

**VILLAGE OF GLENWOOD**  
**BYLAW NO. 232A-2026**  
**Council Procedure Bylaw Amendment**

BEING A BYLAW OF THE VILLAGE OF GLENWOOD, IN THE PROVINCE OF ALBERTA, to amend Bylaw No. 232-2017, the Council Procedure Bylaw, to provide for meetings of Council and its committees to be conducted by electronic means, and for public hearings under Part 17 of the *Municipal Government Act* to be conducted by electronic means.

**WHEREAS** the Village of Glenwood passed Bylaw No. 232-2017, the Council Procedure Bylaw;

**AND WHEREAS** section 199(2.1) of the *Municipal Government Act*, being Chapter M-26, R.S.A. 2000 and amendments thereto (the "MGA"), requires every council to provide by bylaw for public hearings under Part 17 of the MGA to be conducted by electronic means;

**AND WHEREAS** section 199 of the MGA authorizes a councillor to participate in a council or council committee meeting by electronic means in accordance with a bylaw of the municipality;

**AND WHEREAS** Council deems it desirable to amend Bylaw No. 232-2017 accordingly;

**NOW THEREFORE** under the authority of the *Municipal Government Act*, the Council of the Village of Glenwood, in the Province of Alberta, duly assembled, enacts as follows:

**1. AMENDMENT**

1.1 Bylaw No. 232-2017, the Council Procedure Bylaw, is amended as set out in this Bylaw.

**2. DEFINITIONS**

2.1 Section 1.2 of Bylaw No. 232-2017 is amended by adding the following definition in alphabetical order:

**"Electronic Means"** means a telephonic, video, internet-based or other electronic communication system that permits all participants to hear or otherwise participate in the meeting at the same time;

**3. ELECTRONIC PARTICIPATION IN MEETINGS**

3.1 Bylaw No. 232-2017 is amended by adding the following section after section 8:

8A.1 A councillor may participate in a Council meeting, a Committee meeting, or a Committee of the Whole meeting by Electronic Means, whether or not any other participant is physically present, provided that:

(a) the meeting is conducted in a manner that permits all participating members to hear, and be heard by, one another and any member of the public in attendance;

- (b) the public is able to watch or listen to the meeting at the location specified in the notice of the meeting, or by Electronic Means, except during any part of the meeting properly closed to the public under section 197 of the MGA;
- (c) the identity of each councillor participating by Electronic Means is confirmed by the presiding member or the CAO at the beginning of the meeting; and
- (d) a councillor participating by Electronic Means is counted for the purposes of quorum and is entitled to vote in the same manner as a councillor physically present.

8A.2 A councillor who loses electronic connection during a meeting is deemed to have left the meeting until the connection is restored, and the CAO must record the times of any such interruption in the minutes.

#### 4. ELECTRONIC PUBLIC HEARINGS

4.1 Bylaw No. 232-2017 is amended by adding the following section:

8B.1 In accordance with section 199(2.1) of the MGA, a public hearing required under Part 17 of the MGA may be conducted, in whole or in part, by Electronic Means.

8B.2 Where a public hearing is conducted by Electronic Means:

- (a) the hearing may be held by video conference, telephone conference, or an internet-based meeting platform designated by the CAO;
- (b) the identity of each councillor attending the hearing must be confirmed by the presiding member or the CAO before the hearing begins;
- (c) subject to section 197 of the MGA, members of the public may access the hearing, and may make oral or written submissions, by the method or methods set out in the notice of the hearing, which may include attendance in person, participation by Electronic Means, or delivery of written submissions to the Village Office before the hearing; and
- (d) any information that must be made publicly available in respect of the hearing must be posted at the Public Notice Posting Places and on the Village Web Site before the hearing, and must be accessible to participants during the hearing.

8B.3 The notice of a public hearing to be conducted by Electronic Means must state the method by which the public may access the hearing and make submissions.

#### 5. COMING INTO FORCE

5.1 This Bylaw comes into force upon third and final reading.

READ a FIRST time this 12 day of August, 2026.

READ a SECOND time this 12 day of August, 2026.

READ a THIRD time and finally passed this 12 day of August, 2026.



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Mayor – Mark Peterson



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CAO – Jim Brown