

Bronte BIA Board of Management Elections: 2027-2030 Term

NOTICE OF NOMINATION PERIOD

The 2027-2030 Bronte BIA Board of Management nomination period is open from September 5, 2026 through to October 5, 2026

Bronte Village is a special place because of the people who bring it to life – and our BIA members play an important role in shaping its future. Your passion for Bronte, your experience, and your willingness to work collaboratively with fellow business owners are what make our district stronger.

As Bronte moves through an exciting period of growth, transformation and opportunity, we invite you to share your ideas, experience and perspective by putting your name forward for the BIA Board of Management. Together, we can help shape the future of Bronte and ensure it remains a vibrant, welcoming and successful place to do business for years to come.

We invite you to be part of what comes next. Read on to learn more about becoming a Board Member.

WHAT IS A BUSINESS IMPROVEMENT AREA (BIA)?

A Business Improvement Area (BIA) brings local business and property owners together, with the support of the municipality, to strengthen and promote their commercial district. Within established boundaries, a BIA can organize, finance, and carry out improvements to the area that go beyond the services and improvements provided by the municipality, while also promoting the district as a vibrant business destination.

The Bronte BIA boundaries extend from East Street to the east, to Bronte Road to the west, including businesses just west of Bronte Road on both the north and south sides of Lakeshore Road. The northern boundary extends to Sovereign Street, while the southern boundary reaches Ontario Street at Bronte Road.

How is the Bronte BIA Governed?

The Bronte BIA is guided by a volunteer Board of Management, consisting of elected members representing the local business community, along with one member of Town Council.

The Board's term of office is four years, concurrent with the term of Town Council. Board members are elected for consideration by the BIA's general membership and are then formally appointed by Town Council.

The Board works on behalf of the Bronte business community to help enhance the area, support local businesses, promote Bronte as a destination, and contribute to a vibrant and welcoming commercial district.

ELECTION PROCESS

1. Bronte BIA members first express their desire to be on the Board by either registering themselves as a nominee or accepting a nomination of them made by someone else. To register as a nominee, you must have the support of at least two other Bronte BIA members. To nominate a candidate, that candidate must have the support of one other member. That candidate can either accept or decline the nomination. The nomination form is found in Appendix A.

Nominees must also submit a nominee biography, found in Appendix B.

Nomination Period opens September 5, 2026 and closes October 5, 2026.

2. If more candidates are nominated than there are positions on the BIA Board, the nominees will be presented to the BIA Members for voting. Members may vote for one candidate per available seat (8). Those candidates with the most votes will be presented to Council for approval and formal appointment to the Board. If fewer than eight candidates are nominated, those candidates will be presented to Council for consideration and formal appointment. Any remaining vacancies may be addressed in accordance with the Bronte BIA Constitution.

Election voting period opens October 15, 2026 and closes November 5, 2026.

WHO CAN BE NOMINATED?

To be eligible to serve on the Board of Management, one must:

- a) Be a BIA Member (whereby Member is determined to be a person who owns a property that has been assessed the BIA levy or be a tenant of said property that is required to pay all or part of the levy within the rental agreement), or a shareholder, director, or employee of a Member who has the written consent of the Member to run for, and if elected to serve as, a Board Member
- b) Be at least eighteen (18) years of age;
- c) Not be a person who has been found under the Substitute Decisions Act, 1992 or under the Mental Health Act to be incapable of managing property or who has been found incapable by a court in Canada or elsewhere;
- d) Not have the status of bankrupt; and
- e) Complete and sign the "Nomination Consent Form"

WHAT DOES A BIA BOARD MEMBER DO?

- Provide strategic direction to BIA initiatives that support the overall purpose of the BIA
- Represent the interests of the Bronte BIA membership both as a whole and as a representative of your industry
- Attend all regularly scheduled Board meetings (approximately 6 per year) + the Annual General Meeting
- Support BIA Board approved initiatives via: aiding in dissemination of information to members and public; presenting positive and respectful representation of approved initiatives, participating as appropriate in approved initiatives, providing knowledge/expertise as it may pertain to BIA activities and initiatives
- Attend select BIA and/or Town of Oakville meetings as required

WHAT DOES A BOARD MEMBER NEED?

First and foremost, each Board member must have a keen interest in the affairs of the Bronte community as well as a commitment to serve and represent the best interests of **all** businesses in Bronte Village. Further, to ensure the BIA members have a Board that is well positioned to represent the key functions of the BIA we are looking for individuals with expertise in the following categories:

Marketing	Strategic Planning	Finance	Events
Legal	HR	Urban Planning	Communications
Innovation	Economic Development	Tourism	Community Engagement
Business Development	Real Estate	Sponsorship/Partnerships	Operations
Stakeholder Relations	Beautification	Board Governance	Information Technology

Each Nominee is required to indicate which category(s) he/she has experience in, and provide a brief bio on his/her experience and/or training. Bio must be maximum 250 words or less, point form accepted.

HOW MANY POSITIONS ARE THERE?

