

Port Credit BIA - MINUTES

Board Meeting Wednesday April 30/2025 5:30 pm Shore Grill & Grotto		
Board Members	John Pappas, Brenda McGarrell, Dorothy Hagel, Ryan Long (5:55), Paul Michel, Marlene Baur, Lucie Zima, Councillor Stephen Dasko	
Regrets	n/a	
Staff	Kelly Ralston, Stacey Oliver	
Minutes by	Stacey Oliver	
Item #	Item Description	
1	Call to Order: 5:40 pm	
2	Declaration of any Pecuniary Interest: None Stated	
3	Additions to and approval of Agenda Moved by Paul Michel; Seconded by Marlene Baur Approved	
4	Acceptance of Minutes from Board Meeting held March 28, 2025 Moved by Paul Michel; Seconded by Marlene Baur Approved Discussion – Brenda requested clarification on the colour chosen for the bike racks. Kelly will provide an update during the Beautification report; an annotation can be added to the minutes indicating that black was the selected colour.	
5	Chair's Overview – John Pappas <ul style="list-style-type: none"> • The first quarter of the year has been very positive. • New collaborations and events are underway. • Two new flagship events have been introduced: the All About Pets expo and Canada Day #INTHEPORT. • John has received positive feedback from the community about the BIA. • Business Retention & Expansion (BR&E) efforts will be ramping up. • All members are encouraged to participate in upcoming BIA surveys. • Regarding the decals, Kelly noted that Freestyle Signs will handle the printing. Marlene will review and approve the colours. 	
6	Councillor's Report – Stephen Dasko <p><u>Marina Park</u> - the official opening is scheduled for Saturday at 11:30 a.m.</p> <p><u>Patio Meeting</u> – the meeting was positive. It was agreed that patios should have a more uniform appearance, and efforts will move in that direction.</p> <p><u>BIA boundaries</u> – Stephen noted there is a lengthy process involved, but everyone will be kept informed</p>	

	<p><u>Canada Day</u> - planning is off to a strong start, with positive collaboration and enthusiasm. Stephen wants a robust promotional campaign and would like to strongly encourage local businesses to remain open for the event. The event is expected to be very busy, continuing into the evening.</p> <p><u>Live Music Pilot Program</u> - a pilot program is being considered for live music in some of the under-utilized spaces such as Clarke Hall and the Saddington Park gazebo. The goal is to simplify the process for City-affiliated local music groups to perform in these venues.</p> <p><u>All About Pets</u> - Stephen thanked Kelly for her hard work with the upcoming event. It is expected to be well received.</p> <p><u>Festival Support and Coordination</u> - work is underway to simplify the festival planning process, which is currently seen as overly complex. Events are being managed with the same approach as Celebration Square despite lacking dedicated staff. For example, during the Southside Shuffle, Kelly, Peter, and a local resident had to address a roadkill issue. A dedicated point person is needed for on-the-ground event support—a role that was removed during restructuring after the previous coordinator's retirement.</p> <p><u>Arts & Culture</u> - Stephen is working on a project involving PAMA (Peel Art Gallery, Museum and Archives), located in Brampton. Mississauga contributes significantly to its funding. Stephen is advocating to redirect those funds toward Mississauga's own arts and culture programs. An update is expected in September.</p> <p><u>Police Station</u> - efforts are underway to establish a police station in Port Credit. Meetings are being held with Peel Regional Police.