




Subject: **2024-2025 Municipal Intern Update**

Meeting Date: Tuesday, July 22, 2025

Prepared By: Ushba Khalid, Municipal Intern

Presented By: Ushba Khalid, Municipal Intern

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A

Council Bylaw/Policy (cite)- N/A

BACKGROUND/PROPOSAL:

On September 26th 2023, Council directed administration to apply to be a host municipality for the Government of Alberta's Internship program. The Ministry of Municipal Affairs has administered this program for over 20 years, and the 2024-2025 cohort was the first year Kneehill County applied to host an intern. The application was successful, and on May 20th, 2024, Kneehill County welcomed a municipal administrative intern for an 18th month term. This report is intended to be an update on the work term and to be received as information.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

The desired objective of this report is for information only.

FINANCIAL & STAFFING IMPLICATIONS:

There are no financial and staffing implications for approving the recommended motion.

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools:	Individual Notification	Other:	
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ATTACHMENTS:

2024-2025 Municipal Intern Update Report

COUNCIL OPTIONS:

1. That Council receive for the information the 2024-2025 Municipal Intern Update report, as presented.
2. That Council direct administration to provide further information on the 2024-2025 Municipal Intern Update report.

RECOMMENDED MOTION:

That Council receive for information the 2024-2025 Municipal Intern Update report, as presented.



FOLLOW-UP ACTIONS:

N/A

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved- ☒

