

Town of Riverview

CAO DEPARTMENT MONTHLY REPORT



To: Mayor and Town Council

Prepared by: Colin Smith, CAO

Date: June 27, 2022

Month & Year: May 2022, June 2022

Section 1: 2022 Priorities

Priority	Activities
Regional and Provincial Engagements	<p><i>To represent the Town and be actively engaged and involved while ensuring that our input and perspective is being included in these regional projects. (I.e., regional policing study, transfer of services to the regional service commission, and other amendments because of local government reform process).</i></p> <p>Actions:</p> <ul style="list-style-type: none">• The Regional Service Commission and the Transition Coordinator have been facilitating a number of ongoing discussions with all regional partners related to the new mandatory regional services that have been established as part of the Province's local government reform process. Budgets for these new regional services are to be established by the Commissions by January 1, 2023. The regional collaborative mandates included: economic development; tourism; recreational facilities cost sharing; regional transportation; and social issues (for the larger urban areas). Working groups were established for each of these areas and transition coordinator's goal was for each of the groups to have completed their preliminary analysis by the end of June to provide recommendations to the Commission for consideration. I have also been participating in discussions with my fellow municipal administrators to stay connected to this process to see what impact this may have on the individual municipality.<ul style="list-style-type: none">○ The issue of how these regional services will be funded has not been discussed in great detail at this point in the process. However, it is important for Council to be aware that there may be a financial implication on the Town for these services that go beyond / or may be on top of what the municipalities spend on these services today. Nothing formal has been discussed however, at times there have been implied statements from Provincial officials that the appropriate costs for one of those services could be a cent on the tax rate. The Town staff will need to ensure we understand all of the implications of this transition on the Town prior to the Mayor participating in regional service commission meetings where the final decisions on finances will be made.

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	<p>We have been told that the regional services commission's budgets will be shared with each municipality consistent with the traditional timeframe (I.e., October timeframe)</p> <ul style="list-style-type: none"> I am representing the Town on the regional policing study RFP, and the team will be meeting in early July to complete the review of the proposals. I will keep Council informed on when that RFP award will be presented to Moncton Council for approval, which will then initiate that project start up.
Strategic Plan and Council priorities for 2022	<p><i>Oversight role in executing on the following initiatives in 2022:</i></p> <ul style="list-style-type: none"> <i>To support efforts to secure federal and provincial funding for Council priorities including a third bus, RRC, Water main renewal projects, & playground infrastructure upgrades.</i> <i>To support the review and update of the Town's ten year financial and capital plan by end of August 2022.</i> <i>To support and ensure resources are available to support Council priority initiatives in 2022 including the Youth Network, Greater Moncton Homeless Engagement, exploring inclusionary zoning, etc.</i> <p>Actions:</p> <ul style="list-style-type: none"> The Directors have reviewed various financial scenarios of an updated ten-year capital and financial plan. Inflation, supply chain issues and fuel costs have had a notable impact on the ten-year capital budget projections and the affordability of the current priorities identified by Council. The target is to finalize a few financial scenarios for review and discussion with Council prior to the start of the 2023 budget process. The Town staff continue to have ongoing discussion with RDC regarding our two IBA infrastructure applications: the RRC and water renewal projects. Both projects are still under consideration from the Province (and federal government) and we hope to hear positive news this year. The timeframe of that approval is out of our control.
Operational Management and Oversight	<p><i>Lead the management team in ensuring the organization lives up to the Service Excellence expectation in the Town's strategic plan focusing on shared operational practices and expectations.</i></p> <p>Actions:</p> <ul style="list-style-type: none"> Fiscal management of this year's operational budget still remains a top priority to ensure the Town does not end the year in a deficit. The year-to-date monthly results improved at the end of May, continuing the improved trend started last month. Ongoing financial discipline is required to ensure we achieve our year end objective.
Corporate Projects & Operational/Process Improvements	<p><i>Lead the management in the execution of the following 2022 projects: 1) a review of the Town's IT service delivery model.</i></p> <p><i>2) developed an improved metrics/dashboard reporting system for the Town.</i></p> <p><i>3) to support the transition of local business engagement and sustainability oversight to the Parks Department.</i></p>

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	<p>Actions:</p> <ul style="list-style-type: none"> The Parks, Recreation and Community Relations Team will provide Council an update on its business engagement efforts in the fall. A lot of positive work has already initiated with the introduction of the Local Business Liaison Position and the direct engagement with the business community. The Mayor held an online business forum in November of 2021 with the local business community. At that time, staff produced a summary of the meeting and shared it with Council. Staff committed to providing an update to Council in six months. Due to the actions impacting a number of different departments, I summarized the status of actions to date. In the future, these updates regarding the local business initiatives will come from the Parks and Recreation Department.

Additional items:

At the 2022 April Committee of the Whole Meeting, Council directed staff to contact the NB Cover Bridge Association to discuss their request for the Town to acquire the Mitton Covered Bridge and maintain it. Council requested that staff confirm the details of the request and to report back to Council.

The association request is for the Town to:

- Acquire the bridge from DTI to ensure that the bridge is properly protected and maintained. The association would like the Town to invest in restoring the bridge to allow foot traffic to use the bridge.
- Establish a new picnic park area that visitors to the covered bridge could use and enjoy.

The association indicated that:

- They would be willing to lobby the Province on our behalf and request that the Province upgrade this bridge before turning it over to us. There is no guarantee the Province's Tourism Department would agree.
- They feel that the covered bridge would be attractive to visitors and tourists. They have over 500 members on their Facebook group and feel that is a good representation of the size of community interest in covered bridges.

There are a number of issues that staff identified to the association in this discussion:

- There is not sufficient land available near the Covered Bridge to successfully create a park space including parking. Staff do not anticipate that the few residents on the Mitton Road would want the Town to acquire that land to convert part of that area to open park space.

- The Town does not have funds in its ten-year capital plan to acquire this bridge and land and this was not identified as a strategic priority during the development of our Strategic Plan. And staff are not convinced it would lead to the level of tourism traffic to warrant the investment.
- The Parks Department has sufficient recreational assets in the community at this time and do not want to acquire this space to operate and maintain.
- Moncton has taken over two covered bridges from the Province in the past and are responsible for the ongoing operations and maintenance. As most individuals will note, the current covered bridge at the Magnetic Hill Zoo is closed for maintenance and requiring investment from the City.
- There is a covered bridge in the Sackville area, and the Town of Sackville has no interest in acquiring and taking over management of that asset.
- Mitton Road in reality is not really a road. While it may be designated as a road that was transferred to the Town from the Province many years ago, it functions as a driveway (which we maintain) for a few homes.

Staff's recommendation is that Council not make the decision to acquire the Mitton Covered Bridge.