</p> <p><u>White Wall</u> - Lucie requested an update on the white wall across from CIBC. Kelly was looking at opportunities for creative placemaking in this area including a seating area, mural and animation. Stephen noted that a mural was initially planned, to be commissioned by Edenshaw. However, Edenshaw is downsizing and vacating the building. The situation is still a work in progress.</p> <p><u>Cross Walk Art</u> - Lucie requested an update on repainting the piano key cross walk. Service Request #6423396 was requested by the BIA in February 2024. Stephen noted that the salmon walkway remains in good condition due to its epoxy finish, while the painted piano keys wear out more quickly. He will look into having these refreshed in time for Canada Day.</p> <p><u>Placemaking</u> - efforts are underway to have two black benches installed by the Parks Department.</p> <p><u>Anaphylaxis Awareness</u> - the lighthouse will be lit teal for Anaphylaxis Awareness tonight. Stephen mentioned that Debbie Bruce, Co-Director of the Canadian Anaphylaxis Initiative, is working to get EpiPens placed in more Port Credit establishments. Kelly noted that Debbie successfully advocated for a "peanut-controlled</p>
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	<p>zone" at the Rogers Centre. Lucie suggested a potential campaign to encourage businesses to display a sticker indicating that EpiPens are on the premises.</p>
7	<p>Treasurer's Report – Brenda McGarrell</p> <ul style="list-style-type: none"> • Brenda reviewed the balance sheet. • \$500K was transferred to a high interest savings account. • The current interest rate on the GICs is 3.6%. • Plooto works well for payables, but there are issues with receivables. Other options for receivables are being explored. • The audit is complete, and the final report has been submitted. • Finance Committee met this month and Paul Michel was added as a 3rd signatory. • The Treasurer is the mandatory signatory, along with a secondary signatory. • Paul asked if the signatory is limited to financial matters or also includes legal. Brenda clarified that it is only for financial matters. Brenda noted that the Executive Committee has signatory authority for other matters, as outlined in the constitution. <p>Motion – Brenda McGarrell motioned that the Chair (John Pappas), Treasurer (Brenda McGarrell) and Paul Michel are PCBIA financial signatories, and this motion supersedes any previous motions regarding signatories.</p> <p>Seconded – Lucie Zima</p> <p>Carried</p>
8	<p>Executive Director's Report – Kelly Ralston</p> <p><u>Coffee and Community Meeting</u></p> <p>The next networking breakfast will be held on May 1 at 8 a.m. The agenda includes an update on Canada Day, a discussion on creative placemaking by Mac, and a presentation by Frog in Hand on their Tortoise and Hare performance.</p> <p><u>Farmers Market</u></p> <ul style="list-style-type: none"> • Beginning June 7. <p><u>Canada Day #INTHEPORT</u></p> <ul style="list-style-type: none"> • Visit Mississauga provided feedback with some proposed changes to how they are presented. • The event site map was reviewed. • Kelly will send the Board a list and links to recommended performers. She also reviewed the stages: main stage, emerging artists stage, and the "Taste of Port Credit" stage, which will feature local performers. • There was a discussion on the desired vibe and Canadian bands (ex: Shania Twain, Tragically Hip music). • Kelly noted that there will be a Kid's Zone, a Ferris wheel, glow performers at night, and Beavertails closing off the end. A seating area will be set up in the core for attendees to grab a bite and enjoy the music. Vendors will be primarily located in the east end. Postcards will be delivered door-to-door to businesses, inviting them to participate. • St John Ambulance will be present.

