

## July 2021 Meetings

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			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	31

### 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](http://flagstaff.ab.ca/council/meetings-and-minutes)

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

**Email:** [county@flagstaff.ab.ca](mailto:county@flagstaff.ab.ca)

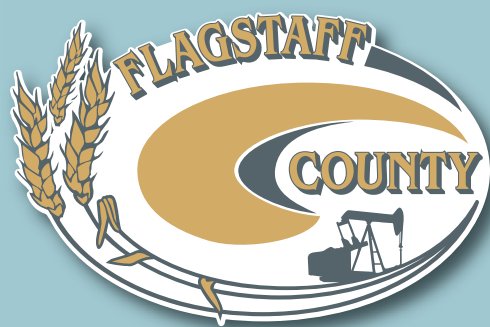
### Stay Connected with Us:



### 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](http://flagstaff.ab.ca)



Flagstaff County is recruiting for the permanent full-time position of:

## Assistant Agricultural Fieldman



### Flagstaff County Vision:

To be a strong, vibrant and sustainable regional community of communities through collaboration and a focus on economic, social and environmental cooperation that contributes to a rural essence and quality of life.

To view the full job description, please refer to the Flagstaff County website at [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)

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

Flagstaff County  
12435 Township Road 442,  
PO Box 358  
Sedgewick, AB T0B 4C0

**Contact:**  
Harry Brook  
Agricultural Fieldman  
Email: [hbrook@flagstaff.ab.ca](mailto:hbrook@flagstaff.ab.ca)  
Direct: (780) 384-138

Thank you to all applicants for your interest in Flagstaff County; however, only those chosen for an interview will be contacted.

### Summary of Position:

The Assistant Agricultural Fieldman shares the responsibility for the development, coordination and delivery of Agricultural Service Board (ASB) and Recreational Parks programs in accordance with policies and bylaws established by County Council, and is responsible for the delivery of the agricultural and environmental extension programming as follows:

- Responsible for the seasonal operations of the Agricultural Service Board (ASB) and Recreational Parks programs, as well as assisting with the development and delivery of all agricultural and extension programming.
- Responsible for the Shelterbelt Enhancement Program, Weed Control program, Nuisance Wildlife Control program, herbicide application, inspection and maintenance of tankloading facilities, and to assist the Agricultural Fieldman to coordinate and perform inspections of all Seed Cleaning Plants.
- Ensures the maintenance of all ASB and Parks department equipment in coordination with the Public Works shop staff.
- Assist in the Agricultural Service Board (ASB) agenda preparation, including preparing background information, alternatives and recommendations that require direction from the Board.
- Assist in the planning and budgeting of the above programs in consultation with the Agricultural Service Board, other department staff and the Chief Administrative Officer.
- Assist in the monitoring of expenditures and the analysis of program costs and effectiveness to ensure compliance to the budget on an ongoing basis.
- Responsible for the supervision, training and coordinating the activities of all seasonal staff for the Agricultural Service Board (ASB) and Recreational Parks programs.
- Acts as municipal inspector under the Weed Control Act; Pest Control Officer under the Agricultural Pests Act; and Soil Conservation Officer under the Soil Conservation Act.
- Provides leadership and works with department staff to develop and retain highly competent, customer service-oriented staff through selection, compensation, training and day-to-day supervisory practices which support the County's vision.
- Make recommendations to the Agricultural Fieldman regarding performance management, including hiring and/or dismissal of seasonal staff.
- Maintains membership in good standing with the Association of Alberta Agricultural Fieldmen.
- Ensures a safe work environment for department personnel at all work sites and contracted project sites by ensuring compliance with Flagstaff County policies, the Health and Safety program and the Human Resources guidelines and procedures.
- Such other duties and responsibilities as may be assigned from time to time by the Supervisor.

### Qualifications:

- A minimum of three (3) years of related experience in an agricultural supervisory role with a strong working knowledge of the principles and practices of supervision to enable him/her to perform his/her duties completely and effectively.
- A minimum of a post-secondary diploma in agricultural/environmental related discipline.
- Skilled in planning and organizing work, supervising staff and delegating work effectively.
- Ability to develop clear and concise reports, correspondence and other written materials, with excellent communication skills.
- Ability to establish and maintain effective working relationships with management teams and staff, contractors and others encountered in the course of work.
- Thorough knowledge of agricultural practices with a strong understanding of the principles and practices of public administration, including budgeting, purchasing and the maintenance of public records, organization and functions of an appointed Committee.
- Valid driver's licence.
- Proficiency in Microsoft Office applications.

Position Type: Permanent Full-Time  
Hours of Work: Monday to Friday, 8 hours/day  
Salary Range: \$67,437.78—\$82,939.95  
Closing Date: Until suitable candidate is found.

## Interested in joining Flagstaff County's Agricultural Service Board as a Member at Large?

The Agricultural Service Board (ASB) is an advisory board of Flagstaff County, which reviews and makes recommendations on agricultural policies and other agriculture-related matters of the County. The Agricultural Service Board usually meets six times a year and is seeking one member from Flagstaff County for a three-year term.

For more information, visit the Flagstaff County website at: [www.flagstaff.ab.ca](http://www.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: August 1<sup>st</sup>, 2021**

**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 = \$ 810.60
- \_\_\_\_\_ 2. 200 Meters = \$ 1,589.70
- \_\_\_\_\_ 3. 300 Meters = \$ 2,368.80
- \_\_\_\_\_ 4. 400 Meters = \$ 3,147.90

\*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.

**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](http://www.flagstaff.ab.ca) for more information.**

Dated at \_\_\_\_\_, in the Province of Alberta,  
 this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_ Field Coordinator      \_\_\_\_\_ Resident(s)

**Public Works Updates**

Please refer to [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca) for up-to-date road work happening throughout the County.

**Road Recovery**

Crews will continue working on the following shoulder pulling project this week:

- **West of Heisler on Range Road 163, south from Township Road 440 to Township Road 430 for 6.0 miles.**

Once this project has been completed, crews will be moving to the following shoulder pulling project:

- **Southwest of Forestburg on Range Road 160, south from Highway 53 to Township Road 410 for 6.0 miles.**

**Gravelling Crews**

As the summer re-gravel program is underway, please be aware of gravel trucks on County roadways. Please slow down when passing gravel trucks to avoid loose gravel.

**Public Works Services**

Please visit the Flagstaff County website at [flagstaff.ab.ca](http://flagstaff.ab.ca) for information regarding Gravel Sales, Residential Laneway Maintenance, Road Maintenance, Hamlet Services, and more.

*Please keep in mind that our seasonal crews will be out working on our roadways and to use extreme caution while travelling on these roads while they are being maintained in any way. We thank you in advance for your cooperation during this season.*