

## Additions/Resignations of Board Member During the Term

### PCBIA Letter/Memorandum

TO:	City of Mississauga Mayor and Members of Council
DATE:	March 17, 2026
SUBJECT:	Port Credit Business Improvement Area (BIA) Revised Board of Management
ATTACHMENT:	Minutes of Port Credit BIA Board Meetings: February 26, 2025 February 25, 2026

Please be advised that the following individuals have been selected to the Port Credit Business Improvement Area (BIA) Board of Management for the remainder of the term of office to expire on November 14, 2026, or until their successors are appointed.

The Port Credit Business Improvement Area (BIA) recommends that Council appoint the following individuals to the Port Credit Business Improvement Area (BIA) Board of Management.

#### New Member(s):

1. Sue Peric, Vote to appoint to PCBIA Board February 25, 2026
2. Ken Nolasco, Vote to appoint to PCBIA Board February 25, 2026

#### Returning Member(s):

1. Dorothy Hagel, Vote to return February 21, 2025, read into Minutes of the February 26, 2025 Board meeting minutes

The Port Credit Business Improvement Area (BIA) recommends that Council remove the following resigned/removed individuals from the Port Credit Business Improvement Area (BIA) Board of Management.

#### Outgoing Member(s):

1. Lucie Zima, business closed last Board meeting February 26, 2025
2. James Shipp, resigned February 7, 2025

Regards,

Kelly Ralston,  
Executive Director, Port Credit BIA

<b>Port Credit BIA - MINUTES</b>	
<b>Board Meeting</b> Wednesday February 26/2025 5:00 pm    Shore Grill and Grotto	
<b>Board Members</b>	John Pappas, Brenda McGarrell, Dorothy Hagel, Ryan Long, Paul Michel, Lucie Zima (5:12pm), Councillor Stephen Dasko (5:14pm)
<b>Regrets</b>	Marlene Baur
<b>Guests</b>	Kris Kane
<b>Staff</b>	Kelly Ralston, Stacey Oliver
<b>Minutes by</b>	Stacey Oliver
Item #	Item Description
1	Call to Order: 5:06 pm
2	Declaration of any Pecuniary Interest: None Stated
3	Additions to and approval of Agenda Moved by Brenda McGarrell; Seconded by Ryan Long Approved
4	Acceptance of Minutes from Board Meeting held January 29, 2025 Moved by Ryan Long; Seconded by Paul Michel Approved
5	Vote read into Minutes: Vote to reinstate Dorothy Hagel as a PCBIA Board Director conducted via email on February 21, 2025. Moved by Brenda McGarrell; Seconded by Ryan Long Approved
6	<b>Chair's Overview – John Pappas</b> <ul style="list-style-type: none"> <li>• John welcomed Dorothy Hagel of Hagel Lawfirm back to the Board as a Director.</li> <li>• The OBIAA conference is coming up at the end of March. Kelly will forward details to Board members.</li> <li>• John provided a Paint the Town Red (PTTR) update. A meeting was held last week with PTTR to discuss a possible cancellation due to a lack of Sponsorship and missing a grant deadline. There is a possibility of PTTR organizing a parade and fireworks, which could be combined with the BIA's new event Taste of Port Credit. The event will be held from Stavebank – Hurontario instead of in the park, which will have a better impact on businesses. This could be a great partnership.</li> </ul>
7	<b>Guest Presentation by Kris Kane of the Southside Shuffle</b> <ul style="list-style-type: none"> <li>• Kris provided a presentation for the 2025 Southside Shuffle which is scheduled for September 5, 6 and 7.</li> <li>• The 2024 Southside Shuffle was impacted by unseasonably cold weather. The rolling attendance this year is anticipated to be 20,000 in the street and 10,000 in the park.</li> </ul>

	<ul style="list-style-type: none"> <li>• Kris noted that using the platform Tradable Bits increased the overall reach to 1,169,723 up from 578,517 in 2022.</li> <li>• 2024 stats were reviewed: 15% of visitors stayed at hotels; 5% of visitors were from the US, 3% from Europe, 25% from other provinces, and 10% were tourists from Ontario.</li> <li>• 47% dined in local restaurants and 30% shopped in the area.</li> <li>• Kris noted that these figures are in line with the current economic environment and spending trends.</li> <li>• The stats show that the Southside Shuffle brings tourism to Port Credit.</li> <li>• For 2025, Canada’s Big Sugar will be on the ticketed stage for Saturday night.</li> <li>• An announcement for the name of the Canadian artist playing on Friday night will be released in mid-July.</li> <li>• A free world dance stage will be featured all weekend.</li> <li>• The Youth Band Challenge will return and this year it is expanded to be open to anyone under 24, including solo acts, duets, trios as well as bands.</li> <li>• There are 3 fundraiser events scheduled for the Southside Shuffle: Mardi Gras on March 1, 2025 at Rama, a murder mystery night on April 27, 2025 at Clarke Hall, and the Beggars Blues Banquet which will be held on June 7, 2025. The media launch will not be held this year but media will be invited to the ribbon cutting.</li> <li>• The Canadian bands ASD has been booked for the 2025 line up. Their mission is to promote acceptance of autism through music.</li> <li>• The street shuffle will be held on Saturday from 1pm – 5pm ending with the traditional parade leading attendees into the park.</li> <li>• The Vendor Village will be offered all weekend.</li> <li>• Based on feedback, mocktails will be included in this year's offerings.</li> <li>• The Southside Shuffle was again recognized as one of FEO’s top 100 festivals (out of 1,600 festivals).</li> <li>• Kris reviewed the 2025 Marketing and Communication plan.</li> <li>• John thanked Kris on behalf of the Board for her dedication to the Southside Shuffle and recognized its cultural impact on Port Credit.</li> <li>• Stephen noted that despite unseasonably bad weather, the Shuffle came through with flying colours. He also suggested approaching Triumph to do a one-off reunion show next year.</li> </ul>
8	<p><b>Councillor’s Report – Stephen Dasko</b></p> <p><u>Canada Day</u></p> <ul style="list-style-type: none"> <li>• The BIA is collaborating with PTTR for an event on Canada Day. This year is especially important as it is the anniversary of the Canadian flag.</li> </ul> <p><u>Patios</u></p> <ul style="list-style-type: none"> <li>• Originally established as a cultural node, patios were made permanent with fees waived during the pandemic. Winter patios were tested, with John’s being noted as very successful. However, concerns have risen over misuse, lack of maintenance, and aesthetic issues. Some patios are being used for storage, are damaged, or are negatively impacting UberEats due to parking space usage. This is beginning to affect the overall brand of Port Credit.</li> <li>• Stephen suggests returning to a seasonal approach allowing winter-use exemptions upon request.</li> </ul>

	<ul style="list-style-type: none"> <li>• Kelly will survey members for feedback, emphasizing that patios not used as intended may revert to a seasonal model. She will also assess the impact of seasonal setup and removal. A call will be scheduled with John, Stephen, and Ryan. Beautification funds are available to create a more uniform and branded look. Ryan noted that patio removal is straightforward.</li> </ul> <p><u>Family Day</u></p> <ul style="list-style-type: none"> <li>• Stephen thanked Kelly and the team for a successful Family Day event noting great feedback. It was a fun collaboration that was well-attended.</li> </ul> <p><u>Marina Park</u></p> <ul style="list-style-type: none"> <li>• The park will open later in the spring, with the walkway opening beforehand.</li> <li>• Once the park opens, fishing boats and parasailers will return. Amenities will include a fish cleaning station, a motorized boat ramp, and a non-motorized ramp for kayaks and canoes.</li> </ul> <p><u>Pedestrian Cycling Bridge (Active Transportation Bridge)</u></p> <ul style="list-style-type: none"> <li>• The bridge is being built by the Legion going across the Credit River and the project should break ground in April.</li> <li>• The design will have a heritage feel.</li> <li>• The project website will go live soon.</li> </ul> <p><u>Public Parking at Westport</u></p> <ul style="list-style-type: none"> <li>• There are 68 public parking spaces available under Westport Condos at 28 Ann St.</li> <li>• The spaces will eventually be paid-parking.</li> </ul>
9	<p><b>Treasurer’s Report – Brenda McGarrell</b></p> <ul style="list-style-type: none"> <li>• Brenda reviewed the bank balance and noted the HST refund has been received. The Levy was received on Feb 10, 2025.</li> <li>• PCBIA will conduct banking with CIBC and hold investments with Scotiabank.</li> <li>• GICs were secured on Feb 14, 2025 t a rate of 3.6%, maturing on March 9, 2025. Current GICs mature on September 8, 2025.</li> <li>• One stolen nutcracker, valued at \$2,500, needs to be written off the Assets. It was noted that three nutcrackers were stolen, and SureGreen replaced two.</li> <li>• John will visit Scotiabank regarding the VISA fraud as the fraud reversals have stopped.</li> </ul> <p>Motion – Brenda McGarrell motioned to write off the stolen nutcracker for \$2,500.  Seconded – Lucie Zima  Carried</p>
10	<p><b>Executive Director’s Report – Kelly Ralston</b></p> <p><u>Audit</u></p> <ul style="list-style-type: none"> <li>• Kelly reported that the KPMG audit is ahead of schedule.</li> </ul> <p><u>Food Trucks</u></p> <ul style="list-style-type: none"> <li>• The report on Mobile Food Vendors will be presented to Council at the City’s General Committee meeting on March 5, 2025.</li> </ul> <p><u>Parking in Lieu (PIL)</u></p> <ul style="list-style-type: none"> <li>• There has been increased business engagement as a result of the PIL surveys.</li> </ul>

#### Business Tarriff Impact Survey

- Kelly requested the Board complete the survey, and she will present it to the OBIAA Advocacy Committee to explore how they can assist with challenges.

