

PITTSBURGH COMMUNITY BENEFIT FUND

ANNUAL REPORT 2019



MESSAGE FROM THE PRESIDENT

2018 BOARD OF DIRECTORS

CHAIR

Amanda Milliken

VICE-CHAIR

Rhonda Evans Doyle

SECRETARY

Rodger Compton

TREASURER

Colleen Emmerson

Alana Way

Darrell Townsend

Clyde Smith

George Sutherland

Steve Van

Wynsberghe

Councillor,
Pittsburgh District
Ryan Boehme

Councillor,
Countryside District
Gary Oosterhof

Everyone was surprised at last year's annual meeting with the resignations of our long time Chair, Jean Cooper, and our longer serving administrator, Dawn Ellis-Thornton. Both have been sorely missed. We have done some changing and developing since then, welcoming a new administrator, Maureen Mangan. Our board remains lively and diverse, with lots of ideas to bring to the table. Our City councillors, Ryan Boehme and Gary Oosterhof, carefully connect us with City decision making to optimize our contributions, partnering with the city.

We have supported several noteworthy projects this year. St Mark's Church, a landmark in our township, needed help with the masonry structure at its tower. PCBF was able to come to their assistance. Attendees at the annual meeting can inspect the handiwork, since our annual meeting will be at St. Mark's. We are continuing supporters of the Senior's Christmas dinners, the Barriefield Rock Garden, the Kingston Sheep Dog Trials and our softball league. Scholarship continues to be part of PCBF.

This year we made commitments to two capital intensive projects—the washrooms at Grass Creek Park, and a splash pad at the new community center next door to Lasalle Secondary school. We hope these two projects enhance your experience of community in the former Pittsburgh Township. Our board will continue to work to make sure that is the case.

Respectfully Submitted by Amanda Milliken, Chair, PCBF

**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.**

2018 PROJECT SUCCESSES



The PCBF was pleased to provide the funding for the AED at the Army Navy Airforce Club of Kingston East .



PCBF provided funds to Kingston East Business Association for their 2018 PARTY IN THE PARK



Pittsburgh Softball Association receives funding from PCBF for uniform and equipment replacements.



2018 PROJECT SUCCESSES



SHEEP DOG TRIALS

For eight years the PCBF has provided funding for this unusual special event, that reflects the rural/urban character of our township.

On top of watching the highly trained canines compete in the trials from early morning until sundown, spectators at the trials can expect, creative food choices, side attractions, like sheep shearing, birds of prey exhibits, and Police canine Unit. The event is showcased at Grass Creek Park, on the beautiful St. Lawrence River. The park itself is benefitting from PCBF with support for new washrooms expected to be completed for the trials.

PCBF has provided funds again this year to the Barriefield Rock Garden

Named after its founder and visionary Bill Robb, the rock garden has won several awards and recognitions over the years including placing first and 2nd in the Kingston Blooms Competition, and the 2001 Livable City Design Award.



PCBF provided funds for a tower restoration project at St. Mark's Anglican Church in Barriefield.



PCBF provides Funds for Seniors Christmas Dinners

Financial support has been provided for the 8th year for two senior Christmas dinners coordinated by the South Pittsburgh Community Seniors and the Joyceville Women's Institute respectively.

2019 APPROVED PROJECTS

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

*Bill Robb Barriefield Rock Garden—Support for Maintenance [\$6,790]

(this stunning garden is one of Kingston’s best-known reclamation gardens and a “Communities in Bloom” award winner).

*Joyceville Women’s Institute Dinner [\$3,385]

*South Pittsburgh Community Event [\$3,385]

(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 [\$15,000] 31st Anniversary of the Sheep Dog Trials will be held **August 10-12, 2018**. 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:

*City of Kingston—Kingston East Community Centre Splash Pad [\$60,000 a year for a 5 year total of \$300,000]

*City of Kingston—Grass Creek Park Washroom and Change Room project [\$83,166 a year for a 6 year total of \$499,000]

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

Boys and Girls Club of Kingston Area— East End Play Structure—[\$30,000 a year for 3 years, total of \$90,000]

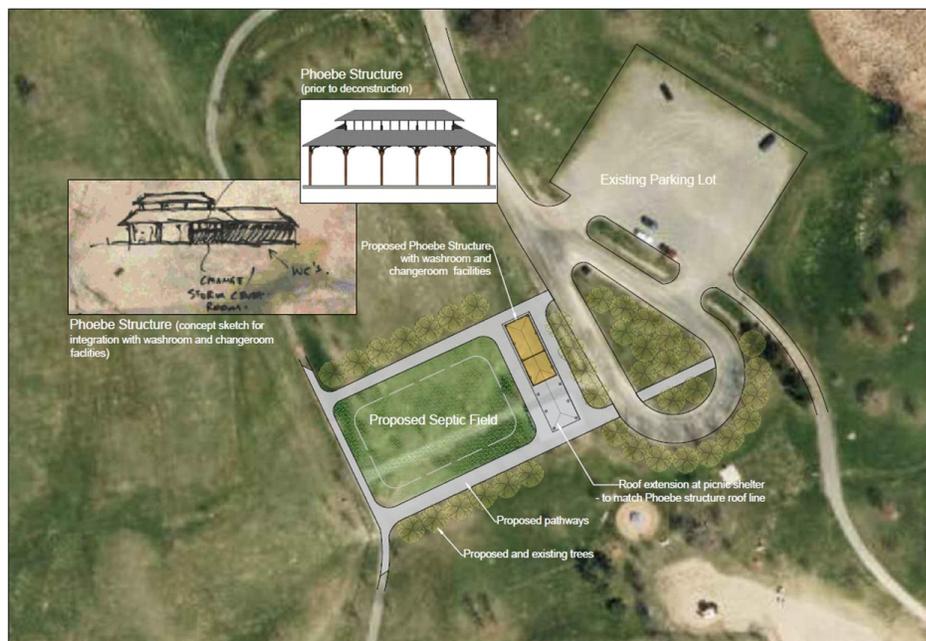
Pittsburgh Community Garden Association—Garden Replacement Project [\$5,575]

