

<b>Port Credit BIA - MINUTES</b>	
<b>Board Meeting</b> Wednesday March 25/2026 5:30 pm    Shore Grill & Grotto, Wave Room	
<b>Board Members</b>	Ken Nolasco, Brenda McGarrell, Paul Michel, Marlene Baur, John Pappas, Ryan Long, Dorothy Hagel, Councillor Stephen Dasko
<b>Absent</b>	Sue Peric
<b>Guests</b>	Marissa Caserta
<b>Staff</b>	Kelly Ralston, Stacey Oliver
<b>Minutes by</b>	Stacey Oliver
Item #	Item Description
<b>1</b>	Call to Order: 5:36pm
<b>2</b>	Declaration of any Conflicts of Interest or Pecuniary Interest None Stated
<b>3</b>	Additions to and Approval of Agenda Moved by Marlene Baur; Seconded by Paul Michel Discussion: Indwell invite was added to the Agenda.
<b>4</b>	Acceptance of the February 25, 2026 Board Meeting Minutes (as amended and approved via email on March 17, 2026) Moved by Brenda McGarrell; Seconded by Paul
<b>5</b>	<p><b>Chair’s Overview – John Pappas</b></p> <ul style="list-style-type: none"> <li>• John congratulated Kelly on Portlicious. It was extended and was well received by the public and restaurants.</li> <li>• The patio meeting was held on Monday with a very good turnout. City staff attended to explain what is happening with patios.</li> <li>• The audited statements are complete; John thanked the Financial Committee for their work.</li> <li>• The Canada Day pool tournament will be set up for May.</li> <li>• The Port Credit Community Foundation grant request for Canada Day was presented by Kelly at \$40k and they approved a \$20k sponsorship, which is greatly appreciated.</li> <li>• John noted that Gabby will attend a future meeting to do headshots.</li> <li>• Compass and Indwell will attend the next meeting to present and discuss collaboration on safety. Paul will recuse himself due to an ongoing partnership with Indwell to avoid a conflict of interest.</li> <li>• John welcomed Marissa to her third meeting.</li> </ul>

<p><b>6</b></p>	<p><b>Treasurer’s Report – Brenda McGarrell</b></p> <ul style="list-style-type: none"> <li>• Brenda congratulated Maker Market Collaborative on the store’s one-year anniversary.</li> <li>• The levy was received on February 5 and a GIC was purchased.</li> <li>• Brenda reviewed the financial reports.</li> <li>• The AR page will be cleared by the next report.</li> <li>• A summary sheet for Winter in the Port is included, as it is a large event.</li> <li>• The audit has been completed, and the initial draft was discussed at the Financial Committee meeting.</li> <li>• The bank accounts are being monitored and are in good financial shape to continue fulfilling the BIA mandates.</li> </ul> <p>Motion – Brenda McGarrell motioned to approve the draft 2025 PCBIA Financial Audit Statements. Seconded: Paul Michel Carried</p> <p>Motion – Brenda McGarrell motioned to approve the Financial Report ending February 28 as presented. Seconded: Paul Michel Carried</p>
<p><b>7</b></p>	<p><b>Councillor’s Report – Stephen Dasko</b></p> <ul style="list-style-type: none"> <li>• Councillor Dasko reported that feedback from the patio meeting was positive and constructive.</li> <li>• Triangle Park still needs to be named and is expected to be a standout feature.</li> <li>• Paid parking has been deferred for about four years, but the issue remains and is expected to move forward soon.</li> <li>• The library parking lot will be unavailable for approximately five weeks due to phased repaving. Stephen emphasized this must be completed before the Farmers’ Market, and is confident it will be done in time.</li> <li>• In Port Credit Memorial Park, three projects are underway: <ul style="list-style-type: none"> <li>&gt; Raising the Roof to elevate and extend the gazebo for additional shade, along with a moveable stage and lighting/sound (still in progress and must not impact festivals)</li> <li>&gt; reconstruction of the basketball court to proper standards</li> <li>&gt; a full redesign of the Walk of Fame to enhance tourism appeal.</li> </ul> </li> <li>• The pedestrian bridge is underway with major infrastructure work currently being done; it remains on schedule and is anticipated to be completed by November.</li> <li>• BYOB for events is not supported due to potential issues with control, liability, and increased risk. Councillor Dasko will advocate for an exemption for Port Credit. He noted that limited BYOB is currently permitted in designated areas of Saddington Park for small, family-style permitted events.</li> <li>• The flagstone along the river west of the library, leading to the gazebo, will be replaced with poured pattern concrete due to its fragility and winter maintenance challenges.</li> <li>• The Portugalo Fest will take place in Port Credit following the Southside Shuffle.</li> </ul>

