

Port Credit BIA - MINUTES	
<b>Board Meeting</b> Wednesday August 27/2025 5:30 pm    Wave Room, Shore Grill & Grotto	
<b>Board Members</b>	John Pappas, Brenda McGarrell, Ryan Long, Paul Michel, Marlene Baur, Dorothy Hagel, Stephen Dasko
<b>Regrets</b>	Lucie Zima
<b>Staff</b>	Kelly Ralston, Stacey Oliver
<b>Minutes by</b>	Stacey Oliver
Item #	Item Description
1	Call to Order: 5:41 pm
2	Declaration of any Conflicts of Interest or Pecuniary Interest None Stated
3	<p>Additions to and Approval of Agenda Moved by Marlene Baur; Seconded by Ryan Long Approved</p> <p>Discussion Paul Michel added:</p> <ul style="list-style-type: none"> <li>• Capital Improvement Plan Brainstorm/Engaging Businesses in the Plan -Kelly advised this in the ED report and is the purpose of the Budget meetings.</li> <li>• East end/West end Committees -East end Committee is being formed. Will follow up with West end Committee.</li> </ul>
4	<p>Acceptance of Minutes from Board Meeting held June 25, 2025 Moved by Ryan Long; Seconded by Paul Michel Approved</p>
5	<p>Vote read into Minutes: Motion to approve the June 2025 Financials conducted via email on August 1, 2025. Moved by Paul Michel; Seconded by Dorothy Hagel Approved</p>
6	<p><b>Chair's Overview – John Pappas</b></p> <ul style="list-style-type: none"> <li>• Canada Day was a smashing success, kudos to everyone who pulled it together. The event was safe, well-organized, attracted strong crowds, and business was booming.</li> <li>• Southside Shuffle is scheduled for September 5 – 7.</li> <li>• The patio planters are in, and they will be in place earlier next year.</li> <li>• Overall there has been greater engagement with businesses. The decal program is in place. A Coffee &amp; Community meeting will be held on September 4 at The Crooked Cue to discuss the levy, while an October 2 meeting will focus on the budget, offering members a chance to provide feedback.</li> </ul>

	<ul style="list-style-type: none"> <li>• Kelly noted that an evening mixer can be considered if the turnout is lower than expected. Postcards will be dropped off to promote these events.</li> <li>• In the process of interviewing new board members.</li> <li>• The finance committee met, and everything is on track. Now is the time to think about next year's budget and upcoming capital projects.</li> </ul>
<b>7</b>	<b>Treasurer's Report – Brenda McGarrell</b> <ul style="list-style-type: none"> <li>• Brenda noted that the GIC will mature on September 8.</li> <li>• January to July finances were reviewed.</li> <li>• There are some capital budgets that will carry over to 2026.</li> <li>• Brenda explained that the Scotiabank VISA is a cash-back card, with the cash-back amount applied to the balance each month.</li> <li>• The bank accounts are being monitored and are in good financial shape to continue fulfilling the BIA mandates.</li> </ul>
<b>8</b>	<b>Councilor's Report – Stephen Dasko</b> <ul style="list-style-type: none"> <li>• Classic Cars event took a fresh approach this year, both on the street and in the lot, and was very well executed. Discussions with Kelly are underway to brainstorm ideas for 2026 to keep the event innovative.</li> <li>• East end businesses expressed concerns about Canada Day being held in the core. However, it was noted that all businesses were invited to participate.</li> <li>• Parking update: An update from the parking team regarding the new parking bylaw, including PIL, will be provided at the next meeting. Stephen will keep Kelly informed about any BIA-related changes.</li> <li>• Port Credit Memorial Park is set for a major redesign. The Walk of Fame will be relocated off the sidewalk and integrated into the garden area, extending toward the provincial flags. Stephen will have a rendering ready for the Induction Ceremony on the Sunday of the Shuffle. He is also working on the "raise the roof" gazebo renovation and possibly a stage with lighting and sound. Additionally, a screen will be installed for movies in the park and to provide shade for bands, as sunlight can affect their instruments.</li> <li>• The 100th anniversary of the Port Credit Cenotaph will be celebrated on September 27 beginning with a gathering at 9:30am. Kelly has been actively involved in organizing this event. The new crosswalk is now in place, and available funds from the Heritage &amp; History sponsorship will be applied towards the event.</li> <li>• A groundbreaking announcement for the pedestrian and cycling bridge is expected in September. The project was previously delayed by Metrolinx but has now gone to tender, with the contract award expected next week. Stephen will keep Kelly updated on developments.</li> <li>• Preparations for the Christmas season are underway, including a site walk with the City to discuss the tree location and logistics.</li> <li>• Kelly inquired whether the potential Lakeview and northern expansion projects would align with the current budget. Stephen clarified that they will not be included in this budget cycle.</li> </ul>

