

ATTACHMENT 1

2023 Quarterly Strategic Plan and Key Initiatives Update

Key Initiatives	Strategic Plan Focus Area	Third Quarter: July 1 to September 30, 2023
CORPORATE SERVICES		
Asset Management Strategy	3.2 Complete our Asset Management program to ensure physical and natural assets across the region are optimally managed.	Qualified and experienced firms have been invited to submit Statements of Qualifications (RFSQ) for the development of an Enterprise Asset Management/Computerized Maintenance Management Systems Technology Application Strategy. Assessment of organizational asset management maturity is complete, timeline to develop Asset Management Plans is being finalized, and development of individual assessment management plans is ongoing.
Electronic Document and Records Management System (EDRMS) implementation	N/A	Since project initiation in 2019, we have seen significant changes in the direction of records management technology, and have developed a more fulsome understanding of the organizational impact of an EDRMS implementation. As a result, the current project will be closed out, with work commencing in early 2025 to develop a new plan that will allow the RDN to both take advantage of new technologies, and adequately resource for a successful implementation of a robust EDRMS.
Information Technology Critical Infrastructure Asset Renewal	N/A	Core servers and storage in production and 25% of workloads migrated. First phase of core networking complete, with RFSQ in progress for assistance with subsequent phases.
Privacy Management Program creation and implementation	N/A	Policies in development. Personal information bank substantially complete.

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STRATEGY AND INTERGOVERNMENTAL SERVICES		
Electoral Area F Governance and Services Study/ Incorporation Study Electoral Area G Governance and Services Study Request	5.1 Collaborate with the Province in undertaking restructure studies to improve the RDN's governance.	RDN sent correspondence to Minister Kang on May 30, requesting approval and funding for an Electoral Area F Incorporation Study, and also requesting that the Ministry approve a Governance and Services Study for EA G should funding be available for both studies. RDN staff followed up with Ministry staff Aug 9, 2023 and provided more information at Ministry's request.
Inclusive Governance	5.3 Collaborate with First Nations, regional districts and the Province to facilitate discussion and engagement about First Nation representation on regional district boards outside the treaty process.	Meetings have been held with participating regional districts and Ministry of Municipal Affairs, including at UBCM in September 2023, with ongoing information-sharing taking place. First Nations have been invited to collaborate in co-designing an approach to this work, should it be of interest to them. (Municipal Affairs grant).
Island Rail Corridor	5.2 Partner with First Nations, local governments, associations, and the Province to modernize the legislative framework within which BC's local governments operate.	(MOTI grant). Meetings and working group sessions with MOTI, First Nations, ICF, and Regional Districts are ongoing.
Legislative Reform Initiative	5.2 Partner with First Nations, local governments, associations, and the Province to modernize the legislative framework within which BC's local governments operate.	RDN co-hosted an interactive panel on the next steps of the Legislative Reform Initiative at the 2023 UBCM Annual Convention. Follow up work is underway to proceed with next steps, including circulating a What We Heard document.
NRHD Advocacy and Priority Healthcare Projects	5. Advocacy	NRHD advocacy strategy underway: meetings with partners, public awareness and media campaign, UBCM meeting, Lantzville property acquisition complete, and provincial public announcement scheduled.
First Nations Relations	Board Vision	RDN continues to engage with First Nations on a wide variety of matters of mutual interest.
Strategic Planning	Board Vision	Board Strategic Planning Workshops held at Committee of the Whole on July 5 and 6. 2023-2026 Interim Strategic Plan Report presented to RDN Board on July 25. On September 11, version 3 of Strategic Plan Report was brought to Committee of the Whole for discussion. On September 26, the Board approved the Regional District of Nanaimo 2023-2026 Strategic Plan. Graphic design for the Strategic Plan in process of being finalized.

