

Port Credit BIA - MINUTES	
Board Meeting Wednesday March 26/2025 5:30 pm The Shores of Port Credit	
Board Members	John Pappas, Brenda McGarrell, Dorothy Hagel (5:42), Ryan Long, Paul Michel, Marlene Baur, Councillor Stephen Dasko
Regrets	Lucie Zima
Guests	Karen Cecy
Staff	Kelly Ralston, Stacey Oliver
Minutes by	Stacey Oliver
Item #	Item Description
1	Call to Order: 5:34 pm
2	Declaration of any Pecuniary Interest: None Stated
3	<p>Additions to and approval of Agenda Moved by Ryan Long; Seconded by Paul Michel Approved Discussion -Brenda requested to add a motion to the Treasurer's Report. -Paul requested to add an item under New Business.</p>
4	<p>Acceptance of Minutes from Board Meeting held February 26, 2025 Moved by Marlene Baur; Seconded by Paul Michel Approved Discussion – Brenda requested that the year be added to the dates.</p>
5	<p>Chair's Overview – John Pappas</p> <ul style="list-style-type: none"> • Focus for this meeting's discussion will be on Canada Day in the Port. • Council has approved the proposal to disallow food trucks on the main street. Councillor Dasko will address in his report. • A reminder for all board members to complete the BIA surveys. • There is consideration of expanding the BIA boundaries around the GO station area, where Edenshaw is planning to introduce new retail. • A meeting will be scheduled next week to discuss the patio strategy.
6	<p>Councillor's Report – Stephen Dasko</p> <ul style="list-style-type: none"> • The pilot proposal for food trucks has been declined. Stephen thanked Kelly and John for their advocacy on this subject. • To maintain a consistent beautification experience between the GO train area and Lakeshore, expanding the boundaries to include the GO area would provide a good argument for uniformity. • The skate trail is now closed for the season; it was a successful year for the trail. • The goal is to have the tree in the middle of the skating trail looked after by the City each year. Additionally, there is consideration of a permanent white pine tree,

	<p>approximately 20 feet tall, to be placed off to the side to avoid interfering with festivals. This would give us the opportunity to feature two large, animated trees.</p> <ul style="list-style-type: none"> • Marina Park will have its official opening on May 3rd, with a soft opening on May 1st. • Kelly inquired about the possibility of organizing a river parade to open the season; Stephen will follow up on this. • The Canada Day proposal will be reviewed by Visit Mississauga on Friday. • South of Lakeshore parking ban will begin shortly for the season. There will be \$100 fine for cars parked illegally.
7	<p>Guest Presentation by Karen Cecy - Buskerfest</p> <ul style="list-style-type: none"> • 2026 will mark the 20th anniversary of Buskerfest. • This year's Buskerfest will take place on August 15–17. • The event has evolved into a street festival format, with growing attendance necessitating the expansion into the park but always keeping something on the side streets. • For this year, the proposal is to use the park and two side streets, allowing for a more spacious layout and to ensure everyone's needs are met, including the BIA, sponsors and community. • Plans include a mix of returning favourites and new elements. • The entertainment lineup will feature primarily Canadian acts, along with a dynamic group from Japan (pending documentation). • Programming is contingent on funding availability. • Roaming acts will be showcased again but are one of the more expensive parts of the budget. • The Kid Zone will be returning, with a focus on engaging families and encouraging longer visits. • An art installation park project is in development with Compass. There will also be a fundraising component. • Marketing efforts are underway and will include radio advertising, roadside signage, and other promotional channels. • Last year's partnership with Verse to Voice (a singer-songwriter competition) was a major success, generating over 2 million views. • The competition launches again at the end of April, inviting original song submissions. • Last year's winner received a \$50,000 international contract, with judging that included an executive from Sony Records. This prize will be offered again this year. • MAC is supporting the project. • The competition drew entries from across Ontario, including many from Mississauga. • There are plans to introduce a community stage showcasing local talent—dance, music, circus acts, cheerleading, etc.—to attract families and encourage community participation. • Community groups will also be invited to take part during both days of the weekend. • If the budget permits, there is interest in adding "Busk After Dusk" programming in a local establishment, either as a ticketed or donation-based event. • Karen confirmed the use of many local vendors, with all printing done through Options. • John expressed appreciation for the thoughtful planning and Karen's long-standing experience.