	<ul style="list-style-type: none"> <li>• Work is underway to look into special funding opportunities for major events such as Canada Day and fireworks. The goal is to host three distinct events to spread out activities and drive foot traffic to Port Credit. A strategy will also be developed to better incorporate the East end into these plans.</li> <li>• Ryan shared that he spoke with many small businesses during Canada Day, and they reported a significant boost in sales.</li> <li>• The City looking at Streetscape. Stephen wants a meeting with the Beautification committee so everyone is on the same page.</li> </ul>
9	<p><b>Executive Director's Report – Kelly Ralston</b></p> <ul style="list-style-type: none"> <li>• <u>Coffee &amp; Community</u> - the goal is to increase engagement with local businesses. The focus is on transparency and helping members understand how the levy is used. Upcoming sessions include the levy discussion on September 4 and the budget on October 2. Invitation postcards will be distributed again.</li> <li>• <u>Canada Day</u> - went very well. Feedback was largely positive, and it is the biggest event for businesses. PTTR has advised they vote no longer run the event. The BIA now has a working template and established relationships. A debrief will take place once final financial details are received from PTTR. Kelly is collaborating with PTTR to consolidate efforts, prepare a report for the City (approved by the Finance Committee and outlining eligible expenses), and obtain necessary sign-offs. Grant applications are now open.</li> <li>• <u>Fireworks</u> - A 20-minute fireworks display had been planned, but only 10 minutes were delivered. Since the contract was based on duration rather than volume, Kelly negotiated a reduced payment down from \$110K to \$65K. This will result in an estimated \$15K surplus, which will be allocated toward a Canada Day-themed installation in 2025.</li> <li>• <u>100th Anniversary for Cenotaph</u> - Kelly will send finances to the Sponsorship Committee and copy Councillor Dasko.</li> <li>• <u>Farmers Market</u> – great season so far. Historically, we've used friendly towing (\$100 per car), though the market area is already covered by a City bylaw prohibiting early morning parking. In August, direct towing was started. Despite an abundance of signage, complaints continue from people whose vehicles are towed. Kelly received an email from the City's Transportation &amp; Works department requesting that towing be halted. The City is to take over towing at 5am.</li> <li>• <u>Survey</u> - Kelly will conduct a survey of businesses to gather feedback on preferred events. For Buskerfest, the event was considered too spread out and negative community feedback was noted. Additionally, Ryan reported incidents of open alcohol on the street during Ribfest.</li> <li>• <u>Halloween #INThePort</u> – possibility of the addition of a night market. The theme is Old Hollywood Horror. Planned activities include a pet parade, potential drone displays (such as King Kong climbing the lighthouse), and an evening zombie crawl between businesses. This combines family-friendly and adult-oriented activities.</li> </ul>

- Winter #INThePort – considering decorating or having performers in business windows. An artist (such as the one who created Scoops’ Window Wonderland display) or MAC could be hired to decorate windows, ensuring consistent design across participating businesses. John noted that historically, getting businesses to decorate or light their windows on their own has been challenging. Kelly will obtain proposals from the selected artist and present them to businesses, outlining the available window spaces and response deadlines.
- Summer Students - summer students and seasonal Streetscape Ambassadors returning to school. Ryan noted that this year’s streetscapers have done an excellent job.
- Co-op Students – PCBIA is collaborating with Port Credit Secondary School and have previously hosted co-op students, with another placement planned for the fall. Family Services of Peel also offers a program similar to Canada Summer Jobs, providing five months of labor support, which may be of interest to businesses looking for staffing.
- Promo and Marketing - Canada Summer Job student Amelia (Industrial Design student at Carleton) will be staying on a little longer to complete the bag design project. Marlene will meet with her to collaborate. Additionally, Amelia is helping develop the BR&E booklet to attract businesses to Port Credit, along with a brochure for events and tourism.
- Stingray Media - Kelly is meeting with Stingray Media, a partner of Visit Mississauga, who specializes in commercials and overpass signage. They will provide a marketing plan for 2026.
- Website Feedback - website feedback is requested by Wednesday. The current site was shown, with images noted as placeholders only. Kelly will send out the link for review. The gift card section will be removed and replaced with a section for property owners and real estate agents to list available properties.
- Beautification - New garbage bins and benches have been installed, with two more to be added to Port Street. Two benches near the Lighthouse require cement pads before installation. Patio flowers are in place. Patios must be “heated and seated” over winter or taken down, as per the “use it or lose it” policy. There is a request for the City to replace the silver bins with new dual-stream bins matching the new BIA style; this process is expected to take time and may be completed in 2026 with Stephen’s assistance. Garbage collection is transitioning from Peel to the City, and contracts must be finalized before bin replacements can proceed.
- Sponsorship - applications are now open. Goal is to attract new festivals and events, including Pet Expo, Renaissance Faire, CMA, and the Mississauga Chinese Business Association. Kelly will provide these groups with a package containing the park layout, application details, requirements, and schedule a site walk-through. Upcoming events also include the Butter Tart Festival, and potentially Oktoberfest at the Farmers Market (with vendors redirected from the canceled Toronto event).
- Installations - the “Petals of Hope” display will be installed at the Lighthouse from September 8 to mid-September by Alzheimer’s of Peel. In 2026, the focus will be on longer-term installations. Ideas presented included seating installations (e.g., glow chairs), interactive art, moving art pieces, and “magic windows.” The focus is to have month-long installations for community engagement.