#### Farmers Market

- The 2025 Farmers Market will run June 7–October 11, and applications are now open.
- Vendor fees have increased following Shannon's comparison of fees in other areas.
- The site will remain at the library but will be expanded.
- Themed vendors are being solicited to create more of an experience.

#### Marketing Events

- A Wicked-themed event will be held on March 8 2025 to kick-off March Break. Glow swings will be installed at the Port Street Market for the week.
- Lime will present at the first 2025 Coffee & Community meeting, scheduled for Thursday, April 3, at The Shores of Port Credit.
- Melisa will be creating an events calendar for Board members to view upcoming events and reports.
- Shannon is working on event solicitation to bring established events to Port Credit, such as the Pet Expo on June 15, 2025. The focus is to attract new visitors to Port Credit without diverting people from local businesses.
- Kelly noted that the City response time when bringing in events is slow and challenging. Stephen requested that Kelly send him the details.

#### Website

- Netgain has been selected to create the new website. The website will function as both a directory for local businesses and a tourism resource. The new website will use WordPress, providing more control. John noted Netgain's experience and their work with OBIAA.

#### Beautification

- Kelly attended a task force meeting with T&W. Our liaison, who is completing his Six Sigma Greenbelt, has invited Kelly and one other BIA to join the team. The group will meet frequently to address walk-throughs and how BIAs are handled regarding service requests. As the stewards of the area maintaining it as a tourist destination, BIAs should be treated differently. The meeting was beneficial and will foster a great partnership.

#### Streetscape Ambassadors

- A call-out will be made in March to backfill any Ambassadors not returning and to hire a garbage pickup Ambassador.

#### Banners

- Some of the new banners were damaged by wind, particularly near the Lighthouse. There is sufficient inventory to replace them.

#### Main Street Tree Lights

- Suregreen will do an inventory of the tree lights along Lakeshore to see what is functional as some have been cut. The goal is for the lights to resemble those in the park.

#### Snow Contingency

- SureGreen to provide a quote for backup snow removal in the future. John noted that there are problems in the laneways when it snows due to no City service for removal. Kelly will send Stephen an email to look into this.

#### Powerwash

- The target date for the powerwash and benches is Easter.

11	<p><b>Committees Overview</b></p> <p><u>Sponsorship</u></p> <ul style="list-style-type: none"> <li>• Brenda reviewed the approved Sponsorship list.</li> <li>• It was noted that Mississauga Walk of Fame has a one-time increase to \$10,000 due to foundational items that are being added to the park.</li> <li>• Frog in Hand will receive a \$5,000 sponsorship as a new sponsor.</li> <li>• TOPCA will be replacing and painting several bikes.</li> <li>• The Walk for Compass will receive a one-time sponsorship.</li> </ul> <p><u>Safety &amp; Security</u></p> <ul style="list-style-type: none"> <li>• Ryan recapped the transition to private security from paid duty.</li> <li>• Security will now be provided throughout the Port with 9 months of coverage Tuesday - Sunday, including support for both daytime and nighttime economies. As it is private security, there will be greater flexibility in shift hours to meet our needs.</li> <li>• The hourly rates are significantly less than for paid duty. As well, incident reports can be accessed regularly.</li> <li>• The app will provide admin access for John, Kelly, and Ryan, along with separate access for members. It will allow tracking of the security guard's location, and admin access will enable the definition of boundaries for the guard.</li> <li>• The security vehicle will display a decal with @PortCreditBIA for recognition.</li> <li>• Kelly will survey the membership both before and after the security is in the Port to assess perceptions of safety.</li> </ul> <p><u>March Committee Meetings</u></p> <ul style="list-style-type: none"> <li>• BR&amp;E, East End Task Force, and the Policy &amp; Procedure committees will be meeting in March 2025.</li> <li>• Paul requested to join the Finance Committee. Brenda noted that the committee will meet to finalize the audit, after which the next Finance Committee meeting will be scheduled, and Paul will be invited.</li> <li>• Kelly will send an overview of the policies to Dorothy.</li> </ul>
12	<p><b>Additional Business</b></p> <ul style="list-style-type: none"> <li>• Paul expressed interest in joining a West End Task Force. Kelly will collaborate with him on this. Paul noted that it is more difficult to get foot traffic into Brightwater. Kelly mentioned that businesses would like signage on the main street. John suggested lay-by parking in front of Brightwater. Paul is not sure there is room but he will discuss internally.</li> <li>• Paul inquired about how the BIA tracks business contact information. Kelly explained that a levy list from the City is used, though it is a year behind. A BIA student walks the street every few months to verify the list's accuracy. OBIAA is also working on developing a database.</li> <li>• Paul said that the “Buy Canadian” message is very important right now in the current economy. Kelly noted that decals are currently being sourced to encourage people to shop local.</li> </ul>

<b>13</b>	<b>Action Items</b> <ul style="list-style-type: none"><li>• Kelly will survey members for feedback regarding patios and security.</li><li>• Kelly will forward details of the OBIAA conference to Board members.</li><li>• Kelly will email Stephen regarding snow clearing in laneways.</li><li>• Kelly will send an overview of the policies to Dorothy.</li><li>• Paul will follow up regarding signage and lay-by parking at Brightwater.</li></ul>
<b>14</b>	<b>Adjournment – 6:45 pm</b> Moved by Brenda McGarrell, Seconded by Ryan Long
<b>Dates</b>	<b>Next Meeting</b> – Wednesday March 26, 5:30pm, The Shores of Port Credit

**Port Credit BIA**  
**Balance Sheet**  
As of January 31, 2025

	<b>Total</b>	
<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	208,336.92	
10200 Petty Cash (General)	204.54	
10220 Petty Cash (Farmers Market)	225.00	
<b>Total CASH</b>	<b>\$ 208,766.46</b>	
PLCLCAD Plooto Clearing	452.00	This will go away on next payment to RS Cleaning
14990 *Undeposited Funds	0.00	
<b>Total Cash and Cash Equivalent</b>	<b>\$ 209,218.46</b>	
<b>Accounts Receivable (A/R)</b>		
<b>Accounts receivable total</b>		
12000 Accounts Receivable	14,792.02	
12001 Interest Receivable	16,369.89	
12002 Accounts Receivable - Other	16,700.39	Due from Scotia for fraud
<b>Total Accounts receivable total</b>	<b>\$ 47,862.30</b>	
<b>Total Accounts Receivable (A/R)</b>	<b>\$ 47,862.30</b>	
<b>Investment</b>		
1010 G.I.C.	500,000.00	
17655 Other current assets	0.00	
<b>Total Investment</b>	<b>\$ 500,000.00</b>	
<b>Uncategorized Asset</b>	0.00	
<b>Total Current Assets</b>	<b>\$ 757,080.76</b>	
<b>Non-current Assets</b>		
<b>Property, plant and equipment</b>		
17500 Machine & Equipment	42,512.56	
17510 Acc. Amortization Machine & Eqp	-36,974.57	

17520 Accum. Amortization - Planters	-43,949.79
17530 Accumulated Amortization - Sign	-4,581.61
17540 Accum amortization - Furniture	-21,483.75
17550 Accum Amortization - Leasehold	-22,775.00
17560 Office Furniture	21,837.76
17570 Leasehold improvements-	0.00
17580 Accum Amort. - Benches	-21,566.61
17590 Accumulated Amort - Decorations	-150,697.61
17595 Accumulated Amortization Light Poles	-3,107.81
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	-66,212.15
17710 Decorations	223,067.16
17720 Light poles	3,510.00
<b>Total Property, plant and equipment</b>	<b>\$ 105,407.89</b>
13000 Prepaid Expense	13,616.55
<b>Total Non Current Assets</b>	<b>\$ 119,024.44</b>
<b>Total Assets</b>	<b>\$ 876,105.20</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable (A/P)</b>	
20000 Accounts Payable	11,326.95
<b>Total Accounts Payable (A/P)</b>	<b>\$ 11,326.95</b>
<b>Credit Card</b>	
20050 Scotiabank Visa	11,039.50
<b>Total Credit Card</b>	<b>\$ 11,039.50</b>
20100 Accounts Payable Other	0.00
20150 Accrued Liabilities	0.00
20150A Step up rent liability	2,781.19
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	-1,188.34
2315 Deferred Income	0.00
Receiver General Suspense	-117.31
<b>Total Current Liabilities</b>	<b>\$ 23,841.99</b>
<b>Non-current Liabilities</b>	
20152 Gift Card Liability	16,479.22
20200 Due to the City of Mississauga	0.00
<b>Total Non-current Liabilities</b>	<b>\$ 16,479.22</b>
<b>Total Liabilities</b>	<b>\$ 40,321.21</b>
<b>Equity</b>	
24500 Opening Bal Equity	0.00
24700 Reserve	0.00
Retained Earnings	866,539.27
Profit for the year	-30,755.28
<b>Total Equity</b>	<b>\$ 835,783.99</b>
<b>Total Liabilities and Equity</b>	<b>\$ 876,105.20</b>

