

City of Parksville Introduces FilePro System

This week the City of Parksville introduced FilePro, an online database that efficiently organizes and stores information, allowing people to easily search, print and publish key documents such as agendas, minutes, bylaws, and related reports. With FilePro, the City has opened up access to this information to website visitors from Parksville and around the world.

The online information is quickly and easily accessible and searchable for residents whenever they need it. For now, the new system holds documents such as minutes, agendas and reports back to 2009. As time permits, earlier documents will be added and going forward, future agendas, minutes, reports and bylaws will be added to the site when available. Reports as part of Council and Committee of the Whole meetings will now be linked to minutes for permanent reference.

Highlights of this new system for include:

- Information organized in a structured, easy to read menu
- Council and Committee minutes and reports are linked for easy reference
- User friendly key word search capabilities
- Documents can be bookmarked for quick retrieval
- Accessible 24/7 from any computer

The FilePro system also serves as a means to preserve data in the event of an emergency or crisis.

Residents are encouraged to try FilePro which is accessible from the home page of the City's website or through <https://parksville.civicweb.net/Documents/DocumentList.aspx>. Should residents have questions or comments about FilePro or need assistance in using this new system, we would be pleased to help - by phone 250 954-3073 or by email to communications@parksville.ca

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