

Town of Riverview

Corporate Services Monthly Report



To: Mayor & Council

Prepared by: Annette Crummey, Director/Town Clerk

Date: March 20, 2019

Month & Year: February 2019

Section 1: Operational Dashboards

ENFORCEMENT REPORT				
Metric	Current Month	Previous Year	Yearly Total	Annual Trend
Animal Control Issues	21	15	40	↑10
Animal Control Licences	127	142	359	↑108
By-Law Enforcement Requests	7	2	9	↑3

Section 2: Status of Department's Annual Operational Priorities

Priority	Status	Responsibility
A SAFE AND WELCOMING COMMUNITY		
<p>Promote Riverview as an inclusive community with a good quality of life for residents</p> <p>Design and implement community events and programs to increase community pride, citizens' engagement and wellbeing.</p> <p>Foster civic engagement and volunteerism. Promote opportunities to maintain community safety.</p>	<ul style="list-style-type: none"> Feb 8 Business Spotlight: Glass Roots Inc. Feb 13 Winter Storm, Feb. 13 - Update on Municipal Services Feb 19 Gratitude for friends and supporters of Riverview Winter Carnival Feb 21 Watch council meetings live online Feb 28 Immigration in Greater Moncton: Celebrating success and supporting new efforts 	<p>Communications Coordinator Director of Corporate Services</p>

PLANNING FOR THE FUTURE		
<p>Complete an Asset Management Plan regarding infrastructure needs.</p> <p>Take a well-planned and fiscally responsible approach to building and maintaining public infrastructure.</p>	<ul style="list-style-type: none"> The final Building Condition Assessment report for Town Hall was obtained from Capital Management Engineering Limited. The data collected will be used as a tool for the Town's asset management plan. The Facilities Coordinator is currently preparing a Preventive Maintenance program for the Town's HVAC equipment. 	Facilities Coordinator
SMART & SUSTAINABLE GROWTH		
<p>Riverview Brand Development.</p> <p>Retain and grow our strong local business community.</p>	<ul style="list-style-type: none"> Continued progress on professional photography inventory, completing Winter Carnival image library in February. Started shooting at key business locations including kitchen incubation program in Coverdale Centre and 5 local shops/restaurants in March. 	Director/ CommunicationsCoordinator
FISCAL RESPONSIBILITY AND SERVICE EXCELLENCE		
<p>Foster a positive and engaging work environment for employees.</p> <p>Provide high quality customer service to residents and businesses.</p> <p>Promote a safe work culture.</p>	<ul style="list-style-type: none"> Live streaming of council meetings introduced at the February 25th meeting. Video archives of the meetings available on the town's website. In coordination with Director of Engineering & CAO an Open House was held with residents to explain the Local Improvement process for the four streets proposed for construction in 2019. 	Director/ CommunicationsCoordinator

Section 3: Other Notable Developments & Highlights for Council Attention

- A student from Riverview High School will be completing their co-operative work program at the Town Hall working primarily in records management.
- Staff completed training on new procurement guidelines that will be used for future purchases.