

September 2024

S	M	T	W	T	F	S
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	5

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



Council Highlights



Regular Council Meeting of September 11, 2024

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

Electoral Boundary Review Project

Council approved the Public Participation Plan for the 2024 Electoral Boundary Review as presented.

The following proposed concept maps will be included as options for consideration during the Public Consultation and Engagement process for the Electoral Boundary Review:

1. 5 divisions showing balanced population
2. 7 divisions showing balanced residences
3. 7 divisions with current electoral boundaries (no change)

As part of the Consultation and Engagement process of the Electoral Boundary Review, an Open House at the Flagstaff County Administration Building on Tuesday, October 1, 2024 is scheduled.

A Special Council meeting will be held Monday, October 7, 2024, for review of public consultation and first reading of the Electoral Boundaries Bylaw.

The December 11, 2024 Council meeting was cancelled and a Council meeting will be held Wednesday, December 18, 2024.

2025 Gravel Production — Contracted Gravel Haul and Stockpile

Council approved that Flagstaff County proceed with tendering for the 2025 Contracted Gravel Haul and Stockpile project, with the results to be brought back to Council for final approval.

Appointment of Development Officer

Council appointed Karen Burnand as the Development Officer for Flagstaff County.

Flagstaff Victim Services — Finding Our Voices Program

Council approved the request from Flagstaff Victim Services to reallocate up to \$2,500 of their 2024 Community Development Assistance Grant to the 'Finding our Voices' program, as this program would qualify under the Community Development Assistance Grant Program.

MD of Provost — Intermunicipal Collaboration Framework Agreement Review

Council approved the renewal of the Intermunicipal Collaboration Framework (ICF) between Flagstaff County and the MD of Provost, with no revisions, for an additional five-year term, as presented.

Alberta Invasive Species Council

Council approved the Agricultural Service Board recommendation to financially support the efforts of the Alberta Invasive Species Council, effective 2025 in the amount of up to \$2,000 annually to be funded by Municipal Taxes.

Leafy Spurge Program

Council approved the Agricultural Service Board recommendation that the helicopter services be adjusted from a 50/50 cost-share to a 75/25 cost-share between the County and Landowner for 2025 to see if there would be an increased uptake in the Leafy Spurge Program.

Village of Forestburg to Acquire Land

Council approved that the Flagstaff County Reeve send a letter to the Village of Forestburg Mayor on behalf of county representatives of the Intermunicipal Planning Committee (IPC) for the Village of Forestburg/Flagstaff County Intermunicipal Development Plan (IDP) to request an IPC meeting to discuss the current status and Village of Forestburg plans for the Urban Expansion Area as outlined in the IDP with Jane Dauphinee of Municipal Planning Services in attendance to provide professional advice.

2024 Tax Sale — Public Auction

Council approved that as the following property was not sold at auction, that Tax Forfeiture Title be obtained and then proceed to public tender for sale:

- Roll # 1007550 – RN67;6;35,36.

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.



Please Join Us For Our Small Business Awards Night

FLAGSTAFF CELEBRATES SUCCESS

GALA

OCT 24 2024
— 5:30 PM —

Killam Community Hall

GUEST SPEAKER JAMES BOETTCHER

Tickets will be available starting October 1st

BOOKKEEPING CLASSES

Classes will be held at Flagstaff County Administrative Building in Sedgewick - Sterling Room

SAVE THE DATE

\$50/class incl. lunch

In partnership with



- Bookkeeping Fundamentals
- Payroll Regulations
- QuickBooks Online
- Excel Level I

75% discount



FLAGSTAFF COMMUNITY ADULT LEARNING
LEARN HERE | CONNECT HERE | BELONG HERE
www.fcal.net

FCAL office
780-385-3712

Braeden at
programs@fcal.net

Dates:
Oct. 10 & 31; Nov. 7 & 28

Each session runs from 9-3PM

Participants need to bring a laptop - please contact us if you need one

Tree Care Workshop



With ISA Certified
Arborist Toso Bozic



Oct. 22, 2024
1 p.m. to 4 p.m.

