

**DEEP BAY IMPROVEMENT DISTRICT  
BYLAW COMMITTEE MEETING AGENDA  
Wednesday, March 20, 2024 10:30 AM**

1. Call to Order  
The Chair of the planning committee will call the meeting to order and respectfully acknowledge the Qualicum First Nation on whose traditional territory this meeting takes place.
2. Confirm who will record minutes at this meeting, if staff not available
3. Introduction of late items
4. Approval of the agenda for the current meeting
5. Approval of minutes  
MOTION: That the following minutes be adopted: Bylaw Committee meeting minutes of May 2, 2023 and November 23, 2023.
6. Business Arising from the Minutes and Unfinished Business
7. Correspondence in referred by the Board to the Committee
8. Old Business
  - 8.1. Electronic Meeting Policy Update: Recording of meetings
9. New Business
  - 9.1. Updating Consolidating Meeting Procedures Bylaw #202 with a replacement version: Part 1 (see attached table)
  - 9.2. Determine date of next meeting
10. Motion to Adjourn