



VILLAGE OF CHAMPION, ALBERTA
BYLAW 2025-011
Council Procedure Amendment Bylaw

A bylaw of the Village of Champion in the Province of Alberta to provide for and Regulate the Procedure and Conduct of Council and Council Committee Meetings pursuant to the provisions of the Municipal Government Act (MGA), Chapter M-26, (enter sections applicable).

WHEREAS The Council of the Village of Champion have deemed it expedient to establish a bylaw amend Bylaw #2025-011 Council Procedure Bylaw. Replacing Bylaw 2024-006;

AND WHEREAS Section 63 of the Municipal Government Act, RSA 2000 and amendments thereto, allows a Council, by bylaw, to authorize the revision of all or any of the bylaws of the municipality;

NOW, THEREFORE, The Council of the Village of Champion, duly assembled, hereby enact as follows:

1.0 CITATION OF BYLAW

1.1 This bylaw may be cited as the "**(Council Procedure Bylaw Amendment Bylaw)**".

2.0 GENERAL

2.1 Under Part 4: Meeting Times, Date and Location of Meetings, Number 10, will now state:

"Regular Council Meetings and Public Hearing Meetings will be held in the Council Chambers or, in the case where more capacity is required, the Champion Community Hall. The selection of the venue will be passed by Council resolution as per Section 193(3) of the Municipal Government Act."

3.0 Recording and Livestreaming Meetings

- 3.1 Council meetings and committee meetings may be recorded and livestreamed to the public with the exception or closed sessions.
- 3.2 If there are technical difficulties while livestreaming that are unable to be resolved, the Chair advises those present at the meeting that the livestream is not available. Notice of the technical difficulties will be provided to the public on Village of Champion website and social media.
 - i. The meeting may continue without a livestream provided that the meeting can still be recorded by other means and the recording can be made available on the Village of Champion's website after the meeting is adjourned.

A handwritten signature in black ink, located in the bottom right corner of the page. It appears to be a stylized name, possibly "M. J. Smith" or similar.

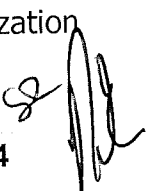
- 3.3 The use of audio/video recording devices or photographs by the public or the media during a meeting is prohibited unless authorization is provided by the Chair or the Chief Administrative Officer.
- 3.4 Meeting recordings will be retained and provided in accordance with Village of Champion's bylaws, policies, and procedures. Meeting recordings will only be transcribed by the Village of Champion if required in connection with any litigation, audit or investigation.

4.0 Electronic Participation in Meetings

- 4.1 Members are expected to participate in meetings in-person unless there is a clear need to participate electronically. Members may participate in an in-person meeting electronically in accordance with this bylaw.
- 4.2 Any member, except for the member presiding over the meeting, may participate in a meeting electronically for personal or family reasons so long as they participate in a location that is free of distractions, secure, and appropriate for participation in the meeting.
- 4.3 The Chair cannot electronically preside over in-person meetings and must vacate the position for that meeting if they wish to participate electronically.
- 4.4 The Chair has the authority to end a member's electronic participation in a meeting if, in their determination, it is disruptive to the meeting, or the location of the member is not secure or appropriate.
- 4.5 Members must notify the Chair or the Chief Administrative Officer as soon as they are aware of their need to participate in a meeting electronically.
- 4.6 Members participating in a meeting electronically must have their cameras activated and be visible to the other members of the meeting to be considered present, unless otherwise permitted by the Chair. Unless otherwise permitted by the Chair, members will be considered absent from the meeting if their cameras are not activated or if they are not visible during the meeting.

5.0 Holding Meetings and Hearings Electronically

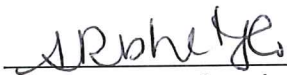
- 5.1 Council and committee meetings and hearings may be held entirely electronically so long as they are held in accordance with section 199 *Municipal Government Act* and comply with the public notifications and participation requirements of the *Municipal Government Act*.
- 5.2 The Chair may direct meetings or hearings be held electronically through Microsoft Teams, if, in their determination, electronic meetings are desirable or if they are required during emergency, public health, or disaster events.
- 5.3 When a meeting or hearing is held electronically;
 - 5.3.1 All participants must identify themselves by name through their usernames on Microsoft Teams and may further identify themselves by position or organization if they wish;



- 5.3.2** Members participating in a meeting electronically must have their cameras activated and be visible to the other members of the meeting to be considered present, unless otherwise permitted by the Chair. Unless otherwise permitted by the Chair, members will be considered absent from the meeting if their cameras are not activated or if they are not visible during the meeting; and
- 5.3.3** All materials that would otherwise be available during an in-person meeting or hearing will be made available through the Village of Champion's public website.
- 5.3.4** The Chair must be physically present to preside over a meeting or hearing that is being held electronically. If the Chair wishes to participate in the meeting electronically, they must vacate the position for that meeting or hearing.
- 5.3.5** The Chair has the authority to end a member's electronic participation in an electronic meeting or hearing if, in their determination, it is disruptive to the meeting or hearing, or the location of the member is not secure or appropriate.

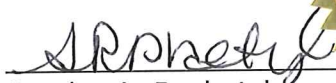
READ a first time this 23 day of April, 2025.


Dick Ellis, Mayor


Stephanie Reshetylo
Chief Administrative Officer

READ a second time this 23 day of April, 2025.


Dick Ellis, Mayor


Stephanie Reshetylo
Chief Administrative Officer

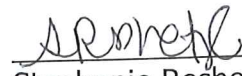


Let the record note that as per Section 187(4) of the *Municipal Government Act (MGA)* a motion was presented and passed unanimously to provide Third & Final Reading of this By/aw at this meeting.



READ a third and final time this 23 day of April, 2025.


Dick Ellis, Mayor


Stephanie Reshetylo
Chief Administrative Officer



CERTIFICATE

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the day of , 2025, at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

WITNESS our hands and the seal of the Corporation this 23 day of April, 2025.

