

Town of Riverview
DEVELOPMENT & LEGISLATIVE SERVICES
DEPARTMENT MONTHLY REPORT



To: Mayor

Prepared by: Annette Crummey, Director

Date: February 21, 2023

Month & Year: January/February 2023

Departmental Objectives Update

DEVELOPMENT		
Objectives	Actions	Strategic Themes
	Once the Manager position has been filled, this section will include their identified objectives and updates. The current update includes actions taken by the Director since they moved into the role three weeks ago.	
Regional Activities	<p>Attended the Greater Moncton Economic Development Team meeting. Discussions were held regarding 3+, the transitioning of regional economic development to SERSC, immigration collaboration projects and the 2023 work plan.</p> <p>Reviewed and participated in a discussion concerning the annual Greater Moncton Newcomer survey with members of the Greater Moncton Local Immigration Partnership (GMLIP). This survey will be distributed to</p>	<ul style="list-style-type: none"> • Thriving Community
Local Activities	<p>Attended online information session to learn more about changes to planning practices due to Local Governance Reform.</p> <p>The Development Review Committee met and discussed two planned development proposals. These proposals will be presented to Council in the near future.</p> <p>Revised and approved Job Description for the position of Manager.</p>	<ul style="list-style-type: none"> • Thriving Community • Service Excellence
Immigration	A detailed analysis of the immigration population in Greater Moncton was compiled by Jupia Consultants Inc. and includes some useful data on immigrants locating to Riverview and the other two communities. The information gathered was collected from the 2021 Census data.	<ul style="list-style-type: none"> •

DEVELOPMENT		
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	<ul style="list-style-type: none"> As of the 2021 Census immigrants and non-permanent residents (NPRs) account for 15% of the population in City of Moncton, 12% in Dieppe and 7% in Riverview. Housing is becoming a significant challenge for newcomers. 19% of recent immigrants and 24% of NPRs spend over 30% of income on shelter. Since the Census, this problem has worsened. Asia and Africa are the dominant sources of immigrants into Greater Moncton. One in four immigrants to the region is a Francophone, a rate higher than all other CMAs across the country (excluding Quebec). Among non-immigrants, the number in the workforce declined slightly over the five year period (-885) whereas the number of immigrants and non-permanent residents in the workforce rose by 6,310. Without immigration, the Moncton CMA workforce would be in decline. Of the 17,030 immigrants or NPRs that lived in Greater Moncton between 2016 and 2021, 1470 of them lived in Riverview. 7% in Riverview East, 9% in Central Riverview and 6% in West Riverview. <p>Attached to this report are some comparison tables that Council can review.</p>	

LEGISLATIVE SERVICES		
Objectives	Actions	Strategic Themes
<i>By the Numbers (Year to Date)</i>	<ul style="list-style-type: none"> Tenders Procurements Awarded – 6 Events attended by Mayor & Council – 25 Donation & Sponsorship Grants Awarded – 2 Annual Grants Awarded – 17 Presentations to Council – 3 Public Hearings/Presentations – 1 Concerns Reported – 37 <ul style="list-style-type: none"> By-law Enforcement – 6 Communications – 0 Fire – 0 Parks & Recreation – 10 Public Works – 19 Administration – 1 Zoning – 1 	<ul style="list-style-type: none"> Service Excellence

LEGISLATIVE SERVICES		
Objectives	Actions	Strategic Themes
Records Information	One RTIPPA request was received in February.	<ul style="list-style-type: none"> Service Excellence
Improved Operational Processes	Crosswalk Guard Procedural Guide has been completed. The guide will assist in ensuring correct processes are being used for the management of the Crosswalk Guard Program.	<ul style="list-style-type: none"> Service Excellence
Service Excellence	<p>The new eScribe "Voting" module has been installed and staff are completing training. Training for Council will occur in March and the new module should be ready for use at the March Committee of the Whole meeting.</p> <p>Three files were opened in Access E11 in the month of January. Two were resolved and closed and one is ongoing.</p>	<ul style="list-style-type: none"> Service Excellence Thriving Community
Employee Relations	<p>Recruitment for the position of Manager of Economic Development & Projects is ongoing. The deadline for applications was February 19, 2023 and interviews are expected to take place within the first two weeks of March.</p> <p>Recruitment for the position of Executive Administrative Assistant is ongoing. The deadline for applications was February 17, 2023 and interviews are expected to take place within the first two weeks of March.</p> <p>A six-week placement through the Federal Government's YESS Program ended on February 16. The participant worked with the Records Manager for a 16 week period and assisted with file inventory and retention efforts.</p> <p>The Safety Talk for February was Heart Health and the Health & Safety Policy.</p>	<ul style="list-style-type: none"> Service Excellence

By-law Enforcement

ANIMAL CONTROL ENFORCEMENT REPORT-JANUARY 2023				
	Current Month	Previous Month	Annual Total	Monthly Trend
No information available				
Animal Control Licences	168	0	168	0

