



Council Policy

Policy Number: ply_EXC_Council_Technology_Allowance_and_Support

Council Technology Allowance and Support

Date Approved by Council:

Resolution No.:

Mayor:

County Commissioner:

1. Purpose

This policy prescribes the technology allowance and support available to Elected Officials of Sturgeon County.

2. Revision History

<i>Approval Date</i>	<i>Revision Number</i>	<i>Modification</i>
xxxx	1.0	New Document

3. Persons/Areas Affected

Elected Officials of Sturgeon County

4. Definitions

The following definitions and interpretations apply in this policy:

Council means the Council of Sturgeon County

County means the Municipality of Sturgeon County.

County Commissioner means the person appointed as Chief Administrative Officer of Sturgeon County, or his or her designate.

Elected Officials are the Mayor and Councillors of Sturgeon County.

5. Policy Statement

5.1. Sturgeon County Elected Officials require technology and technological support in order to fulfill their duties effectively. This policy prescribes the technology allowance and support available to Elected Officials.



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6. Technology Allowance

- 6.1. Upon being elected to Council, Elected Officials shall receive a cell phone, with the cost of the device and reasonable charges to be covered by the County. Costs for excessive data, roaming charges, and long-distance phone calls will be the responsibility of the Elected Official.
- 6.2. Upon being elected to Council, Elected Officials shall also receive a tablet or laptop and the required accessories and software to complete their work.
- 6.3. In recognition of the rapid pace of technological advancement, in addition to allocations for a cell phone and tablet/laptop, Council shall budget annually for emergent technological requests. Expenses less than \$1,000 shall be considered by the County Commissioner based on budget availability. Expenses more than \$1,000 shall be referred to the Governance and Council Services Committee for consideration.
- 6.4. Elected Officials shall use devices only in accordance with the County's acceptable terms of use.
- 6.5. Only devices that can be supported by the County's Information Services Department shall be issued.
- 6.6. Devices shall be replaced in accordance with the replacement schedule determined by the County Commissioner.

7. Technology Support

- 7.1. The County Commissioner shall ensure technology support is made available to Elected Officials.

8. Effective Date

- 8.1. This Policy takes effect on October 21, 2025.