



**BRONTE BUSINESS IMPROVEMENT AREA (BIA)
MINUTES OF THE BOARD OF DIRECTORS' MEETING**

2360 Lakeshore Road West, Oakville
Tuesday, May 26, 2026 at 8:00 a.m.

Board Members Present

Cheryl Etherington, Cheryl Etherington CGA	Chair
Amal Helbah Dawson, RBC-Bronte Branch	Secretary (<i>by videoconference</i>)
Nina Duong, Nina Duong Haute Couture	Director
Sean O'Meara, Councillor, Halton Region, and Ward 1	Director (<i>by videoconference</i>)

Regrets

Prabh Banga, Shoppers Drug Mart Bronte	Vice Chair
Rose Luxton, Lakeside Livin'	Treasurer

Management

Kylie Wilson	Executive Director, Bronte BIA
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Invited Guests

Lynn Clay	Recording Secretary, INaMINUTE Ltd. (<i>by videoconference</i>)
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1.0 CALL TO ORDER

With a quorum present, Chair Cheryl Etherington called the meeting to order at 8:06 a.m.

1.1 Land Acknowledgement

The Chair acknowledged that the Board was meeting on the treaty lands and territory of the Mississaugas of the Credit First Nations. The Board was grateful to live and work on the lands.

2.0 DECLARATION OF CONFLICT OF INTEREST

No conflicts of interest were declared.

3.0 APPROVAL OF AGENDA

On a **MOTION** by N. Duong, **seconded** by S. O'Meara, **it was resolved** to approve the agenda, as presented.

The motion was carried.

4.0 APPROVAL OF MINUTES

4.1 Meeting of March 31, 2026

The Board reviewed the minutes. One (1) correction was noted by the Recording Secretary.

*On a **MOTION** by N. Duong, **seconded** by S. O'Meara, **it was resolved** to approve the standard minutes of the Board of Directors' meeting held on March 31, 2026, as amended.*

The motion was carried.

5.0 REPORTS

5.1 Financial Update – May 26, 2026

5.1.1 Unaudited Financial Statements

The Board received the balance sheet and income statement, as at May 12, 2026, and the May 2026 financial update memo from the Treasurer.

Referring to the financial memo, the Chair provided an overview of the Q2 financials.

*On a **MOTION** by A. Helbah Dawson, **seconded** by N. Duong, **it was resolved** to accept the Q2 financial update for the period ended May 12, 2026, as presented.*

The motion was carried.

5.1.2 Draft Audit Report for the 2025-2026 Fiscal Year

The Board received the audited financial statements and Auditor's report for the year ended December 31, 2025. The Chair detailed that KPMG had provided a clean audit opinion and had confirmed that the financial statements presented fairly in accordance with the Canadian public sector accounting standards. The Chair highlighted the Report findings.

*On a **MOTION** by A. Helbah Dawson, **seconded** by N. Duong, **it was resolved** to approve the audited financial statements and Auditor's Report for the fiscal year ended December 31, 2025.*

The motion was carried.

5.2 2026 Bronte Lake Note Summer Concert Series

The Board received a written memo regarding the payment schedule to MSC Hospitality and Management provided a verbal overview. MSC Hospitality was responsible for program curation and delivery of the 12-week 2026 Lake Note Summer Concert Series. The Bronte Lake Notes total budget totalled \$37,000, and the BIA contribution amounted to \$14,000, to be paid to MSC Hospitality in accordance with the proposed five (5) payments schedule.

*On a **MOTION** by S. O'Meara, **seconded** by N. Duong, **it was resolved** to approve the payment schedule to MSC Hospitality Ltd. for their delivery of the 2026 Bronte Lake Notes Summer Music Concert Series.*

The motion was carried.

5.3 Town Update

Councillor O'Meara provided an update, which included the following:

- Council passed the Bronte Waterfront Strategy at last night's council meeting. The Chair and Management were thanked for attending the council meeting and for speaking on behalf of the businesses in support of the plan.
- The shoring in inner Bronte Harbour was proceeding and over the next six (6) months money would be spent on related waterfront work, including on the skating loop.
- The receivership process was underway for the 85 Bronte Road Bronte Lakeside condominium project, and the town would paint lines, install barriers and flower planters and clean up signage, to improve the appearance of the area in advance of Canada Day.
- The Canada Day event plans include working with the BIA and the legion.
- The Burloak underpass crossing was ongoing.
- The Councillors continued to work with area Developers to supplement the parking inventory by adding spaces below ground.

6.0 CARRY-FORWARD UPDATES

6.1 Bronte Waterfront Strategy Support

This item had been covered in the Town Update. Management added a thank you to the Board Chair for advocating on behalf of the BIA, which assisted with the Strategy being passed, and to the 17 businesses that had provided letters of support and endorsement.

6.2 Collaboration on Victoria Day/Canada Day Safety

Management noted that the BIA had been quite involved in the Victoria Day planning with police and municipal enforcement services. In Bronte, 21 businesses had been open late on the Victoria Day long weekend evenings. In advance of the weekend, the BIA had hosted an information session with police and municipal enforcement services for the businesses to discuss how they could assist in curtailing bad behaviour. No damage had been reported by the businesses after the Victoria Day weekend, and all partners were working together to make Canada Day safe as well. Management noted that the BIA businesses had played a role in the safety solution.

6.3 At Home in Bronte Project

The installation of 80 new chairs was underway. Old chairs had been relocated or disposed of. The new chairs would arrive on June 4, 2026 and a team of student volunteers would carry the chairs to their new locations along the waterfront. The new chairs could be explored starting on June 5, 2026.

6.4 Bronte Summer Events

The BIAs official event season would kick off on Friday, June 5, 2026 with an outdoor movie night, and would continue through October 2026, with about 70 events being scheduled.

7.0 NEW BUSINESS

7.1 Clean-up and Beautification of 85 Bronte Road

There were no additions to what had been stated in the Town Update.

7.2 Bronte Business Impact Awards

This was a new BIA business excellence award. The nomination process ran for six (6) weeks, with over 1,000 votes being received from the community for BIA businesses in ten (10) categories. The submissions were currently being reviewed, and the winners would be invited to the Annual General Meeting to receive their awards.

7.3 Annual General Meeting (AGM)

The AGM was scheduled for Monday, June 15, 2026, at 5:00 p.m., to be held at the Marine Tavern. The meeting objectives included covering the usual agenda items and celebrating the Board Directors, whose terms were concurrent with the municipal council terms, the Business Excellence award winners and a business merchant retiring after 28 years in business.

8.0 COMMENTS/ANNOUNCEMENTS

There were no items.

9.0 NEXT MEETINGS

The Annual General Meeting (AGM) was scheduled for Monday, June 15, 2026, to be held at 5:00 p.m. at Marine Tavern, 49 Bronte Road, Oakville.

The next Board of Directors' (BOD) meeting was scheduled for Tuesday, July 28, 2026, at 8:00 a.m., to be held as a hybrid in person in the BIA boardroom or virtual via Teams meeting. The upcoming meeting dates were Tuesday, September 29 and Tuesday, November 24, 2026.

10.0 CLOSE OF MEETING

With no further business to conduct, the Chair closed the meeting at 8:31 a.m.

The Board held an undocumented in-camera session after the close of the meeting.