

## PROJECT UPDATE MEMO

**DATE:** November 2, 2017

**TO:** RRPD Board

**FROM:** Derek Eno MCIP, RPP

**PROJECT:** RRPD Development Plan Update  
- Project Update Memo #7

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 - February 2017 / 2018</i>	<i>March - April 2018</i>	<i>May - June 2018</i>

**REPORTING PERIOD:** October 9<sup>th</sup> to November 2<sup>nd</sup>, 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 submissions (reports) for Manitoba Municipal Board Hearings related to current subdivision application files as a result from a Community Planner currently on leave.
- Filled the Community Planning Assistant position, and started training new staff member.
- RRPD Board approved an extension to the project timeline, which is due to project delays attributed to staff changes. Project completion is extended to end of June 2018. See table above for revised timeline.

**Next Month Tasks:**

- Continue with research and analysis, and writing related to Component 2 (Background Research) of the project, specifically for the drafting of a background report.
- Start formatting of the background report document.
- Start scheduling / planning an “information session” to present the Background Report findings to the RRPD Board and member municipalities.
- Continue training newly hired Community Planning Assistant.
- Attendance at Manitoba Municipal Board Hearings related to current subdivision application files as a result from a Community Planner currently on leave.