Tuesday, Feb. 18, 2025 12:14:54 p.m. GMT-8 - Accrual Basis

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

	Actual		Total Budget	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>\$</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	2,603.67		30,000.00	-27,396.33	8.68%
<b>Fundraising</b>					
30050 Membership Dues	250.00		2,000.00	-1,750.00	12.50%
30060 Vendor Fees			30,000.00	-30,000.00	0.00%
<b>Sponsorship and Grants</b>					
<b>Events</b>					
30064 CountryIN the Port			100,000.00	-100,000.00	0.00%
<b>Total Events</b>	<b>\$ 0.00</b>	<b>\$</b>	<b>100,000.00</b>	<b>-\$ 100,000.00</b>	<b>0.00%</b>
<b>Grants</b>					
30020 Student Grant			8,000.00	-8,000.00	0.00%
<b>Total Grants</b>	<b>\$ 0.00</b>	<b>\$</b>	<b>8,000.00</b>	<b>-\$ 8,000.00</b>	<b>0.00%</b>
<b>Sponsorships</b>					
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>\$</b>	<b>13,000.00</b>	<b>-\$ 13,000.00</b>	<b>0.00%</b>
<b>Total Sponsorship and Grants</b>	<b>\$ 0.00</b>	<b>\$</b>	<b>121,000.00</b>	<b>-\$ 121,000.00</b>	<b>0.00%</b>
<b>Total Fundraising</b>	<b>\$ 250.00</b>	<b>\$</b>	<b>153,000.00</b>	<b>-\$ 152,750.00</b>	<b>0.16%</b>
<b>Total Income</b>	<b>\$ 2,853.67</b>	<b>\$</b>	<b>1,358,846.42</b>	<b>-\$ 1,355,992.75</b>	<b>0.21%</b>
<b>Gross Profit</b>	<b>\$ 2,853.67</b>	<b>\$</b>	<b>1,358,846.42</b>	<b>-\$ 1,355,992.75</b>	<b>0.21%</b>
<b>Expenses</b>					
<b>40000 Salaries and Benefits</b>					
40001 Salaries	9,296.93		232,000.00	-222,703.07	4.01%
40003 Benefits	346.14		7,000.00	-6,653.86	4.94%

<b>40004 Payroll Deductions</b>	935.24	17,000.00	-16,064.76	5.50%
<b>40005 WSIB</b>	79.34	1,300.00	-1,220.66	6.10%
<b>Additional Wages</b>		52,000.00	-52,000.00	0.00%
<b>Ambassadors</b>	736.79		736.79	
<b>Event Wages</b>	0.00		0.00	
<b>Other Wages</b>	928.29		928.29	
<b>Total Additional Wages</b>	<b>\$ 1,665.08</b>	<b>\$ 52,000.00</b>	<b>-\$ 50,334.92</b>	<b>3.20%</b>
<b>Total 40000 Salaries and Benefits</b>	<b>\$ 12,322.73</b>	<b>\$ 309,300.00</b>	<b>-\$ 296,977.27</b>	<b>3.98%</b>
<b>46000 Advertising and Promotion</b>			0.00	
<b>46001 Media Marketing</b>	1,895.85	28,350.00	-26,454.15	6.69%
<b>46002 Promotional Materials</b>	250.00	11,000.00	-10,750.00	2.27%
<b>46003 Signage</b>	525.00	19,700.00	-19,175.00	2.66%
<b>46004 Website-hosting and maintance</b>	31.61	8,000.00	-7,968.39	0.40%
<b>46005 Design</b>		2,500.00	-2,500.00	0.00%
<b>46006 Training &amp; Conferences</b>	1,995.58	6,000.00	-4,004.42	33.26%
<b>46007 Events and Campaigns</b>	1,543.08	5,000.00	-3,456.92	30.86%
<b>Total 46000 Advertising and Promotion</b>	<b>\$ 6,241.12</b>	<b>\$ 80,550.00</b>	<b>-\$ 74,308.88</b>	<b>7.75%</b>
<b>47000 Project Expenses</b>			0.00	
<b>4626 Security</b>			0.00	
<b>4626-2 Duty Police</b>		90,000.00	-90,000.00	0.00%
<b>Total 4626 Security</b>	<b>\$ 0.00</b>	<b>\$ 90,000.00</b>	<b>-\$ 90,000.00</b>	<b>0.00%</b>
<b>47001 Farmers Market</b>		42,000.00	-42,000.00	0.00%
<b>47002 WinterIN the Port</b>	700.00	35,000.00	-34,300.00	2.00%
<b>47004 Halloween</b>		13,000.00	-13,000.00	0.00%
<b>47008 SpringIN the Port - Tast of Port Credit</b>		120,000.00	-120,000.00	0.00%
<b>47009 Classic Country</b>		25,000.00	-25,000.00	0.00%
<b>47011 Support the Port</b>		1,700.00	-1,700.00	0.00%
<b>Total 47000 Project Expenses</b>	<b>\$ 700.00</b>	<b>\$ 326,700.00</b>	<b>-\$ 326,000.00</b>	<b>0.21%</b>
<b>48000 Sponsorships</b>			0.00	
<b>48001 Busker Fest</b>		20,000.00	-20,000.00	0.00%
<b>48004 Canada Day - PTR</b>		22,000.00	-22,000.00	0.00%
<b>48005 Misc Sponsorship Requests</b>		7,500.00	-7,500.00	0.00%
<b>48006 Southside Shuffle</b>		20,350.00	-20,350.00	0.00%
<b>48007 Mississauga Marathon</b>		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%
<b>Total 48000 Sponsorships</b>	<b>\$ 0.00</b>	<b>\$ 87,350.00</b>	<b>-\$ 87,350.00</b>	<b>0.00%</b>
<b>Beautification &amp; Maintenance</b>			0.00	
45001 Streetscape Maint. and Decor	993.98	117,138.00	-116,144.02	0.85%
45002 Landscaping		212,000.00	-212,000.00	0.00%
45004 Banners		15,000.00	-15,000.00	0.00%
45005 Other Beautification		10,000.00	-10,000.00	0.00%
<b>Total Beautification &amp; Maintenance</b>	<b>\$ 993.98</b>	<b>\$ 354,138.00</b>	<b>-\$ 353,144.02</b>	<b>0.28%</b>
<b>Business Development</b>			0.00	
6000 Business Development	66.61	3,000.00	-2,933.39	2.22%
6002 Networking Meetings		5,000.00	-5,000.00	0.00%
<b>Total Business Development</b>	<b>\$ 66.61</b>	<b>\$ 8,000.00</b>	<b>-\$ 7,933.39</b>	<b>0.83%</b>
<b>Office and General Expenses</b>			0.00	
41001 Rent	1,366.04	18,708.42	-17,342.38	7.30%
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	1,002.84	6,000.00	-4,997.16	16.71%
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	400.00	4,000.00	-3,600.00	10.00%
41012 General IT Expense	1,237.17	16,000.00	-14,762.83	7.73%
42000 Professional Services			0.00	
42001 Professional Fees	56.57	5,000.00	-4,943.43	1.13%
42002 Bookkeeping Services	900.00	13,000.00	-12,100.00	6.92%
<b>Total 42000 Professional Services</b>	<b>\$ 956.57</b>	<b>\$ 18,000.00</b>	<b>-\$ 17,043.43</b>	<b>5.31%</b>
<b>43000 Finance Fee</b>			0.00	
43001 Bank Charges	87.50	1,500.00	-1,412.50	5.83%
<b>Total 43000 Finance Fee</b>	<b>\$ 87.50</b>	<b>\$ 1,500.00</b>	<b>-\$ 1,412.50</b>	<b>5.83%</b>
<b>44000 Audit</b>			0.00	
44001 Audit		2,700.00	-2,700.00	0.00%
<b>Total 44000 Audit</b>	<b>\$ 0.00</b>	<b>\$ 2,700.00</b>	<b>-\$ 2,700.00</b>	<b>0.00%</b>