	<ul style="list-style-type: none"> Streets planned for closure during the event include Stavebank Road South and Elizabeth Street South, creating a 50/50 split between park and street usage. Kelly asked about having buskers at the Canada Day celebration. Karen noted that Canada Day is considered a premium day, with performer day rates significantly higher. Karen is looking into options that would reflect the spirit of Buskerfest and will follow up with Kelly regarding possible alternatives. After the presentation, Kelly noted that Buskerfest is requesting \$25k in funding. Kelly suggested allocating \$20k to Buskerfest and \$5k to Verse to Voice. The Sponsorship Committee will hold a vote via email regarding the allocation for Verse to Voice. Dorothy emphasized that the focus should remain on entertainment, stating that the committee does not want to take a stance on anything political. <p>Motion – Brenda McGarrell motioned to approve \$20,000 in Sponsorship for Buskerfest. Seconded – Marlene Baur Carried</p> <p>Motion – Brenda McGarrell motioned to approve \$5,000 in Sponsorship for Verse to Voice. Seconded – Marlene Baur Carried</p>
8	<p>Treasurer’s Report – Brenda McGarrell</p> <ul style="list-style-type: none"> Brenda noted that the fraud has been fully reversed, and the amount has been credited back to us. KPMG has completed the draft audit and Paul has reviewed. Paul noted that point 2 on page 8 is intended to clarify the balance sheet items. It should be updated to specify that the total balance includes both the GIC and the accrued interest. Brenda will forward the revision to the auditor. The accounts are in good financial standing to fulfil BIA mandates. The next Finance Committee meeting will be held on April 16 at 11:30am in person at the St Lawrence Building. <p>Motion – Brenda McGarrell motioned to welcome Paul Michel to the Finance Committee. Seconded – Ryan Long Carried</p> <p>Motion – Dorothy Hagel motioned that Brenda McGarrell as Treasurer and John Pappas as Chair remain the PCBIA signatories and this motion supersedes any previous motions. Seconded – Paul Michel Carried</p> <p>Discussion – Kelly suggested adding a third signatory; Brenda agreed this can be discussed at the finance meeting.</p>