	<ul style="list-style-type: none"> <li>• A fee for use of the boat ramp for jet skis and boats is under consideration, as Port Credit is currently the only location not charging; rates and details are still being reviewed.</li> </ul>
<p><b>8</b></p>	<p><b>Executive Director’s Report – Kelly Ralston</b></p> <ul style="list-style-type: none"> <li>• The March Break Scavenger Hunt was very successful, with over 250 participants.</li> <li>• Mix After Six will take place April 2 at Pazan, with the Associate Minister of Small Business as guest speaker.</li> <li>• For Easter, Peter will dress as the Easter Bunny, visit stores, and pose for photos.</li> <li>• For Canada Day, \$20,000 in funding will be received from the Port Credit Community Foundation.</li> <li>• New third-party events are coming to Port Credit, including Taco Festival, Portugalo Fest, Columbia Fest, and new markets. Kelly will share details with the board. These events are gaining traction and supporting local businesses, with no cost to the BIA as support is limited to permits and coordination with the City.</li> <li>• A patio strategy meeting was held. The previous City patio program has ended, and proposed changes are not expected to significantly impact patios. A \$300 fee will apply for tables and chairs, and encroachment application fees will increase modestly, still well below Toronto rates. A survey has been distributed for feedback, particularly from businesses with patios, to inform a report to Council. Kelly shared templates, schematics, and details with the board by email.</li> <li>• Banners were changed in the third week of March, along with seasonal snowflake décor. Feedback was received suggesting banners or flags for Portlicious, which will be considered for next year.</li> <li>• An inventory of seasonal lights has been completed, identifying which are not functioning. This will be shared with the City to address broken outlets and improve overall lighting.</li> <li>• Bright HR software is being implemented, and Kelly will provide a demo at a future meeting. It will support tracking of staff training, vacation, lieu time, and improved payroll reporting.</li> <li>• Project management software has been switched from Asana to Monday.com.</li> <li>• Staff hiring is underway for Streetscape Ambassadors, Farmers Market staff, and an Events Logistics Coordinator, with confirmation pending for three Canada Summer Jobs students. One co-op student is currently in place, with another expected in the summer. Ryan noted the Streetscape Ambassador recruitment photo of Peter is excellent.</li> <li>• Staff will receive first aid training to ensure coverage at all events.</li> <li>• The province is considering allowing BYOB at outdoor events, which would require permits and municipal bylaw approval. It is not expected that the City will adopt this at this time. Kelly noted the need to work with other BIAs on a deputation supporting an oppositional bylaw, citing concerns around control, increased security costs, and litter. Ryan also noted littering concerns. Kelly acknowledged improved support from park staff at events.</li> <li>• Under the new waste management program, some businesses are missing bin stickers required for Peel collection. Businesses without stickers are asked to notify the BIA so this can be arranged.</li> </ul>

	<ul style="list-style-type: none"> <li>• Kelly is part of the OBIAA advocacy committee developing an election toolkit for BIAs.</li> <li>• Indwell and The Compass will attend the next meeting.</li> <li>• The East End Revitalization Committee is now active. A new name for Classic Cars (e.g., “Cruise the Port”) will be suggested by the committee. Invitations for the West End Revitalization group will be sent this week.</li> <li>• The board discussed business-to-business complaints about other businesses and agreed the BIA should not be involved in enforcement matters.</li> <li>• Through BR&amp;E efforts, Butter Bar, currently a Farmers’ Market vendor, will be opening a storefront in Port Credit, with location details to be shared.</li> </ul>
<p>9</p>	<p><b>Committees Overview</b></p> <p><u>Safety &amp; Security – Ryan Long</u></p> <ul style="list-style-type: none"> <li>• A comparative report for March 2025 and March 2026 will be presented at the next meeting.</li> <li>• Councillor Dasko shared that Great Canadian Pizza has requested increased security presence on the east side due to recent challenges. Kelly noted there is a security fob at Hagel Law on the east side and will follow up with Matt from Great Canadian Pizza.</li> </ul> <p><u>Policy &amp; Procedure – Dorothy Hagel</u></p> <ul style="list-style-type: none"> <li>• A freedom of Information (FOI) request was discussed and will be raised with the City. Stephen will arrange a meeting with City staff and the City solicitor with Dorothy and Kelly to review.</li> <li>• Dorothy received excerpts from the City’s Human Resources manual, which will be incorporated into the PCBIA HR Policy.</li> <li>• Dorothy would like to obtain a BIA-specific procedure manual from OBIAA; Kelly will help facilitate this. Dorothy is hiring two summer students to support this work, and there was discussion about potentially using a BIA Canada Summer Jobs student to assist.</li> <li>• Dorothy also requested that the election toolkit be incorporated into the Policies and Procedures. Kelly noted it is being finalized by the OBIAA Advocacy Committee, of which she is a member, and will share it once complete.</li> </ul> <p><u>Finance Committee – Brenda McGarrell</u></p> <ul style="list-style-type: none"> <li>• The Finance Committee met on March 19.</li> <li>• Access to the business entity account is still in progress. Paul has escalated the issue with the CRA and continues to follow up every second day.</li> <li>• The shared drive is currently being set up. Once complete, all documents will be uploaded so they are accessible to everyone. Paul confirmed it is cloud-based and secure.</li> <li>• Kelly will draft a policy on document security protocols to share with Dorothy. The next Finance Committee meeting will review the Canada Day budget and grant updates.</li> </ul>

