

April 2024 Meetings

S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

Council Meetings

Flagstaff County Council Meetings are conducted the 2nd and 4th Wednesday of each month commencing at 9 a.m. unless otherwise planned.

Council and Committee meeting agendas are available at the County's website at: flagstaff.ab.ca/council/meetings-and-minutes

County Office: 780-384-4100
1-877-387-4100

Email: county@flagstaff.ab.ca

Stay Connected with Us:



Office Hours:

Monday to Friday
8 a.m. - 4 p.m.
(Closed Noon - 1 p.m.)

Address: 12435 Township
Road 442
P.O. Box 358
Sedgewick, AB
T0B 4C0



flagstaff.ab.ca



MG 30 RESIDENTIAL DUST SUPPRESSANT AGREEMENT



Flagstaff County
12435 TWP RD 442
Box 358
Sedgewick, AB T0B 4C0
Phone: (780) 384-4100
Fax: (780) 384-3635

Deadline: May 1st, 2024

APPLICATION FOR MG 30 DUST SUPPRESSANT AND PAYMENT AUTHORIZATION

I, _____ and _____,

the "Resident(s)" of the following lands:

Address _____
Phone _____ do hereby request

Flagstaff County to supply and apply dust control (MG 30). Please indicate your choice of application:

- _____ 1. 100 Meters = \$ 865.20
- _____ 2. 200 Meters = \$ 1,730.40
- _____ 3. 300 Meters = \$ 2,595.60
- _____ 4. 400 Meters = \$ 3,460.80

*All prices include GST

The Resident recognizes roadways are subject to seasonal weather changes, traffic volume and vehicle weight. Dust suppressants will be maintained as required at the discretion of Flagstaff County. This impacts the effectiveness and life expectancy of the dust suppressant.

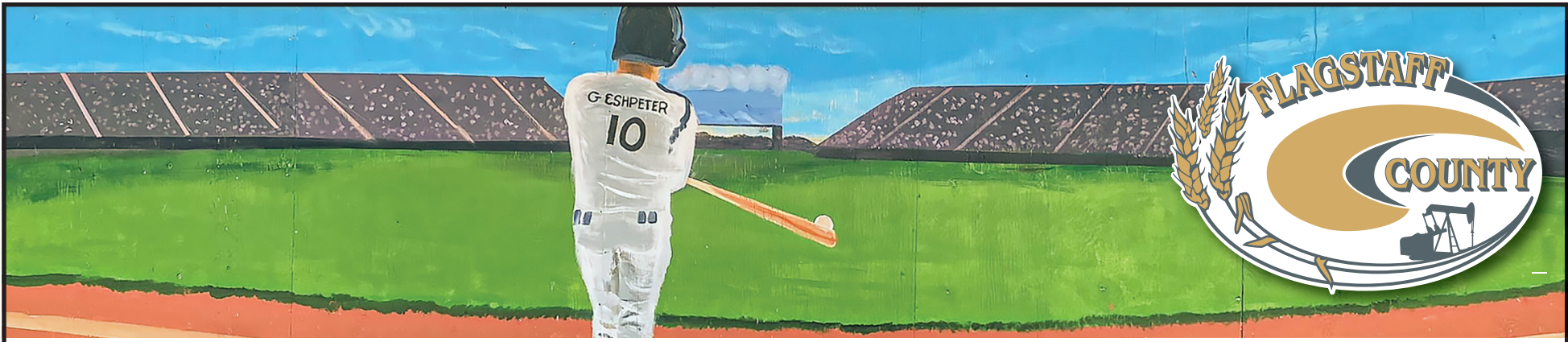
Residents may apply for a second application to be received by **August 1st, 2024**. **Late requests will be returned, no exceptions.** **Note: All Dust Controls may be bladed in the spring and prior to winter.**

Payment must be returned with application via cheque or internet banking options (including e-transfer) are available, please refer to the County website www.flagstaff.ab.ca for more information.

Dated at _____, in the Province of Alberta,
this _____ day of _____, 20__.

Municipal Services Director

Resident(s)



Why Work With Us: At Flagstaff County, we're committed to building a stronger, vibrant, and sustainable community. We actively engage with local communities, businesses, and government bodies, ensuring transparent financial management and promoting environmental sustainability.