9	<p>Executive Director's Report – Kelly Ralston</p> <p><u>Coffee and Community Meeting</u></p> <ul style="list-style-type: none"> • The next networking breakfast meeting will be held on April 3. <p><u>Easter Weekend</u></p> <ul style="list-style-type: none"> • An Easter egg hunt is being planned. <p><u>Farmers Market</u></p> <ul style="list-style-type: none"> • Planning ahead of schedule, and the expanded area will include a themed layout (ex: Butterscotch festival). <p><u>Halloween</u></p> <ul style="list-style-type: none"> • The theme this year will be "Classic Halloween" (black and white, featuring classics like the Mummy, Werewolf, and Dracula). <p><u>Classic Country Thursdays</u></p> <ul style="list-style-type: none"> • Kelly has reached out to Peel to inquire about the availability of Elmwood lot. <p><u>Website</u></p> <ul style="list-style-type: none"> • Kelly has a discovery meeting scheduled with Netgain next week and will send out the agreement to everyone. • Kelly also sending out a questionnaire to the Board for website feedback and has requested it be filled out by end of week. • The project timeline for the website development was reviewed (6-8 weeks). • Marlene mentioned that Oakville has a great website. Kelly noted that the wireframes were based on Oakville, and the website company will adjust them for Port Credit. <p>Motion – Ryan Long motioned to approve spending \$22,500 on the new website.</p> <p>Seonded – Marlene Baur</p> <p>Carried</p> <p>Discussion - This money was allocated last year for the website but was not spent, so it was placed in reserves.</p> <p><u>Decals</u></p> <ul style="list-style-type: none"> • The OBIAA Advocacy Committee created a decal for social media to support Canada. All BIAs are participate, and PCBIA will print to display in business windows. • The printer is also creating a giant cut-out for Melisa to take around to businesses to photograph for socials. • Various decal options were discussed. John suggested white would be easier to read. A vote was held and the decision was made to go with white for the decals. • The decals will be approximately the size of a dinner plate, and once printed, we will do a walkabout to distribute them. <p><u>Social Media</u></p> <ul style="list-style-type: none"> • Melisa is doing an excellent job creating videos that highlight new businesses in the area. Kelly mentioned that the video for the opening of Donegal Arms received 21,000 views. <p><u>Beautification</u></p> <ul style="list-style-type: none"> • Damaged banners have been replaced, and the heat will help them to settle. • Power washing is scheduled for next week, weather permitting. • Painting of the bike racks will take place in April, as soon as the temperature reaches 15°C or above. Marlene would like them to be painted a colour (red or blue). John
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	<p>mentioned that black is an easy, reliable option. Dorothy noted that black is more practical.</p> <ul style="list-style-type: none"> • Kelly recommends using black for the bike racks, with pops of color added through the banners, planters, and flowers. She also noted that it is difficult to justify replacing the red benches with black ones, only to switch the black bike racks to red. • We will paint the bike racks initially, and the City will handle painting moving forward. • Marlene will choose a paint colour from Sherwin Williams, with a final decision to be made. <p>Motion – Marlene Baur motioned to paint the bike racks the same red as the Lighthouse.</p> <p>Seonded – Ryan Long</p> <p>Carried</p> <ul style="list-style-type: none"> • The new benches will be black and we can apply for an accessibility grant in May to add a middle arm to existing benches. • Dorothy noted that some benches are not located in ideal spots. Kelly will visit to assess the locations. • Stephen spoke to the Commissioner of Planning regarding consistency. Stephen will connect the appropriate City staff with the Beautification Committee to discuss items such as garbage bins, benches, bike racks, and more to create a cohesive feel throughout the BIA. • The plans include interlock versus non-interlock surfaces, boulevard trees, rubber matting, lighting, and tree planting. This will lay the foundation for future development, potentially leveraging City resources. • John suggested incorporating this into a master plan for next year, utilizing some reserve funds. Stephen mentioned he might be able to convince the City to take the lead on this project.
10	<p>Safety & Security – Ryan Long</p> <ul style="list-style-type: none"> • The security program has been in place for one month • Good feedback from both the day and night economies who are noticing the presence of security. • Security personnel actively engage with businesses • At the end of each shift, security staff submit a daily report. • Ryan described the various possible incident categories in the daily reports. John noted that the reports are very thorough. Kelly will create a chart for security staff to check categories, making it easier to make adjustments to the reporting. • Kelly requested that everyone complete the safety & security survey. • Ryan noted that security uses geo-tagging, so their location can be tracked through the app. There are security fobs placed around Port Credit that the guard must tap as they pass through designated pre-defined points.