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DEVELOPMENT AND EMERGENCY SERVICES		
Regional Growth Strategy Review	3. Planning and Managing for Growth	RGS draft bylaw informal referral concluded August 4, 2023.
Electoral Area F Official Community Plan Update	1. Protecting our Vital Lands & Ecosystems 3. Planning and Managing for Growth	Engagement extended at the request of the Area Director. Anticipated bylaw introduction in Q4.
Implement Flood Management Bylaw	1. Protecting our Vital Lands & Ecosystems 3. Planning and Managing for Growth	Flood Hazard Mitigation Bylaw 1872, 2023 adopted on July 11, 2023.
Coastal Flood Hazard DPA	1. Protecting our Vital Lands & Ecosystems 3. Planning and Managing for Growth	In development, proposed coastal flood hazard DPA, staff preparing OCP/ZBL amendment bylaws.
Geohazard Risk Priority Assessment	3. Planning and Managing for Growth	Project scope refined, data and information compiled, reviewed and risk assessment matrix in development.
Downscaled Climate Projections for the Regional District	3. Planning and Managing for Growth	Initial draft projections developed, report generation under way, estimated completion December 2023.
Climate Risk Assessment for Coastal Floodplain	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth	UBCM Community Emergency Preparedness Fund grant for \$150k awarded to RDN. Initiation of RFQ for Q4.
Net Zero Strategy for Building Efficiency and Localized Energy Generation (new buildings)	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth	Consultant report under review and expected to Board in late fall 2023.
Improved Supports for Climate-adaptive Home Retrofits	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth	CEF: feasibility evaluation in progress, final report expected January 2024. Retrofit support: new Retrofit Support pilot launched Sept 2023 for all RDN residents. CHBA net zero renovation pilot: under way through end of 2024.
Mid-Island EV Charging Station installation	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth	Nanoose Place installation complete. Staff report pending cost estimate from Gabriola Community Hall.
Sea Level Rise and Climate Adaptation Program – Nanaimo River floodplain map update and finalization of coastal flooding maps	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth	Nanaimo River flood hazard mapping project completed Q1 2023.
Climate Change and Transportation policy review	2. Managing Impacts of Climate Change	Included in RGS review- draft bylaw 1872.
Agricultural Area Plan Update	1. Protecting our Vital Lands & Ecosystems 3. Planning and Managing for Growth	Proposed project presented at AAC September meeting.
Bylaw 500 Update	3. Planning and Managing for Growth	Bylaw introduction for December EASC.
Development Approvals Process Review	3. Planning and Managing for Growth	Upgrade to CityView complete; draft recommendations for process changes.

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DEVELOPMENT AND EMERGENCY SERVICES		
Nanoose Bay Volunteer Fire Department Engine Replacement	3. Planning and Managing for Growth	Currently in design phase with Fort Garry Fire Trucks. Awaiting quote from FGFT to be able to place order.
Building Bylaw re-write	N/A	Bylaw re-write project is underway on this year's workplan. Recent changes to the building code being incorporated into the re-write.
Bylaw Services review	N/A	Review is ongoing on this year's workplan.
Nanaimo River Fire Protection Services Feasibility Study	N/A	The EASC Board received the final consultant's (South Forks/Nanaimo River part of Extension Fire Service) report in January 2023, where it was referred to staff to explore the recommended options, including cost considerations and report back to the Board. Staff's report is anticipated to be brought forward at the end of Q4 2023.
Bow Horn Bay Volunteer Fire Department Wildland Truck	N/A	Currently in design phase with Fort Garry Fire Trucks. Quote from FGFT has been received, report to request increase to budget is complete and will go to EASC.
Evacuation Plan for Areas F and H	N/A	Staff report to be brought forward to Board for evacuation plan endorsement.
Horne Lake Fire Protection Feasibility Study	N/A	Staff report in progress, to be brought forward by end of 2023.
Business Continuity Plan	N/A	Review identified gaps in initial plan. Working with consultant to clean up BCP. Final works expected end of Q1 2024.
Dashwood Fire Hall construction	N/A	Foundation poured, services being finalized, anchor bolts in place, etc. Completion on target for end of 2024.
Dashwood Fire Tanker truck and engine replacement	N/A	Tender is in operation.
Dashwood SCBA Equipment replacement	N/A	To be ordered in 2023, for delivery and payment in 2024.
Coombs Hilliers Tanker Truck and Engine replacement	N/A	Quote for engine has been received. Additional budget needed, will request pre-approval for this 2024 Capital Budget item and will include remaining needed funds. Ordering soon is critical for cost as well as delivery date.