<b>Total Office and General Expenses</b>	<b>\$</b>	<b>9,028.33</b>	<b>\$</b>	<b>96,308.42</b>	<b>-\$</b>	<b>87,280.09</b>		<b>9.37%</b>
<b>Total Expenses</b>	<b>\$</b>	<b>29,352.77</b>	<b>\$</b>	<b>1,262,346.42</b>	<b>-\$</b>	<b>1,232,993.65</b>		<b>2.33%</b>
<b>Net Operating Income</b>	<b>-\$</b>	<b>26,499.10</b>	<b>\$</b>	<b>96,500.00</b>	<b>-\$</b>	<b>122,999.10</b>		<b>-27.46%</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>\$</b>	<b>3,856.18</b>	<b>\$</b>	<b>96,500.00</b>	<b>-\$</b>	<b>92,643.82</b>		<b>4.00%</b>
<b>Net Other Income</b>	<b>-\$</b>	<b>3,856.18</b>	<b>-\$</b>	<b>96,500.00</b>	<b>\$</b>	<b>92,643.82</b>		<b>4.00%</b>
<b>Net Income</b>	<b>-\$</b>	<b>30,355.28</b>	<b>\$</b>	<b>0.00</b>	<b>-\$</b>	<b>30,355.28</b>		

Wednesday, Feb. 19, 2025 02:12:22 p.m. GMT-8 - Accrual Basis

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

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total	
<b>Bank of Nova Scotia</b>	2,123.29		2,123.29	2,054.80	10,068.51	16,369.89	GIC interest
<b>Burger Factory</b>					50.00	50.00	
<b>City of Mississauga.</b>			942.02			942.02	
<b>FRAM &amp; Slokker</b>			10,000.00			10,000.00	
<b>Klawcadia</b>					75.00	75.00	
<b>Lime E-Scooter &amp; Bike Share</b>					75.00	75.00	
<b>Meltwich Food Co</b>					500.00	500.00	
<b>O.B.I.A.A.</b>					975.00	975.00	
<b>Scotia Bank</b>			16,700.39			16,700.39	
<b>ScoutTech</b>					75.00	75.00	
<b>Spice Lounge and Tapas</b>					500.00	500.00	
<b>Tap Dance Centre</b>					750.00	750.00	
<b>ThriveAbility Community Connections</b>	250.00					250.00	
<b>Tomars Doner</b>					500.00	500.00	
<b>XMC Marketing</b>			100.00			100.00	
<b>TOTAL</b>	<b>\$ 2,373.29</b>	<b>\$ 0.00</b>	<b>\$ 29,865.70</b>	<b>\$ 2,054.80</b>	<b>\$ 13,568.51</b>	<b>\$ 47,862.30</b>	

Tuesday, Feb. 18, 2025 12:15:24 p.m. GMT-8

<b>Port Credit BIA - MINUTES</b>	
<b>Board Meeting</b> Wednesday March 26/2025 5:30 pm    The Shores of Port Credit	
<b>Board Members</b>	John Pappas, Brenda McGarrell, Dorothy Hagel (5:42), Ryan Long, Paul Michel, Marlene Baur, Councillor Stephen Dasko
<b>Regrets</b>	Lucie Zima
<b>Guests</b>	Karen Cecy
<b>Staff</b>	Kelly Ralston, Stacey Oliver
<b>Minutes by</b>	Stacey Oliver
Item #	Item Description
1	Call to Order: 5:34 pm
2	Declaration of any Pecuniary Interest: None Stated
3	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.
4	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.
5	<b>Chair's Overview – John Pappas</b> <ul style="list-style-type: none"> <li>• Focus for this meeting's discussion will be on Canada Day in the Port.</li> <li>• Council has approved the proposal to disallow food trucks on the main street. Councillor Dasko will address in his report.</li> <li>• A reminder for all board members to complete the BIA surveys.</li> <li>• There is consideration of expanding the BIA boundaries around the GO station area, where Edenshaw is planning to introduce new retail.</li> <li>• A meeting will be scheduled next week to discuss the patio strategy.</li> </ul>
6	<b>Councillor's Report – Stephen Dasko</b> <ul style="list-style-type: none"> <li>• The pilot proposal for food trucks has been declined. Stephen thanked Kelly and John for their advocacy on this subject.</li> <li>• 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.</li> <li>• The skate trail is now closed for the season; it was a successful year for the trail.</li> <li>• 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,</li> </ul>

<b>Port Credit BIA - MINUTES</b>	
<b>Board Meeting</b> Wednesday February 25/2026 5:00 pm    Zoom Online Meeting	
<b>Board Members</b>	John Pappas, Brenda McGarrell, Ryan Long, Marlene Baur, Dorothy Hagel, Paul Michel, Councilor Stephen Dasko
<b>Regrets</b>	
<b>Guests</b>	Ken Nolasco, Sue Peric, Marissa Caserta
<b>Staff</b>	Kelly Ralston, Stacey Oliver
<b>Minutes by</b>	Stacey Oliver
Item #	Item Description
1	Call to Order: 5:03
2	Declaration of any Conflicts of Interest or Pecuniary Interest None Stated
3	Additions to and Approval of Agenda Moved by Marlene Baur; Seconded by Brenda McGarrell Paul noted that he will raise additional items under New Business.
4	Acceptance of Minutes from Board Meeting held January 29, 2026 Moved by Dorothy Hagel; Seconded by Stephen Dasko Approved
5	<p><b>Chair's Overview – John Pappas</b></p> <ul style="list-style-type: none"> <li>• John reported that Portlicious is going very well and runs until March 2. He has received excellent feedback and noted that it appears to be generating strong sales. Congratulations were extended to Kelly for setting up the event.</li> <li>• Family Day on February 16 was a great success. The outdoor rink was busy throughout the holiday weekend, resulting in a well-attended community event. It was noted that there are consistently activities taking place in Port Credit.</li> <li>• The audit is nearly complete. A significant amount of work was involved, and appreciation was expressed to Kelly, Brenda, and the finance team for the many additional hours contributed.</li> <li>• The Board received confirmation of full funding for Canada Day. Although the initial City grant fell approximately \$60,000 short of the requested amount, Councilor Dasko brought forward a motion to approve full funding. Following Kelly's deputation, the motion was adopted with an 11–0 vote.</li> <li>• John noted that this was Sue and Ken's third meeting. A vote will now be held, and notice will be provided to the City Clerk to add them as Directors.</li> </ul>

	<ul style="list-style-type: none"> <li>• Paul is working to obtain online access to the CRA account, where the Notice of Assessment will be available. The Notice of Assessment for the 2025 HST filings to be included in the Treasurer's Report at the next Board meeting.</li> </ul>
6	<p><b>Treasurer's Report – Brenda McGarrell</b></p> <ul style="list-style-type: none"> <li>• Brenda reviewed the balance sheet and financial statements.</li> <li>• There will be no changes to how HST is recorded in the financial statements.</li> <li>• Finance Committee meetings will be held monthly on the third Thursday prior to the Board meeting to ensure regular updates to the Board.</li> <li>• The Finance Committee met on February 20. The PCBIA entity that was created in error has not been used and is in the process of being dissolved. Paul will follow up.</li> <li>• HST rebates for June and December have now been received. The June rebate of \$46,688.60 was received on January 30, and the December rebate of \$69,747.27 was received on February 9. Rebate requests are submitted twice annually.</li> <li>• The original business number remains active with the CRA. A Director Update Form listing the three signatories was completed and faxed to the CRA Sudbury office on February 3.</li> <li>• The GICs mature on March 9. Brenda discussed the option of investing a portion of the funds into a GIC by February 27 to secure the promotional rate of 3.18 percent. Alternately, a cashable GIC is also available, allowing withdrawal of any amount after 30 days. She recommended placing funds into one cashable GIC to maintain liquidity while earning interest.</li> <li>• The levy was received on February 9.</li> <li>• Kelly noted that the deposit included an underlevy of over \$7,000 that was owed from last year, and will send figures via email.</li> <li>• A gift card liability of \$16,000 was reviewed, and the Finance Committee agreed to leave it recorded as is for the time being.</li> <li>• With respect to accounts receivable, the outstanding invoices have been re-sent to PTTT. The grant team signed off on the grant in early February. Aged accounts are up to date.</li> <li>• The audit is up to date. Deloitte has been requested to provide an initial draft report by March 10. The Finance Committee will review the draft prior to presentation at the March Board meeting.</li> <li>• Brenda noted that there is now a confirmed contact at the CRA for updating signatories and Board members going forward.</li> <li>• Brenda confirmed the Scotiabank accounts are in good shape to continue fulfilling the BIA mandates.</li> </ul>