<ul style="list-style-type: none"> • John mentioned "Cram the Ram," but noted that Peel Chrysler might bring additional vehicles to block the side streets. • Kelly noted progress in reducing the shortfall, which is now down to about \$49k. She will explore whether individual businesses would be interested in sponsoring specific items (such as inflatables). • Kelly mentioned that this initial event will help secure grants in future years, as we will then have data. • John thanked Kelly and Stephen for all the work being done on this. <p><u>All About Pets</u></p> <p>The pet expo, called All About Pets, will take place on Father's Day weekend. The BIA is working with the event organizer to engage local businesses. Paul mentioned that Oakville hosted a similar event, where they encouraged all businesses (not just pet-related ones) to participate by offering dog treats and special deals.</p> <p><u>RibFest</u></p> <p>RibFest is potentially scheduled for August 8th, 9th, and 10th in the park.</p> <p><u>Website</u></p> <ul style="list-style-type: none"> • Kelly thanked Paul, Brenda and Marlene for submitting responses to the questionnaire. • Kelly sent out a list of questions for Netgain to the Board. Students will start June 2 and will work on brochures for events. We need to understand where we want to go with BR&E, events and the website. • Top objectives for website: <ul style="list-style-type: none"> - Information and engagement. - Attract visitors. Brag about Port Credit. - Website should be on-brand and should feel like Port Credit. - Needs to be a resource for businesses and include a great directory. - Should include shopping and services (accounting, insurance). - Selling a lifestyle along with the right type of tourism. • Kelly reminded everyone that the RFP included a wireframe based on the Oakville website. We will use this wireframe but make it Port Credit specific. • Paul mentioned that he would benefit if events could be sent out as calendar invites. Kelly noted that with the new website, people will be able to download events (subscribe to calendar). • Paul noted that the primary focus for the website is to drive people to our businesses within Port Credit. The BIA is here to promote businesses rather than a location. • Port Credit is busy, with energy and variety. • How will the success of the website be measured? <ul style="list-style-type: none"> - SEO (top of google listing). - Analytics (time on page, links clicked). - Possibly a dedicated phone number (measuring point of entry). • Who is our ideal visitor? <ul style="list-style-type: none"> - Paul - before visitors come, let them know what businesses Port Credit has to offer. - Lucie - suggested a section for "New In the Port" featuring new businesses. - John – the website should be geared to both tourism visitors and local residents.
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	<ul style="list-style-type: none"> - Kelly noted that visitors planning experiences are wanted, and the website developers have been asked to build experience packages (ex: wedding season, Valentine's Day). - Dorothy emphasized the need to increase website traffic from visitors interested in Port Credit businesses. - Our ideal visitor is someone who wants an experience and who is going to spend in the Port. • What is the main demographic we want to attract? <ul style="list-style-type: none"> - Families. - Disposable income. - Words to describe Port Credit: eclectic with arts and culture, a music vibe, inclusive, interesting and fun. - Different types of experiences are available in Port Credit from an upscale art experience to a diner experience. • What type of businesses are we looking to attract? What would be our ideal anchor stores? <ul style="list-style-type: none"> - A hardware store. - Clothing stores, shoe store. - Kelly noted that we don't want our community to have to leave Port Credit; we want stores that keep (and attract) people here. <p><u>Beautification</u></p> <ul style="list-style-type: none"> • Black benches and black metal garbage bins will be installed. The current red benches and existing bins (beige and blue plastic drum bins) need to be sold, potentially to a property manager or another BIA. A vote is required to determine the sale price. The red benches were purchased in 2020 for \$1,287 each (11 total) and have depreciated. The plastic bins were originally purchased for \$288 each. <p>Motion – Paul Michel motioned to allow the benches to be sold at \$500 each, discounted down to \$100.</p> <p>Seconded – Marlene Baur</p> <p>Carried</p> <p>Motion – Marlene Baur motioned to allow the bins to be sold at \$100 each, discounted down to \$50.</p> <p>Seconded – Paul Michel</p> <p>Carried</p> <ul style="list-style-type: none"> • The silver bins are owned by the City, which operates on a 4-year budget cycle. They plan to replace the bins in 2027. In the meantime, the City will repair damaged bins. Peter has documented the damaged bins with photos, and they will be categorized for repair. Additionally, options for incorporating gamification into the bins are being explored. • The new bins are metal and they open on the side for easy emptying. • The new benches will mainly be placed in the same places as the old benches. New bins will go into high overflow garbage areas. • The BIA will pick up the garbage in these supplemental bins twice a week in high season, and once a week throughout the remainder of the year.
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	<ul style="list-style-type: none"> The bins are being coordinated through Traffic and Works, as they require ground installation. They are scheduled to be in place before Canada Day. Benches can be installed at any time. <p><u>Streetscape</u></p> <ul style="list-style-type: none"> Awaiting schedules for returning re-hires. Additional hiring is planned for mid-May and June. Collaborating with the City on an end-to-end streetscape plan.
9	<p>Safety & Security – Ryan Long</p> <ul style="list-style-type: none"> First couple of months is complete with Tactical Guard private security. The guards are getting to know the business owners. Ryan has distributed the security contact number to businesses for reporting loitering. The security company sends a daily detailed report to Kelly including check-ins and photos. The plan will continue to be refined to meet exact needs, becoming increasingly detailed. It includes increasing security to two guards for the summer, instead of just one. John noted that security will begin using our keywords for easier categorization of stats. Kelly emphasized that this is the growing phase. Kelly is working with the City to request pedestrian lighting in the Port. The City determines the need for lighting based on incident reports. The Vision Zero program aims to eliminate crime related to inadequate lighting. Businesses are encouraged to report incidents to both the police and the BIA for stat tracking. The timing of incidents, particularly between 3 a.m. and 5 a.m., will be reviewed, as this is when many incidents occur. Graffiti often happens after businesses close when people loiter. Adjustments to security timing may be considered. A report will be provided to the City, highlighting incidents linked to poor lighting. Removing the decorative lighting will create additional security concerns due to increased darkness. Suregreen will be responsible for fixing them at their own expense. As we approach the holiday season, alternative companies will be considered. In the meantime, removing the lighting would negatively impact safety and security, and is likely to result in pushback regarding both cost and security concerns. Lucie noted that the lights do not need to come on at 7pm in the summer. They can be put on a sensor to come on when dark. However if lighting is a crime deterrent they can be left as-is for now and changed in the fall. An RFP for the lighting can be started shortly. The bike rack painting was briefly touched on. Kelly noted that the City has an ongoing budget and will look after painting the bike racks if they are black. In the interest of continuity and maintenance the bike racks will be black.