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REGIONAL & COMMUNITY UTILITIES		
FCPCC Project and Odour Control Upgrades: Influent Pipe Repair	3. Planning and Managing for Growth	Construction contract awarded to United Rentals for bypass pumping in July 2023. WSBC review of bypass pumping plan in progress.
FCPCC Project and Odour Control Upgrades: Bay Avenue Forcemain Replacement	3. Planning and Managing for Growth	Consulting contract awarded to GHD September 2023 to develop the condition assessment strategy.
FCPCC Project and Odour Control Upgrades: Auto Thermophilic Aerobic Digester Mixer Replacement	3. Planning and Managing for Growth	Equipment metallurgy selected, and procurement in progress. Public procurement for engineering design services issued September 2023.
FCPCC - Bay Avenue Pump Station and Generator Upgrade	3. Planning and Managing for Growth	Upgrade to the existing wet well is progressing. Construction is approximately 85% complete.
Nanoose Bay Pollution Control Centre Wastewater Nanoose Forcemain Replacement Ph1	3. Planning and Managing for Growth	Pump Station #5 wet well and kiosk construction in progress. Pump Station #6 construction services progressed through public solicitation. Construction contract awarded to IWC Excavation in September 2023.
Greater Nanaimo Pollution Control Centre Basement Motor Control Centre Replacement	3. Planning and Managing for Growth	No activity expected to Q4 2023. Installation will take place in the summer of 2024.
Greater Nanaimo Pollution Control Centre Biogas Blower Relocation	3. Planning and Managing for Growth	Construction in progress, completion anticipated for Q4.
Greater Nanaimo Pollution Control Centre Wellington Pump Station Upgrade	3. Planning and Managing for Growth	Conceptual design complete, detailed design in progress.
Greater Nanaimo Pollution Control Centre North Slope Interceptor Beach Erosion	3. Planning and Managing for Growth	Construction was completed September 2023.
Nanoose Bay Asbestos-Cement Watermain Replacement	3. Planning and Managing for Growth	Detailed condition assessment of pipe to follow on work currently being done in San Pareil WSA. The schedule for construction will follow this, but not expected to be in the next 5-10 years.
CRTS Containerized Waste Water Treatment Plant Upgrade/Replacement	3. Planning and Managing for Growth	Deferring project until 2024 to align with cross-departmental initiatives.
Implementation of Regional Strategy for Rainwater Management	3. Planning and Managing for Growth	Aspects of the plan and targets are being included in DPAs proposed as a part of the EA F OCP revision. QP review of proposed checklist completed.
Execution of Water Conservation Plan initiatives	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	Leak detection work ongoing in RDN WSA's. Smart water metering trial included in 2024 financial plan.

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REGIONAL & COMMUNITY UTILITIES		
Latecomer agreement for San Pareil Water Utility	<p>4.1 Understand our water resources and their risks, to manage our water resources effectively and sustainably.</p> <p>4.2 Evaluate our land use decisions through a water security lens.</p> <p>4.3 Collaborate with regional partners including First Nations, land trusts, federal, provincial, and local governments, to ensure water resources are managed and shared equitably and responsibly.</p>	Original lawyer has retired. Engaged new lawyer and expect their opinion in early October.
Liquid Waste Management Plan Amendment	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	Completed What We Heard Report and First Nations Engagement Summary for presentation at the October 17 LWMP Monitoring Committee. LWMP update in progress, to be completed in Q4.
GNPCC Grit and Sedimentation Tank Relining and Basement MCC upgrades	3. Planning and Managing for Growth	Concrete testing and trial repair construction underway.
Nanoose, Chase River & Departure Bay Forcemain Replacement	3. Planning and Managing for Growth	Complete
Departure Bay Forcemain Twinning	3. Planning and Managing for Growth	Procurement of communication services issued through public solicitation September 2023.
Landfill Cell One closure	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	Project is complete.
Solid Waste Development of a Preventative Maintenance Plan	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	System in place for Solid Waste (Fleetio). Working with other departments on an RDN-wide program.
Improve curbside new services and cart exchange process	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	Continuing to work with municipal partners on reconciliation processes associated with curbside cart exchanges and new starts. Looking for long-term solutions to address deficiencies. Working with RDN Planning/Building to ensure consistency across organization.
Reduce contamination in the automated curbside collection to ensure compliance with Recycle BC	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	Curbside outreach has begun through advertising campaigns, along with increased public education at both RDN SW facilities.

