

## December 2023 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 31	25	26	27	28	29	30

 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 County is recruiting for the temporary position of:

## Human Resources Advisor

Flagstaff County is located in East Central Alberta and is a safe, caring and vibrant community. We are recruiting a Human Resource Advisor to fill a 1 year temporary position. This position will be responsible for human resource strategies, recruitment, training and development, compensation, and benefits, strengthening employer and employee relations and compliance with regulatory laws.

### Responsibilities will include:

- Recruitment and hiring processes, including onboarding and orientation.
- Coordination of training and development opportunities
- Management of employee benefit programs
- Providing guidance to Directors and Supervisors, on human resources matters, including acting as an employee/ employer liaison to ensure effective communication
- Supervision and Leadership for Health and Safety Officer position and programs

### Qualifications:

- Post Secondary degree or diploma in Human Resources Management, or Business or a related discipline.
- 3 to 5 years related work experience including supervisory experience.
- Preference to a candidate with a CPHR designation.

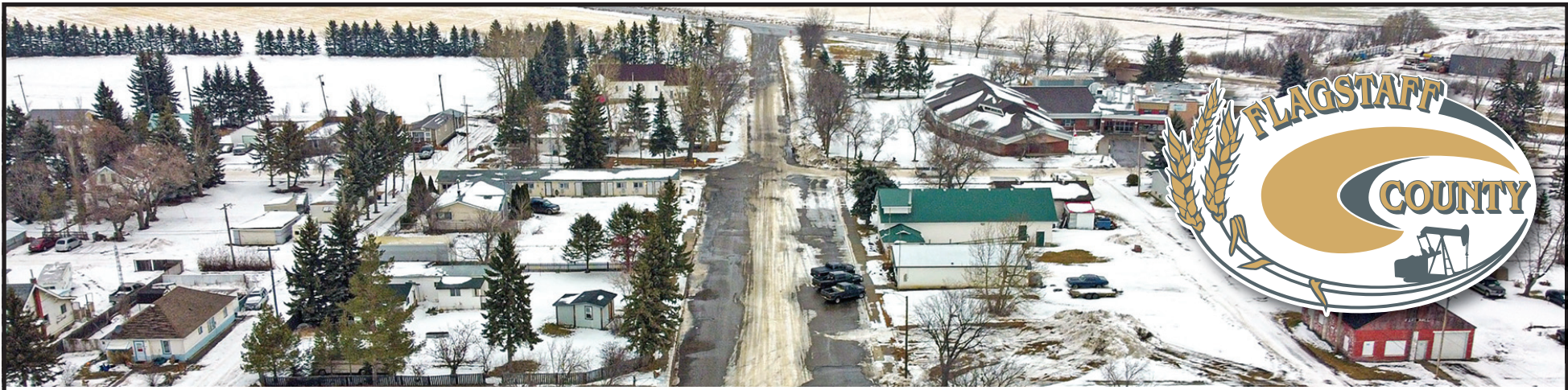
For the full job description which includes all preferred job qualifications please visit: [www.flagstaff.ab.ca](http://www.flagstaff.ab.ca)

**Position Type:** Full-Time Position  
**Hours of Work:** Monday to Friday, 7 hrs/day—35 hrs/wk  
**Salary Range:** \$84,268.46-\$103,639.58  
**Closing Date:** Until a suitable candidate is selected

Interested candidates can submit their resumes with a cover letter by email to:

Candace Adams,  
Human Resources Advisor  
[cadams@flagstaff.ab.ca](mailto:cadams@flagstaff.ab.ca)  
Direct Line: 780-384-4127

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



## SANTA IS COMING TO FLAGSTAFF COUNTY

THURSDAY, DECEMBER 7TH

3:00 PM - 6:00 PM

FLAGSTAFF COUNTY

ADMINISTRATION BUILDING

Come take photos with Santa  
and enjoy some treats!



Flagstaff County will be accepting  
donations to the food bank



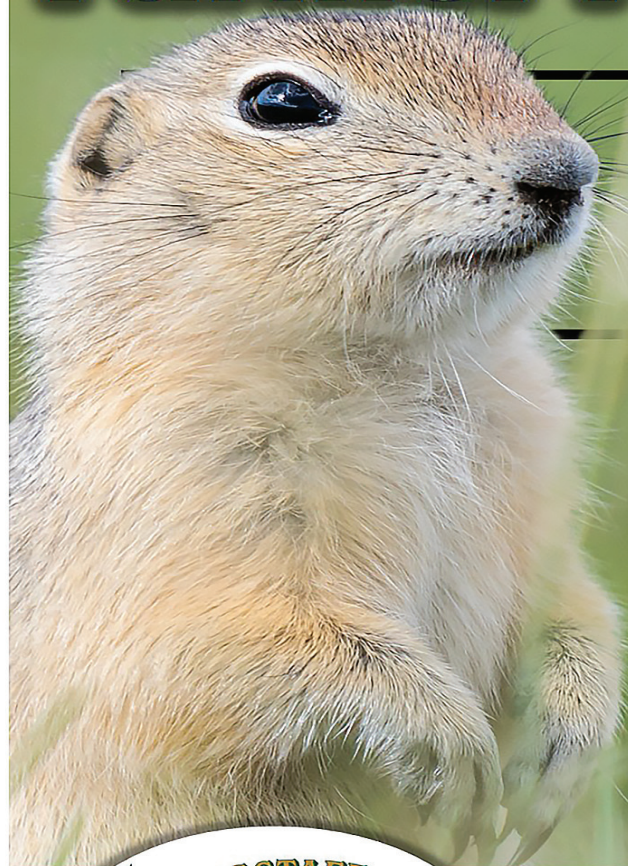
## 2024 Shelterbelt Establishment Program

Apply by  
January 31!

Flagstaff County offers the Shelterbelt Establishment Program to rural landowners to help establish and maintain healthy shelterbelts. Shelterbelts conserve soil, protect crops and yard sites, trap snow, provide wildlife habitat, and beautify the landscape.

For more information, please visit:  
<https://bit.ly/trees2024>.

# Farmer Pesticide Course



## Spring 2024 at the County Office

Controlling rodents such as Richardson's ground squirrels continues to be a challenge for producers in Flagstaff County, especially now that 2% liquid strychnine is no longer registered for use across Canada. One alternative is fumigant Phostoxin.

However, producers must have their Farmer Pesticide Certificate and Exterior Rodent Control Endorsement before purchasing or using Phostoxin. To give producers an opportunity to earn that certificate and endorsement, we are looking at possibly offering another one-day course with a licensed pesticide applicator and safety trainer in the spring of 2024.



If interested in attending in the spring, please contact  
Agricultural Fieldman Nick Dunn via email at  
[ndunn@flagstaff.ab.ca](mailto:ndunn@flagstaff.ab.ca) or by phone at 780-390-0342.





# 2024 Featured Business Program

Applications now open!

If you are a BUSINESS or COMMUNITY DEVELOPMENT ORGANIZATION in the Flagstaff Region, we invite you to apply to be a part of the 2024 Flagstaff Region Featured Business Program.

Visit [flagstaff.ab.ca](http://flagstaff.ab.ca) to apply or if you have any questions about the program, email [klefsrud@flagstaff.ab.ca](mailto:klefsrud@flagstaff.ab.ca).

Deadline to apply is December 29, 2023.