10	<p>Additional Business</p> <ul style="list-style-type: none"> • Paul will set up a follow-up meeting with the West End Committee to touch base again. Brightwater signage is now in place. • Brenda mentioned following up on board member recruitment, as the board is currently down to a skeleton crew and new members are needed. Paul will add this as an action item to the West End Committee agenda; Kelly will revisit the previous list of potential candidates. • The Executive Committee currently consists of John and Brenda and needs to be expanded. The Vice Chair and Secretary positions are available. Brenda nominated Dorothy for Vice Chair; Dorothy accepted. <p>Motion – Brenda McGarrell motioned to appoint Dorothy Hagel as Vice Chair of the PCBIA Board Committee. Seconded – Lucie Zima Carried</p>
11	<p>Action Items</p> <ul style="list-style-type: none"> • Stephen to look into having cross walks refreshed in time for Canada Day. • Kelly to send the Board a list and links to performers for Canada Day. • Kelly to revisit list of candidates for Board recruitment. • Marlene to sign off on decal colours at Freestyle Signs.
12	<p>Adjournment – 8:01 pm Moved by Paul Michel, Seconded by Brenda McGarrell</p>
Dates	<p>Next Meeting – Wednesday May 28, 5:30pm, Shore Grill & Grotto</p>

Port Credit BIA
Balance Sheet
As of March 31, 2025

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
CASH	
1000 C.I.B.C. Current Account	0.00
10000 Scotiabank	221,477.68
10200 Petty Cash (General)	204.54
10220 Petty Cash (Farmers Market)	225.00
Total CASH	\$ 221,907.22
PLCLCAD Plooto Clearing	0.00
Plooto Instant (Canada - CAD)	0.00
14990 *Undeposited Funds	0.00
Total Cash and Cash Equivalent	\$ 221,907.22
Accounts Receivable (A/R)	
Accounts receivable total	
12000 Accounts Receivable	13,750.00
12001 Interest Receivable	22,679.48
12002 Accounts Receivable - Other	7,965.90
Total Accounts receivable total	\$ 44,395.38
Total Accounts Receivable (A/R)	\$ 44,395.38
Investment	
1010 G.I.C.	1,500,000.00
17655 Other current assets	0.00
Total Investment	\$ 1,500,000.00
Uncategorized Asset	0.00
Total Current Assets	\$ 1,766,302.60
Non-current Assets	
Property, plant and equipment	
17500 Machine & Equipment	44,290.56
17510 Acc. Amortization Machine & Eqp	-37,388.75
17520 Accum. Amortization - Planters	-44,376.93
17530 Accumulated Amortization - Sign	-4,581.61
17540 Accum amortization - Furniture	-21,548.11
17550 Accum Amortization - Leasehold	-22,775.00
17560 Office Furniture	21,837.76
17570 Leasehold improvements-	0.00
17580 Accum Amort. - Benches	-21,693.75
17590 Accumulated Amort - Decorations	-155,739.41
17595 Accumulated Amortization Light Poles	-3,180.93
17600 Capital Assets - Planters	52,706.28
17650 Sign Panel	4,581.61

17660 Banners	83,500.53
17670 Lighthouse Renovation 2019	22,775.00
17680 Benches / Muskoka Chair	22,265.89
17700 Accumulated Depn - Banners	-67,776.77
17710 Decorations	223,067.16
17720 Light poles	3,510.00
Total Property, plant and equipment	\$ 99,473.53
13000 Prepaid Expense	10,678.75
Total Non Current Assets	\$ 110,152.28
Total Assets	\$ 1,876,454.88
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
20000 Accounts Payable	18,839.53
Total Accounts Payable (A/P)	\$ 18,839.53
Credit Card	
20050 Scotiabank Visa	5,571.08
Total Credit Card	\$ 5,571.08
20100 Accounts Payable Other	0.00
20150 Accrued Liabilities	675.00
20150A Step up rent liability	0.00
2100 Payroll Liabilities	0.00
2110 E.I. Payable	0.00
2120 CPP Payable	0.00
2130 Income Tax Payable	0.00
Total 2100 Payroll Liabilities	\$ 0.00
22000 HST Payable	-9,950.91
2315 Deferred Income	0.00
Receiver General Suspense	-117.31
Total Current Liabilities	\$ 15,017.39
Non-current Liabilities	
20152 Gift Card Liability	16,439.22
20200 Due to the City of Mississauga	0.00
Total Non-current Liabilities	\$ 16,439.22
Total Liabilities	\$ 31,456.61
Equity	
24500 Opening Bal Equity	0.00
24700 Reserve	0.00
Retained Earnings	869,320.46
Profit for the year	975,677.81
Total Equity	\$ 1,844,998.27
Total Liabilities and Equity	\$ 1,876,454.88