	<p><u>Beautification – Marlene Baur</u></p> <ul style="list-style-type: none"> <li>• Spring planting is a priority. Marlene noted a preference for colours to vary year to year. Kelly has sent a calendar invite to Committee members for November 2 to discuss colour selection for 2027.</li> <li>• Marlene noted that the flower pots are not the correct branded colour and asked whether they could be spray painted black. Kelly has asked the supplier and will report back at the next Beautification meeting.</li> <li>• Marlene also requested an update on the power audit. A discussion took place regarding lighting, and Kelly noted that working with one main contact to address outlet repairs would be more efficient than managing it through a committee process.</li> </ul>
<b>10</b>	<p><b>Additional Business</b></p> <ul style="list-style-type: none"> <li>• HR Committee - Paul asked whether an HR Committee should be established to review terms and conditions of employment for permanent and temporary staff, as well as provide recommendations on policies and procedures. Kelly noted that HR matters currently fall under the Executive Committee.</li> <li>• Website - Kelly noted that Mary's project involves cleaning up the website directory. Once the content is uploaded, some user testing will be done to gather different perspectives, after which the Marketing Committee will review it.</li> <li>• RFPs - Kelly is preparing a branding RFP to obtain additional quotes for comparison with NetGain. An RFP for landscaping will also be issued at the end of summer.</li> <li>• Indwell - Board members are asked to send any questions to Kelly. The goal is to better understand their challenges and identify ways to meet in the middle to provide support. Kelly will invite them to arrive at 6:30 pm, with the main meeting starting at 5:00 pm.</li> </ul>
<b>11</b>	<p><b>Motions</b></p> <p>Motion – Marlene Baur motioned to welcome Marissa Caserta to the Port Credit BIA Board of Directors. Seconded: Dorothy Hagel Carried</p>
<b>12</b>	<p><b>Action Items</b></p> <ul style="list-style-type: none"> <li>• Kelly to follow up with Great Canadian Pizza regarding increased security.</li> <li>• Councillor Dasko to arrange a meeting between the City, Kelly and Dorothy to review the FOI.</li> <li>• Kelly to help get OBIAA materials for Dorothy for Policies and Procedures.</li> <li>• Kelly to share the OBIAA Elections Toolkit with Dorothy once it is complete.</li> <li>• Kelly to draft a document security protocol to send to Dorothy.</li> <li>• Stacey to send invites to the Shared Drive.</li> <li>• Kelly to follow up with supplier regarding spray-painting them black.</li> <li>• Board members to send questions for Indwell to Kelly before the next meeting.</li> </ul>
<b>13</b>	<p><b>Adjournment – 7:34pm</b></p>
<b>Dates</b>	<p><b>Next Meeting – April 29, 5:30, Shore Grill &amp; Grotto, Wave Room</b></p>



**Port Credit BIA**  
**Balance Sheet**  
As of February 28, 2026

	<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	91,624.80
10050 Scotia bank - Savings(Other)	758,008.94
10200 Petty Cash (General)	349.32
10220 Petty Cash (Farmers Market)	525.00
<b>Total CASH</b>	<b>\$ 850,508.06</b>
PLCLCAD Plooto Clearing	0.00
Plooto Instant (Canada - CAD)	40.08
14990 *Undeposited Funds	0.00
<b>Total Cash and Cash Equivalent</b>	<b>\$ 850,548.14</b>
<b>Accounts Receivable (A/R)</b>	
<b>Accounts receivable total</b>	
12000 Accounts Receivable	7,265.00
12001 Interest Receivable	18,739.73
12002 Accounts Receivable - Other	0.00
<b>Total Accounts receivable total</b>	<b>\$ 26,004.73</b>
<b>Total Accounts Receivable (A/R)</b>	<b>\$ 26,004.73</b>
<b>Investment</b>	
1010 G.I.C.	850,000.00
17655 Other current assets	0.00
<b>Total Investment</b>	<b>\$ 850,000.00</b>
<b>Uncategorized Asset</b>	0.00
<b>Total Current Assets</b>	<b>\$ 1,726,552.87</b>
<b>Non-current Assets</b>	
<b>Property, plant and equipment</b>	
<b>17500 Machine &amp; Equipment</b>	42,512.56
17510 Acc. Amortization Machine & Eqp	-39,490.12
<b>Total 17500 Machine &amp; Equipment</b>	<b>\$ 3,022.44</b>
<b>17560 Office Furniture</b>	21,837.76
17540 Accum amortization - Furniture	-21,902.12
<b>Total 17560 Office Furniture</b>	<b>-\$ 64.36</b>
<b>17600 Capital Assets - Planters</b>	52,706.28
17520 Accum. Amortization - Planters	-46,726.24
<b>Total 17600 Capital Assets - Planters</b>	<b>\$ 5,980.04</b>
<b>17650 Sign Panel</b>	4,581.61
17530 Accumulated Amortization - Sign	-4,581.61
<b>Total 17650 Sign Panel</b>	<b>\$ 0.00</b>

