



Beaver County Service Centre  
5120 - 50 Street Box 140  
Ryley, Alberta T0B 4A0  
Monday to Friday  
8:30 a.m. - 4:30 p.m.

Phone: (780) 663-3730  
Fax: (780) 663-3602  
Toll Free: 1-866-663-1333  
www.beaver.ab.ca  
Email: administration@beaver.ab.ca

### Employment Opportunity

#### RECEPTIONIST/ADMINISTRATIVE ASSISTANT

Beaver County requires a full-time receptionist at the County Services Centre in Ryley. Responsibilities include telephone and over-the-counter customer service, mail pick-up, sorting, and delivery, cash receipting, filing, assisting staff where needed, and other general office duties. A detailed position profile is available on the County's website.

Qualifications include the completion of Grade 12 and training in administrative assistant skills, or an equivalent combination of education, training, and/or experience. Prior customer service experience is preferred, as well as excellent communication and interpersonal skills, attention to detail, the ability to work independently with minimal supervision, and a sound working knowledge of Outlook, Microsoft Word, and Excel. Experience with cash management or a mathematical aptitude is essential.

Hours of work are 35 hours per week, Monday to Friday. Annual salary range is \$56,213 to \$68,394.

Interested applicants should forward a resume outlining qualifications and experience, and a minimum of three references, to the following address. Applications will be accepted until 4:30 pm, August 7, 2019.

Margaret Jones, Assistant CAO  
Beaver County  
Box 140  
Ryley, AB T0B 4A0  
Phone: (780) 663-3730  
Fax: (780) 663-3602  
email: mjones@beaver.ab.ca  
www.beaver.ab.ca

Beaver County is committed to a healthy and safe work environment. We thank all applicants for their interest, however only individuals selected for an interview will be contacted.

### Road Construction Notice

#### Township Road 502 from Range Road 201 to Range Road 205 is being upgraded.

Over the month of July beginning July 2nd, Township Road 502 from Range Road 201 (Highway 833) and Range Road 205 (Spilstead Road), will be upgraded from an oiled road to all-weather hard surfaced road.

This involves stabilizing the road base with soil cement before applying two coats of "chip seal". While this process is much different from the process to pave a road with asphalt, the end result will seem similar to residents and the travelling public, and will result in roads that are not dusty when dry, nor muddy when wet.

During this time, the roads will be closed to allow crews to work safely; however, access for local landowners will be maintained during construction. Delays are to be expected. We encourage patrons to take alternate routes until the projects are complete. The entire stretch will not be closed at once, we will begin on the west end and work our way east to Highway 833.

There are potential hazards to the public and vehicles during the construction process. This can include heavy machinery, dust or mud, and road materials such as gravel, asphalt coatings and rock chips. After the roads are stabilized, a coat of chip seal will be applied that can make your vehicle dirty.

Finally, there will be loose rock chips present for some time after application that can scratch your vehicle. The final chips will be brushed off after the surface has cured (generally after a few weeks).

Please be advised the speed limit will be 50 km/h while posted, as there will be crews on the road who need to work safely, and it will help keep the loose rock chips more stationary.

This schedule is weather dependent. Thank you for your patience and understanding during construction. If you have any questions, please call the Beaver County Service Centre at 780-663-3730.

### Orange Hawkweed - Stop the Spread!



Orange Hawkweed is a member of the Aster Family native to Europe. It is a fibrous rooted, perennial herb with a milky latex in the stems and leaves.

Hawkweeds develop a low rosette of basal leaves before producing a flowering stem. Dandelion like flowers are borne at the end of the stems. Orange

Hawkweed is unique among both native and introduced hawkweeds in that flowers are a fiery orange colour. Hawkweeds prefer well drained, coarse textured soils, moderately low in organic matter.

Learning to recognize hawkweeds from the many yellow-flowered members of the Aster Family is key to prevention.

Mowing before flowering will prevent seed production of taller plants but will not inhibit reproduction via stolons and rhizomes.

Hand digging of small infestations where all stolons and root can be removed may be effective.

Root fragments can generate new plants therefore any mechanical tiling/cultivation would be ineffective.

Consult your local Beaver County Agricultural Fieldman or Certified Pesticide Dispenser for more information or to report and sightings.

### 2019 Construction Schedule

Schedule is subject to change depending on the weather.

\*\*ECD – Estimated Completion Date TBD – To Be Determined

TASK	START DATE	PROJECTED END DATE	UPDATE – JULY 24
TWP RD 514 RoadTek Repairs	May 21	June 3	Completed – May 23
TWP RD 512 east of SH 630 Phase 3 (2 <sup>nd</sup> lift of chip seal) Phase 4 (Final sweep of chips)	May 21 TBD	June 1 TBD	Phase 3 – Completed May 27 Phase 4 – Complete May 31
TWP RD 482 west of HWY 36 Phase 3 (2 <sup>nd</sup> lift of chip seal) Phase 4 (Final sweep of chips)	May 21 TBD	June 1 TBD	Phase 3 – Completed May 23 Phase 4 – Completed May 31
RGE RD 132 south of TWP RD 482 Phase 3 (2 <sup>nd</sup> lift of chip seal) Phase 4 (Final sweep of chips)	May 21 TBD	June 1 TBD	Phase 3 – Completed May 23 Phase 4 – Completed May 31
RGE RD 182 TerraCem (from TWP RD 484 to Black Nugget Entrance) Phase 1 (Cement) Phase 2 (1 <sup>st</sup> lift of chip seal) Phase 3 (2 <sup>nd</sup> lift of chip seal) Phase 4 (Final sweep of chips)	Jun 3	July 31	Phase 1 – Completed June 15 Phase 2 – Completed June 18 Phase 3 – ECD – TBD Phase 4 – ECD – TBD
TWP RD 502 TerraCem (from RGE RD 201 – 205) Phase 1 (Cement & Tack)  Phase 2 (1 <sup>st</sup> lift of chip seal) Phase 3 (2 <sup>nd</sup> lift of chip seal) Phase 4 (Final sweep of chips)	Jul 2	Aug 31	Phase 1 - 205-204- cemented/tacked - 204-203 -cemented/tacked - 203-202 –cementing in progress - 202-201 –cementing in progress Phase 2 – ECD - July 22 - 27 Phase 3 – ECD – TBD Phase 4 – ECD – TBD
RGE RD 124 Gravelock (from TWP RD 470 – 463) Phase 1 (Soil Stabilization)	July 29	Aug 16	Phase 1 – ECD – Mid August
Bridge Construction TWP RD 494 west of SH 857	Sept	Oct	Bridge will be closed to public traffic during construction
Culvert Maintenance	Apr 22	Nov 1	Ongoing
Road Oiling (location TBD)	Aug 19	Aug 30	
Patching Oil Roads	Apr 15	Oct 31	Ongoing
Patching/Shoulder Pulls	Sept 3	Sept 24	
Backsloping- TBD	Oct 7	Oct 18	
Gravelling	Jan 23	Sept 27	
Dust Control- 1st Application	May 6	May 31	Complete
Dust Control- 2nd Application	Aug 6	Aug 9	