Port Credit BIA
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L
January - March, 2025

	Total				
	Actual	Budget	over Budget	% of Budget	
Income					
30000 Special Municipal Levy	1,117,846.00	1,117,846.42	-0.42	100.00%	
30010 Under levy repayment		-12,000.00	12,000.00	0.00%	
Total 30000 Special Municipal Levy	\$ 1,117,846.00	\$ 1,105,846.42	\$ 11,999.58	101.09%	
30080 Transfer from Reserves		70,000.00	-70,000.00	0.00%	
80000 Interest Income	10,434.41	30,000.00	-19,565.59	34.78%	
Fundraising					
30050 Membership Dues	250.00	2,000.00	-1,750.00	12.50%	
30060 Vendor Fees		30,000.00	-30,000.00	0.00%	
Sponsorship and Grants					
Events					
30064 *IN the Port		100,000.00	-100,000.00	0.00%	
Total Events	\$ 0.00	\$ 100,000.00	-\$ 100,000.00	0.00%	
Grants					
30020 Student Grant		8,000.00	-8,000.00	0.00%	
Total Grants	\$ 0.00	\$ 8,000.00	-\$ 8,000.00	0.00%	
Sponsorships					
30055 Sponsorship	2,500.00	5,000.00	-2,500.00	50.00%	
3017 Misc Sponsored Projects		8,000.00	-8,000.00	0.00%	
Total Sponsorships	\$ 2,500.00	\$ 13,000.00	-\$ 10,500.00	19.23%	
Total Sponsorship and Grants	\$ 2,500.00	\$ 121,000.00	-\$ 118,500.00	2.07%	
Total Fundraising	\$ 2,750.00	\$ 153,000.00	-\$ 150,250.00	1.80%	
Total Income	\$ 1,131,030.41	\$ 1,358,846.42	-\$ 227,816.01	83.23%	
Gross Profit	\$ 1,131,030.41	\$ 1,358,846.42	-\$ 227,816.01	83.23%	
Expenses					
40000 Salaries and Benefits			0.00		
40001 Salaries	30,066.17	232,000.00	-201,933.83	12.96%	
40003 Benefits	1,038.42	7,000.00	-5,961.58	14.83%	

40004 Payroll Deductions	3,139.76	17,000.00	-13,860.24	18.47%
40005 WSIB	263.74	1,300.00	-1,036.26	20.29%
Additional Wages		52,000.00	-52,000.00	0.00%
Ambassadors	1,024.45		1,024.45	
Event Wages	1,320.73		1,320.73	
Other Wages	7,090.55		7,090.55	
Total Additional Wages	\$ 9,435.73	\$ 52,000.00	-\$ 42,564.27	18.15%
Total 40000 Salaries and Benefits	\$ 43,943.82	\$ 309,300.00	-\$ 265,356.18	14.21%
46000 Advertising and Promotion			0.00	
46001 Media Marketing	5,687.51	28,350.00	-22,662.49	20.06%
46002 Promotional Materials	419.07	11,000.00	-10,580.93	3.81%
46003 Signage	1,575.00	19,700.00	-18,125.00	7.99%
46004 Website-hosting and maintance	31.61	8,000.00	-7,968.39	0.40%
46005 Design		2,500.00	-2,500.00	0.00%
46006 Training & Conferences	2,405.03	6,000.00	-3,594.97	40.08%
46007 Events and Campaigns	1,698.08	5,000.00	-3,301.92	33.96%
Total 46000 Advertising and Promotion	\$ 11,816.30	\$ 80,550.00	-\$ 68,733.70	14.67%
47000 Project Expenses			0.00	
4626 Security			0.00	
4626-2 Duty Police	-1,282.99	90,000.00	-91,282.99	-1.43%
Total 4626 Security	-\$ 1,282.99	\$ 90,000.00	-\$ 91,282.99	-1.43%
47001 Farmers Market	-300.00	42,000.00	-42,300.00	-0.71%
47002 WinterIN the Port	23,543.80	35,000.00	-11,456.20	67.27%
47003 CountryIN the Port	12.00		12.00	
47004 Halloween		13,000.00	-13,000.00	0.00%
47008 *IN the Port		120,000.00	-120,000.00	0.00%
47009 Classic Country		25,000.00	-25,000.00	0.00%
47011 Support the Port		1,700.00	-1,700.00	0.00%
Total 47000 Project Expenses	\$ 21,972.81	\$ 326,700.00	-\$ 304,727.19	6.73%
48000 Sponsorships			0.00	
48001 Busker Fest		20,000.00	-20,000.00	0.00%
48004 Canada Day - PTR		22,000.00	-22,000.00	0.00%
48005 Misc Sponsorship Requests		7,500.00	-7,500.00	0.00%
48006 Southside Shuffle	20,000.00	20,350.00	-350.00	98.28%

