



Municipal Internship Program – Host Profile

Leduc County

Program stream: Land Use Planner

<https://www.leduc-county.com/en/index.aspx>

Leduc County is a diverse municipality in the Edmonton Metropolitan Region offering a wide variety of planning opportunities and challenges for an emerging municipal planning professional.

With an equalized assessment of \$8.7 billion, land uses in Leduc County include the Edmonton International Airport (YEG), an urban growth area with a future population of 23,000, a major business/industrial area, urban/rural interfaces, agricultural production, rural/country residential, natural resource extraction/power generation, lakeshore development, hamlets, and ecologically significant lands.

Leduc County is charged with planning and providing municipal services to these lands within the Edmonton Metropolitan Region and anticipates significant growth in the coming years.

One of the primary motivations for participating in the internship program is the anticipated need to address accelerated growth in the major employment and urban development areas of Leduc County in the future.

This growth is anticipated to change the nature of planning and development services in Leduc County from a primarily rural and industrial base to a more dynamic urban/rural mix.

As an intern, you will gain exposure to working with Council by delivering reports and recommendations and advising elected officials in regional/intermunicipal matters, preparing department operational plans and divisional workplans, and the financial and human resources functions of the county.

About Leduc County

Leduc County is bordered by Wizard and Pigeon Lakes and the North Saskatchewan River Valley, and is home to RAD Torque Raceway, Century Mile Racetrack and Casino, and Leduc West Antique Society. Leduc County provides a full spectrum of recreational activities in partnership with the urban municipalities within our borders (Cities of Leduc and Beaumont, Towns of Calmar, Devon and Thorsby, and the Village of Warburg). These include full scale recreation facilities and programs offering everything from swimming, arenas, fitness facilities, and indoor/outdoor courts and fields). An intern in Leduc County will also have access to the vast recreation amenities in the Edmonton Metropolitan Region.

Some additional unique services close to our community are also of interest. Leduc County is home to the Edmonton International Airport (YEG) and the services located on YEG lands such as the Premium Outlet Collection Mall, Century Mile Racetrack and Casino, Costco, and RAD Torque Raceway. Leduc County is located within the Edmonton Metropolitan Region and employees of Leduc County often spend their evenings visiting the many attractions in Edmonton and the surrounding area.

About Leduc County as an employer

As a host for a municipal planning intern, Leduc County Planning and Development area employs over 30 staff members including seven registered professional planners. Most planning activities are undertaken in-house with divisions specifically focused in Regional & Long-Range Planning, Development Services, Safety Codes and Economic Development. As an intern, you will have opportunities to rotate through each of these divisions, learning all stages of the planning and development process including regional /intermunicipal planning, statutory planning, development agreements, development permitting, compliance, and enforcement.

Please see our [Leduc County careers page](#) to learn more about our organization.

Find out more at www.alberta.ca/municipal-internship-program.aspx

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What's happening in Leduc County?

If selected as our Intern, you will see these things happening in our community and organization:

Some of the projects budgeted for planning and development in 2024 include:

- the preparation of the 510 LASP, which will open 950 acres of new business development land;
- the Central Nisku Local Area Redevelopment Plan, which will set the conditions for the redevelopment of the Nisku Business Park;
- the Leduc County Growth Strategy, and an update to Leduc County's Off Site Levy Bylaw.

Some of the construction projects slated for 2024 include Renovations to Leduc County's Business and Entrepreneur Centre (BEC), the Warburg Arena Renovation, and the New Sarepta Ball Diamond Development.

Proposed intern activities

Leduc County is currently undertaking an Area Structure Plan for a significant employment area and has registered over 400 new urban residential lots in the past two years. As we grow to meet the challenges of this new growth, the organizational dynamics of the municipality are changing, and we will be undertaking a comprehensive growth study in 2024/25 to better understand how municipal service delivery will need to respond to this change. You, as the municipal intern, are anticipated to actively participate in these projects during your program and will have the opportunity to directly influence the character of one of the most significant growth areas of the Edmonton Metropolitan Region.

Leduc County is also participating actively in the development of a regional growth study and an interim review of the regional growth plan with the Edmonton Metropolitan Region Board (EMRB). When the intern is hired, we will have just completed a review of our Municipal Development Plan and the Land Use Bylaw and will be embarking on developing tools to implement it. The intern will also actively participate in these projects.

If you are looking to pursue your Registered Professional Planner designation, we can provide support. The Intern's supervisor is a registered Professional Planner (RPP) with the Alberta Professional Planners Institute, a Member of the Canadian Institute of Planners, and a Certified planner with the American Institute of Certified Planners. He is available to act as your mentor in the application process for RPP certification through APPI and can help to facilitate connections with other RPP's for sponsorship purposes. Within the department there will be seven staff members with RPP designations. Our planning intern will be afforded access to, and opportunities to work with, highly trained professionals in all areas of the planning profession while working on exciting planning projects. Leduc County supports professional membership financially, including application and membership fees.

Employment Details

Work arrangements: Leduc County currently operates in a flexible work environment with options available to employees including Hybrid Work from home for up to two days per week, a four-day compressed work week, and alternate work schedules. These options are currently being reviewed with a final arrangement to be determined in January 2024.

Driver's Licence: Required

Public Transit: Leduc County is a partner in Leduc Transit, an intermunicipal transit system that serves Leduc County and the City of Leduc. It also connects to the Edmonton International Airport and Century Park LRT station in south Edmonton. Leduc Transit services the Leduc County Centre directly.

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What Leduc County is looking for in a candidate

The primary characteristic that we will be looking for is a positive attitude and an eagerness to learn and apply yourself in an evolving regional and municipal context.

Candidates who have demonstrated an interest and undertaken coursework in a variety of planning areas (regional, agriculture, rural, urban, transportation, economic) will be successful at Leduc County. Those with demonstrated skill in design will be of particular interest.

Leduc County is in the early stages of developing an urban community with an anticipated ultimate population of just under 23,000. As the composition of Leduc County's administration changes to meet the challenge of serving an urban population, our objective is that the intern will grow to become a valued member of our planning and development group for the long term - thus helping the county to meet these challenges.

Graduates who demonstrate an eagerness and knowledge base consistent with this objective will be successful.