



County of Brant Council Report

To: To the Mayor and Members of County of Brant Council
From: Alysha Dyjach, Director of Council Services/ Clerk
Date: November 22, 2022
Report #: RPT-350-22
Subject: 2022-2026 Councillor Technology Equipment Options
Purpose: For Approval

Recommendation

That RPT-350-22 “2022-2026 Councillor Technology Resources” be approved; and
That Councillors provide the Clerk with their preferred equipment solution option by November 25, 2022 in order to facilitate purchasing.

Strategic Plan Priority

Strategic Priority 2 - Effective Communication

Impacts and Mitigation

Social Impacts

The technological solution chosen by Councillors will impact their ability to be accessible to residents.

Environmental Impacts

None

Economic Impacts

The purchase costs for the technology equipment and 2022 associated data charges can be accommodated in the 2022 Mayor and Council Administration Budget. The draft 2023 budget will include any changes to data charges.

Report

Background

Councillors, in the performance of their duties, require access to a large amount of electronic information. They and also need to communicate with each other, residents, and County staff in a timely and efficient manner.

Business and Technology Solutions has developed two equipment options for the 2022-2026 term of Council that will enable Councillors to successfully navigate and use the information they will be receiving in their new roles.

Analysis

Equipment Option 1

The purchase of an iPad with (or without) a data plan. This is the option that Councillors currently utilize. This is a lower-cost solution that allows email communication and agenda review on a large tablet sized device. Councillors who chose this option could be provided with a data plan that accompanies the iPad to allow communication while outside of Wi-Fi zones. This option does not provide Councillors with cellular service and Councillors would need to utilize private devices and/or a home telephone line to communicate with residents.

There are two options for Councillors who chose this option: a tablet with Wi-fi only, and a tablet with Wi-fi and data plan. The purchase cost for a tablet with Wi-fi only capabilities is approximately \$425.00. The cost for the purchase of a tablet with cellular service is \$599.00 plus a monthly data cost of \$16.00 per month. For those Councillors who currently have a County tablet and want to continue on with their data plan, there will be no budgetary impact.

Equipment Option 2

The purchase of a cell phone and a laptop. This option allows for email and agenda review with the laptop. It also includes a cell phone. This option allows Councillors to take and make constituent calls on a County of Brant device and would alleviate the requirement to use personal devices for this function.

The purchase cost of a laptop is \$1150.00. This cost includes a 4-year warranty. A wireless mouse and keyboard to accompany the laptop would be an additional \$60.00. The laptop would require an internet connection or Wi-fi to access the internet.

The purchase cost of an iPhone 13 is \$396. An accompanying case costs \$ 25.00 and a monthly data plan below 6 GB is \$25.00. Should a data plan of above 6 GB be required, the monthly cost is \$45.00 per month. Please note that the higher than 6 GB package is more expensive than the \$300 cell phone budget.

Equipment Option # 2 is the preferred staff solution due to its holistic approach to information management. It is also the preferred solution from a privacy and transparency perspective as it ensures that County information is protected and held secure on County owned devices.

Summary and Recommendations

Staff have laid out two equipment options to equip Councillors with the tools they need to be successful during the 2022-2026 term of office. Due to the time delay of 3-4 weeks required for the procurement process, staff are requesting that Councillors forward their decisions to the Clerk by November 25, 2022.

Attachments

None

Reviewed By

H. Boyd- General Manager Corporate Services

Copied To

By-law and/or Agreement

By-law Required	No
Agreement(s) or other documents to be signed by Mayor and /or Clerk	No