7	<p><b>Councilor’s Report – Stephen Dasko</b></p> <ul style="list-style-type: none"> <li>• Councilor Dasko acknowledged Kelly for her deputation, along with Streetsville. It was a big win. Full funding for Canada Day, which had initially left each BIA short, was approved.</li> <li>• The Family Day event was another successful collaboration, attracting over 500 attendees, with great weather.</li> <li>• Councilor Dasko and Kelly held a productive meeting with the Latin Festival organizers, who expressed interest in hosting an event in Port Credit.</li> <li>• John thanked Stephen for bringing forward a motion permitting the sale of alcohol at 6 a.m. for the Olympics.</li> <li>• The free Patio program is coming to an end, and a reasonable transition plan is currently being developed.</li> <li>• The Port Credit BIA collaborated with Heritage Mississauga for Black History Month, featuring a display of plaques at the Port Credit Arena honouring notable Mississauga residents. Councilor Martin Reid expressed appreciation for seeing his plaque, and Linden King reached out to express gratitude for the recognition. Councilor Dasko thanked Kelly for all her work on this collaboration.</li> </ul>
8	<p><b>Executive Director’s Report – Kelly Ralston</b></p> <p><u>Family Day Community Skate</u> – this was a fun and successful community event. Feedback was very positive. Swag went quickly, providing strong BIA and Councilor branding.</p> <p><u>Portlicious</u> - received very positive feedback from participating restaurants, and there is potential to build on the event next year.</p> <p><u>Mix After Six</u> – based on business feedback, this will replace Coffee &amp; Community, with the goal of improving attendance in the evenings. The first event is scheduled for April 2 at Pazan, and Kelly is attempting to secure the Minister of Small Business as a guest speaker. Kelly circulated a survey on preferred topics for guest speakers, and all Board members are encouraged to complete it.</p> <p><u>FIFA</u></p> <ul style="list-style-type: none"> <li>• Kelly met with other BIAs and the City to discuss collaboration for FIFA-related activities. Ideas include installations and coordinated banners to identify watch party locations under the theme “The World Watches in Mississauga.” Plans include a joint BIA presence at Celebration Square with a tent to promote the BIAs.</li> <li>• John noted that Visit Mississauga is promoting the city as an alternative destination for international visitors who may not want to go into Toronto, highlighting competitive room rates.</li> <li>• Kelly has contacted Waterside Inn and AquaLounge for package deals and MetroLinks for promotion at Exhibition Station. Activities will include daytime events for families and evening watch parties at local bars.</li> <li>• Sue mentioned the City and airports are collaborating on the countdown to the event, with March 3 marking the 100 day countdown.</li> <li>• It was noted that the term “FIFA” cannot be used in promotions.</li> <li>• Kelly confirmed that information will be available on the BIA website and social media, with a focus on promoting Port Credit beyond the local area.</li> </ul>

	<p><u>Triangle Park</u> - the new etching will be installed in the spring. Kelly requested that the recognition be listed as a sponsorship rather than a donation, which allows sponsorship consideration of a banner at the Port Credit Arena for one year at no charge.</p> <p><u>Clarke Hall Concert Series</u> - Kelly is working with Mike McLaughlin and Tommy Donnelly to bring Gowan and Styx to Clarke Hall on St. Patrick's Day, creating a concert series similar to the Danforth Music Hall series. The arena may also be used for larger concerts once the ice is removed.</p> <p><u>Canada Day</u></p> <ul style="list-style-type: none"> <li>• Funding has been restored to the original amount. The City will contribute \$197,627, PCBIA \$40,000, with additional requests of \$40,000 from the Port Credit Community Foundation and \$100,000 from Visit Mississauga. The total event budget is \$385,627.</li> <li>• Kelly and John will organize a pool tournament to raise \$8,000.</li> <li>• Eligible expenses are largely the same as last year, with fireworks now covered.</li> <li>• The event will include a parade from Hurontario, performances and activations along Lakeshore to Seneca, with attendees returning to the core afterward before the fireworks.</li> <li>• Businesses will be contacted to ensure they will be open, with members of the East End Revitalization Committee each following up with at least five businesses.</li> </ul> <p><u>Pagan Festival</u> - the organizers of the Renaissance Fair in August are planning a Pagan Festival in the park.</p> <p><u>Columbia Festival</u> - scheduled for July 10–12.</p> <p><u>Installations</u> - Kelly is working with Visit Mississauga on installations. An update will be provided shortly.</p> <p><u>Patio Program</u></p> <ul style="list-style-type: none"> <li>• Kelly met with the City to discuss continuity and cleanliness of patios.</li> <li>• Some patios are currently being used for storage and are not maintained in winter.</li> <li>• The City will introduce a \$300 permit fee, with overall fees increasing.</li> <li>• A patio meeting will be held on March 23 at 5 p.m. (location tbd) to emphasize a “use it or lose it” approach.</li> <li>• Businesses wishing to keep patios past October 15 may enter into agreements requiring proper maintenance, including snow removal. A three-month permit option will also be offered to reduce costs.</li> <li>• Nick Dell, who represents several businesses, will serve as a central contact to assist with patio compliance and coordination, helping ensure consistency and cost savings.</li> <li>• Following the City's design standards will be encouraged, with turnkey resources provided, including assistance with drawings and installation. Flowers will be offered as an incentive.</li> <li>• Marlene offered to join the meeting to discuss patio aesthetics.</li> </ul>
9	<p><b>Committees Overview</b></p> <p>Kelly noted that it is the beginning of the year so reports are minimal, but going forward the Committee chairs will be giving monthly update reports.</p>

	<p><b><u>Beautification</u></b></p> <ul style="list-style-type: none"> <li>• New Streetscape Ambassadors will be hired for the season.</li> <li>• Kelly will meet with the City in mid-March to discuss garbage bins. The transition from the Region of Peel to Circular Materials has experienced challenges. Kelly emphasized that the silver bins will not be kept, and the meeting will provide the City an opportunity to address outstanding issues. She noted that the most recent newsletter includes instructions on who to contact for garbage concerns and stickers.</li> <li>• Kelly will meet with the City regarding the area in front of the Shore Retirement Home. The City will provide a quote for creating greenery in that space. Once the quote is received, the Board will discuss maintenance plans and next steps.</li> </ul> <p><b><u>Safety &amp; Security</u></b></p> <ul style="list-style-type: none"> <li>• Ryan reviewed the report-to-date for Tactical Guard. Engagement remains high, although safety-related incidents are lower due to reduced foot traffic in colder weather.</li> <li>• Kelly noted that for each new event, she provides an e-introduction between the event producers and Tactical Guard, as they are most familiar with the community.</li> <li>• Ryan reported that the north side of Lakeshore by the Library has experienced some loitering after 3 a.m. Kelly offered to request that the City trim the hedges and have security conduct patrols under the bridge.</li> </ul> <p><b><u>Policy &amp; Procedure</u></b></p> <ul style="list-style-type: none"> <li>• Dorothy drafted a policy for email communications. Kelly will circulate it to the Board for review and adoption as an official PCBIA policy.</li> <li>• Dorothy noted that she has reviewed the policies received to date and identified areas for improvement. She has requested additional policies from OBIAA and the City and plans to have a summer student assist with developing procedures.</li> <li>• Dorothy is also finalizing the HR policy and will submit it to the Executive Committee for review and feedback.</li> <li>• She confirmed that the goal is to have all policies updated and in place for the next AGM, with the intention of making them accessible on the website.</li> </ul>
10	<p><b>Additional Business</b></p> <ul style="list-style-type: none"> <li>• Paul requested that a shared document repository, such as SharePoint or a shared server, be set up so all members have access and can ensure they are using the latest version of documents. Kelly confirmed that the office can set this up.</li> <li>• Paul asked for an update on the Freedom of Information request made at the AGM regarding marketing spend. John noted that the Board is not required to report every line item, and the request submitted was not a formal Freedom of Information request, which must be submitted through the City.</li> <li>• Kelly discussed Bright HR, a new software system being adopted to streamline staff management, including vacation, time off in lieu, training, and sick days. The system will also track summer students, who number approximately 16, using QR codes to sign in for shifts. Compliance and additional training will be automated, improving efficiency and ensuring regulatory requirements are met.</li> </ul>