	<ul style="list-style-type: none"> <li>• <u>Grants</u> - available grants are being reviewed for both the BIA and local businesses. Kelly is reaching out to businesses with information on potential grant opportunities. Also collaborating with MAC on a creative placemaking proposal. Kelly is also exploring potential funding to animate store windows (eg: Frog in Hand, musicians or artisans).</li> </ul>
<b>10</b>	<p><b>Streetscape &amp; Beautification – Marlene Baur</b></p> <ul style="list-style-type: none"> <li>• Marlene noted that the Beautification Committee met. Completed items include new garbage cans, benches, painted bike racks, and patio planters. Everything looks cohesive.</li> <li>• Lighting for the remainder of 2025 - snowflake lighting renderings were shown. Kelly noted that lower lighting needs to be installed on City street poles with power, rather than decorative poles. An inventory has been done of decorative poles that are functional and non-functional. Kelly is meeting with City staff to determine the capital investment required to repair them. Many are not working. No additional tree lighting will be added until power is restored to all poles. The snowflakes will be powered through City poles. A custom music note design may be added in the spring. Snowflakes will be installed in 2025 from west to east, using a soft, warm light to match the park lighting.</li> <li>• Tree lighting needs to be unravelled and redistributed.</li> <li>• Stephen recommended involving the City Planning Department. Kelly noted that she works with Kate and they are in strong alignment.</li> <li>• John noted it was discussed to have two different light installations rotated every 6 months to keep everything looking fresh and new (i.e., snowflakes and music notes).</li> </ul>
<b>11</b>	<p><b>Safety &amp; Security – Ryan Long</b></p> <ul style="list-style-type: none"> <li>• Ryan reviewed the Tactical Security stats to date.</li> <li>• All statistics were higher in July due to increased pedestrian and traffic volume in the summer.</li> <li>• Main guard, Tarun, wants to ensure he is providing value, noting few incidents occur during the 3pm–9pm day shift.</li> <li>• John emphasized that the security presence helps daytime businesses feel safe and recommended continuing to do what is being done during afternoon shift.</li> <li>• John also noted that a budget recommendation for 2026 will be made at the next security meeting.</li> <li>• Ryan added that June and July are the busiest months, and the night economy is satisfied with the current incident levels.</li> <li>• Kelly will gather feedback from businesses on their sense of safety and incident experiences to consider shifting or expanding security hours.</li> </ul>

12	<p><b>Additional Business</b></p> <p><u>East end/West end Committees</u></p> <ul style="list-style-type: none"> <li>• Kelly - Louie, Dorothy, and the manager of Midas all want to become representatives of the East end, ensuring strong representation. Kelly will schedule an evening Zoom town hall and invite Paul to discuss their challenges and what they hope to see in 2026.</li> <li>• Paul - confirmed that there will be East end and West end committees holding monthly meetings and offered to chair the West end committee. Paul noted a minor conflict, as some issues stem from their tenancy at Brightwater. He would like to meet with the West end committee monthly to update them on plans and integration efforts, and to gather suggestions. John emphasized that the committees provide input, not direction. Paul will ensure BIA matters remain separate, and any lease-related concerns can be emailed to him directly.</li> </ul> <p><u>Capital Improvement Plan</u></p> <ul style="list-style-type: none"> <li>• Kelly - lighting, garbage (dual bins or other options such as Sutera).</li> <li>• Kelly - creative placemaking with the goal to elevate the main street.</li> <li>• Stephen - shared that the triangle park on Stavebank will be improved with patterned concrete and a bench. Kelly suggested incorporating a sail for covered seating and potentially a seating installation.</li> <li>• Kelly - Sutera garbage option (underground units for garbage, recycling, and dog waste) may be suitable for high-traffic areas.</li> <li>• Paul - there is a need for a consistent visual identity across the BIA.</li> <li>• Kelly - reminded the group that fixing the existing decorative poles is a capital expense project.</li> <li>• Paul - suggested gathering out-of-the-box ideas from members to help unify the BIA beyond just lighting.</li> <li>• Kelly - mentioned the idea of pole wraps at each end of the BIA, but more wraps could be installed to clearly define boundaries, similar to Downtown Bloor.</li> <li>• Kelly - the budget is due November 15. There is \$360K in reserves, with \$100K earmarked for lighting.</li> <li>• John - asked whether other BIAs have installations that generate buzz.</li> <li>• Paul - one of the biggest challenges is creating cohesiveness across the BIA, as it currently lacks a unified feel. While some elements can be controlled, others cannot. He stressed the importance of making it obvious when someone enters or exits Port Credit.</li> <li>• Kelly - this year, efforts were made toward visual consistency: all bike racks have been painted the same, benches are now cohesive, decorative poles were repainted, and patios now have a uniform look. The focus will shift to further improvements next year. Kelly also noted that new board members will bring fresh, creative ideas.</li> </ul>
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<b>13</b>	<b>Action Items</b> <ul style="list-style-type: none"> <li>• Kelly - to invite Stephen to next Beautification Committee meeting.</li> <li>• Kelly - to send sponsorship request re: Cenotaph Anniversary to Sponsorship Committee and copy Councillor Dasko.</li> <li>• Kelly - to send a survey to businesses requesting feedback on events and security.</li> <li>• Kelly - to send website link to board members.</li> <li>• All members - provide website feedback to Kelly.</li> </ul>
<b>14</b>	<b>Adjournment – 7:43pm</b> Moved by Paul Michel, Seconded by Ryan Long
<b>Dates</b>	<b>Next Meeting</b> – Wednesday September 24, 5:30pm, Shore Grill & Grotto, Wave Room