11	<p>Canada Day in the Port</p> <ul style="list-style-type: none"> • A meeting was held with John Bozzo and his team, including Dave Voice. • Taste of Port Credit will be combined with PTTR Canada Day, with fireworks launched from a barge. • PTTR had existing funding from a grant from the City, which was very specific about eligible and non-eligible expenses (fireworks are not eligible for funding). • The event will be located from Stavebank Road down to Hurontario. There will be a large stage managed by production support from local Southside Shuffle resources. • Plans include a Ferris wheel, a kiddie carousel, musicians, vendors, a kid zone in Port Street Market, and Beavertails at the end. • The main stage will operate until 11pm, with people moving to watch the fireworks at 9:45pm. • The production team suggests keeping music going after the fireworks for a "soft landing" as people transition away from the event. • \$120k has been allocated for Taste of Port Credit (\$20k from budget, and \$100k to be raised). • The grant from the City of Mississauga is payable to PTTR, but it will cover Taste of Port Credit expenses, as these are the only eligible costs. A total of \$61,000 in expenses are eligible, and Kelly is currently waiting to hear if the City will approve the full amount or only a percentage. • Kelly has submitted a request to the Port Credit Community Foundation for \$20,000. An additional \$20,000 has already been allocated to PTTR under Sponsorship, ensuring a total of \$42,000. Kelly is now actively pursuing further community sponsors, reaching out to Edenshaw, other developers, and financial institutions. • There needs to be clear communication from the Board if going over budget if necessary is acceptable. • Dorothy noted that this is a good. She also mentioned that by the second round, more sponsors should be willing to participate. • John – we need to determine how much we are comfortable in going over budget. Taste of Port Credit will be a big win for Port Credit businesses, and the revenue generated will justify the spend. • Marlene noted that Mark Kelso has offered to volunteer his time to coordinate the talent. Kelly will put him in touch with Mike Bacon to move forward. • Kelly asked the Board what amount they are comfortable with right now. • Stephen explained that funds from the City go to PTTR, which then passes the funds to the BIA. The City has reviewed what expenses are eligible, and Stephen will follow up with Matthew to confirm the \$60k funding. He will also provide an update on tourism funding after the review on Friday. • We have strong support from Mayor Parrish, who will advocate for securing the funding. • Tourism may also be bringing the Symphony of Fire to Port Credit. • The vote on the budget will be conducted early next week via email. • Paul will be included in the discussions regarding the reserve funds with PTTR. • Brenda noted that this is a good year to consider going over budget.
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12	<p>Additional Business</p> <ul style="list-style-type: none"> • Paul – had a first informal west end committee meeting on Mar 3. Signage, parking, bike stations, micro mobility, lefthand turn on Lakeshore. Documented and in communication with some business owners in west end who would like to expand that and make a full committee. Feedback was good. Signage on Brightwater is going up. Parking was posted on social media. Kelly noted it was well received. • Kelly noted that Dorothy will be a guest speaker at future breakfast meetings discussion succession planning, and wills and estates. • Paul – for the last year and a half he’s been working on a project called 80 Years of Freedom, which is a celebration of the liberation of the Netherlands, which is May 5 predominantly by Canadian Armed Forces. Going to have an indoor and outdoor art exhibition at the Small Arms building on May 13th and 14th. Will feature photos by Jason van Bruggen, who is a Canadian-Dutch Visual Artist. He has received global accolades for his work. He has photographed 80 people who survived Nazi occupation in the Netherlands and documented their stories. Outdoor exhibit of 6 installations to be placed in front of the Small Arms building for a year. These installations will also feature photos, stories and QR codes to websites that help us not forget the lessons of the 2nd World War. This project finds it important that we do not forget these lessons, especially in times like these. Visit www.80yearsoffreedom.com for more information.
13	<p>Action Items</p> <ul style="list-style-type: none"> • Kelly will survey members for feedback regarding patios and security. • Kelly will forward details of the OBIAA conference to Board members. • Kelly will email Stephen regarding snow clearing in laneways. • Kelly will send an overview of the policies to Dorothy. • Paul will follow up regarding signage and lay-by parking at Brightwater.
14	<p>Adjournment – 7:43 pm Moved by Ryan Long, Seconded by Dorothy Hagel</p>
Dates	Next Meeting – Wednesday April 30, 5:30pm, Shore Grill & Grotto

Port Credit BIA
Balance Sheet
As of February 28, 2025

	<u>Total</u>
Assets	
Current Assets	
Cash and Cash Equivalent	
CASH	
1000 C.I.B.C. Current Account	0.00
10000 Scotiabank	793,710.00
10200 Petty Cash (General)	204.54
10220 Petty Cash (Farmers Market)	225.00
Total CASH	\$ 794,139.54
PLCLCAD Plooto Clearing	452.00
14990 *Undeposited Funds	0.00
Total Cash and Cash Equivalent	\$ 794,591.54
Accounts Receivable (A/R)	
Accounts receivable total	
12000 Accounts Receivable	13,750.00
12001 Interest Receivable	19,039.75
12002 Accounts Receivable - Other	16,700.39
Total Accounts receivable total	\$ 49,490.14
Total Accounts Receivable (A/R)	\$ 49,490.14
Investment	
1010 G.I.C.	1,000,000.00
17655 Other current assets	0.00
Total Investment	\$ 1,000,000.00
Uncategorized Asset	0.00
Total Current Assets	\$ 1,844,081.68
Non-current Assets	
Property, plant and equipment	
17500 Machine & Equipment	44,290.56
17510 Acc. Amortization Machine & Eqp	-37,181.66
17520 Accum. Amortization - Planters	-44,163.36
17530 Accumulated Amortization - Sign	-4,581.61
17540 Accum amortization - Furniture	-21,515.93
17550 Accum Amortization - Leasehold	-22,775.00
17560 Office Furniture	21,837.76
17570 Leasehold improvements-	0.00
17580 Accum Amort. - Benches	-21,630.18
17590 Accumulated Amort - Decorations	-153,218.51
17595 Accumulated Amortization Light Poles	-3,144.37
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	-66,994.46
17710 Decorations	223,067.16
17720 Light poles	3,510.00
Total Property, plant and equipment	\$ 103,329.71
13000 Prepaid Expense	12,104.56
Total Non Current Assets	\$ 115,434.27
Total Assets	\$ 1,959,515.95
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
20000 Accounts Payable	14,130.19
Total Accounts Payable (A/P)	\$ 14,130.19
Credit Card	
20050 Scotiabank Visa	19,357.49
Total Credit Card	\$ 19,357.49
20100 Accounts Payable Other	0.00
20150 Accrued Liabilities	0.00
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	-4,984.94
2315 Deferred Income	0.00
Receiver General Suspense	-117.31
Total Current Liabilities	\$ 28,385.43
Non-current Liabilities	
20152 Gift Card Liability	16,459.22
20200 Due to the City of Mississauga	0.00
Total Non-current Liabilities	\$ 16,459.22
Total Liabilities	\$ 44,844.65
Equity	
24500 Opening Bal Equity	0.00
24700 Reserve	0.00
Retained Earnings	869,320.46
Profit for the year	1,045,350.84
Total Equity	\$ 1,914,671.30
Total Liabilities and Equity	\$ 1,959,515.95

