



AGENDA ITEM

Tablets and E-mail Use Policy CC(9)

October 28, 2021

BACKGROUND

In order to assist Council in the performance of their duties, Councillors require access to devices and applications to communicate with each other, County staff, ratepayers, and other stakeholders. As a result, the County developed a policy to establish the guidelines for the provision, use and support of I.T. equipment and resources issued to Council.

Administration is seeking Council's consideration and approval of this updated policy.

ANALYSIS

This policy was first approved back in February of 2009 when Lacombe County moved towards implementing digital agenda packages. At that time, the County issued laptops to all Council members while also provisioning Internet service at their residence. Since then, there have been major changes in the policy with respect to the type of devices issued to Council, the removal of Internet service provisioning, performing device updates and the option to purchase their issued device at the end of their term. Therefore, Policy CC(9) requires an update.

The remaining items in the policy regarding the responsibilities of County staff, loss or damage of Councillor devices, personal use, loss, or corruption of personal information on the device, acceptable use and liability have not been materially changed.

BUDGET IMPLICATIONS

The policy as presented has no budget implications for Lacombe County.

LEGISLATIVE RESPONSIBILITIES

1. Section 3 of the Municipal Government Act (MGA) states the purposes of a municipality are:

- (a) to provide good government,
- (b) to provide services, facilities, or other things that, in the opinion of council, are necessary or desirable for all or part of the municipality, and
- (c) to develop and maintain safe and viable communities.

2. Section 201(1) of the MGA states that a council is responsible for:

- (a) developing and evaluating the policies and programs of the municipality, and
- (c) carrying out the powers, duties and functions expressly given to it under this or any other enactment.

RECOMMENDATION

That Council approve the following resolution:

That updated Policy CC(9) be approved as presented.

PREPARED BY: Michael Kartusch, Manager of I.T. Services



REVIEWED BY: Michael Minchin, Director of Corporate Services