	<ul style="list-style-type: none"> <li>• West End Committee - Kelly will send an email to gauge interest in joining the committee.</li> <li>• Mix After Six - Paul requested that meeting invitations for Mix After Six be sent to him to include in his calendar.</li> <li>• Ryan noted that Tommy Donnelly is going to be awarded Irish Person of the Year on March 1.</li> </ul>
<b>11</b>	<p><b>Motions</b></p> <p>Motion - Brenda McGarrell motioned to welcome Sue Peric to the Port Credit BIA Board of Directors. Seconded: Dorothy Hagel Carried</p> <p>Motion – Ryan Long motioned to welcome Ken Nolasco to the Port Credit BIA Board of Directors. Seconded: Brenda McGarrell Carried</p> <p>Motion – Brenda McGarrell motioned to accept the Financial Report ending January 31 as presented. Seconded: Marlene Baur Carried</p>
<b>12</b>	<p><b>Action Items</b></p> <ul style="list-style-type: none"> <li>• Brenda – include the Notice of Assessment for the 2025 HST filings in the Treasurer’s Report</li> <li>• Kelly – request the City trim the hedges in front of the library and have security add an under-the-bridge patrol</li> <li>• Kelly – to send the email communication draft procedure to the Board for review</li> <li>• Dorothy – to submit the HR policy to the Executive Committee for review</li> <li>• Stacey – set up a Sharepoint shared directory for Board documents</li> <li>• Stacey – send out a meeting request for Mix After Six on April 2<sup>nd</sup>.</li> <li>• Kelly – to send an email to request members for the West End Committee</li> </ul>
<b>13</b>	<p><b>Adjournment – 6:29pm</b> Moved by Brenda McGarrell; Seconded by Marlene Baur</p>
<b>Dates</b>	<b>Next Meeting – March 25, 5:30</b>

	<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"> <li>• Marina Park will have its official opening on May 3rd, with a soft opening on May 1st.</li> <li>• Kelly inquired about the possibility of organizing a river parade to open the season; Stephen will follow up on this.</li> <li>• The Canada Day proposal will be reviewed by Visit Mississauga on Friday.</li> <li>• South of Lakeshore parking ban will begin shortly for the season. There will be \$100 fine for cars parked illegally.</li> </ul>
7	<p><b>Guest Presentation by Karen Cecy - Buskerfest</b></p> <ul style="list-style-type: none"> <li>• 2026 will mark the 20th anniversary of Buskerfest.</li> <li>• This year’s Buskerfest will take place on August 15–17.</li> <li>• 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.</li> <li>• 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.</li> <li>• Plans include a mix of returning favourites and new elements.</li> <li>• The entertainment lineup will feature primarily Canadian acts, along with a dynamic group from Japan (pending documentation).</li> <li>• Programming is contingent on funding availability.</li> <li>• Roaming acts will be showcased again but are one of the more expensive parts of the budget.</li> <li>• The Kid Zone will be returning, with a focus on engaging families and encouraging longer visits.</li> <li>• An art installation park project is in development with Compass. There will also be a fundraising component.</li> <li>• Marketing efforts are underway and will include radio advertising, roadside signage, and other promotional channels.</li> <li>• Last year’s partnership with Verse to Voice (a singer-songwriter competition) was a major success, generating over 2 million views.</li> <li>• The competition launches again at the end of April, inviting original song submissions.</li> <li>• 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.</li> <li>• MAC is supporting the project.</li> <li>• The competition drew entries from across Ontario, including many from Mississauga.</li> <li>• There are plans to introduce a community stage showcasing local talent—dance, music, circus acts, cheerleading, etc.—to attract families and encourage community participation.</li> <li>• Community groups will also be invited to take part during both days of the weekend.</li> <li>• 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.</li> <li>• Karen confirmed the use of many local vendors, with all printing done through Options.</li> <li>• John expressed appreciation for the thoughtful planning and Karen’s long-standing experience.</li> </ul>

	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> </ul> <ul style="list-style-type: none"> <li>• After the presentation, Kelly noted that Buskerfest is requesting \$25k in funding.</li> <li>• Kelly suggested allocating \$20k to Buskerfest and \$5k to Verse to Voice.</li> <li>• The Sponsorship Committee will hold a vote via email regarding the allocation for Verse to Voice.</li> <li>• Dorothy emphasized that the focus should remain on entertainment, stating that the committee does not want to take a stance on anything political.</li> </ul> <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><b>Treasurer’s Report – Brenda McGarrell</b></p> <ul style="list-style-type: none"> <li>• Brenda noted that the fraud has been fully reversed, and the amount has been credited back to us.</li> <li>• KPMG has completed the draft audit and Paul has reviewed.</li> <li>• 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.</li> <li>• The accounts are in good financial standing to fulfil BIA mandates.</li> <li>• The next Finance Committee meeting will be held on April 16 at 11:30am in person at the St Lawrence Building.</li> </ul> <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><b>Executive Director's Report – Kelly Ralston</b></p> <p><u>Coffee and Community Meeting</u></p> <ul style="list-style-type: none"> <li>• The next networking breakfast meeting will be held on April 3.</li> </ul> <p><u>Easter Weekend</u></p> <ul style="list-style-type: none"> <li>• An Easter egg hunt is being planned.</li> </ul> <p><u>Farmers Market</u></p> <ul style="list-style-type: none"> <li>• Planning ahead of schedule, and the expanded area will include a themed layout (ex: Butterscotch festival).</li> </ul> <p><u>Halloween</u></p> <ul style="list-style-type: none"> <li>• The theme this year will be "Classic Halloween" (black and white, featuring classics like the Mummy, Werewolf, and Dracula).</li> </ul> <p><u>Classic Country Thursdays</u></p> <ul style="list-style-type: none"> <li>• Kelly has reached out to Peel to inquire about the availability of Elmwood lot.</li> </ul> <p><u>Website</u></p> <ul style="list-style-type: none"> <li>• Kelly has a discovery meeting scheduled with Netgain next week and will send out the agreement to everyone.</li> <li>• Kelly also sending out a questionnaire to the Board for website feedback and has requested it be filled out by end of week.</li> <li>• The project timeline for the website development was reviewed (6-8 weeks).</li> <li>• 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.</li> </ul> <p>Motion – Ryan Long motioned to approve spending \$22,500 on the new website.  Seonded – Marlene Baur  Carried  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"> <li>• 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.</li> <li>• The printer is also creating a giant cut-out for Melisa to take around to businesses to photograph for socials.</li> <li>• 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.</li> <li>• The decals will be approximately the size of a dinner plate, and once printed, we will do a walkabout to distribute them.</li> </ul> <p><u>Social Media</u></p> <ul style="list-style-type: none"> <li>• 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.</li> </ul> <p><u>Beautification</u></p> <ul style="list-style-type: none"> <li>• Damaged banners have been replaced, and the heat will help them to settle.</li> <li>• Power washing is scheduled for next week, weather permitting.</li> <li>• 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</li> </ul>
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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"> <li>• 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.</li> <li>• We will paint the bike racks initially, and the City will handle painting moving forward.</li> <li>• Marlene will choose a paint colour from Sherwin Williams, with a final decision to be made.</li> </ul> <p>Motion – Marlene Baur motioned to paint the bike racks the same red as the Lighthouse.  Seonded – Ryan Long  Carried</p> <ul style="list-style-type: none"> <li>• The new benches will be black and we can apply for an accessibility grant in May to add a middle arm to existing benches.</li> <li>• Dorothy noted that some benches are not located in ideal spots. Kelly will visit to assess the locations.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul>
10	<p><b>Safety &amp; Security – Ryan Long</b></p> <ul style="list-style-type: none"> <li>• The security program has been in place for one month</li> <li>• Good feedback from both the day and night economies who are noticing the presence of security.</li> <li>• Security personnel actively engage with businesses</li> <li>• At the end of each shift, security staff submit a daily report.</li> <li>• 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.</li> <li>• Kelly requested that everyone complete the safety &amp; security survey.</li> <li>• 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.</li> </ul>

11	<p><b>Canada Day in the Port</b></p> <ul style="list-style-type: none"> <li>• A meeting was held with John Bozzo and his team, including Dave Voice.</li> <li>• Taste of Port Credit will be combined with PTTR Canada Day, with fireworks launched from a barge.</li> <li>• 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).</li> <li>• 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.</li> <li>• Plans include a Ferris wheel, a kiddie carousel, musicians, vendors, a kid zone in Port Street Market, and Beavertails at the end.</li> <li>• The main stage will operate until 11pm, with people moving to watch the fireworks at 9:45pm.</li> <li>• The production team suggests keeping music going after the fireworks for a "soft landing" as people transition away from the event.</li> <li>• \$120k has been allocated for Taste of Port Credit (\$20k from budget, and \$100k to be raised).</li> <li>• 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.</li> <li>• 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.</li> <li>• There needs to be clear communication from the Board if going over budget if necessary is acceptable.</li> <li>• Dorothy noted that this is a good. She also mentioned that by the second round, more sponsors should be willing to participate.</li> <li>• 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.</li> <li>• 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.</li> <li>• Kelly asked the Board what amount they are comfortable with right now.</li> <li>• 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.</li> <li>• We have strong support from Mayor Parrish, who will advocate for securing the funding.</li> <li>• Tourism may also be bringing the Symphony of Fire to Port Credit.</li> <li>• The vote on the budget will be conducted early next week via email.</li> <li>• Paul will be included in the discussions regarding the reserve funds with PTTR.</li> <li>• Brenda noted that this is a good year to consider going over budget.</li> </ul>
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12	<p><b>Additional Business</b></p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Kelly noted that Dorothy will be a guest speaker at future breakfast meetings discussion succession planning, and wills and estates.</li> <li>• 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 13<sup>th</sup> and 14<sup>th</sup>. 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 2<sup>nd</sup> World War. This project finds it important that we do not forget these lessons, especially in times like these. Visit <a href="http://www.80yearsoffreedom.com">www.80yearsoffreedom.com</a> for more information.</li> </ul>
13	<p><b>Action Items</b></p> <ul style="list-style-type: none"> <li>• Kelly will survey members for feedback regarding patios and security.</li> <li>• Kelly will forward details of the OBIAA conference to Board members.</li> <li>• Kelly will email Stephen regarding snow clearing in laneways.</li> <li>• Kelly will send an overview of the policies to Dorothy.</li> <li>• Paul will follow up regarding signage and lay-by parking at Brightwater.</li> </ul>
14	<p><b>Adjournment – 7:43 pm</b> Moved by Ryan Long, Seconded by Dorothy Hagel</p>
<b>Dates</b>	<b>Next Meeting</b> – Wednesday April 30, 5:30pm, Shore Grill & Grotto