Flagstaff County's Vision and Principles:

Vision: At Flagstaff County, we envision a vibrant and sustainable regional community that preserves our rural essence and enhances the quality of life for all residents.

Principles: Our Council has established three fundamental principles that guide our actions and decision-making: **collaboration, fiscal leadership & environmental responsibility.**

Flagstaff County is unwavering in our dedication to these principles, and they form the foundation of our work. Join our team and contribute to the betterment of our community while upholding these core values.

Interested candidates are encouraged to submit their resume along with a cover letter by email to:

Contact:
Human Resource Department
Email: Human.Resources@flagstaff.ab.ca
Direct: (780) 384-4100

For the full job description please visit: www.flagstaff.ab.ca

Flagstaff County is recruiting for the full-time position of:
Asset Management / GIS Coordinator

Position Overview: Reporting directly to the Corporate Services Director, the Asset Management/GIS (Graphic Information Systems) Coordinator will support the Corporate Services Director in the implementation of the County's Asset Management Program and management of the County's GIS database and information system. The individual will work collaboratively with the departments and business units to support the implementation of the asset management activities and processes as outlined in the County's Asset Management Policy and Roadmap. As the GIS Coordinator, the individual will work closely with the County's GIS service provider to maintain the County's GIS database system and improve its accuracy. This position will also be responsible for overseeing records management operations and developing records management procedures in accordance with applicable laws and regulatory requirements.

Key Responsibilities:

- 1. Implement and manage the Asset Management Program:** Coordinate with stakeholders to establish processes aligned with the County's Asset Management Policy, evaluate and maintain records of asset management documents, train department staff on asset management processes, and attend asset management events and report progress to the Corporate Services Director.
- 2. Manage GIS database:** Ensure database processes meet County's GIS needs and Asset Management objectives, support departments with GIS needs and information access, collaborate with GIS service provider to maintain and update the database, and address internal and external GIS information requests.
- 3. Records management:** Coordinate with Laserfiche provider for filing practices and records management systems, oversee records retention and disposal according to schedule, ensure compliance with policies and legislation, and provide training and troubleshooting for records management. Ensure compliance with County policies, health and safety program, and HR guidelines.

Qualifications:

- Post Secondary diploma in a relevant discipline (GIS and database management, engineering technology, asset management, or other related disciplines).
- A minimum of 3 years of related experience in the municipal service delivery field with at least 1 year of related experience in the GIS and database management applications.
- Knowledge of ArcGIS, GeoMedia Professional, GPS data collection, and Microsoft office applications. Proven knowledge of records and information management standards, processes, and terminology.
- Ability to develop clear and concise reports, correspondence, or other written materials. Strong organizational, prioritization, and time management skills.
- Ability to communicate and interact well with stakeholders with different levels of technical expertise. Excellent interpersonal skills that support building strong relationships with internal and external stakeholders.
- Experience in the use of the Laserfiche program and knowledge of local government procedures and municipal service delivery is an asset.

Position Type: Permanent Full-time
Hours of Work: Monday to Friday, 7 hrs/day—35 hrs/week
Salary Range: \$76,426.02—\$93,994.35 annually
Closing Date: Until a suitable candidate is selected

Count Yourself In!



2024 Municipal Census

Help us to serve you better.

Flagstaff County will be conducting a census starting May 1 to determine population location to set electoral boundaries and help support other municipal services.

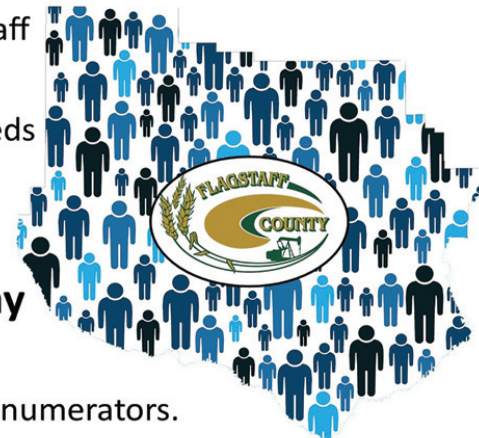
Residents will be receiving a code in late April to participate in the census online.