# Port Credit BIA

## Balance Sheet

As of July 31, 2025

	<u>Total</u>
<b>Assets</b>	
<b>Current Assets</b>	
<b>Cash and Cash Equivalent</b>	
<b>CASH</b>	
1000 C.I.B.C. Current Account	0.00
10000 Scotiabank	91,321.22
10050 Scotia bank - Savings(Other)	355,188.82
10200 Petty Cash (General)	704.54
10220 Petty Cash (Farmers Market)	1,000.00
<b>Total CASH</b>	<b>\$ 448,214.58</b>
PLCLCAD Plooto Clearing	359.24
Plooto Instant (Canada - CAD)	-395.50
14990 *Undeposited Funds	0.00
<b>Total Cash and Cash Equivalent</b>	<b>\$ 448,178.32</b>
<b>Accounts Receivable (A/R)</b>	
<b>Accounts receivable total</b>	
12000 Accounts Receivable	12,677.04
12001 Interest Receivable	37,240.45
12002 Accounts Receivable - Other	0.00
<b>Total Accounts receivable total</b>	<b>\$ 49,917.49</b>
<b>Total Accounts Receivable (A/R)</b>	<b>\$ 49,917.49</b>
<b>Investment</b>	
1010 G.I.C.	1,000,000.00
17655 Other current assets	0.00
<b>Total Investment</b>	<b>\$ 1,000,000.00</b>
<b>Uncategorized Asset</b>	0.00
<b>Total Current Assets</b>	<b>\$ 1,498,095.81</b>
<b>Non-current Assets</b>	
<b>Property, plant and equipment</b>	
17500 Machine & Equipment	46,068.56
17510 Acc. Amortization Machine & Eqp	-38,217.11
17520 Accum. Amortization - Planters	-45,231.21
17530 Accumulated Amortization - Sign	-4,581.61
17540 Accum amortization - Furniture	-21,676.83
17550 Accum Amortization - Leasehold	-22,775.00
17560 Office Furniture	21,837.76
17570 Leasehold improvements-	0.00
17580 Accum Amort. - Benches	-21,948.03
17590 Accumulated Amort - Decorations	-165,823.01
17595 Accumulated Amortization Light Poles	-3,327.17
17600 Capital Assets - Planters	52,706.28



17650 Sign Panel	4,581.61
17660 Banners	87,300.53
17670 Lighthouse Renovation 2019	22,775.00
17680 Benches / Muskoka Chair	22,265.89
17700 Accumulated Depn - Banners	-70,906.01
17710 Decorations	223,067.16
17720 Light poles	3,510.00
<b>Total Property, plant and equipment</b>	<b>\$ 89,626.81</b>
13000 Prepaid Expense	10,860.60
<b>Total Non Current Assets</b>	<b>\$ 100,487.41</b>
<b>Total Assets</b>	<b>\$ 1,598,583.22</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable (A/P)</b>	
20000 Accounts Payable	116,001.17
<b>Total Accounts Payable (A/P)</b>	<b>\$ 116,001.17</b>
<b>Credit Card</b>	
20050 Scotiabank Visa	18,225.23
20052 CIBC Visa	2,217.71
<b>Total Credit Card</b>	<b>\$ 20,442.94</b>
20100 Accounts Payable Other	0.00
20150 Accrued Liabilities	1,575.00
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
<b>Total 2100 Payroll Liabilities</b>	<b>\$ 0.00</b>
22000 HST Payable	-63,856.88
2315 Deferred Income	350.00
Receiver General Suspense	-117.31
<b>Total Current Liabilities</b>	<b>\$ 74,394.92</b>
<b>Non-current Liabilities</b>	
20152 Gift Card Liability	16,409.22
20200 Due to the City of Mississauga	0.00
<b>Total Non-current Liabilities</b>	<b>\$ 16,409.22</b>
<b>Total Liabilities</b>	<b>\$ 90,804.14</b>
<b>Equity</b>	
24500 Opening Bal Equity	0.00
24700 Reserve	0.00
Retained Earnings	869,320.46
Profit for the year	638,458.62
<b>Total Equity</b>	<b>\$ 1,507,779.08</b>
<b>Total Liabilities and Equity</b>	<b>\$ 1,598,583.22</b>