**Port Credit BIA**  
**Balance Sheet**  
As of February 28, 2025

	<b>Total</b>
<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	793,710.00
10200 Petty Cash (General)	204.54
10220 Petty Cash (Farmers Market)	225.00
<b>Total CASH</b>	<b>\$ 794,139.54</b>
PLCLCAD Plooto Clearing	452.00
14990 *Undeposited Funds	0.00
<b>Total Cash and Cash Equivalent</b>	<b>\$ 794,591.54</b>
<b>Accounts Receivable (A/R)</b>	
<b>Accounts receivable total</b>	
12000 Accounts Receivable	13,750.00
12001 Interest Receivable	19,039.75
12002 Accounts Receivable - Other	16,700.39
<b>Total Accounts receivable total</b>	<b>\$ 49,490.14</b>
<b>Total Accounts Receivable (A/R)</b>	<b>\$ 49,490.14</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>\$ 1,844,081.68</b>
<b>Non-current Assets</b>	
<b>Property, plant and equipment</b>	
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
<b>Total Property, plant and equipment</b>	<b>\$ 103,329.71</b>
13000 Prepaid Expense	12,104.56
<b>Total Non Current Assets</b>	<b>\$ 115,434.27</b>
<b>Total Assets</b>	<b>\$ 1,959,515.95</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable (A/P)</b>	
20000 Accounts Payable	14,130.19
<b>Total Accounts Payable (A/P)</b>	<b>\$ 14,130.19</b>
<b>Credit Card</b>	
20050 Scotiabank Visa	19,357.49
<b>Total Credit Card</b>	<b>\$ 19,357.49</b>
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
<b>Total 2100 Payroll Liabilities</b>	<b>\$ 0.00</b>
22000 HST Payable	-4,984.94
2315 Deferred Income	0.00
Receiver General Suspense	-117.31
<b>Total Current Liabilities</b>	<b>\$ 28,385.43</b>
<b>Non-current Liabilities</b>	
20152 Gift Card Liability	16,459.22
20200 Due to the City of Mississauga	0.00
<b>Total Non-current Liabilities</b>	<b>\$ 16,459.22</b>
<b>Total Liabilities</b>	<b>\$ 44,844.65</b>
<b>Equity</b>	
24500 Opening Bal Equity	0.00
24700 Reserve	0.00
Retained Earnings	869,320.46
Profit for the year	1,045,350.84
<b>Total Equity</b>	<b>\$ 1,914,671.30</b>
<b>Total Liabilities and Equity</b>	<b>\$ 1,959,515.95</b>

**Port Credit BIA**  
**Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L**  
 January - February, 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	6,043.94	30,000.00	-23,956.06	20.15%
<b>Fundraising</b>				
			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%
<b>Sponsorship and Grants</b>				
			0.00	
<b>Events</b>				
			0.00	
30064 CountryIN the Port		100,000.00	-100,000.00	0.00%
<b>Total Events</b>	<b>\$ 0.00</b>	<b>\$ 100,000.00</b>	<b>-\$ 100,000.00</b>	<b>0.00%</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>\$ 2,500.00</b>	<b>\$ 121,000.00</b>	<b>-\$ 118,500.00</b>	<b>2.07%</b>
<b>Total Fundraising</b>	<b>\$ 2,750.00</b>	<b>\$ 153,000.00</b>	<b>-\$ 150,250.00</b>	<b>1.80%</b>
<b>Total Income</b>	<b>\$ 1,126,639.94</b>	<b>\$ 1,358,846.42</b>	<b>-\$ 232,206.48</b>	<b>82.91%</b>
<b>Gross Profit</b>	<b>\$ 1,126,639.94</b>	<b>\$ 1,358,846.42</b>	<b>-\$ 232,206.48</b>	<b>82.91%</b>
<b>Expenses</b>				
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%

<b>40004 Payroll Deductions</b>	1,944.24	17,000.00	-15,055.76	11.44%
<b>40005 WSIB</b>	162.68	1,300.00	-1,137.32	12.51%
<b>Additional Wages</b>		52,000.00	-52,000.00	0.00%
<b>Ambassadors</b>	1,024.45		1,024.45	
<b>Event Wages</b>	103.20		103.20	
<b>Other Wages</b>	2,930.29		2,930.29	
<b>Total Additional Wages</b>	<b>\$ 4,057.94</b>	<b>\$ 52,000.00</b>	<b>-\$ 47,942.06</b>	<b>7.80%</b>
<b>Total 40000 Salaries and Benefits</b>	<b>\$ 26,538.69</b>	<b>\$ 309,300.00</b>	<b>-\$ 282,761.31</b>	<b>8.58%</b>
<b>46000 Advertising and Promotion</b>			0.00	
<b>46001 Media Marketing</b>	3,937.67	28,350.00	-24,412.33	13.89%
<b>46002 Promotional Materials</b>	250.00	11,000.00	-10,750.00	2.27%
<b>46003 Signage</b>	1,050.00	19,700.00	-18,650.00	5.33%
<b>46004 Website-hosting and maintance</b>	31.61	8,000.00	-7,968.39	0.40%
<b>46005 Design</b>		2,500.00	-2,500.00	0.00%
<b>46006 Training &amp; Conferences</b>	2,053.86	6,000.00	-3,946.14	34.23%
<b>46007 Events and Campaigns</b>	1,643.08	5,000.00	-3,356.92	32.86%
<b>Total 46000 Advertising and Promotion</b>	<b>\$ 8,966.22</b>	<b>\$ 80,550.00</b>	<b>-\$ 71,583.78</b>	<b>11.13%</b>
<b>47000 Project Expenses</b>			0.00	
<b>4626 Security</b>			0.00	
<b>4626-2 Duty Police</b>		90,000.00	-90,000.00	0.00%
<b>Total 4626 Security</b>	<b>\$ 0.00</b>	<b>\$ 90,000.00</b>	<b>-\$ 90,000.00</b>	<b>0.00%</b>
<b>47001 Farmers Market</b>		42,000.00	-42,000.00	0.00%
<b>47002 WinterIN the Port</b>	14,647.16	35,000.00	-20,352.84	41.85%
<b>47004 Halloween</b>		13,000.00	-13,000.00	0.00%
<b>47008 SpringIN the Port - Tast of Port Credit</b>		120,000.00	-120,000.00	0.00%
<b>47009 Classic Country</b>		25,000.00	-25,000.00	0.00%
<b>47011 Support the Port</b>		1,700.00	-1,700.00	0.00%
<b>Total 47000 Project Expenses</b>	<b>\$ 14,647.16</b>	<b>\$ 326,700.00</b>	<b>-\$ 312,052.84</b>	<b>4.48%</b>
<b>48000 Sponsorships</b>			0.00	
<b>48001 Busker Fest</b>		20,000.00	-20,000.00	0.00%
<b>48004 Canada Day - PTR</b>		22,000.00	-22,000.00	0.00%
<b>48005 Misc Sponsorship Requests</b>		7,500.00	-7,500.00	0.00%
<b>48006 Southside Shuffle</b>		20,350.00	-20,350.00	0.00%
<b>48007 Mississauga Marathon</b>		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%		
<b>Total 48000 Sponsorships</b>	<b>\$</b>	<b>0.00</b>	<b>\$</b>	<b>87,350.00</b>	<b>-\$</b>	<b>87,350.00</b>	<b>0.00%</b>
<b>Beautification &amp; Maintenance</b>				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%
<b>Total Beautification &amp; Maintenance</b>	<b>\$</b>	<b>9,073.98</b>	<b>\$</b>	<b>354,138.00</b>	<b>-\$</b>	<b>345,064.02</b>	<b>2.56%</b>
<b>Business Development</b>						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%
<b>Total Business Development</b>	<b>\$</b>	<b>74.48</b>	<b>\$</b>	<b>8,000.00</b>	<b>-\$</b>	<b>7,925.52</b>	<b>0.93%</b>
<b>Office and General Expenses</b>						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%
<b>Total 42000 Professional Services</b>	<b>\$</b>	<b>1,990.10</b>	<b>\$</b>	<b>18,000.00</b>	<b>-\$</b>	<b>16,009.90</b>	<b>11.06%</b>
<b>43000 Finance Fee</b>						0.00	
43001 Bank Charges		191.00		1,500.00		-1,309.00	12.73%
<b>Total 43000 Finance Fee</b>	<b>\$</b>	<b>191.00</b>	<b>\$</b>	<b>1,500.00</b>	<b>-\$</b>	<b>1,309.00</b>	<b>12.73%</b>
<b>44000 Audit</b>						0.00	
44001 Audit				2,700.00		-2,700.00	0.00%
<b>Total 44000 Audit</b>	<b>\$</b>	<b>0.00</b>	<b>\$</b>	<b>2,700.00</b>	<b>-\$</b>	<b>2,700.00</b>	<b>0.00%</b>