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REGIONAL & COMMUNITY UTILITIES		
Moving to 90% Diversion by 2029 per Solid Waste Management Plan	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	Substantial work completed with respect to both the MWSS and WHL Programs. Waiting for final decision from MOECCS with respect to WHL before committing resources to program development. However, due to delays in receiving Ministry approval, the goal is unlikely to be achieved as originally planned.
Harmonize User Rates for sewer collection among all service areas	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth	Deferred due to other higher priority work.
Implement the two solid waste bylaws (Hauler License & ICI Section Waste Source Separation)	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	MWSS Bylaw was approved by MMA, WHL Bylaw has yet to receive a final decision from MOECCS. Staff are continuing with advocacy and program development.
French Creek WSA Reservoir Maintenance	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth 4. Water Security	Work tendered and contract in place. Internal tank work will be completed in Q4. External work is weather dependent, hope to complete in Q4 also.
Melrose Terrace WSA Reservoir Replacement	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth 4. Water Security	RFQ for new tank produced pricing in excess of budget. Currently assessing options to do significant repairs to existing structure to extend life.
Rivers Edge WSA Water Quality Improvement Project	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth 4. Water Security	Borrowing referendum planned in 2024 with construction in 2025 if approved.
Nanoose Bay Bulk Water WSA Aquifer Storage and Recovery Trial	2. Managing Impacts of Climate Change 3. Planning and Managing for Growth 4. Water Security	Trial plan issue in October 2023. Construction of underground piping connections and concrete pad in Q4. Hoping to begin trials in Q1 2024.

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RECREATION & PARKS SERVICES		
Electoral Area B Parks and Recreation Master Plan	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	The Recreation and Parks Master Plan (RPMP) will provide a guiding document for recreation services on Gabriola Island and parks services throughout the whole of Electoral Area B. Electoral Area B residents were invited to provide their input on the Master Plan through an online survey between August 2 and September 29. A different approach for this survey was taken to ensure statistically valid results; residents on Gabriola, Mudge and DeCourcy were mailed postcards and letters with a unique access code for the survey thereby ensuring that only one response per household is submitted. An open version of the survey was also available for those who did not receive a postcard. A public open house will be held on September 23 followed by a stakeholder workshop in October. Plan completion is anticipated in Q2 2024.
Englishman River Regional Park Riparian Assessment	1. Protecting Our Vital Lands & Ecosystems	Staff coordinated with the Mid Vancouver Island Habitat Enhancement Society (MVIHES) to restore the riparian area along the lowest 200 meters of the C.W. Young Side Channel, funded in part by a grant from the Pacific Salmon Foundation. Restoration activities included installing a cedar split rail fence between the trail and riparian area, planting native species on the eroded channel bank, placing small woody debris in the riparian zone, and installing temporary signage to discourage public access in the restored area. Permanent interpretive signage to educate visitors on the importance of the riparian area is currently being designed and installation is expected in Q4 2023.
Coats Marsh Regional Park Weir	1. Protecting Our Vital Lands & Ecosystems	Project approval has been granted from Environment and Climate Change Canada. Staff are currently working with the consulting project team on a dam decommissioning application to the BC Ministry of Forests. This work will include design, permitting, and public engagement. The anticipated project schedule is as follows: Preliminary design and risk assessment - September-January. Public outreach and engagement - January- February 2024. Final design and permitting- February - April 2024. Construction tendering - April - May 2024. Construction - Late Summer/Fall 2024

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RECREATION & PARKS SERVICES		
Ravensong Aquatic Centre Expansion	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	As per Board Resolution #23-439 the renovation of Ravensong Aquatic Facility will be put on hold and re-examined in 2025 and contribution to reserves for renovations will be zero in the 2024 Financial Plan. Staff have now shifted focuses to Board Resolution # 23-444 re: examining the feasibility of a pool in the Parksville area.
French Creek Estuary Nature Preserve	1. Protecting Our Vital Lands & Ecosystems	The development of a management plan for the French Creek Estuary Nature Preserve is underway in collaboration with BC Parks Foundation and local conservation groups and is expected to be completed in Q4 2023. Once completed, the management plan will present a long-term vision for the 23-acre Nature Preserve and identify a series of goals and actions to work towards over the next 10 years. A working group has been established to provide advice and participate in the development of the Plan. Public review of the draft Plan is anticipated in Q1 2024 and will include an information session and an online survey to gather feedback.
French Creek Community Park Trail and set-back plan (Riparian Area)	1. Protecting Our Vital Lands & Ecosystems 2. Managing impacts of Climate Change 2.2 Plan and implement risk management and mitigation strategies for identified hazards and vulnerabilities associated with climate change. 3. Planning and Managing for Growth	The Friends of French Creek Conservation Society have drafted a grant application that is in alignment with a RDN Parks Services project at French Creek Community Park that will protect riparian areas with split rail barrier fencing, restore habitat and shade through native tree and shrub plantings and introduce educational signage for park visitors to learn about this vital watershed. The Pacific Salmon Foundation grant applications will be reviewed and awarded in the Q4 2023 or Q1 2024.
Convert South Wellington School to Community Centre	3. Planning and Managing for Growth	Scope of work has been reviewed and refined with community group South Wellington and Area Community Association (SWACA), construction manager and architect. Class C costing currently under way, staff report being prepared for update to RDN Board.
Descanso Bay Regional Park Improvements	1. Protecting Our Vital Lands & Ecosystems	The detailed design for a new prefabricated campground office building was completed in Q3 2023 and a building permit application was submitted. Once a building permit is received, manufacturing of the building will begin. Installation is expected to take place in Q4 2023 or Q1 2024, pending manufacturing timelines. The new structure will re-use existing foundations and site services where possible to minimize site disturbance.