**Port Credit BIA**  
**Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L**  
January - July, 2025

	Actual	Budget	Total over Budget	% of Budget
<b>Income</b>				
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%
<b>Total 30000 Special Municipal Levy</b>	<b>\$ 1,117,846.00</b>	<b>\$ 1,105,846.42</b>	<b>\$ 11,999.58</b>	<b>101.09%</b>
30080 Transfer from Reserves		70,000.00	-70,000.00	0.00%
80000 Interest Income	31,305.10	30,000.00	1,305.10	104.35%
<b>Fundraising</b>			0.00	
30050 Membership Dues	1,250.00	2,000.00	-750.00	62.50%
3006 Miscellaneous BIA Income	1,016.00		1,016.00	
30060 Vendor Fees	42,861.92	30,000.00	12,861.92	142.87%
<b>Sponsorship and Grants</b>			0.00	
<b>Events</b>			0.00	
30061 Farmers Market	350.00		350.00	
30064 *IN the Port	195,472.70	100,000.00	95,472.70	195.47%
<b>Total Events</b>	<b>\$ 195,822.70</b>	<b>\$ 100,000.00</b>	<b>\$ 95,822.70</b>	<b>195.82%</b>
<b>Grants</b>			0.00	
30020 Student Grant		8,000.00	-8,000.00	0.00%
<b>Total Grants</b>	<b>\$ 0.00</b>	<b>\$ 8,000.00</b>	<b>-\$ 8,000.00</b>	<b>0.00%</b>
<b>Sponsorships</b>			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%
<b>Total Sponsorships</b>	<b>\$ 2,500.00</b>	<b>\$ 13,000.00</b>	<b>-\$ 10,500.00</b>	<b>19.23%</b>
<b>Total Sponsorship and Grants</b>	<b>\$ 198,322.70</b>	<b>\$ 121,000.00</b>	<b>\$ 77,322.70</b>	<b>163.90%</b>
<b>Total Fundraising</b>	<b>\$ 243,450.62</b>	<b>\$ 153,000.00</b>	<b>\$ 90,450.62</b>	<b>159.12%</b>
<b>Total Income</b>	<b>\$ 1,392,601.72</b>	<b>\$ 1,358,846.42</b>	<b>\$ 33,755.30</b>	<b>102.48%</b>
<b>Gross Profit</b>	<b>\$ 1,392,601.72</b>	<b>\$ 1,358,846.42</b>	<b>\$ 33,755.30</b>	<b>102.48%</b>
<b>Expenses</b>				
40000 Salaries and Benefits			0.00	