17660 Banners	91,420.00
17700 Accumulated Depn - Banners	-76,801.74
<b>Total 17660 Banners</b>	<b>\$ 14,618.26</b>
17670 Lighthouse Renovation 2019	22,775.00
17550 Accum Amortization - Leasehold	-22,775.00
<b>Total 17670 Lighthouse Renovation 2019</b>	<b>\$ 0.00</b>
17680 Benches / Muskoka Chair / Bins	60,592.85
17580 Accum Amort. - Benches	-20,669.08
<b>Total 17680 Benches / Muskoka Chair / Bins</b>	<b>\$ 39,923.77</b>
17710 Decorations	302,007.44
17590 Accumulated Amort - Decorations	-194,756.23
<b>Total 17710 Decorations</b>	<b>\$ 107,251.21</b>
17720 Light poles	51,199.27
17595 Accumulated Amortization Light Poles	-11,458.22
<b>Total 17720 Light poles</b>	<b>\$ 39,741.05</b>
<b>Total Property, plant and equipment</b>	<b>\$ 210,472.41</b>
13000 Prepaid Expense	32,410.78
<b>Total Non Current Assets</b>	<b>\$ 242,883.19</b>
<b>Total Assets</b>	<b>\$ 1,969,436.06</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable (A/P)</b>	
20000 Accounts Payable	6,495.90
<b>Total Accounts Payable (A/P)</b>	<b>\$ 6,495.90</b>
<b>Credit Card</b>	
20050 Scotiabank Visa	6,697.29
20052 CIBC Visa	0.00
<b>Total Credit Card</b>	<b>\$ 6,697.29</b>
20100 Accounts Payable Other	0.00
20150 Accrued Liabilities	17,100.00
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	-14,399.76
2315 Deferred Income	0.00
Receiver General Suspense	0.00
<b>Total Current Liabilities</b>	<b>\$ 15,893.43</b>
<b>Non-current Liabilities</b>	
20152 Gift Card Liability	16,199.22
20200 Due to the City of Mississauga	0.00
<b>Total Non-current Liabilities</b>	<b>\$ 16,199.22</b>
<b>Total Liabilities</b>	<b>\$ 32,092.65</b>
<b>Equity</b>	

<b>24500 Opening Bal Equity</b>	0.00
<b>24700 Reserve</b>	0.00
<b>Retained Earnings</b>	903,272.66
<b>Profit for the year</b>	1,034,070.75
<b>Total Equity</b>	<b>\$ 1,937,343.41</b>
<b>Total Liabilities and Equity</b>	<b>\$ 1,969,436.06</b>

Tuesday, Mar. 17, 2026 08:13:04 a.m. GMT-7

**Port Credit BIA**  
**Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L**  
 January - February, 2026

	Actual	Budget	Total over Budget	% of Budget
<b>Income</b>				
30000 Special Municipal Levy	1,108,743.00	1,108,742.92	0.08	100.00%
30010 Under levy repayment		-6,000.00	6,000.00	0.00%
<b>Total 30000 Special Municipal Levy</b>	<b>\$ 1,108,743.00</b>	<b>\$ 1,102,742.92</b>	<b>\$ 6,000.08</b>	<b>100.54%</b>
30080 Transfer from Reserves		378,976.00	-378,976.00	0.00%
80000 Interest Income	4,903.69	40,000.00	-35,096.31	12.26%
<b>Fundraising</b>			0.00	
30050 Membership Dues	250.00	1,200.00	-950.00	20.83%
30060 Vendor Fees		42,000.00	-42,000.00	0.00%
<b>Sponsorship and Grants</b>			0.00	
<b>Events</b>			0.00	
30038 WinterIN the Port		65,000.00	-65,000.00	0.00%
30062 SpringINPort		65,000.00	-65,000.00	0.00%
30064 Canada Day #IN the Port		345,627.00	-345,627.00	0.00%
3007 Movies#INThePort		2,000.00	-2,000.00	0.00%
<b>Total Events</b>	<b>\$ 0.00</b>	<b>\$ 477,627.00</b>	<b>-\$ 477,627.00</b>	<b>0.00%</b>
<b>Grants</b>			0.00	
30020 Student Grant		12,000.00	-12,000.00	0.00%
<b>Total Grants</b>	<b>\$ 0.00</b>	<b>\$ 12,000.00</b>	<b>-\$ 12,000.00</b>	<b>0.00%</b>
<b>Sponsorships</b>			0.00	
3017 Misc Sponsored Projects		8,000.00	-8,000.00	0.00%
<b>Total Sponsorships</b>	<b>\$ 0.00</b>	<b>\$ 8,000.00</b>	<b>-\$ 8,000.00</b>	<b>0.00%</b>
<b>Total Sponsorship and Grants</b>	<b>\$ 0.00</b>	<b>\$ 497,627.00</b>	<b>-\$ 497,627.00</b>	<b>0.00%</b>
<b>Total Fundraising</b>	<b>\$ 250.00</b>	<b>\$ 540,827.00</b>	<b>-\$ 540,577.00</b>	<b>0.05%</b>
<b>Total Income</b>	<b>\$ 1,113,896.69</b>	<b>\$ 2,062,545.92</b>	<b>-\$ 948,649.23</b>	<b>54.01%</b>
<b>Gross Profit</b>	<b>\$ 1,113,896.69</b>	<b>\$ 2,062,545.92</b>	<b>-\$ 948,649.23</b>	<b>54.01%</b>
<b>Expenses</b>				
40000 Salaries and Benefits			0.00	