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

**Port Credit BIA**  
**Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L**  
 February 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	3,440.27	30,000.00	-26,559.73	11.47%
<b>Fundraising</b>				
			0.00	
30050 Membership Dues		2,000.00	-2,000.00	0.00%
30060 Vendor Fees		30,000.00	-30,000.00	0.00%
<b>Sponsorship and Grants</b>				
			0.00	
<b>Events</b>				
			0.00	
30064 CountryIN the Port		100,000.00	-100,000.00	0.00%
<b>Total Events</b>	<b>\$ 0.00</b>	<b>\$ 100,000.00</b>	<b>-\$ 100,000.00</b>	<b>0.00%</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>\$ 2,500.00</b>	<b>\$ 121,000.00</b>	<b>-\$ 118,500.00</b>	<b>2.07%</b>
<b>Total Fundraising</b>	<b>\$ 2,500.00</b>	<b>\$ 153,000.00</b>	<b>-\$ 150,500.00</b>	<b>1.63%</b>
<b>Total Income</b>	<b>\$ 1,123,786.27</b>	<b>\$ 1,358,846.42</b>	<b>-\$ 235,060.15</b>	<b>82.70%</b>
<b>Gross Profit</b>	<b>\$ 1,123,786.27</b>	<b>\$ 1,358,846.42</b>	<b>-\$ 235,060.15</b>	<b>82.70%</b>
<b>Expenses</b>				
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%

<b>40004 Payroll Deductions</b>	1,009.00	17,000.00	-15,991.00	5.94%
<b>40005 WSIB</b>	83.34	1,300.00	-1,216.66	6.41%
<b>Additional Wages</b>		52,000.00	-52,000.00	0.00%
<b>Ambassadors</b>	287.66		287.66	
<b>Event Wages</b>	103.20		103.20	
<b>Other Wages</b>	2,002.00		2,002.00	
<b>Total Additional Wages</b>	<b>\$ 2,392.86</b>	<b>\$ 52,000.00</b>	<b>-\$ 49,607.14</b>	<b>4.60%</b>
<b>Total 40000 Salaries and Benefits</b>	<b>\$ 14,215.96</b>	<b>\$ 309,300.00</b>	<b>-\$ 295,084.04</b>	<b>4.60%</b>
<b>46000 Advertising and Promotion</b>			0.00	
<b>46001 Media Marketing</b>	2,041.82	28,350.00	-26,308.18	7.20%
<b>46002 Promotional Materials</b>		11,000.00	-11,000.00	0.00%
<b>46003 Signage</b>	525.00	19,700.00	-19,175.00	2.66%
<b>46004 Website-hosting and maintance</b>		8,000.00	-8,000.00	0.00%
<b>46005 Design</b>		2,500.00	-2,500.00	0.00%
<b>46006 Training &amp; Conferences</b>	58.28	6,000.00	-5,941.72	0.97%
<b>46007 Events and Campaigns</b>	100.00	5,000.00	-4,900.00	2.00%
<b>Total 46000 Advertising and Promotion</b>	<b>\$ 2,725.10</b>	<b>\$ 80,550.00</b>	<b>-\$ 77,824.90</b>	<b>3.38%</b>
<b>47000 Project Expenses</b>			0.00	
<b>4626 Security</b>			0.00	
<b>4626-2 Duty Police</b>		90,000.00	-90,000.00	0.00%
<b>Total 4626 Security</b>	<b>\$ 0.00</b>	<b>\$ 90,000.00</b>	<b>-\$ 90,000.00</b>	<b>0.00%</b>
<b>47001 Farmers Market</b>		42,000.00	-42,000.00	0.00%
<b>47002 WinterIN the Port</b>	13,947.16	35,000.00	-21,052.84	39.85%
<b>47004 Halloween</b>		13,000.00	-13,000.00	0.00%
<b>47008 SpringIN the Port - Tast of Port Credit</b>		120,000.00	-120,000.00	0.00%
<b>47009 Classic Country</b>		25,000.00	-25,000.00	0.00%
<b>47011 Support the Port</b>		1,700.00	-1,700.00	0.00%
<b>Total 47000 Project Expenses</b>	<b>\$ 13,947.16</b>	<b>\$ 326,700.00</b>	<b>-\$ 312,752.84</b>	<b>4.27%</b>
<b>48000 Sponsorships</b>			0.00	
<b>48001 Busker Fest</b>		20,000.00	-20,000.00	0.00%
<b>48004 Canada Day - PTR</b>		22,000.00	-22,000.00	0.00%
<b>48005 Misc Sponsorship Requests</b>		7,500.00	-7,500.00	0.00%
<b>48006 Southside Shuffle</b>		20,350.00	-20,350.00	0.00%
<b>48007 Mississauga Marathon</b>		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%
<b>Total 48000 Sponsorships</b>	<b>\$ 0.00</b>	<b>\$ 87,350.00</b>	<b>-\$ 87,350.00</b>	<b>0.00%</b>
<b>Beautification &amp; Maintenance</b>			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%
<b>Total Beautification &amp; Maintenance</b>	<b>\$ 8,080.00</b>	<b>\$ 354,138.00</b>	<b>-\$ 346,058.00</b>	<b>2.28%</b>
<b>Business Development</b>			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%
<b>Total Business Development</b>	<b>\$ 7.87</b>	<b>\$ 8,000.00</b>	<b>-\$ 7,992.13</b>	<b>0.10%</b>
<b>Office and General Expenses</b>			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%
<b>Total 42000 Professional Services</b>	<b>\$ 1,033.53</b>	<b>\$ 18,000.00</b>	<b>-\$ 16,966.47</b>	<b>5.74%</b>
<b>43000 Finance Fee</b>			0.00	
43001 Bank Charges	103.50	1,500.00	-1,396.50	6.90%
<b>Total 43000 Finance Fee</b>	<b>\$ 103.50</b>	<b>\$ 1,500.00</b>	<b>-\$ 1,396.50</b>	<b>6.90%</b>
<b>44000 Audit</b>			0.00	
44001 Audit		2,700.00	-2,700.00	0.00%
<b>Total 44000 Audit</b>	<b>\$ 0.00</b>	<b>\$ 2,700.00</b>	<b>-\$ 2,700.00</b>	<b>0.00%</b>

<b>Total Office and General Expenses</b>	<b>\$</b>	<b>5,247.88</b>	<b>\$</b>	<b>96,308.42</b>	<b>-\$</b>	<b>91,060.54</b>		<b>5.45%</b>
<b>Total Expenses</b>	<b>\$</b>	<b>44,223.97</b>	<b>\$</b>	<b>1,262,346.42</b>	<b>-\$</b>	<b>1,218,122.45</b>		<b>3.50%</b>
<b>Net Operating Income</b>	<b>\$</b>	<b>1,079,562.30</b>	<b>\$</b>	<b>96,500.00</b>	<b>\$</b>	<b>983,062.30</b>		<b>1118.72%</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>\$</b>	<b>3,856.18</b>	<b>\$</b>	<b>96,500.00</b>	<b>-\$</b>	<b>92,643.82</b>		<b>4.00%</b>
<b>Net Other Income</b>	<b>-\$</b>	<b>3,856.18</b>	<b>-\$</b>	<b>96,500.00</b>	<b>\$</b>	<b>92,643.82</b>		<b>4.00%</b>
<b>Net Income</b>	<b>\$</b>	<b>1,075,706.12</b>	<b>\$</b>	<b>0.00</b>	<b>\$</b>	<b>1,075,706.12</b>		

**Port Credit BIA**  
**A/R Aging Summary**  
As of February 28, 2025

	<b>Current</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>91 and over</b>	<b>Total</b>
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
<b>TOTAL</b>	<b>\$ 2,669.86</b>	<b>\$ 2,373.29</b>	<b>\$ 18,823.68</b>	<b>\$ 12,054.80</b>	<b>\$ 13,568.51</b>	<b>\$ 49,490.14</b>