

PROJECT UPDATE MEMO

DATE: September 8, 2017

TO: RRPD Board

FROM: Derek Eno MCIP, RPP

PROJECT: RRPD Development Plan Update
- Project Update Memo #5

RRPD DEVELOPMENT PLAN UPDATE PROJECT COMPONENTS			
Component 1	Component 2	Component 3	Component 4
Project Start-Up	Background Research	Update Development Plan	Adoption of Development Plan
<i>May - June 2017</i>	<i>July - November 2017</i>	<i>December – January 2017/2018</i>	<i>February - March 2018</i>

REPORTING PERIOD: August 7th – September 8th, 2017

CURRENT STAGE OF PROJECT: Component 2 – Background Research

Past Month Accomplishments:

- Continued with research and analysis related to Component 2 (Background Research) of the project, specifically for the drafting of a background report.
- Completed initial discussions with RRPD member municipalities.
 - City of Selkirk (August 8, 2017)
- Draft of Supply and Demand Market Analysis completed by Stevenson Advisors
 - Note: RRPD currently reviewing the draft. A final draft will be provided to the RRPD Board at a future meeting.

Other Notes:

- During the month of August project staff assigned to the Development Plan Update filled in for Community Planners who were on summer vacation.
 - Tasks included: processing of planning applications, building permits, and attendance at municipal public hearings.

- The Community Planning Assistant assigned to the Development Plan Update project has resigned from the RRPD to pursue another career opportunity. Their last day with the RRPD is September 8, 2017.
 - A job posting has been circulated to the University of Manitoba (City Planning Program), posted on the RRPD website, posted on the Manitoba Professional Planners Institute website and circulated in their newsletter, and will be posted in the Winnipeg Free Press. The closing date for the job posting is September 22, 2017.
 - Anticipating that the position will be filled by mid-October, this will result in a loss of at least 25 person days. This will have a negative impact on the project time-line, but the extent of the impact isn't known at this time.

Next Month Tasks:

- Continue with research and analysis related to Component 2 (Background Research) of the project, specifically for the drafting of a background report.

- Fill the vacant position of Community Planning Assistant.