48007 Mississauga Marathon		2,500.00	-2,500.00	0.00%
48008 Music Walk of Fame	10,000.00	10,000.00	0.00	100.00%
48009 History & Heritage		5,000.00	-5,000.00	0.00%
Total 48000 Sponsorships	\$ 30,000.00	\$ 87,350.00	-\$ 57,350.00	34.34%
Beautification & Maintenance			0.00	
45001 Streetscape Maint. and Decor	1,143.98	117,138.00	-115,994.02	0.98%
45002 Landscaping	12,120.00	212,000.00	-199,880.00	5.72%
45004 Banners		15,000.00	-15,000.00	0.00%
45005 Other Beautification		10,000.00	-10,000.00	0.00%
Total Beautification & Maintenance	\$ 13,263.98	\$ 354,138.00	-\$ 340,874.02	3.75%
Business Development			0.00	
6000 Business Development	74.48	3,000.00	-2,925.52	2.48%
6002 Networking Meetings		5,000.00	-5,000.00	0.00%
Total Business Development	\$ 74.48	\$ 8,000.00	-\$ 7,925.52	0.93%
Office and General Expenses			0.00	
41001 Rent	4,018.84	18,708.42	-14,689.58	21.48%
41002 Phones, Fax, Mobile,Internet	1,292.73	5,500.00	-4,207.27	23.50%
41003 Insurance	2,154.69	11,000.00	-8,845.31	19.59%
41004 Repair, Maintenance		3,000.00	-3,000.00	0.00%
41005 General Office Supplies	1,623.78	6,000.00	-4,376.22	27.06%
41006 Travel	80.02	400.00	-319.98	20.01%
41007 Board Meeting Expense	844.08	6,000.00	-5,155.92	14.07%
41009 Memberships	3,278.34	3,500.00	-221.66	93.67%
41011 Office Cleaning	1,200.00	4,000.00	-2,800.00	30.00%
41012 General IT Expense	4,243.38	16,000.00	-11,756.62	26.52%
42000 Professional Services			0.00	
42001 Professional Fees	343.56	5,000.00	-4,656.44	6.87%
42002 Bookkeeping Services	2,700.00	13,000.00	-10,300.00	20.77%
Total 42000 Professional Services	\$ 3,043.56	\$ 18,000.00	-\$ 14,956.44	16.91%
43000 Finance Fee			0.00	
43001 Bank Charges	258.25	1,500.00	-1,241.75	17.22%
Total 43000 Finance Fee	\$ 258.25	\$ 1,500.00	-\$ 1,241.75	17.22%
44000 Audit			0.00	
44001 Audit	675.00	2,700.00	-2,025.00	25.00%

Total 44000 Audit	\$	675.00	\$	2,700.00	-\$	2,025.00	25.00%
Total Office and General Expenses	\$	22,712.67	\$	96,308.42	-\$	73,595.75	23.58%
Total Expenses	\$	143,784.06	\$	1,262,346.42	-\$	1,118,562.36	11.39%
Net Operating Income	\$	987,246.35	\$	96,500.00	\$	890,746.35	1023.05%
Other Expenses							
50000 Amortization		11,568.54		96,500.00		-84,931.46	11.99%
Total Other Expenses	\$	11,568.54	\$	96,500.00	-\$	84,931.46	11.99%
Net Other Income	-\$	11,568.54	-\$	96,500.00	\$	84,931.46	11.99%
Net Income	\$	975,677.81	\$	0.00	\$	975,677.81	

Thursday, Apr. 24, 2025 01:18:39 p.m. GMT-7 - Accrual Basis

Port Credit BIA
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L
March 2025