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

	Actual	Budget	Total 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	6,043.94	30,000.00	-23,956.06	20.15%
Fundraising			0.00	
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			0.00	
Events			0.00	
30064 CountryIN the Port		100,000.00	-100,000.00	0.00%
Total Events	\$ 0.00	\$ 100,000.00	-\$ 100,000.00	0.00%
Grants			0.00	
30020 Student Grant		8,000.00	-8,000.00	0.00%
Total Grants	\$ 0.00	\$ 8,000.00	-\$ 8,000.00	0.00%
Sponsorships			0.00	
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	\$ 1,126,639.94	\$ 1,358,846.42	-\$ 232,206.48	82.91%
Gross Profit	\$ 1,126,639.94	\$ 1,358,846.42	-\$ 232,206.48	82.91%
Expenses				
40000 Salaries and Benefits			0.00	
40001 Salaries	19,681.55	232,000.00	-212,318.45	8.48%
40003 Benefits	692.28	7,000.00	-6,307.72	9.89%

40004 Payroll Deductions	1,944.24	17,000.00	-15,055.76	11.44%
40005 WSIB	162.68	1,300.00	-1,137.32	12.51%
Additional Wages		52,000.00	-52,000.00	0.00%
Ambassadors	1,024.45		1,024.45	
Event Wages	103.20		103.20	
Other Wages	2,930.29		2,930.29	
Total Additional Wages	\$ 4,057.94	\$ 52,000.00	-\$ 47,942.06	7.80%
Total 40000 Salaries and Benefits	\$ 26,538.69	\$ 309,300.00	-\$ 282,761.31	8.58%
46000 Advertising and Promotion			0.00	
46001 Media Marketing	3,937.67	28,350.00	-24,412.33	13.89%
46002 Promotional Materials	250.00	11,000.00	-10,750.00	2.27%
46003 Signage	1,050.00	19,700.00	-18,650.00	5.33%
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	2,053.86	6,000.00	-3,946.14	34.23%
46007 Events and Campaigns	1,643.08	5,000.00	-3,356.92	32.86%
Total 46000 Advertising and Promotion	\$ 8,966.22	\$ 80,550.00	-\$ 71,583.78	11.13%
47000 Project Expenses			0.00	
4626 Security			0.00	
4626-2 Duty Police		90,000.00	-90,000.00	0.00%
Total 4626 Security	\$ 0.00	\$ 90,000.00	-\$ 90,000.00	0.00%
47001 Farmers Market		42,000.00	-42,000.00	0.00%
47002 WinterIN the Port	14,647.16	35,000.00	-20,352.84	41.85%
47004 Halloween		13,000.00	-13,000.00	0.00%
47008 SpringIN the Port - Tast of Port Credit		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	\$ 14,647.16	\$ 326,700.00	-\$ 312,052.84	4.48%
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		20,350.00	-20,350.00	0.00%
48007 Mississauga Marathon		2,500.00	-2,500.00	0.00%