40001 Salaries	78,934.60	232,000.00	-153,065.40	34.02%
40003 Benefits	2,596.05	7,000.00	-4,403.95	37.09%
40004 Payroll Deductions	10,269.54	17,000.00	-6,730.46	60.41%
40005 WSIB	1,009.80	1,300.00	-290.20	77.68%
Additional Wages	344.43	52,000.00	-51,655.57	0.66%
Ambassadors	9,414.38		9,414.38	
Event Wages	2,929.81		2,929.81	
Other Wages	38,076.53		38,076.53	
Student Wages	2,964.69		2,964.69	
Total Additional Wages	\$ 53,729.84	\$ 52,000.00	\$ 1,729.84	103.33%
Total 40000 Salaries and Benefits	\$ 146,539.83	\$ 309,300.00	-\$ 162,760.17	47.38%
46000 Advertising and Promotion			0.00	
46001 Media Marketing	13,270.83	28,350.00	-15,079.17	46.81%
46002 Promotional Materials	688.71	11,000.00	-10,311.29	6.26%
46003 Signage	3,675.00	19,700.00	-16,025.00	18.65%
46004 Website-hosting and maintance	11,303.60	8,000.00	3,303.60	141.30%
46005 Design		2,500.00	-2,500.00	0.00%
46006 Training & Conferences	4,273.24	6,000.00	-1,726.76	71.22%
46007 Events and Campaigns	3,648.92	5,000.00	-1,351.08	72.98%
Total 46000 Advertising and Promotion	\$ 36,860.30	\$ 80,550.00	-\$ 43,689.70	45.76%
47000 Project Expenses			0.00	
4626 Security			0.00	
4626-1 Security	32,340.09	90,000.00	-57,659.91	35.93%
4626-2 Duty Police	-3,416.37		-3,416.37	
Total 4626 Security	\$ 28,923.72	\$ 90,000.00	-\$ 61,076.28	32.14%
47001 Farmers Market	24,421.29	42,000.00	-17,578.71	58.15%
47002 WinterIN the Port	28,154.00	35,000.00	-6,846.00	80.44%
47003 CountryIN the Port	753.22		753.22	
47004 Halloween		13,000.00	-13,000.00	0.00%
47008 *IN the Port	205,678.82	120,000.00	85,678.82	171.40%
47009 Classic Country	335.28	25,000.00	-24,664.72	1.34%
47011 Support the Port		1,700.00	-1,700.00	0.00%
Total 47000 Project Expenses	\$ 288,266.33	\$ 326,700.00	-\$ 38,433.67	88.24%
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	100.00%
48005 Misc Sponsorship Requests	7,000.00	7,500.00	-500.00	93.33%
48006 Southside Shuffle	20,360.00	20,350.00	10.00	100.05%
48007 Mississauga Marathon	2,500.00	2,500.00	0.00	100.00%
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%
<b>Total 48000 Sponsorships</b>	<b>\$ 61,860.00</b>	<b>\$ 87,350.00</b>	<b>-\$ 25,490.00</b>	<b>70.82%</b>
<b>Beautification &amp; Maintenance</b>			0.00	
45001 Streetscape Maint. and Decor	36,137.17	117,138.00	-81,000.83	30.85%
45002 Landscaping	98,060.00	212,000.00	-113,940.00	46.25%
45004 Banners	4,855.00	15,000.00	-10,145.00	32.37%
45005 Other Beautification		10,000.00	-10,000.00	0.00%
<b>Total Beautification &amp; Maintenance</b>	<b>\$ 139,052.17</b>	<b>\$ 354,138.00</b>	<b>-\$ 215,085.83</b>	<b>39.26%</b>
<b>Business Development</b>			0.00	
6000 Business Development	74.48	3,000.00	-2,925.52	2.48%
6002 Networking Meetings	802.39	5,000.00	-4,197.61	16.05%
<b>Total Business Development</b>	<b>\$ 876.87</b>	<b>\$ 8,000.00</b>	<b>-\$ 7,123.13</b>	<b>10.96%</b>
<b>Office and General Expenses</b>			0.00	
41001 Rent	9,324.52	18,708.42	-9,383.90	49.84%
41002 Phones, Fax, Mobile,Internet	3,089.45	5,500.00	-2,410.55	56.17%
41003 Insurance	9,021.75	11,000.00	-1,978.25	82.02%
41004 Repair, Maintenance	480.00	3,000.00	-2,520.00	16.00%
41005 General Office Supplies	3,606.48	6,000.00	-2,393.52	60.11%
41006 Travel	107.74	400.00	-292.26	26.94%
41007 Board Meeting Expense	2,225.32	6,000.00	-3,774.68	37.09%
41009 Memberships	3,278.34	3,500.00	-221.66	93.67%
41011 Office Cleaning	2,800.00	4,000.00	-1,200.00	70.00%
41012 General IT Expense	10,433.08	16,000.00	-5,566.92	65.21%
42000 Professional Services			0.00	
42001 Professional Fees	767.11	5,000.00	-4,232.89	15.34%
42002 Bookkeeping Services	6,300.00	13,000.00	-6,700.00	48.46%
<b>Total 42000 Professional Services</b>	<b>\$ 7,067.11</b>	<b>\$ 18,000.00</b>	<b>-\$ 10,932.89</b>	<b>39.26%</b>
43000 Finance Fee			0.00	

<b>43001 Bank Charges</b>	685.55	1,500.00	-814.45	45.70%
<b>Total 43000 Finance Fee</b>	<b>\$ 685.55</b>	<b>\$ 1,500.00</b>	<b>-\$ 814.45</b>	<b>45.70%</b>
<b>44000 Audit</b>			0.00	
<b>44001 Audit</b>	1,575.00	2,700.00	-1,125.00	58.33%
<b>Total 44000 Audit</b>	<b>\$ 1,575.00</b>	<b>\$ 2,700.00</b>	<b>-\$ 1,125.00</b>	<b>58.33%</b>
<b>Total Office and General Expenses</b>	<b>\$ 53,694.34</b>	<b>\$ 96,308.42</b>	<b>-\$ 42,614.08</b>	<b>55.75%</b>
<b>Total Expenses</b>	<b>\$ 727,149.84</b>	<b>\$ 1,262,346.42</b>	<b>-\$ 535,196.58</b>	<b>57.60%</b>
<b>Net Operating Income</b>	<b>\$ 665,451.88</b>	<b>\$ 96,500.00</b>	<b>\$ 568,951.88</b>	<b>689.59%</b>
<b>Other Expenses</b>				
<b>50000 Amortization</b>	26,993.26	96,500.00	-69,506.74	27.97%
<b>Total Other Expenses</b>	<b>\$ 26,993.26</b>	<b>\$ 96,500.00</b>	<b>-\$ 69,506.74</b>	<b>27.97%</b>
<b>Net Other Income</b>	<b>-\$ 26,993.26</b>	<b>-\$ 96,500.00</b>	<b>\$ 69,506.74</b>	<b>27.97%</b>
<b>Net Income</b>	<b>\$ 638,458.62</b>	<b>\$ 0.00</b>	<b>\$ 638,458.62</b>	