We strongly encourage you to use the online census portal as this will help reduce the cost of the census.

Census enumerators will begin May 22 visiting properties that did not submit online. Stay tuned for further details.

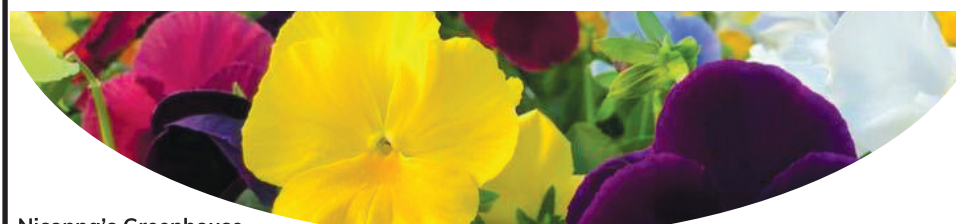
Enumerators wanted

Interested in helping Flagstaff County get the information we need to plan for the needs of our community?



Become a Census Enumerator from May 22 to June 27, 2024.

Training is provided for all enumerators. Compensation will be \$25/hour, plus mileage and a potential bonus. For more information on compensation, skills required, working hours and to apply, visit: flagstaff.ab.ca/opportunities/employment.



Niconna's Greenhouse

Open April 22, 2024
11067-Hwy 602, Alliance
Hours: 9 am - 7 pm
Open 7 days a week

The Tree Corral

Open May 18, 2024
3 miles west of Hardisty or 1 mile east of 872 on Highway 13
Hours: 9 am - 7 pm
Open 7 days a week until July 1st, 2024, then it is best to call 780-888-3862 prior to visiting.

Plymouth Park Farm

Open May 1, 2024
4502 47Ave., Sedgewick
Hours: 9 am - 9 pm
Open 7 days a week

Country Girl Greenhouse

Open May 1, 2024
4913-55 St., Killam
Hours: 10 am - 8 pm
Open 7 days a week

Forster's Greenhouse

Open April 26, 2024
14516 Hwy 53, Forestburg
Hours: 9 am - 9 pm
Open 7 days a week

Iron Creek Museum Greenhouse

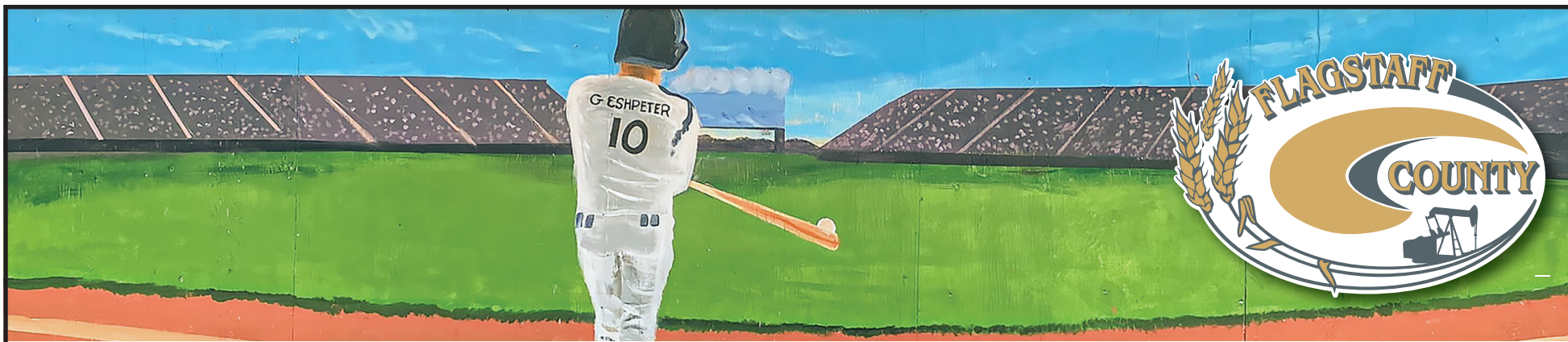
Open May 9, 2024
4707-48 St., Loughheed Curling Rink (south entrance)
Hours: 11 am - 7 pm
Open 7 days a week only open until May 24, 2024

Greenhouses Open for Business



A penalty of 6% will be levied on all outstanding taxes on May 1. To avoid penalties, payments made by mail must be postmarked no later than April 30, and payments made by Internet banking or TelPay must be received no later than April 30.

