



POLICY NO. 66

INFORMATION TECHNOLOGY POLICY

1. It shall be the policy of the Municipality of Barrington to provide councillors with an allowance to purchase up-to-date technology to assist in their role as councillor. An allowance of a maximum of \$2,050.00 for the 4 year term shall be provided and receipts or invoices supporting purchases must be provided for reimbursement of payment.
2. The allowance may be used for the purchase of a laptop, blackberry, tablet, smart phone, printer, supplies, maintenance, etc.
3. Councillors are responsible for all IT equipment, maintenance and supplies (paper and ink cartridges).
4. Councillors shall ensure that the Municipal Office is advised of up-to-date e-mail addresses, phone numbers, etc.
5. Councillors must provide adequate security to ensure restricted access to municipal information contained on device.
6. Councillors must ensure that all municipal information is removed from device when no longer an active member of council or when device is no longer used for municipal purposes.
7. All equipment and supplies purchased under this policy become the ownership of the councillor.

Approved March 25, 2013