40001 Salaries	16,614.00	143,000.00	-126,386.00	11.62%
40003 Benefits	542.29	5,000.00	-4,457.71	10.85%
40004 Payroll Deductions	1,892.07	14,000.00	-12,107.93	13.51%
40005 WSIB	355.66	1,100.00	-744.34	32.33%
Additional Wages		110,000.00	-110,000.00	0.00%
Ambassadors	1,301.67		1,301.67	
Event Wages	118.80		118.80	
Other Wages	4,881.76		4,881.76	
<b>Total Additional Wages</b>	<b>\$ 6,302.23</b>	<b>\$ 110,000.00</b>	<b>-\$ 103,697.77</b>	<b>5.73%</b>
<b>Total 40000 Salaries and Benefits</b>	<b>\$ 25,706.25</b>	<b>\$ 273,100.00</b>	<b>-\$ 247,393.75</b>	<b>9.41%</b>
46000 Advertising and Promotion			0.00	
46001 Media Marketing	53.23	47,750.00	-47,696.77	0.11%
46002 Promotional Materials	986.13	21,190.00	-20,203.87	4.65%
46003 Signage	978.60	10,050.00	-9,071.40	9.74%
46004 Website-hosting and maintance	286.65	5,850.00	-5,563.35	4.90%
46006 Training & Conferences	1,814.00	10,000.00	-8,186.00	18.14%
46007 Events and Campaigns	544.95	6,000.00	-5,455.05	9.08%
46008 Design		10,000.00	-10,000.00	0.00%
<b>Total 46000 Advertising and Promotion</b>	<b>\$ 4,663.56</b>	<b>\$ 110,840.00</b>	<b>-\$ 106,176.44</b>	<b>4.21%</b>
47000 Project Expenses			0.00	
4626 Security			0.00	
4626-1 Security	5,191.14	131,044.50	-125,853.36	3.96%
<b>Total 4626 Security</b>	<b>\$ 5,191.14</b>	<b>\$ 131,044.50</b>	<b>-\$ 125,853.36</b>	<b>3.96%</b>
47001 Farmers Market		38,000.00	-38,000.00	0.00%
47002 WinterIN the Port	4,052.09	110,000.00	-105,947.91	3.68%
47003 SpringIN the Port		14,000.00	-14,000.00	0.00%
47004 FallINThePort		79,000.00	-79,000.00	0.00%
47008 Canada Day #INThePort		385,627.00	-385,627.00	0.00%
47009 Classic Cars		25,000.00	-25,000.00	0.00%
47011 Support the Port		500.00	-500.00	0.00%
47012 Movies#INThePort		6,000.00	-6,000.00	0.00%
<b>Total 47000 Project Expenses</b>	<b>\$ 9,243.23</b>	<b>\$ 789,171.50</b>	<b>-\$ 779,928.27</b>	<b>1.17%</b>
48000 Sponsorships		76,000.00	-76,000.00	0.00%
Beautification & Maintenance			0.00	

45001 Streetscape Maint. and Decor	3,588.60	131,900.00	-128,311.40	2.72%
45002 Landscaping	8,080.00	185,000.00	-176,920.00	4.37%
45004 Banners		14,750.00	-14,750.00	0.00%
45005 Other Beautification		8,200.00	-8,200.00	0.00%
<b>Total Beautification &amp; Maintenance</b>	<b>\$ 11,668.60</b>	<b>\$ 339,850.00</b>	<b>-\$ 328,181.40</b>	<b>3.43%</b>
<b>Business Development</b>			0.00	
6000 Business Development		5,000.00	-5,000.00	0.00%
6002 Networking Meetings	36.05	7,000.00	-6,963.95	0.52%
<b>Total Business Development</b>	<b>\$ 36.05</b>	<b>\$ 12,000.00</b>	<b>-\$ 11,963.95</b>	<b>0.30%</b>
<b>Office and General Expenses</b>			0.00	
41001 Rent	2,652.84	18,708.42	-16,055.58	14.18%
41002 Phones, Fax, Mobile,Internet	850.69	5,500.00	-4,649.31	15.47%
41003 Insurance	775.80	11,000.00	-10,224.20	7.05%
41004 Repair, Maintenance		3,000.00	-3,000.00	0.00%
41005 General Office Supplies	1,552.70	6,000.00	-4,447.30	25.88%
41006 Travel	19.76	400.00	-380.24	4.94%
41007 Board Meeting Expense	618.15	6,000.00	-5,381.85	10.30%
41009 Memberships		3,500.00	-3,500.00	0.00%
41011 Office Cleaning	800.00	4,000.00	-3,200.00	20.00%
41012 General IT Expense	4,292.34	16,000.00	-11,707.66	26.83%
42000 Professional Services			0.00	
42001 Professional Fees	239.78	2,000.00	-1,760.22	11.99%
42002 Bookkeeping Services	3,600.00	13,000.00	-9,400.00	27.69%
<b>Total 42000 Professional Services</b>	<b>\$ 3,839.78</b>	<b>\$ 15,000.00</b>	<b>-\$ 11,160.22</b>	<b>25.60%</b>
<b>43000 Finance Fee</b>			0.00	
43001 Bank Charges	98.75	1,700.00	-1,601.25	5.81%
43001-1 Interest Expenses	0.02		0.02	
<b>Total 43001 Bank Charges</b>	<b>\$ 98.77</b>	<b>\$ 1,700.00</b>	<b>-\$ 1,601.23</b>	<b>5.81%</b>
<b>Total 43000 Finance Fee</b>	<b>\$ 98.77</b>	<b>\$ 1,700.00</b>	<b>-\$ 1,601.23</b>	<b>5.81%</b>
<b>44000 Audit</b>			0.00	
44001 Audit	1,100.00	2,700.00	-1,600.00	40.74%
<b>Total 44000 Audit</b>	<b>\$ 1,100.00</b>	<b>\$ 2,700.00</b>	<b>-\$ 1,600.00</b>	<b>40.74%</b>
60000 Misc out of pocket expense		1,000.00	-1,000.00	0.00%
<b>Total Office and General Expenses</b>	<b>\$ 16,600.83</b>	<b>\$ 94,508.42</b>	<b>-\$ 77,907.59</b>	<b>17.57%</b>