Flagstaff County Office
To register, call 780-384-4100.



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.

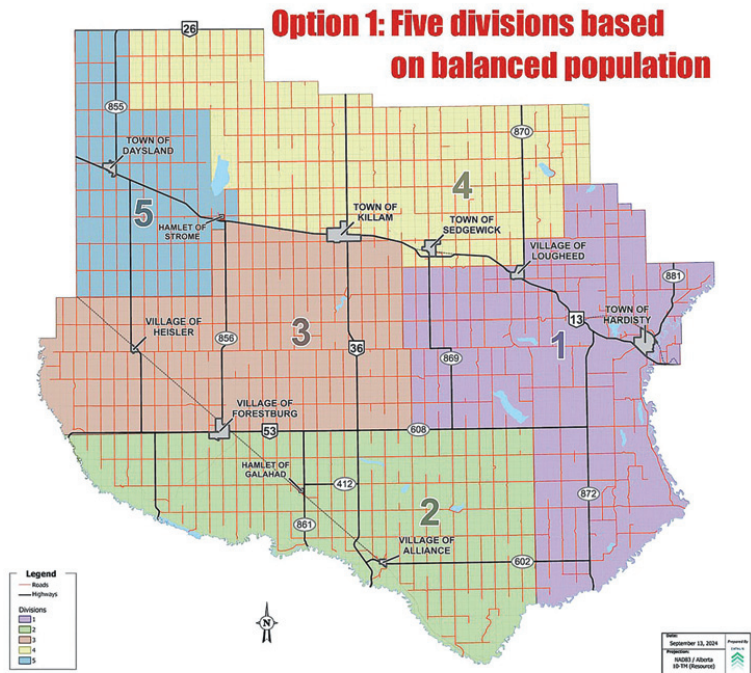
Qualifications:

- 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.

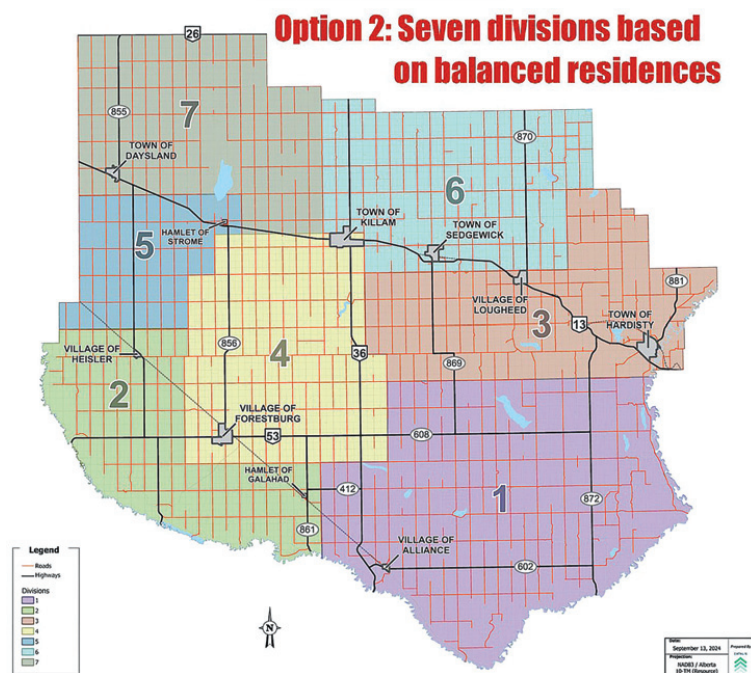
Position Type: Permanent Full-time
Hours of Work: Monday to Friday, 7 hrs/day—35 hrs/wk
Salary Range: \$76,426.02—\$93,994.35 annually
Closing Date: Until a suitable candidate is selected



