbell
That the meeting be adjourned at 9:20 p.m.

CARRIED

John Wilson, Chair

George Sutherland, Secretary