<b>Total Expenses</b>	<b>\$</b>	<b>67,918.52</b>	<b>\$</b>	<b>1,695,469.92</b>	<b>-\$</b>	<b>1,627,551.40</b>	<b>4.01%</b>
<b>Net Operating Income</b>	<b>\$</b>	<b>1,045,978.17</b>	<b>\$</b>	<b>367,076.00</b>	<b>\$</b>	<b>678,902.17</b>	<b>284.95%</b>
<b>Other Expenses</b>							
<b>49000 Capital</b>				287,076.00		-287,076.00	0.00%
<b>50000 Amortization</b>		11,907.42		80,000.00		-68,092.58	14.88%
<b>Total Other Expenses</b>	<b>\$</b>	<b>11,907.42</b>	<b>\$</b>	<b>367,076.00</b>	<b>-\$</b>	<b>355,168.58</b>	<b>3.24%</b>
<b>Net Other Income</b>	<b>-\$</b>	<b>11,907.42</b>	<b>-\$</b>	<b>367,076.00</b>	<b>\$</b>	<b>355,168.58</b>	<b>3.24%</b>
<b>Net Income</b>	<b>\$</b>	<b>1,034,070.75</b>	<b>\$</b>	<b>0.00</b>	<b>\$</b>	<b>1,034,070.75</b>	

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**Port Credit BIA**  
**Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L**  
February 2026

	Actual	Budget	Total over Budget	% of Budget
<b>Income</b>				
30000 Special Municipal Levy	1,108,743.00	1,108,742.92	0.08	100.00%
30010 Under levy repayment		-6,000.00	6,000.00	0.00%
<b>Total 30000 Special Municipal Levy</b>	<b>\$ 1,108,743.00</b>	<b>\$ 1,102,742.92</b>	<b>\$ 6,000.08</b>	<b>100.54%</b>
30080 Transfer from Reserves		378,976.00	-378,976.00	0.00%
80000 Interest Income	3,163.52	40,000.00	-36,836.48	7.91%
<b>Fundraising</b>			0.00	
30050 Membership Dues		1,200.00	-1,200.00	0.00%
30060 Vendor Fees		42,000.00	-42,000.00	0.00%
<b>Sponsorship and Grants</b>			0.00	
<b>Events</b>			0.00	
30038 WinterIN the Port		65,000.00	-65,000.00	0.00%
30062 SpringINPort		65,000.00	-65,000.00	0.00%
30064 Canada Day #IN the Port		345,627.00	-345,627.00	0.00%
3007 Movies#INThePort		2,000.00	-2,000.00	0.00%
<b>Total Events</b>	<b>\$ 0.00</b>	<b>\$ 477,627.00</b>	<b>-\$ 477,627.00</b>	<b>0.00%</b>
<b>Grants</b>			0.00	
30020 Student Grant		12,000.00	-12,000.00	0.00%
<b>Total Grants</b>	<b>\$ 0.00</b>	<b>\$ 12,000.00</b>	<b>-\$ 12,000.00</b>	<b>0.00%</b>
<b>Sponsorships</b>			0.00	
3017 Misc Sponsored Projects		8,000.00	-8,000.00	0.00%
<b>Total Sponsorships</b>	<b>\$ 0.00</b>	<b>\$ 8,000.00</b>	<b>-\$ 8,000.00</b>	<b>0.00%</b>
<b>Total Sponsorship and Grants</b>	<b>\$ 0.00</b>	<b>\$ 497,627.00</b>	<b>-\$ 497,627.00</b>	<b>0.00%</b>
<b>Total Fundraising</b>	<b>\$ 0.00</b>	<b>\$ 540,827.00</b>	<b>-\$ 540,827.00</b>	<b>0.00%</b>
<b>Total Income</b>	<b>\$ 1,111,906.52</b>	<b>\$ 2,062,545.92</b>	<b>-\$ 950,639.40</b>	<b>53.91%</b>
<b>Gross Profit</b>	<b>\$ 1,111,906.52</b>	<b>\$ 2,062,545.92</b>	<b>-\$ 950,639.40</b>	<b>53.91%</b>
<b>Expenses</b>				
40000 Salaries and Benefits			0.00	