48008 Music Walk of Fame		10,000.00	-10,000.00	0.00%
48009 History & Heritage		5,000.00	-5,000.00	0.00%
Total 48000 Sponsorships	\$ 0.00	\$ 87,350.00	-\$ 87,350.00	0.00%
Beautification & Maintenance			0.00	
45001 Streetscape Maint. and Decor	993.98	117,138.00	-116,144.02	0.85%
45002 Landscaping	8,080.00	212,000.00	-203,920.00	3.81%
45004 Banners		15,000.00	-15,000.00	0.00%
45005 Other Beautification		10,000.00	-10,000.00	0.00%
Total Beautification & Maintenance	\$ 9,073.98	\$ 354,138.00	-\$ 345,064.02	2.56%
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	2,692.42	18,708.42	-16,016.00	14.39%
41002 Phones, Fax, Mobile,Internet	861.82	5,500.00	-4,638.18	15.67%
41003 Insurance	1,436.46	11,000.00	-9,563.54	13.06%
41004 Repair, Maintenance		3,000.00	-3,000.00	0.00%
41005 General Office Supplies	1,127.39	6,000.00	-4,872.61	18.79%
41006 Travel		400.00	-400.00	0.00%
41007 Board Meeting Expense	45.73	6,000.00	-5,954.27	0.76%
41009 Memberships	2,783.34	3,500.00	-716.66	79.52%
41011 Office Cleaning	800.00	4,000.00	-3,200.00	20.00%
41012 General IT Expense	2,347.95	16,000.00	-13,652.05	14.67%
42000 Professional Services			0.00	
42001 Professional Fees	190.10	5,000.00	-4,809.90	3.80%
42002 Bookkeeping Services	1,800.00	13,000.00	-11,200.00	13.85%
Total 42000 Professional Services	\$ 1,990.10	\$ 18,000.00	-\$ 16,009.90	11.06%
43000 Finance Fee			0.00	
43001 Bank Charges	191.00	1,500.00	-1,309.00	12.73%
Total 43000 Finance Fee	\$ 191.00	\$ 1,500.00	-\$ 1,309.00	12.73%
44000 Audit			0.00	
44001 Audit		2,700.00	-2,700.00	0.00%
Total 44000 Audit	\$ 0.00	\$ 2,700.00	-\$ 2,700.00	0.00%

Total Office and General Expenses	\$	14,276.21	\$	96,308.42	-\$	82,032.21	14.82%
Total Expenses	\$	73,576.74	\$	1,262,346.42	-\$	1,188,769.68	5.83%
Net Operating Income	\$	1,053,063.20	\$	96,500.00	\$	956,563.20	1091.26%
Other Expenses							
50000 Amortization		7,712.36		96,500.00		-88,787.64	7.99%
Total Other Expenses	\$	7,712.36	\$	96,500.00	-\$	88,787.64	7.99%
Net Other Income	-\$	7,712.36	-\$	96,500.00	\$	88,787.64	7.99%
Net Income	\$	1,045,350.84	\$	0.00	\$	1,045,350.84	

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

	Actual	Budget	Total 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	3,440.27	30,000.00	-26,559.73	11.47%
Fundraising			0.00	
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			0.00	
Events			0.00	
30064 CountryIN the Port		100,000.00	-100,000.00	0.00%
Total Events	\$ 0.00	\$ 100,000.00	-\$ 100,000.00	0.00%
Grants			0.00	
30020 Student Grant		8,000.00	-8,000.00	0.00%
Total Grants	\$ 0.00	\$ 8,000.00	-\$ 8,000.00	0.00%
Sponsorships			0.00	
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	\$ 2,500.00	\$ 153,000.00	-\$ 150,500.00	1.63%
Total Income	\$ 1,123,786.27	\$ 1,358,846.42	-\$ 235,060.15	82.70%
Gross Profit	\$ 1,123,786.27	\$ 1,358,846.42	-\$ 235,060.15	82.70%
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	1,009.00	17,000.00	-15,991.00	5.94%
40005 WSIB	83.34	1,300.00	-1,216.66	6.41%
Additional Wages		52,000.00	-52,000.00	0.00%
Ambassadors	287.66		287.66	
Event Wages	103.20		103.20	
Other Wages	2,002.00		2,002.00	
Total Additional Wages	\$ 2,392.86	\$ 52,000.00	-\$ 49,607.14	4.60%
Total 40000 Salaries and Benefits	\$ 14,215.96	\$ 309,300.00	-\$ 295,084.04	4.60%
46000 Advertising and Promotion			0.00	
46001 Media Marketing	2,041.82	28,350.00	-26,308.18	7.20%
46002 Promotional Materials		11,000.00	-11,000.00	0.00%
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	58.28	6,000.00	-5,941.72	0.97%
46007 Events and Campaigns	100.00	5,000.00	-4,900.00	2.00%
Total 46000 Advertising and Promotion	\$ 2,725.10	\$ 80,550.00	-\$ 77,824.90	3.38%
47000 Project Expenses			0.00	
4626 Security			0.00	
4626-2 Duty Police		90,000.00	-90,000.00	0.00%
Total 4626 Security	\$ 0.00	\$ 90,000.00	-\$ 90,000.00	0.00%
47001 Farmers Market		42,000.00	-42,000.00	0.00%
47002 WinterIN the Port	13,947.16	35,000.00	-21,052.84	39.85%
47004 Halloween		13,000.00	-13,000.00	0.00%
47008 SpringIN the Port - Tast of Port Credit		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	\$ 13,947.16	\$ 326,700.00	-\$ 312,752.84	4.27%
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		20,350.00	-20,350.00	0.00%
48007 Mississauga Marathon		2,500.00	-2,500.00	0.00%

