

Town of Riverview

Corporate Services Monthly Report



To: Mayor & Council

Prepared by: Annette Crummey

Date: September 23, 2019

Month & Year: June, July & August 2019

Section 1: Operational Dashboard

ANIMAL CONTROL ENFORCEMENT REPORT-JUNE				
	Current Month	Previous Month	Annual Total	Monthly Trend
Animal Control Issues	31	47	161	↓16
Animal Control Licences	34	48	589	↓14
ANIMAL CONTROL ENFORCEMENT REPORT-JULY				
	Current Month	Previous Month	Annual Total	Monthly Trend
Animal Control Issues	28	31	189	↓3
Animal Control Licences	177	34	766	↑143
ANIMAL CONTROL ENFORCEMENT REPORT-AUGUST				
	Current Month	Previous Month	Annual Total	Monthly Trend
Animal Control Issues	26	28	215	↓2
Animal Control Licences	149	177	915	↓28

BY-LAW ENFORCEMENT REPORT		
	Number of Files Currently Opened	Number of Files Closed this Period
Unightly Premises	7	1
Dilapidated Structure	2	0
Zoning – Fences	2	0
Tall Grass	2	0
Maintenance & Occupancy	1	0
Excessive Noise	1	0

BY-LAW ENFORCEMENT REPORT		
	Number of Files Currently Opened	Number of Files Closed this Period
Zoning	1	0
Garbage	1	6
Traffic Violations	0	4

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>Jun 6 Volunteers needed at Rebecca Schofield All World Super Play Park</p> <p>Jun 11 Ward 2 Councillor John Coughlan elected Deputy Mayor</p> <p>Jun 17 Riverview SUNFEST brings six days of summer fun from June 26-July 1</p> <p>Jun 17 Take a look at highlights from the past year in the 2018 Annual Report</p> <p>Jun 18 Graduating students honoured for service to school and community</p> <p>Jun 20 Art in the Park delights crowds on Wednesdays in Riverview</p> <p>Jun 25 Grade 4 students share what they love about Riverview</p> <p>Jun 25 Canada Day celebrations cap off SUNFEST with a bang</p> <p>Jul 1 Canada Day activities move inside Byron Dobson Memorial Arena</p> <p>Jul 4 Dog park closed for repairs on July 5</p> <p>Jul 25 Lion Ken Gabbey Community Pool closes for construction on Aug. 6</p> <p>Aug 1 Discolouration of water due to high water consumption</p> <p>Aug 13 Riverview artists invited to submit proposals for 2019 Art Procurement Program</p> <p>Aug 19 Incubator Kitchen Provides Testing Ground for Food Startups</p> <p>Aug 20</p>	<p>Communications Coordinator</p>

	Become a Volunteer Tourism Ambassador and welcome travellers from around the world to Riverview Aug 20 Possible discolouration of water due to a water transmission line inspection Aug 30 Hillsborough Road Construction-Hillview to Old Coach <ul style="list-style-type: none"> 	
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"> Received Building Condition Assessment Reports for the Coverdale Rec Centre, Fire Station, Bridgedale Centre and the Kinsmen Centre. Continuing to document all Building repair/maintenance expenses using a quarterly budget check-in spreadsheet. 	Facilities Coordinator
SMART & SUSTAINABLE GROWTH		
Riverview Brand Development. Retain and grow our strong local business community.	<ul style="list-style-type: none"> Awarded RFP for Light Up Riverview Project Management Development of a logo and brand guidelines for marketing MapleFest. 	Director Communications Coordinator
FISCAL RESPONSIBILITY AND SERVICE EXCELLENCE		
Foster a positive and engaging work environment for employees.	<ul style="list-style-type: none"> Staff participated in United Way's Day of Caring Staff assisted with serving breakfast at Atlantic Nationals Staff participated in Ally training 	Staff
Provide high quality customer service to residents and businesses.	<ul style="list-style-type: none"> Animal Control Friendly Enforcement Campaign – four separate trail visits and block party attendance Engaged Portfolio Marketing, following a RFQ, to execute the marketing plan for the single-use plastic bag ban which will be enforced starting July 2020. The campaign's first phase will roll out in November in time for Christmas holiday shopping. 	Director & Communications Coordinator

Section 3: Other Notable Developments & Highlights for Council Attention

- Director attended AMANB Annual Convention in Woodstock, NB
- Communications Coordinator completed IABC course "Business Writing for the 21st Century" earning credits toward Communication Management Professional certification.

- **Facilities Coordinator completed the first module of NECI public procurement course, attended a Motor Driven System workshop hosted by NBPOWER, completed the Fall Arrest refresher course and successfully completed the Incident Command System Introduction course.**