40001 Salaries	10,956.26	143,000.00	-132,043.74	7.66%
40003 Benefits	346.14	5,000.00	-4,653.86	6.92%
40004 Payroll Deductions	1,269.79	14,000.00	-12,730.21	9.07%
40005 WSIB	155.77	1,100.00	-944.23	14.16%
Additional Wages		110,000.00	-110,000.00	0.00%
Ambassadors	700.55		700.55	
Event Wages	118.80		118.80	
Other Wages	3,319.42		3,319.42	
<b>Total Additional Wages</b>	<b>\$ 4,138.77</b>	<b>\$ 110,000.00</b>	<b>-\$ 105,861.23</b>	<b>3.76%</b>
<b>Total 40000 Salaries and Benefits</b>	<b>\$ 16,866.73</b>	<b>\$ 273,100.00</b>	<b>-\$ 256,233.27</b>	<b>6.18%</b>
46000 Advertising and Promotion			0.00	
46001 Media Marketing	16.23	47,750.00	-47,733.77	0.03%
46002 Promotional Materials	986.13	21,190.00	-20,203.87	4.65%
46003 Signage	453.60	10,050.00	-9,596.40	4.51%
46004 Website-hosting and maintance		5,850.00	-5,850.00	0.00%
46006 Training & Conferences	1,814.00	10,000.00	-8,186.00	18.14%
46007 Events and Campaigns	505.20	6,000.00	-5,494.80	8.42%
46008 Design		10,000.00	-10,000.00	0.00%
<b>Total 46000 Advertising and Promotion</b>	<b>\$ 3,775.16</b>	<b>\$ 110,840.00</b>	<b>-\$ 107,064.84</b>	<b>3.41%</b>
47000 Project Expenses			0.00	
4626 Security			0.00	
4626-1 Security	2,616.00	131,044.50	-128,428.50	2.00%
<b>Total 4626 Security</b>	<b>\$ 2,616.00</b>	<b>\$ 131,044.50</b>	<b>-\$ 128,428.50</b>	<b>2.00%</b>
47001 Farmers Market		38,000.00	-38,000.00	0.00%
47002 WinterIN the Port	2,962.09	110,000.00	-107,037.91	2.69%
47003 SpringIN the Port		14,000.00	-14,000.00	0.00%
47004 FallINThePort		79,000.00	-79,000.00	0.00%
47008 Canada Day #INThePort		385,627.00	-385,627.00	0.00%
47009 Classic Cars		25,000.00	-25,000.00	0.00%
47011 Support the Port		500.00	-500.00	0.00%
47012 Movies#INThePort		6,000.00	-6,000.00	0.00%
<b>Total 47000 Project Expenses</b>	<b>\$ 5,578.09</b>	<b>\$ 789,171.50</b>	<b>-\$ 783,593.41</b>	<b>0.71%</b>
48000 Sponsorships		76,000.00	-76,000.00	0.00%
Beautification & Maintenance			0.00	

