

Town of Riverview

Corporate Services Monthly Report



To: Mayor & Council

Prepared by: Annette Crummey, Director of Corporate Services

Month & Year: April 2019

Section 1: Operational Dashboards

| ANIMAL CONTROL ENFORCEMENT REPORT | | | | |
|-----------------------------------|---------------|----------------|--------------|---------------|
| | Current Month | Previous Month | Annual Total | Monthly Trend |
| Animal Control Issues | 27 | 16 | 83 | ↑11 |
| Animal Control Licences | 50 | 98 | 134 | ↓48 |

| BY-LAW ENFORCEMENT REPORT | | |
|---------------------------|---------------------------------------|--|
| | Number of Open Files in Current Month | Number of Open Files in Previous Month |
| Unsightly Premises | 4 | 4 |
| Dilapidated Structure | 2 | 2 |
| Zoning – Fences | 2 | 2 |
| Tall Grass | 2 | 2 |
| Maintenance & Occupancy | 1 | 1 |
| Excessive Noise | 1 | 1 |
| Zoning – Other | 1 | 1 |

Section 2: Status of Department's Annual Operational Priorities

| Priority | Status | Responsibility |
|---|---|--|
| A SAFE AND WELCOMING COMMUNITY | | |
| Promote Riverview as an inclusive community with a good quality of life for residents | <ul style="list-style-type: none"> Apr 1 Business Spotlight: Royal Thai Apr 4 Town Council adopts new sign regulations Apr 10 Applications now open for Sustainability Micro-Grants Apr 10 Clarifications on the proposal for | Communications Coordinator Director of Corporate Services |
| Design and implement | | |

| | | |
|--|--|---|
| <p>community events and programs to increase community pride, citizens' engagement and wellbeing.</p> <p>Foster civic engagement and volunteerism.</p> | <p>development by Cordova Realty</p> <ul style="list-style-type: none"> • Apr 15 Join in Riverview's Community Clean-Up Month • Apr 18 Water main flushing program starts April 23 • Apr 26 Bulk waste will be collected May 13-17, 2019 • Issued quarterly newsletter via the water/sewer bill distribution covering the following municipal topics: live-streamed council meetings, bulk waste collection, summer lawn maintenance. | |
| 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"> • Building Condition Assessments have been conducted at the Fire Station, CRC, Kinsmen Ctr and Bridgedale facilities. Data from the reports will be implemented into the Town's asset management plan • New service agreement has been established with Orkin to provide monthly Pest Control services for the Town's facilities. | 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"> • The Tri-Community Council received an update from the working group on single-use plastic bag reduction. A proposed by-law banning plastic bags (with certain exceptions) is expected to be reviewed and considered by Council in June. The proposal is based on feedback received via two public surveys: one seeking context and insight from business community and another to gauge consumers' support of measures to reduce plastic bag consumption in Greater Moncton. | <p>Director</p> <p>CommunicationsCoordinator</p> |
| FISCAL RESPONSIBILITY AND SERVICE EXCELLENCE | | |
| <p>Foster a positive and engaging work environment for employees.</p> | <ul style="list-style-type: none"> • Completed first quarterly check-ins with staff to review their goals and objectives for the year. | <p>Director</p> <p>CommunicationsCoordinator</p> |
| <p>Provide high quality customer service to residents and businesses.</p> | <ul style="list-style-type: none"> • Collaborated with staff at DocuPet to complete the materials that will be used for door-to-door canvassing later this spring. DocuPet expects to make 200 - 470 additional licence sales (\$4,540 - \$10,500) by visiting Riverview's 8,224 households. | <p>Director</p> <p>Communications Coordinator</p> |

Section 3: Other Notable Developments & Highlights for Council Attention

Natalie Boissonneault, the recent graduate hired through the Youth Employment Fund grant, has made excellent contributions to the department as communications assistant. She is assisting with speech writing, social media, website updates and the development of promotional campaigns. We are looking forward to her continued work alongside the Communications Coordinator through to the end of her contract in October.