Kingston East Business Association—Matching funds for *Party in the Park* [\$5,000]

Pittsburgh Softball Association—[\$2,500 a year for 5 years, total of \$12,500]

Holy Name Catholic School — Playground Upgrade Project [\$10,860]

La Salle Secondary School — STEM (Science, Technology, Engineering and Mathematics) Project [\$3,000]



Grass Creek Park
Proposed Washroom and Changeroom Facilities



PITTSBURGH COMMUNITY BENEFIT FUND

Statement of Operations

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Revenue:		
Investment income	\$ 89,538	\$ 72,545
Net realized gain (loss) on sale of investments	(46,604)	603,461
Unrealized gain on investment	(36,141)	(315,045)
	<u>6,793</u>	<u>360,961</u>
Expenses:		
Grants:		
1 st Joyceville Scouts	–	6,000
Army Navy Air Force	2,000	–
Barriefield Rock Garden grant	6,790	6,640
Frontenac Heritage Fund	–	5,000
Holy Name Church Roof	30,000	30,000
Joyceville Women's Institute	3,385	3,322
Kingston East Business Association	4,500	–
Kingston Sheep Dog Trials	15,000	14,277
LaSalle Secondary School	–	25,400
Pittsburgh Community Seniors	3,385	3,322
Pittsburgh Softball Association	2,000	5,000
Scholarship grants	21,000	22,500
Sir John A Macdonald School	–	7,500
St. Mark's Anglican Church	89,786	–
St. Martha's Catholic School	–	13,000
	<u>177,846</u>	<u>141,961</u>
Administrative:		
Communications	3,242	3,169
Insurance	6,559	8,055
Office	5,904	4,837
Professional fees	12,061	8,319
Service charges	200	225
	<u>27,966</u>	<u>24,605</u>
Total expenses	205,812	166,566
Excess of expenses over revenue	\$ (199,019)	\$ 194,395

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 2018 recipients Laura Fyfe, Andrew Robert Merry, Briana White, Colin Daniel Clark and Brechen Evan Hanson.

HIGH SCHOOL SCHOLARSHIPS CONGRATULATIONS TO 2018 RECIPIENTS

Alicia Anne-Marie Anglin
Emily Benton
Anna Louise Doyle,
Piers Elms
Elijah Fitzgerald
Cailyn Froats
Abbey Hetherington

Emma Hetherington
Maya Kotsovolos
Robert Lefebvre
Alisa Makarova
Andres Moran-MacDonald
Madison Smith
Cole Syllas
Matthew Williams

The deadline to submit an application for 2019 scholarships is May 3.

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

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

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

INVESTMENTS

	2018		2017	
	Cost	Fair value	Cost	Fair value
Short-term investments	\$ 1,100,000	\$ 1,100,988	\$ 1,400,000	\$ 1,400,000
Long-term investments:				
Canadian equities	885,899	941,272	795,095	910,916
Foreign equities	1,375,922	2,009,362	963,368	1,866,425
	2,261,821	2,950,634	2,049,017	2,777,341
	\$ 3,361,821	\$ 4,051,622	\$ 3,449,017	\$ 4,177,341



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, email and telephone # of **nominee** for election)

for the position of **Director**, Pittsburgh Community Benefit Fund (PCBF), at the
April 24, 2019 Annual General Meeting (AGM).

Signature of nominating member

Date

Signature of nominee for election

Date

This original nomination form must be received by the Secretary of the PCBF at either of the two methods below by **Monday, April 15, 2019**. Nominations received by **March 11th** will be 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 Barriemfield PO
Kingston, ON K7L 0B4**

In person to:

**R.Compton, Secretary PCBF
2649 Hughes Rd, (near Fruition Berry Farm)
Kingston ON K7L 4V3
Please leave in mailbox at end of driveway**

NOTICE OF MEETING

Annual General Meeting

Wednesday,
April 24,
2019
6:30 pm

St. Mark's
Anglican
Church,

268 Main St.,
Barriefield

**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 **St. Mark's Anglican Church, 268 Main St., Barriefield on Wednesday, April 24, 2019 at 6:30 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 2018 Audited Financial Statement will be posted on the www.pcbf.org website, and copies will be available at the AGM.

Thanks to Reverend Haynes Q. Hubbard, and parishioners at St Mark's Anglican Church 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 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:

Rodger Compton
Amanda Milliken
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 Monday, April 15, 2019; 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 2019 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 24, 2019 at 6:30 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 _____, 2019
(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

Email address/phone 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, **Friday, April 19, 2019** to be effective for the 2019 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

By mail to:
Chair, PCBF
P.O. Box 44042 Barriefield PO
Kingston ON K7L 0B4

In person to:
Secretary PCBF
2649 Hughes Rd. (near Fruition BerryFarm)
Kingston, ON K7L 4V3
please leave in mailbox at end of driveway

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 Friday, April 19, 2019.

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

For office registration use only:

Date received: _____

Serial: _____

Verified: _____

Line : _____ AR

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 \$4.6 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);

Katie Mahon, KPMG (auditors);

Marc Leblanc, CIBC Wood Gundy (financial advisor);

Please see our website at www.pcbf.org

**for the full audited statements, award and project recipients
and other Board details.**

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 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.