45001 Streetscape Maint. and Decor	2,388.60	131,900.00	-129,511.40	1.81%
45002 Landscaping	8,080.00	185,000.00	-176,920.00	4.37%
45004 Banners		14,750.00	-14,750.00	0.00%
45005 Other Beautification		8,200.00	-8,200.00	0.00%
<b>Total Beautification &amp; Maintenance</b>	<b>\$ 10,468.60</b>	<b>\$ 339,850.00</b>	<b>-\$ 329,381.40</b>	<b>3.08%</b>
<b>Business Development</b>			0.00	
6000 Business Development		5,000.00	-5,000.00	0.00%
6002 Networking Meetings	36.05	7,000.00	-6,963.95	0.52%
<b>Total Business Development</b>	<b>\$ 36.05</b>	<b>\$ 12,000.00</b>	<b>-\$ 11,963.95</b>	<b>0.30%</b>
<b>Office and General Expenses</b>			0.00	
41001 Rent	1,326.42	18,708.42	-17,382.00	7.09%
41002 Phones, Fax, Mobile,Internet	455.91	5,500.00	-5,044.09	8.29%
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	988.93	6,000.00	-5,011.07	16.48%
41006 Travel	19.76	400.00	-380.24	4.94%
41007 Board Meeting Expense	618.15	6,000.00	-5,381.85	10.30%
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	2,358.99	16,000.00	-13,641.01	14.74%
42000 Professional Services			0.00	
42001 Professional Fees	181.30	2,000.00	-1,818.70	9.07%
42002 Bookkeeping Services	1,800.00	13,000.00	-11,200.00	13.85%
<b>Total 42000 Professional Services</b>	<b>\$ 1,981.30</b>	<b>\$ 15,000.00</b>	<b>-\$ 13,018.70</b>	<b>13.21%</b>
<b>43000 Finance Fee</b>			0.00	
43001 Bank Charges	42.25	1,700.00	-1,657.75	2.49%
<b>Total 43000 Finance Fee</b>	<b>\$ 42.25</b>	<b>\$ 1,700.00</b>	<b>-\$ 1,657.75</b>	<b>2.49%</b>
<b>44000 Audit</b>			0.00	
44001 Audit	550.00	2,700.00	-2,150.00	20.37%
<b>Total 44000 Audit</b>	<b>\$ 550.00</b>	<b>\$ 2,700.00</b>	<b>-\$ 2,150.00</b>	<b>20.37%</b>
60000 Misc out of pocket expense		1,000.00	-1,000.00	0.00%
<b>Total Office and General Expenses</b>	<b>\$ 8,741.71</b>	<b>\$ 94,508.42</b>	<b>-\$ 85,766.71</b>	<b>9.25%</b>
<b>Total Expenses</b>	<b>\$ 45,466.34</b>	<b>\$ 1,695,469.92</b>	<b>-\$ 1,650,003.58</b>	<b>2.68%</b>
<b>Net Operating Income</b>	<b>\$ 1,066,440.18</b>	<b>\$ 367,076.00</b>	<b>\$ 699,364.18</b>	<b>290.52%</b>

**Other Expenses**

<b>49000 Capital</b>			287,076.00	-287,076.00	0.00%
<b>50000 Amortization</b>	5,953.71		80,000.00	-74,046.29	7.44%
<b>Total Other Expenses</b>	<b>\$ 5,953.71</b>	<b>\$ 367,076.00</b>	<b>-\$ 361,122.29</b>		<b>1.62%</b>
<b>Net Other Income</b>	<b>-\$ 5,953.71</b>	<b>-\$ 367,076.00</b>	<b>\$ 361,122.29</b>		<b>1.62%</b>
<b>Net Income</b>	<b>\$ 1,060,486.47</b>	<b>\$ 0.00</b>	<b>\$ 1,060,486.47</b>		

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**Port Credit BIA  
Transaction Report  
January - February, 2026**

	Date	Transacti on Type	#	Name	Memo/Description	Account	Split	Amount
<b>Project Expenses</b>								
<b>WinterIN the Port</b>								
	27/01/2026	Expense	56856151	The Main Event Fun Games, Inc.	Main Event Fun Games - 26150579	47002 Project Expenses:WinterIN the Port	20050 Scotiabank Visa	1,040.00
	29/01/2026	Expense		Hickox Fine Jewellery	Hickox Jewelers - 872460835	47002 Project Expenses:WinterIN the Port	20050 Scotiabank Visa	50.00
	02/02/2026	Bill	2025015	The Broken Ice Company	The Broken Ice Company - 2025015	47002 Project Expenses:WinterIN the Port	20000 Accounts Payable	1,790.00
	09/02/2026	Bill		City of Mississauga - Finance Division	Sept	47002 Project Expenses:WinterIN the Port	20000 Accounts Payable	148.92
	09/02/2026	Bill		City of Mississauga - Finance Division	Sept (Tax Exempt)	47002 Project Expenses:WinterIN the Port	20000 Accounts Payable	235.57
	16/02/2026	Bill		Tashi Thomas	Tashi Thomas - 876931395	47002 Project Expenses:WinterIN the Port	20000 Accounts Payable	118.80
	16/02/2026	Bill		Julian Guillou	Julian Guillou - 657282870	47002 Project Expenses:WinterIN the Port	20000 Accounts Payable	118.80
	16/02/2026	Bill	2025	Nisreen Art Studio	Nisreen Art Studio - 145	47002 Project Expenses:WinterIN the Port	20000 Accounts Payable	350.00
	25/02/2026	Expense		St. John Ambulance	St John Ambulance - 518469369	47002 Project Expenses:WinterIN the Port	20050 Scotiabank Visa	200.00
<b>Total for WinterIN the Port</b>								<b>\$ 4,052.09</b>
<b>Total for Project Expenses</b>								<b>\$ 4,052.09</b>
<b>TOTAL</b>								<b>\$ 4,052.09</b>

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**A/R Aging Summary Report**  
**Port Credit BIA**  
**As of February 28, 2026**

<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>
Bank of Nova Scotia	1,380.82	1,528.77	1,528.74	1,479.45	12,821.95	18,739.73
PTTR		1,727.58			5,537.42	7,265.00
<b>TOTAL</b>	<b>1,380.82</b>	<b>3,256.35</b>	<b>1,528.74</b>	<b>1,479.45</b>	<b>18,359.37</b>	<b>\$26,004.73</b>

Tuesday, March 17, 2026 03:35 PM GMTZ