There are eight (8) positions available for the 2027-2030 term, plus a director appointed from Town Council.

WHAT IS THE TERM DURATION?

The 2027-2030 term runs from January 1, 2027, to January 31, 2031 (so there's one month of cross-over between incoming and outgoing boards).

A vacancy shall occur where a Board Member resigns from office; dies; is no longer eligible pursuant to subsection 10.2 of the Bronte BIA Constitution; or is absent from three (3) consecutive board meetings without being authorized to do so by resolution of the Board, except in the case of sickness or extenuating circumstances approved by the Board.

HOW DO I BECOME A NOMINEE?

To register as a nominee, please complete the Nomination Form and have two fellow BIA members support your nomination by signing the form to nominate you as a candidate for the BIA Board of Management Election.

All completed nomination forms must be submitted to Cheryl Etherington, Chair of the Bronte BIA Board of Management, either:

- By email - cheryl@cherylcga.ca, or
- By dropping off a hard copy to the Bronte BIA Office, 2360 Lakeshore Road W, Oakville

All nominations must be received by 5PM on Monday, October 5, 2026.

HOW DO I NOMINATE SOMEONE?

Simply fill out the form (including securing a second nominator) and have the nominee sign it if they agree to have their nomination stand. Make sure they understand the commitment and skills required for the role.

HOW DO I VOTE?

If there are more nominees than seats available, an election is needed. The list of nominees will be sent electronically for your review, and a paper ballot with voting envelope will be distributed to all BIA members starting **October 14, 2026.**

Ballots will be mailed to off-site property owners based on the list we have on file. If you are a property owner and do not have an office in the local area you may request that we send the ballot to an address of your choosing, or pick up a ballot at the BIA office. If your place of business did not get a ballot please contact the BIA office. You must be able to show proof of membership status to receive a ballot.

Voting will close on Thursday, November 5 at 5PM. In order to vote, you must return your completed ballot in the provided envelope to the BIA office, or have it sealed in the provided envelope ready for pick up, no later than 5PM on November 5, 2026.

Members may vote for up to eight (8) names on the ballot, but may in their absolute discretion vote for less than eight (8) names. Ballots marked to vote for more than eight (8) names shall be declared to be spoiled.

NOTE: We encourage you to review the biographies of all nominees before making your selection (bios will be delivered electronically and be available on the BIA website). Further, we advise you to keep in mind the benefits of having a well-rounded board and represents the variety of stakeholders that make up our membership and vote accordingly.

We value diversity and welcome nominees from all businesses, backgrounds, race, religion, creed, gender, orientation, geographic locations within the district, industry and otherwise.

COUNCIL APPOINTMENTS

Council shall appoint one (1) member of Council to the BIA Board and may appoint all elected members to the Board. Council may refuse to appoint a person elected, in which case Council may leave the position vacant or direct that a Special Meeting of the Membership be held. If Council refuses to appoint a person elected and directs that a Special Meeting be held, then the Board will conduct a new election.

REMUNERATION

Board Members receive no remuneration, either directly or indirectly, for services rendered as a Board Member, but may be reimbursed for out-of-pocket expenses incurred by them in representing the BIA upon approval of the Board.

APPENDIX A - NOMINATION FORM BIA Board of Management 2027-2030

Here is a nomination for the following BIA Member to hold a position on the 2027-2030 BIA Board of Management:

Name of Nominee:	
Business Name /Property(s) Owned:	
Position within Business:	
Address of Business/Property(s)	
Email:	
Telephone:	
Signature of Nominee:	
Date:	
Authorized Representative (if required):	

Nominator information:

I _____ of _____
(Name) _____ (business/property/company) _____

Hereby support the nomination of the above-named nominee:

Signature of _____ Date: _____
Nominator _____

I _____ of _____
(Name) _____ (business/property/company) _____

Hereby support the nomination of the above-named nominee:

Signature of _____ Date: _____
Nominator _____

Signatures of both nominee and nominators required.

***** RETURN NOMINATION FORM BY 5PM on Monday, October 5*****

No nomination forms will be accepted after this time.

**Please return with biography to BIA office at 2360 Lakeshore Road W or
e-mail your nomination form to: cheryl@cherylcga.ca**

APPENDIX B - NOMINEE BIOGRAPHY
Bronte BIA Election 2027-2030

1. Name:

2. Business Name and/or Company work for:

3. Your Area of Expertise:

(Desired experience from Board of Management members include: Marketing, Strategy, Finance, Events, Legal, HR, Sponsorship/Partnerships, Innovation, Board Governance, Stakeholder Relations, Information Technology, Beautification, Operations, Urban Planning, Real Estate, Economic Development, etc. You may wish to highlight that you have one or more of these skills or highlight other distinct areas of expertise)

4. What are you are most looking forward to by being a member of the BIA Board?

(Answer may be written in full or point form)

5. Bronte involvement (provide a detailed description).

(Answer may be written in full or point form)

**Please return with nomination form to BIA office at 2360 Lakeshore Road West or
email: cheryl@cherylcga.ca**