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RECREATION & PARKS SERVICES		
Jack Bagley Community Park Improvements	1. Protecting Our Vital Lands & Ecosystems	Construction of the washroom building is nearing completion. A grand opening is being planned for the spring of 2024 to coincide with the Nanoose Bay Pickleball Club season start-up event.
Develop implementation strategies for 2019-2029 Oceanside Recreation Services Master Plan	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	Recreation infrastructure update staff presentation to RDN Oceanside Services Committee, City of Parksville Council and Town of Qualicum Beach Parks and Recreation Commission
Errington Community Park Improvements	1. Protecting Our Vital Lands & Ecosystems	A public tender has been completed for the commissioning of a new modular concession and washroom building at Errington Community Park. The building includes a commercial kitchen. Staff will continue to work with the Memorial Hall and the Farmers Market to ensure that the new building meets the needs of the community. Current plans are for the new building to be installed prior to the 2024 Farmers Market season.
Lions Community Park Improvements	1. Protecting Our Vital Lands & Ecosystems	A design-build contract for the bike park was awarded to Axis Mountain Technical in Q2 2023 and was completed June 2023. The local bike community provided valuable insights throughout the design process and was able to secure material donations which helped increase the size of the bike park. Staff are working with an engineering firm to evaluate the existing storage barn and determine the feasibility and cost of renovating the existing structure.
Ravensong Funding Bylaw #899 Amendment considerations	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	District 69 Pool Select Committee met July 2023 and recommended to RDN Board amendments to Bylaw #899. September 12, 2023 Board Resolutions #23-440, #23-441, #23-442, and 23-443 now in place and being advanced by staff.
Meadowood Community Hall	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	As per Board Resolution # 23- 417, staff no longer working with the Corcan Meadowood Residents Association on an operating agreement for the community centre and are looking at other alternatives with a new community organization. RDN is also now operating and renting the facility as much as possible with existing resources until an agreement with a community organization is in place.
D68 and D69 Recreation Facilities Usage Survey	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	Survey work and collection of usage data continues.
Lighthouse Community General Services Agreement	2.3 Advance priority actions t	As per resolution #23-396 completed General Services Agreement with Society with an annual payment of \$25,000. Approved by the Board July 2023.

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RECREATION & PARKS SERVICES		
Additional Funding to School District 69 (Qualicum) for the Oceanside Community Track Project	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	As per resolutions #23-370 (\$30,000) and # 23-364 (\$204,000) additional funding to be provided by way of amendment to existing funding agreement with School District 69 (Qualicum)
Funding support and approval to Oceanside Generals Hockey Society for Oceanside Place Dressing Room Project	2.3 Advance priority actions that are identified within RDN Board-approved plans and initiatives.	As per resolution #23-364 funding in the amount of \$250,000 to be provided to the Oceanside Generals Hockey Society for the Oceanside Place Dressing Room Project.

