



**MINUTES OF THE CITY OF GRANDE PRAIRIE
FINANCIAL & ADMINISTRATIVE SERVICES COMMITTEE**

**October 10, 2023, 9:00 A.M.
Council Chambers, City Hall**

MEMBERS PRESENT	D. Bressey W. Pilat J. Clayton	Deputy Chair Councillor Mayor
MEMBER(S) ABSENT	G. Blackmore	Committee Chair
ALSO PRESENT	G. Berg W. Bosch M. O'Connor C. Thiessen S. Bourke D. Whiteway B. Glavin D. Lemieux J. MacEachern J. Freeman (virtual) A. Van Beekveld	Councillor Councillor Councillor Councillor City Manager Chief Financial Officer Chief Operating Officer Chief Public & Protective Services Officer Chief of Staff City Solicitor Council Committee Coordinator

1. CALL TO ORDER

The meeting was called to order at 9:01 a.m.

2. LAND ACKNOWLEDGEMENT

3. DELEGATIONS

4. REPORTS

4.1 Service Area Update

D. Whiteway, Chief Financial Officer, presented Committee with an update on the current and projected activities planned throughout the service area:

- Assessment & Taxation - Collection agencies are working on any outstanding BIA business or manufactured home balances. Supplementary tax notices will be mailed out within the next week.
- Finance - Budget planning is ongoing. Administration is working with Directors and Chiefs to compile information for the budget book which will be presented during deliberations November 15-17. The Budget Engagement took place last week; great information and feedback were provided. Administration is working on processes to complete the September month end in preparation for the Q3 report.

- Procurement - Administration is working with departments to determine requirements for the remainder of the year. Focus is ongoing for sale of surplus/retired assets.
- GIS & ITS - The new On-Call 911 dispatch system is launching for the Fire Department today. This has been years in development and is a significant milestone. The subscription-based SMS notifications feature pilot is complete and will be available through the citizen portal later this year.

5. CORRESPONDENCE

6. OTHER BUSINESS

7. BYLAW & POLICY REVIEW

8. OUTSTANDING ITEMS LIST

The Committee reviewed the Financial & Administrative Services Committee Outstanding Items List for October 10, 2023.

MOVED by J. Clayton

Committee receive the October 10 Outstanding Items List, as presented, for information.

CARRIED (3 to 0)

9. ADJOURN

The meeting ended at 9:05 a.m.

Deputy Chair

City Clerk