48008 Music Walk of Fame		10,000.00	-10,000.00	0.00%
48009 History & Heritage		5,000.00	-5,000.00	0.00%
Total 48000 Sponsorships	\$ 0.00	\$ 87,350.00	-\$ 87,350.00	0.00%
Beautification & Maintenance			0.00	
45001 Streetscape Maint. and Decor		117,138.00	-117,138.00	0.00%
45002 Landscaping	8,080.00	212,000.00	-203,920.00	3.81%
45004 Banners		15,000.00	-15,000.00	0.00%
45005 Other Beautification		10,000.00	-10,000.00	0.00%
Total Beautification & Maintenance	\$ 8,080.00	\$ 354,138.00	-\$ 346,058.00	2.28%
Business Development			0.00	
6000 Business Development	7.87	3,000.00	-2,992.13	0.26%
6002 Networking Meetings		5,000.00	-5,000.00	0.00%
Total Business Development	\$ 7.87	\$ 8,000.00	-\$ 7,992.13	0.10%
Office and General Expenses			0.00	
41001 Rent	1,326.38	18,708.42	-17,382.04	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	124.55	6,000.00	-5,875.45	2.08%
41006 Travel		400.00	-400.00	0.00%
41007 Board Meeting Expense		6,000.00	-6,000.00	0.00%
41009 Memberships		3,500.00	-3,500.00	0.00%
41011 Office Cleaning	400.00	4,000.00	-3,600.00	10.00%
41012 General IT Expense	1,110.78	16,000.00	-14,889.22	6.94%
42000 Professional Services			0.00	
42001 Professional Fees	133.53	5,000.00	-4,866.47	2.67%
42002 Bookkeeping Services	900.00	13,000.00	-12,100.00	6.92%
Total 42000 Professional Services	\$ 1,033.53	\$ 18,000.00	-\$ 16,966.47	5.74%
43000 Finance Fee			0.00	
43001 Bank Charges	103.50	1,500.00	-1,396.50	6.90%
Total 43000 Finance Fee	\$ 103.50	\$ 1,500.00	-\$ 1,396.50	6.90%
44000 Audit			0.00	
44001 Audit		2,700.00	-2,700.00	0.00%
Total 44000 Audit	\$ 0.00	\$ 2,700.00	-\$ 2,700.00	0.00%

Total Office and General Expenses	\$	5,247.88	\$	96,308.42	-\$	91,060.54	5.45%
Total Expenses	\$	44,223.97	\$	1,262,346.42	-\$	1,218,122.45	3.50%
Net Operating Income	\$	1,079,562.30	\$	96,500.00	\$	983,062.30	1118.72%
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	\$	1,075,706.12	\$	0.00	\$	1,075,706.12	

Port Credit BIA A/R Aging Summary

As of February 28, 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	2,669.86	2,123.29	2,123.29	2,054.80	10,068.51	19,039.75
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			16,700.39			16,700.39
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	\$ 2,669.86	\$ 2,373.29	\$ 18,823.68	\$ 12,054.80	\$ 13,568.51	\$ 49,490.14