



Information Technology Allowance for City Councillors

1. Purpose & Objective

This policy is intended to establish financial support available to City Councillors for the purchase and maintenance of electronic equipment and connections that may be required to allow the Councillor to satisfy the duties of their position.

The allowance will allow Councillors to:

- 1.1 Communicate with their constituents and colleagues regarding meetings and activities of City Council.
- 1.2 Communicate with their constituents regarding the business and services of the City and its agencies.
- 1.3 Receive all meeting packages and communications electronically.

2 Procedure

- 2.1 Each Councillor shall receive the Information Technology Allowance of \$1,600.00 per year, less taxes, to procure, furnish and operate all Information Technology and Telecommunication equipment required to discharge the duties of their position.
- 2.2 This allowance will be paid annually on the second pay period of November each year of their term.
- 2.3 Computer equipment utilized or purchased by the Councillor must be compatible with any system currently being used by the City of Lloydminster for the provision of electronic agendas and communication with council.
- 2.4 Each Councillor will be responsible to purchase equipment of their choice.
- 2.5 In the event that a Councillor leaves his/her position prior to the end of his/her term, he/she will be required to repay, on a pro-rated basis, the portion of the Information Technology Allowance he/she is no longer entitled to.
- 2.6 Any additional costs over and above the yearly Information Technology Allowance will be the responsibility of the individual Councillor.

3 Responsibility

- 3.1 City Clerk will review and update this policy as required.