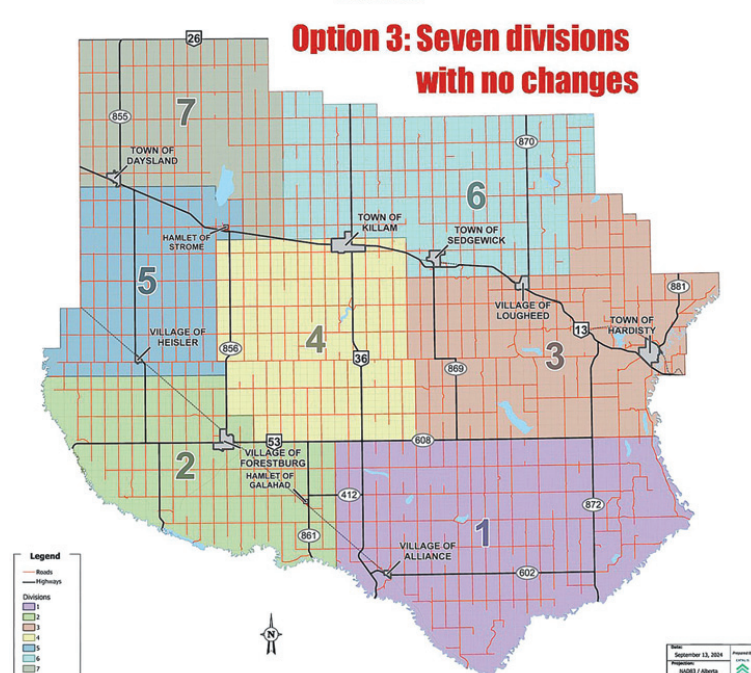
Flagstaff County Electoral Division Boundaries
Five Divisions Based on Balanced Population



Flagstaff County Electoral Division Boundaries
Seven Divisions Based on Balanced Residences



Flagstaff County Electoral Division Boundaries
Current Divisions



Weigh in on Boundaries

Flagstaff County Council is currently conducting an Electoral Boundary Review based on the results of our recently completed census — and we're looking for public feedback. The main issue at stake: Should we reduce the number of councillors from seven to five? County and hamlet residents, you are urged to weigh in on this important issue in a number of ways.

Online or Print Survey

First, register your vote via our online survey at: <https://bit.ly/FlagstaffBoundary> or fill out the survey below, cut it out and drop it off at the Flagstaff County Administration Building or mail it to: Electoral Boundary Review; Flagstaff County; Box 358; Sedgewick, AB; T0B 4C0.

Public Open House

Second, be sure to attend our **Public Open House from 4 p.m. to 7 p.m. on Tuesday, October 1** at the Flagstaff County Administration Building and give us your input in-person.

Email Feedback

Finally, residents are also invited to email your feedback by Wednesday, October 2 to: PublicInput@flagstaff.ab.ca.

What exactly are You Weighing in on?

Council is looking for your choice on the following three options.

- Option 1:** Five divisions based on balanced population.
- Option 2:** Seven divisions based on balanced residences.
- Option 3:** Seven divisions with no changes. Currently, the County is divided into seven electoral divisions, each represented by a single councillor.

For background information and more details, please visit our website at flagstaff.ab.ca.

Fill out a Printed Ballot and Return it to Us

Ballot	My choice for the Flagstaff County Electoral Boundary Review is:
	<ul style="list-style-type: none"> <input type="radio"/> Option 1: Five divisions based on balanced population. <input type="radio"/> Option 2: Seven divisions based on balanced residences. <input type="radio"/> Option 3: Seven divisions with no changes.
	I live in:
<ul style="list-style-type: none"> <input type="radio"/> Rural Flagstaff County. <input type="radio"/> The Hamlet of Strome or Galahad. <input type="radio"/> Other. 	
Drop off this ballot at the Flagstaff County Administration Building or mail it to: Electoral Boundary Review; Flagstaff County; Box 358; Sedgewick, AB; T0B 4C0.	