	Total				
	Actual	Budget	over Budget	% of Budget	
Income					
30000 Special Municipal Levy		1,117,846.42	-1,117,846.42		0.00%
30010 Under levy repayment		-12,000.00	12,000.00		0.00%
Total 30000 Special Municipal Levy	\$ 0.00	\$ 1,105,846.42	-\$	\$ 1,105,846.42	0.00%
30080 Transfer from Reserves		70,000.00	-70,000.00		0.00%
80000 Interest Income	4,390.47	30,000.00	-25,609.53		14.63%
Fundraising					
30050 Membership Dues		2,000.00	-2,000.00		0.00%
30060 Vendor Fees		30,000.00	-30,000.00		0.00%
Sponsorship and Grants					
Events					
30064 *IN the Port		100,000.00	-100,000.00		0.00%
Total Events	\$ 0.00	\$ 100,000.00	-\$	\$ 100,000.00	0.00%
Grants					
30020 Student Grant		8,000.00	-8,000.00		0.00%
Total Grants	\$ 0.00	\$ 8,000.00	-\$	\$ 8,000.00	0.00%
Sponsorships					
30055 Sponsorship		5,000.00	-5,000.00		0.00%
3017 Misc Sponsored Projects		8,000.00	-8,000.00		0.00%
Total Sponsorships	\$ 0.00	\$ 13,000.00	-\$	\$ 13,000.00	0.00%
Total Sponsorship and Grants	\$ 0.00	\$ 121,000.00	-\$	\$ 121,000.00	0.00%
Total Fundraising	\$ 0.00	\$ 153,000.00	-\$	\$ 153,000.00	0.00%
Total Income	\$ 4,390.47	\$ 1,358,846.42	-\$	\$ 1,354,455.95	0.32%
Gross Profit	\$ 4,390.47	\$ 1,358,846.42	-\$	\$ 1,354,455.95	0.32%
Expenses					
40000 Salaries and Benefits				0.00	
40001 Salaries	10,384.62	232,000.00	-221,615.38		4.48%
40003 Benefits	346.14	7,000.00	-6,653.86		4.94%

40004 Payroll Deductions	1,195.52	17,000.00	-15,804.48	7.03%
40005 WSIB	101.06	1,300.00	-1,198.94	7.77%
Additional Wages		52,000.00	-52,000.00	0.00%
Ambassadors	0.00		0.00	
Event Wages	1,217.53		1,217.53	
Other Wages	4,160.26		4,160.26	
Total Additional Wages	\$ 5,377.79	\$ 52,000.00	-\$ 46,622.21	10.34%
Total 40000 Salaries and Benefits	\$ 17,405.13	\$ 309,300.00	-\$ 291,894.87	5.63%
46000 Advertising and Promotion			0.00	
46001 Media Marketing	1,749.84	28,350.00	-26,600.16	6.17%
46002 Promotional Materials	169.07	11,000.00	-10,830.93	1.54%
46003 Signage	525.00	19,700.00	-19,175.00	2.66%
46004 Website-hosting and maintance		8,000.00	-8,000.00	0.00%
46005 Design		2,500.00	-2,500.00	0.00%
46006 Training & Conferences	351.17	6,000.00	-5,648.83	5.85%
46007 Events and Campaigns	55.00	5,000.00	-4,945.00	1.10%
Total 46000 Advertising and Promotion	\$ 2,850.08	\$ 80,550.00	-\$ 77,699.92	3.54%
47000 Project Expenses			0.00	
4626 Security			0.00	
4626-2 Duty Police	-1,282.99	90,000.00	-91,282.99	-1.43%
Total 4626 Security	-\$ 1,282.99	\$ 90,000.00	-\$ 91,282.99	-1.43%
47001 Farmers Market	-300.00	42,000.00	-42,300.00	-0.71%
47002 WinterIN the Port	8,896.64	35,000.00	-26,103.36	25.42%
47003 CountryIN the Port	12.00		12.00	
47004 Halloween		13,000.00	-13,000.00	0.00%
47008 *IN the Port		120,000.00	-120,000.00	0.00%
47009 Classic Country		25,000.00	-25,000.00	0.00%
47011 Support the Port		1,700.00	-1,700.00	0.00%
Total 47000 Project Expenses	\$ 7,325.65	\$ 326,700.00	-\$ 319,374.35	2.24%
48000 Sponsorships			0.00	
48001 Busker Fest		20,000.00	-20,000.00	0.00%
48004 Canada Day - PTR		22,000.00	-22,000.00	0.00%
48005 Misc Sponsorship Requests		7,500.00	-7,500.00	0.00%
48006 Southside Shuffle	20,000.00	20,350.00	-350.00	98.28%

