

Town of Riverview

Corporate Services Monthly Report



To: Mayor & Council

Prepared by: Annette Crummey, Director of Corporate Services

Date: April 17, 2019

Month & Year: March 2019

Section 1: Operational Dashboard

ENFORCEMENT REPORT				
Metric	Current Month	Previous YTD	Current YTD	Trend
Animal Control Issues	16	48	56	↑8
Animal Control Licences	98	328	457	↑129
By-Law Enforcement Requests	5	8	14	↑6

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.</p> <p>Promote opportunities to maintain community safety.</p>	<ul style="list-style-type: none"> Mar 4 Winter Storm, March 4 - Update on Municipal Services Mar 6 Glass art gallery opens along route to Fundy in Riverview Mar 6 Nominate a Riverview Sports Wall of Fame inductee Mar 8 Council Highlights - February 11, 2019 Mar 8 Council Highlights - February 25, 2019 Mar 28 Tours, tastings and more to celebrate Riverview Maple Sugar Festival, April 5-7, 2019 Opened nominations for the 2019 Riverview Sports Wall of Fame. Submissions will be accepted until May 13, 2019. 	<p>Communications Coordinator Director of Corporate Services</p>

PLANNING FOR THE FUTURE		
Complete an Asset Management Plan regarding infrastructure needs. Take a well-planned and fiscally responsible approach to building and maintaining public infrastructure.	<ul style="list-style-type: none"> The Facilities Coordinator provided Capital Engineering Limited with all documentation required to initiate the Building Condition Assessment process for the Fire Station, CRC, Kinsmen Ctr and Bridgedale facility. The Facilities Coordinator created a spreadsheet that will provide good oversight of the building repair/maintenance expenses for each facility. 	Facilities Coordinator
SMART & SUSTAINABLE GROWTH		
Riverview Brand Development. Retain and grow our strong local business community.	<ul style="list-style-type: none"> The department welcomed Natalie Boissonneault to the position of Communications Assistant under the Youth Employment Fund. Natalie will help with external communications and marketing for the Town until October 2019. 	Director CommunicationsCoordinator
FISCAL RESPONSIBILITY AND SERVICE EXCELLENCE		
Foster a positive and engaging work environment for employees.	<ul style="list-style-type: none"> Introduced and received training on new evaluation process for non-bargaining employees. 	Director CommunicationsCoordinator
Provide high quality customer service to residents and businesses.	<ul style="list-style-type: none"> Introduced new Portable Sign By-law to public. 	Director Communications Coordinator

Section 3: Other Notable Developments & Highlights for Council Attention

- Director and Executive Assistant attended one-day Laserfiche Training in Quispamsis