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TRANSPORTATION SERVICES		
Transit Exchanges (Woodgrove, Country Club, Downtown)	3.1 Understand and develop an inter-connected framework of strategies and plans to manage growth to support complete communities, including planning, transportation, infrastructure, and fiscal sustainability.	On September 18, 2023, the Government of Canada and British Columbia announced a joint investment of more than \$15 million to support public transit in the City of Nanaimo, Downtown Nanaimo Exchange. The RDN will continue to work with the City of Nanaimo and BC Transit to evaluate the future needs of the Country Club and Woodgrove Centre exchanges.
Expansion of Service Recommendations for 9,400 hours Conventional, 2,000 hours Custom and Nanaimo Cowichan Express (NCX) 500 annual service hours	3.1 Understand and develop an inter-connected framework of strategies and plans to manage growth to support complete communities, including planning, transportation, infrastructure, and fiscal sustainability.	The RDN and BC Transit completed a proposed plan for future conventional, custom (handyDART) and Nanaimo Cowichan Express (NCX) expansions for 2024, 2025 and 2026, referred to as the 'Three Year Transit Expansion Plan'. The proposed three year plan was presented to the Transit Select Committee on September 28, 2023, and will be brought to the Board on October 10, 2023. The RDN Board will be informed by BC Transit 2024 expansion requests prior to BC Transit's fiscal year start on April 1, 2024.
Upgrade fuel management system	2.1 Shift to more	We are working with the successful proponent to
New Automatic Vehicle Location (AVL) 2.2	2.1 Shift to more environmentally sustainable modes of transportation to help achieve provincial objectives and regional targets for the reduction of greenhouse gas emissions.	The RDN has been informed that Smart Bus 2.2 bus equipment installations will begin in early October. Once a bus installation is completed the bus will be active with the new Smart Bus 2.2 technology. This technology will allow the public access to real-time bus tracking and give the RDN more accurate ridership and scheduling data.
Facility Master Plan in partnership with BC Transit	3.1 Understand and develop an inter-connected framework of strategies and plans to manage growth to support complete communities, including planning, transportation, infrastructure, and fiscal sustainability.	The RDN has received a final draft of the Facility Master Plan. It is anticipated that a final draft report will be presented to the Board in the fall of 2023.
Battery Electric Bus (BEB) and facility implementation planning	2.1 Shift to more environmentally sustainable modes of transportation to help achieve provincial objectives and regional targets for the reduction of greenhouse gas emissions.	There is no change to the status of this key initiative. The RDN will continue to work with BC Transit through the planning process for Battery Electric Bus (BEB) and facility upgrade implementation. The planning process will determine what infrastructure upgrades are needed at the current site to accept BEB's and charging stations.

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TRANSPORTATION SERVICES		
Interregional Service Planning with Comox Valley Regional District and BC Transit	3.1 Understand and develop an inter-connected framework of strategies and plans to manage growth to support complete communities, including planning, transportation, infrastructure, and fiscal sustainability.	The RDN, Comox Valley Regional District (CVRD) and BC Transit have met to discuss and begin the planning phase for this interregional service that will connect both regions. These planning meetings were to discuss service options, onsite evaluations and time trials with a bus. Additional service hours to the 99 Deep Bay run were requested through the BC Transit Three Year Transit Expansion Plan Memorandum of Understanding for the 2024–2025 fiscal year. These additional 99 Deep Bay service hours will allow it to connect with the number 10 Fanny Bay/Courtenay at the Deep Bay marina exchange. Please note, in addition to adding interregional service to the 99 Deep Bay, service on the 99 Deep Bay will increase from five (5) days per week to seven (7) days per week.
Purchase and implement fleet management software for the shop – Digitally manage work orders, inventory, and assets	3.2 Complete our Asset Management program to ensure physical and natural assets across the region are optimally managed.	The RDN Maintenance Department is continuing to train the floor maintenance staff to input completed maintenance work and parts used on each bus. This is the final phase of completely adopting the fleet management software in our Fleet Maintenance Operations will be completed by end of 2023.
Age-friendly Communities Program, BC Healthy Communities Society (BCHC)	3.1 Understand and develop an inter-connected framework of strategies and plans to manage growth to support complete communities, including planning, transportation, infrastructure, and fiscal sustainability.	On July 25, 2023, the Board approved the application for the BC Healthy Communities Age-friendly Communities Grant with a plan for Gabriola’s Environmentally Responsible Transit Island Express (GERTIE) to be contracted to recommend service changes to route and scheduling configurations, to ensure consistent service quality and to enable reliable service for Gabriola residents. Funding announcements are expected prior to October 15, 2023, and the project must be completed by the applicant, RDN, within one year from the date of grant approval, October 15, 2024. A final report must be submitted no later than November 2024.
Transit Scheduling Software Upgrades	N/A	Transit Scheduling software (Hastus) training for staff started May 19, 2023 and will continue into the fall of 2023. Once staff are proficient in the use of the new software they will apply it to the scheduling of transit operators later this year.

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TRANSPORTATION SERVICES		
New Electronic Fare Technology System (EFCS)	N/A	<p>The RDN received notification from BC Transit that the implementation of new Umo fare technology validators (fare product tap consoles) for the RDN has been postponed to address system issues before deployment in the RDN. As the engagement lead, BC Transit did the first round of public engagement throughout the RDN in the first week of October, with RDN staff attending in collaboration. The second round of public engagement and go-live date are undetermined by BC Transit at this time.</p>