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**Port Credit BIA**  
**Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L**  
**July 2025**

	Actual	Budget	Total over Budget	% of Budget
<b>Income</b>				
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%
<b>Total 30000 Special Municipal Levy</b>	<b>\$ 0.00</b>	<b>\$ 1,105,846.42</b>	<b>-\$ 1,105,846.42</b>	<b>0.00%</b>
30080 Transfer from Reserves		70,000.00	-70,000.00	0.00%
80000 Interest Income	4,974.68	30,000.00	-25,025.32	16.58%
<b>Fundraising</b>			0.00	
30050 Membership Dues		2,000.00	-2,000.00	0.00%
30060 Vendor Fees	935.00	30,000.00	-29,065.00	3.12%
<b>Sponsorship and Grants</b>			0.00	
<b>Events</b>			0.00	
30061 Farmers Market	350.00		350.00	
30064 *IN the Port	195,472.70	100,000.00	95,472.70	195.47%
<b>Total Events</b>	<b>\$ 195,822.70</b>	<b>\$ 100,000.00</b>	<b>\$ 95,822.70</b>	<b>195.82%</b>
<b>Grants</b>			0.00	
30020 Student Grant		8,000.00	-8,000.00	0.00%
<b>Total Grants</b>	<b>\$ 0.00</b>	<b>\$ 8,000.00</b>	<b>-\$ 8,000.00</b>	<b>0.00%</b>
<b>Sponsorships</b>			0.00	
30055 Sponsorship		5,000.00	-5,000.00	0.00%
3017 Misc Sponsored Projects		8,000.00	-8,000.00	0.00%
<b>Total Sponsorships</b>	<b>\$ 0.00</b>	<b>\$ 13,000.00</b>	<b>-\$ 13,000.00</b>	<b>0.00%</b>
<b>Total Sponsorship and Grants</b>	<b>\$ 195,822.70</b>	<b>\$ 121,000.00</b>	<b>\$ 74,822.70</b>	<b>161.84%</b>
<b>Total Fundraising</b>	<b>\$ 196,757.70</b>	<b>\$ 153,000.00</b>	<b>\$ 43,757.70</b>	<b>128.60%</b>
<b>Total Income</b>	<b>\$ 201,732.38</b>	<b>\$ 1,358,846.42</b>	<b>-\$ 1,157,114.04</b>	<b>14.85%</b>
<b>Gross Profit</b>	<b>\$ 201,732.38</b>	<b>\$ 1,358,846.42</b>	<b>-\$ 1,157,114.04</b>	<b>14.85%</b>
<b>Expenses</b>				
40000 Salaries and Benefits			0.00	
40001 Salaries	10,802.32	232,000.00	-221,197.68	4.66%

