



Subject: Remote Site Meeting Equipment

Report to: Thorold City Council

Recommendations

1. That a budget adjustment of \$5,500 for purchase of equipment and services to support live-streaming meetings at remote locations, **BE APPROVED** to be funded from the Municipal Development Reserve.

Key Facts

- The City makes every effort possible to ensure all public meetings are live streamed in an effort to improve access and transparency
- A committee of Council has made a request to be able to live stream from locations that lacks the equipment necessary to accomplish this.
- The City currently lacks the equipment and services required to fulfil this request.

Budgetary Status

The funding of \$5,500 for this project to come from Municipal Development Reserve

Analysis

A committee of Council has made a request to be able to live stream their meetings from locations that are either not owned by the City or does not have any permanently mounted equipment in it to support live streaming. The City does not currently own any portable equipment that is capable to support this request.

These budget amounts are for the purchase of a laptop, 360 degree camera, portable cellular / WiFi hot spot, rolling carrying case, cellular charges, and any other minor accessories required (power bar, extension cord, etc.).

This package of equipment is intended to be a complete package of everything required to support remote live streaming and would not be dependent on the location provided any services, such as WiFi access, with the only exception being electricity. Care,

control, and operation of this equipment package would be with the Clerk's department to ensure its safe storage and security.

Alternatives Reviewed

Not applicable

Relationship to Strategic Plan

Service Modernization

Other Pertinent Reports

Not applicable

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