

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

June 24, 2025, 9:45 A.M.
Council Chambers, City Hall

MEMBERS PRESENT	G. Berg	Committee Chair
	C. Thiessen	Councillor
	D. Bressey	Councillor
	J. Clayton	Mayor
ALSO PRESENT	M. O'Connor	Councillor
	W. Pilat	Councillor
	S. Bourke	City Manager
	D. Whiteway	Chief Financial Officer
	B. Glavin	Chief Operating Officer
	S. Cajolais	Chief Public & Protective Services Officer, Acting
	P. Bailey	Chief Strategy Officer
	A. Van Beekveld	Council Committee Coordinator

1. CALL TO ORDER

The meeting was called to order at 10:43 a.m.

2. ADOPTION OF AGENDA

MOVED by C. Thiessen
Committee adopt the agenda as presented.

CARRIED (4 to 0)

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:

- Financial Management - Forecasting and variance reporting are underway for the month of May. Administration continues to work with departments on budget activities to review and compile operating, staffing and capital requirements for the coming years.
- Taxation & Assessment - The tax due date of June 30 is quickly approaching; City Hall will be open until 6:00 p.m. on June 26, 27 and 30 to allow an opportunity for residents who cannot make it to City Hall during regular business hours. Accounts with an outstanding balance on July 1 will be subject to a penalty. Residents are

reminded that if payments are made using online banking, it takes 2 to 3 business days for the City to receive it.

- Procurement & Supply Chain Management - The following bids are currently open: 2025 Minor Resurfacing Program; Health & Safety Management Systems; Paving Stone Remediation; Street Traffic Signal Work; Asset Management Software; Road Rehabilitation Program; Copperwood Ditch Work; and HVAC Maintenance and Repair.
- Geographical & Information Technology Services - The publishing of historical imagery has been ongoing; 1985, 1991, and 1998 imagery is now available on the City's Property Viewer. Administration continues preparations for the Integrated Emergency Communication Centre.

4.2 Municipal Financial Comparisons

D. Whiteway, Chief Financial Officer, presented Committee with comparative financial information from various Albertan municipalities.

MOVED by D. Bressey

Committee receive this report for information.

CARRIED (4 to 0)

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 June 24, 2025.

MOVED by C. Thiessen

Committee receive the June 24 Outstanding Items List, as amended, for information.

CARRIED (4 to 0)

9. **ADJOURN**

The meeting ended at 10:55 a.m.

Chair

Council Committee Coordinator