BY-LAW CITATION SUMMARY-JANUARY 2023	Number Issued	Total Fines
Overnight Winter Parking Ban	37	\$1,800
No Parking/No Stopping Zone	1	\$50

BY-LAW CITATION SUMMARY-JANUARY 2023	Number Issued	Total Fines
Excessive Noise Violation	0	0
Commercial Vehicle/Trailer on Street	1	\$50
No Parking – Fire Lane	0	0
No Parking-Snow Removal Operations	15	\$650
Owner Failed to Remove Animal Feces	0	0
TOTALS	54	\$2,500

BY-LAW ENFORCEMENT REPORT-JANUARY 2023		
	Number of Files Open this Period	Number of Files Closed this Period
Animal Control	2	0
Commercial Vehicle	0	0
Dangerous or Unsightly Premises	12	4
Encampment	1	1
Flyer Distribution	0	0
Garbage Sorting	1	1
Illegal Dumping	0	0
Improper Water Usage	0	0
Maintenance and Occupancy	1	1
Mobile Vendors & Pedlars	1	0
Noise Complaints	4	3
Off Road Vehicles	0	0
Parking Violations	1	1
Portable Signs	1	0
Rodent Sightings	2	3
Speeding	0	0
Sports on Streets	0	0
Streets-Traffic By-law	1	1
Tall Grass	0	0
Zoning	1	0
TOTALS	27	15

BY-LAW ENFORCEMENT – OUTSTANDING FILES REPORT – (most recent comments on top)	
File Type	Update (new updates are highlighted)
Unsightly Premises – Hillsborough Road	<ul style="list-style-type: none"> • Ongoing • Extensive amount of debris to be removed, working with the property

BY-LAW ENFORCEMENT – OUTSTANDING FILES REPORT – (most recent comments on top)	
File Type	Update (new updates are highlighted)
	<p>owner to obtain compliance in a reasonable amount of time, ongoing.</p> <ul style="list-style-type: none"> • Compliance letter sent; site inspection completed. • Resident complained of messy yard located on Hillsborough Road, Compliance letter to be sent to property owner.
Unsightly Premises – Sherwood Avenue	Unsightly Premises – Anticipated Action 2023
Unsightly Premises – Henderson	<ul style="list-style-type: none"> • Ongoing • In November it appeared the bank's property management company would be demolishing the property. However, notified in December that the bank would not be demolishing. Our own demolition procedure has been started. • Expected Demolition in Fall 2022 • Inspection completed; property secured. Process to Demolish commenced. • Unsightly Premises – Fire department and resident reported issue with residence. Will commence process following site inspection.
Unsightly Premises – Ogden Drive	<ul style="list-style-type: none"> • Ongoing • Still awaiting response from SCAN. • Vacant residence since June. Possible illegal activities happening. May request outside assistance from the SCAN Unit.
Unsightly Premises – Canterbury Avenue	<ul style="list-style-type: none"> • Ongoing. • Concerns raised regarding the structural soundness; roof looks like requires work. Work on roof replacement and repairs planned with co-owner.
Unsightly Premises – Muncey Drive	<ul style="list-style-type: none"> • Ongoing • Complaint received 2021, complainant indicated cleanup was satisfactory following compliance letter sent to property owner, reopened in attempt to obtain further compliance. • Compliance letter sent under the Maintenance and Occupancy By-Law. • Another complaint received from other resident, challenging issues with this

BY-LAW ENFORCEMENT – OUTSTANDING FILES REPORT – (most recent comments on top)	
File Type	Update (new updates are highlighted)
	<p>property, will continue to obtain compliance.</p> <ul style="list-style-type: none"> • No formal complaints received from residents, may request assistance from SCAN. • RCMP attended property in December.
Unsightly – Other - Dayton Court	<ul style="list-style-type: none"> • Continuing to monitor • No further complaints from resident to By-Law enforcement, RCMP apparently dealing with issues. • Continue to monitor. Two complaints received concerning various issues at this residence. RCMP have been requested to assist and have indicated they will.
Unsightly – Whitepine	<p>File Closed.</p> <ul style="list-style-type: none"> • Compliance for large hole with water, shed and fence to be dealt with in spring of 2023. • Debris in yard, water pooled in back yard, compliance letter sent to property owner
Unsightly – Irving	<ul style="list-style-type: none"> • Ongoing. • Derelict vehicles in yard – compliance letter sent to property owner.
Unsightly Premises – Rivereast Drive	<ul style="list-style-type: none"> • Demolition process initiated; land owner willing to assist. • Health, safety, possible criminal activity

Section 3: Other Notable Development & Highlights for Council's Attention

- Corporate Services took on the portfolio of Economic Development and is now the Development and Legislative Services Department.
- The positions of Facilities Manager and Communications Manager have been transferred to Parks, Recreation and Community Services and the new Human Resources & Corporate Communications Department respectively.
- With the departure of the Executive Assistant, Development and Legislative Services have begun the process of recruiting a new person.