40003 Benefits	346.14	7,000.00	-6,653.86	4.94%
40004 Payroll Deductions	2,082.20	17,000.00	-14,917.80	12.25%
40005 WSIB	211.72	1,300.00	-1,088.28	16.29%
Additional Wages	160.96	52,000.00	-51,839.04	0.31%
Ambassadors	4,994.06		4,994.06	
Event Wages	985.08		985.08	
Other Wages	8,341.63		8,341.63	
Student Wages	2,387.49		2,387.49	
Total Additional Wages	<b>\$ 16,869.22</b>	<b>\$ 52,000.00</b>	<b>-\$ 35,130.78</b>	<b>32.44%</b>
Total 40000 Salaries and Benefits	<b>\$ 30,311.60</b>	<b>\$ 309,300.00</b>	<b>-\$ 278,988.40</b>	<b>9.80%</b>
46000 Advertising and Promotion			0.00	
46001 Media Marketing	5,687.49	28,350.00	-22,662.51	20.06%
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		6,000.00	-6,000.00	0.00%
46007 Events and Campaigns	1,843.60	5,000.00	-3,156.40	36.87%
Total 46000 Advertising and Promotion	<b>\$ 8,056.09</b>	<b>\$ 80,550.00</b>	<b>-\$ 72,493.91</b>	<b>10.00%</b>
47000 Project Expenses			0.00	
4626 Security			0.00	
4626-1 Security	12,753.07	90,000.00	-77,246.93	14.17%
Total 4626 Security	<b>\$ 12,753.07</b>	<b>\$ 90,000.00</b>	<b>-\$ 77,246.93</b>	<b>14.17%</b>
47001 Farmers Market	14,174.73	42,000.00	-27,825.27	33.75%
47002 WinterIN the Port		35,000.00	-35,000.00	0.00%
47003 CountryIN the Port	174.24		174.24	
47004 Halloween		13,000.00	-13,000.00	0.00%
47008 *IN the Port	204,838.82	120,000.00	84,838.82	170.70%
47009 Classic Country	335.28	25,000.00	-24,664.72	1.34%
47011 Support the Port		1,700.00	-1,700.00	0.00%
Total 47000 Project Expenses	<b>\$ 232,276.14</b>	<b>\$ 326,700.00</b>	<b>-\$ 94,423.86</b>	<b>71.10%</b>
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	1,415.35	117,138.00	-115,722.65	1.21%
45002 Landscaping	13,200.00	212,000.00	-198,800.00	6.23%
45004 Banners	1,500.00	15,000.00	-13,500.00	10.00%
45005 Other Beautification		10,000.00	-10,000.00	0.00%
Total Beautification & Maintenance	\$ 16,115.35	\$ 354,138.00	-\$ 338,022.65	4.55%
Business Development			0.00	
6000 Business Development		3,000.00	-3,000.00	0.00%
6002 Networking Meetings	325.79	5,000.00	-4,674.21	6.52%
Total Business Development	\$ 325.79	\$ 8,000.00	-\$ 7,674.21	4.07%
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		11,000.00	-11,000.00	0.00%
41004 Repair, Maintenance		3,000.00	-3,000.00	0.00%
41005 General Office Supplies	905.49	6,000.00	-5,094.51	15.09%
41006 Travel	21.60	400.00	-378.40	5.40%
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	2,353.68	16,000.00	-13,646.32	14.71%
42000 Professional Services			0.00	
42001 Professional Fees	123.44	5,000.00	-4,876.56	2.47%
42002 Bookkeeping Services	900.00	13,000.00	-12,100.00	6.92%
Total 42000 Professional Services	\$ 1,023.44	\$ 18,000.00	-\$ 16,976.56	5.69%
43000 Finance Fee			0.00	
43001 Bank Charges	177.25	1,500.00	-1,322.75	11.82%
Total 43000 Finance Fee	\$ 177.25	\$ 1,500.00	-\$ 1,322.75	11.82%



<b>44000 Audit</b>				0.00	
<b>44001 Audit</b>	225.00	2,700.00	-2,475.00	8.33%	
<b>Total 44000 Audit</b>	<b>\$ 225.00</b>	<b>\$ 2,700.00</b>	<b>-\$ 2,475.00</b>	<b>8.33%</b>	
<b>Total Office and General Expenses</b>	<b>\$ 6,863.79</b>	<b>\$ 96,308.42</b>	<b>-\$ 89,444.63</b>	<b>7.13%</b>	
<b>Total Expenses</b>	<b>\$ 293,948.76</b>	<b>\$ 1,262,346.42</b>	<b>-\$ 968,397.66</b>	<b>23.29%</b>	
<b>Net Operating Income</b>	<b>-\$ 92,216.38</b>	<b>\$ 96,500.00</b>	<b>-\$ 188,716.38</b>	<b>-95.56%</b>	
<b>Other Expenses</b>					
<b>50000 Amortization</b>	3,856.18	96,500.00	-92,643.82	4.00%	
<b>Total Other Expenses</b>	<b>\$ 3,856.18</b>	<b>\$ 96,500.00</b>	<b>-\$ 92,643.82</b>	<b>4.00%</b>	
<b>Net Other Income</b>	<b>-\$ 3,856.18</b>	<b>-\$ 96,500.00</b>	<b>\$ 92,643.82</b>	<b>4.00%</b>	
<b>Net Income</b>	<b>-\$ 96,072.56</b>	<b>\$ 0.00</b>	<b>-\$ 96,072.56</b>		

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**A/R Aging Summary Report**  
**Port Credit BIA**  
**As of July 31, 2025**

<b>Customer</b>	<b>CURREN T</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>91 AND OVER</b>	<b>Total</b>
Albion Hills					1,600.00	1,600.00
Bank of Nova Scotia	3,758.22		3,616.44		29,865.79	37,240.45
Burger Factory					50.00	50.00 Written off
Meltwich Food Co					500.00	500.00 Written off
Michael Phinney Real Estate			1,500.00			1,500.00
PTTR			6,000.00			6,000.00 Pd. Chq.
ScoutTech					75.00	75.00 Written off
Sure Green			500.00			500.00 Pd. Chq.
Tap Dance Centre					750.00	750.00 Written off
The Shores of Port Credit.			350.00			350.00 Pd. Plooto
Tobmarc				502.04		502.04 Pd. Plooto
Tomars Doner					500.00	500.00 Written off
<b>TOTAL</b>	<b>3,758.22</b>	<b>0.00</b>	<b>11,966.44</b>	<b>852.04</b>	<b>33,340.79</b>	<b>\$49,917.49</b>

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