For more information on taxation, please visit our website at: <https://www.flagstaff.ab.ca/county-services/taxations>.



Pollinator Habitat Establishment Program

Back this year!

100% of all costs covered for County residents!

Applications are now being accepted. Please visit: bit.ly/FlagstaffPollinatorProgram for more details.

Content Creation Workshop

with
SOCIAL PEOPLE

The Hive, Sedgewick
April 24th
10 am - 3 pm

Flagstaff crafted

VISIT FLAGSTAFF.AB.CA TO GET YOUR TICKET

Council Highlights

Regular Council Meeting of April 10, 2024

Council Highlights briefly identify decisions made by Council. Council encourages its residents, businesses and stakeholders to keep in touch with Council news.

CR-01-2024 West Area Crushing Tender
Council accepted the bid received for the Supply, Crush and Stockpiling of Gravel (CR-01-2024) for the West Area of the County, from McDonald Aggregates Inc., in the amount of \$687,500 plus fuel adjustment if required.

CR-02-2024 Southwest Area Crushing Tender
Council accepted the bid received for the Supply, Crush, and Stockpiling of Gravel (CR-02-2024) for the Southwest Area of the County, from McNabb Construction Ltd. in the amount of \$945,000 plus fuel adjustment if required and fund all additional costs from Reserves – Gravel.

Purchase of 2024 Excavator with Mulcher Attachment
Council accepted the quote provided from Rocky Mountain Equipment for the purchase of a 2024 Case CX140E Hydraulic Excavator with a 2024 FAE Mulcher attachment, totalling \$349,000 plus GST.

Forestburg South Road — Range Road 152
Council defeated a motion to proceed with the Road Recovery Project on Forestburg South Road (ENE 34-41-15 Range Road 152 south for 3.5 miles) as approved in the 2024 Business Plan and Budget. Council approved to maintain the Forestburg South Road (ENE 34-41-15 Range Road 152 south for 3.5 miles) as is until the oiled surface road deteriorates to 50% of the 3.5-mile length to gravel.

2024 Dust Suppressant Program
Council approved to accept the quote received for the Supply, Delivery, and Application of MG30 dust suppressant for the 2024 Dust Suppressant Program, from Kortech Calcium Services in the amount of \$0.299 per litre.

Results of 2025 Business Plan and Budget Public Participation Plan
Council accepted the feedback gained through the Business Plan and Budget Public Participation Plan and will further evaluate the feedback when reviewing the Programs and Services Priorities and in the development of the 2025 Business Plan and Budget.

2024 Tourism Assistance Grant — Forestburg Arena — Buckin in the Burg
Council approved the Tourism Assistance Grant of \$3,000 to the Forestburg Arena Association for the Buckin in the Burg event.

Flagstaff Historical Society — Request for Residual Funds
Council approved to provide the Flagstaff Historical Society with the residual funds left in trust in 1998 from a previous Historical Sites Committee, in the amount of \$2,290.85 which includes accumulated interest.

Village of Forestburg — Request for Letter of Support for Industrial Subdivision
Council approved to support the Village of Forestburg's application to Prairies Canada under the Canada Coal Transition Initiative – Infrastructure Fund (CCTI-IF) for the construction of infrastructure identified in the Flagstaff/Forestburg Area Structure Plan.

Funding for Regional Rural Economic Development Alliances
Council approved to provide a letter to the Alberta Government in support of the Regional Rural Economic Development Alliances (REDA) to continue to receive the \$125,000 funding for operations and not the current suggested funding matrix, as currently the REDA is only eligible for \$97,000 given the current funding structure with funding falling each year until year 3 when funding ceases.

Once approved, the full Council Meeting minutes can be found at www.flagstaff.ab.ca under the "Council" tab and in the "Meetings and Minutes" section.