48007 Mississauga Marathon		2,500.00	-2,500.00	0.00%
48008 Music Walk of Fame	10,000.00	10,000.00	0.00	100.00%
48009 History & Heritage		5,000.00	-5,000.00	0.00%
Total 48000 Sponsorships	\$ 30,000.00	\$ 87,350.00	-\$ 57,350.00	34.34%
Beautification & Maintenance			0.00	
45001 Streetscape Maint. and Decor	150.00	117,138.00	-116,988.00	0.13%
45002 Landscaping	4,040.00	212,000.00	-207,960.00	1.91%
45004 Banners		15,000.00	-15,000.00	0.00%
45005 Other Beautification		10,000.00	-10,000.00	0.00%
Total Beautification & Maintenance	\$ 4,190.00	\$ 354,138.00	-\$ 349,948.00	1.18%
Business Development			0.00	
6000 Business Development		3,000.00	-3,000.00	0.00%
6002 Networking Meetings		5,000.00	-5,000.00	0.00%
Total Business Development	\$ 0.00	\$ 8,000.00	-\$ 8,000.00	0.00%
Office and General Expenses			0.00	
41001 Rent	1,326.42	18,708.42	-17,382.00	7.09%
41002 Phones, Fax, Mobile,Internet	430.91	5,500.00	-5,069.09	7.83%
41003 Insurance	718.23	11,000.00	-10,281.77	6.53%
41004 Repair, Maintenance		3,000.00	-3,000.00	0.00%
41005 General Office Supplies	496.39	6,000.00	-5,503.61	8.27%
41006 Travel	80.02	400.00	-319.98	20.01%
41007 Board Meeting Expense	798.35	6,000.00	-5,201.65	13.31%
41009 Memberships	495.00	3,500.00	-3,005.00	14.14%
41011 Office Cleaning	400.00	4,000.00	-3,600.00	10.00%
41012 General IT Expense	1,895.43	16,000.00	-14,104.57	11.85%
42000 Professional Services			0.00	
42001 Professional Fees	153.46	5,000.00	-4,846.54	3.07%
42002 Bookkeeping Services	900.00	13,000.00	-12,100.00	6.92%
Total 42000 Professional Services	\$ 1,053.46	\$ 18,000.00	-\$ 16,946.54	5.85%
43000 Finance Fee			0.00	
43001 Bank Charges	67.25	1,500.00	-1,432.75	4.48%
Total 43000 Finance Fee	\$ 67.25	\$ 1,500.00	-\$ 1,432.75	4.48%
44000 Audit			0.00	
44001 Audit	675.00	2,700.00	-2,025.00	25.00%

Total 44000 Audit	\$	675.00	\$	2,700.00	-\$	2,025.00	25.00%
Total Office and General Expenses	\$	8,436.46	\$	96,308.42	-\$	87,871.96	8.76%
Total Expenses	\$	70,207.32	\$	1,262,346.42	-\$	1,192,139.10	5.56%
Net Operating Income	-\$	65,816.85	\$	96,500.00	-\$	162,316.85	-68.20%
Other Expenses							
50000 Amortization		3,856.18		96,500.00		-92,643.82	4.00%
Total Other Expenses	\$	3,856.18	\$	96,500.00	-\$	92,643.82	4.00%
Net Other Income	-\$	3,856.18	-\$	96,500.00	\$	92,643.82	4.00%
Net Income	-\$	69,673.03	\$	0.00	-\$	69,673.03	

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Port Credit BIA
A/R Aging Summary

As of March 31, 2025

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
10 West Go LP					10,000.00	10,000.00
Bank of Nova Scotia	3,639.73		4,793.15	2,123.29	12,123.31	22,679.48
Burger Factory					50.00	50.00
Klawcadia					75.00	75.00
Lime E-Scooter & Bike Share					75.00	75.00
Meltwich Food Co					500.00	500.00
O.B.I.A.A.					975.00	975.00
Scotia Bank				7,965.90		7,965.90
ScoutTech					75.00	75.00
Spice Lounge and Tapas					500.00	500.00
Tap Dance Centre					750.00	750.00
ThriveAbility Community Connections			250.00			250.00
Tomars Doner					500.00	500.00
TOTAL	\$ 3,639.73	\$ 0.00	\$ 5,043.15	\$ 10,089.19	\$ 25,623.31	\$ 44,395.38

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