

Town of Riverview
DEVELOPMENT & LEGISLATIVE SERVICES
DEPARTMENT MONTHLY REPORT



To: Mayor & Council
 Prepared by: Annette Crummey, Director/Town Clerk
 Date: November 27, 2023
 Month & Year: October-November 2023

Departmental Objectives Update

ECONOMIC DEVELOPMENT		
Objectives	Actions	Strategic Themes
<i>Regional Activities</i>	<ul style="list-style-type: none"> Met with General Manager of the Southeast Regional Service to understand 2024 priorities for the region. Attended Southeast Labourforce Market Partnership Council meeting to discuss new value proposition, restructure, and priorities. Met with Regional Development Corporation to explore provincial housing grant opportunities. Met with Regional Housing Hub (NPO) to explore affordable housing solutions. 	<ul style="list-style-type: none"> Thriving Community
<i>Local Activities</i>	<ul style="list-style-type: none"> Met twice with Dieppe, Moncton, Riverview Economic Development Team to discuss current opportunities and challenges. Met with Lead Consultant, Director of Development and Legislative Services, and Senior Urban Planner to discuss planning considerations for new Community Economic Development Strategy. Coordinated Council Workshop to establish values and mission for Community Economic Development Strategy. Met with Board of Directors of the Chamber of Commerce for Greater Moncton and presented report on Riverview’s business landscape. Met with developers and local real estate player to discuss prospective new projects and the Town’s Commercial Development Grant. Met with the Town’s Development Review Team. Received 1 new expression of interest for the Commercial Development Grant. 	<ul style="list-style-type: none"> Thriving Community Service Excellence

ECONOMIC DEVELOPMENT		
Objectives	Actions	Strategic Themes
	<ul style="list-style-type: none"> Coordinating the Riverview Business Forum (November 29th) to engage the local business and development community in collaboration with Community Engagement Business Worker. Attended and sponsored the NB Growth Summit on stimulating business growth through innovation, productivity, talent, and sales. Participated in Community Energy Mapping Workshop as part of the CEEP project for the Town. 	
Immigration	<ul style="list-style-type: none"> Attended Pathways to Prosperity conference on innovation in immigration and settlement opportunities in Canada, studying the impact of new geographies, modes, and levels of immigration. Represented the Town in online, Canada-Wide Networking Expo for Newcomers. Attended the Annual General Meeting of the Multicultural Agency of the Greater Moncton Area. Met with the Greater Moncton Local Immigration Partnership Executive Council. Met with the Tri-Community Immigration Team to outline priorities for 2024 shared initiatives. 	<ul style="list-style-type: none"> Safe and Inclusive Community Thriving Community
Professional Development	<ul style="list-style-type: none"> Participated in Mental Resiliency Training for Managers with Department Director. Attended national conference on immigration solutions and opportunities. 	<ul style="list-style-type: none"> Service Excellence

LEGISLATIVE SERVICES		
Objectives	Actions	Strategic Themes
By the Numbers (Year to Date)	<ul style="list-style-type: none"> Tenders Procurements Awarded – 22 Events attended by Mayor & Council – 143 Donation & Sponsorship Grants Awarded – 35 Annual Grants Awarded – 19 Presentations to Council – 19 Public Hearings/Presentations – 3 Concerns Reported – 582 (61% of these have been entered by residents) <ul style="list-style-type: none"> By-law Enforcement – 181 Fire – 6 Parks & Recreation – 174 Public Works – 200 Administration – 1 	<ul style="list-style-type: none"> Service Excellence

LEGISLATIVE SERVICES		
Objectives	Actions	Strategic Themes
	<ul style="list-style-type: none"> ○ Zoning – 20 	
Records Information	<ul style="list-style-type: none"> • Staff have finished transferring records into the new SharePoint system as well as having granted each section and folders permissions. All staff will soon be receiving a notification letting them know they will now have access to the new SharePoint DMS repository. • Staff have completed the records to be transferred to the Records Center as well as the records that were scheduled for destruction. • No new RTIPPA requests. 	<ul style="list-style-type: none"> • Service Excellence
Improved Operational Processes	<ul style="list-style-type: none"> • Met with Ben Champoux to discuss the approach for the Economic Development strategy. • Created outline for Clerk Procedural Guide. 	<ul style="list-style-type: none"> • Service Excellence
Service Excellence	<ul style="list-style-type: none"> • Participated in budget deliberation sessions with Council and Department Directors. • Director attended webinar on Good Governance • Performed orientation with Councillor Elect Gouzoules • Planned and performed Oath of Office ceremony for Councillor Gouzoules • Attended Development Team Meeting • Attended AMANB Board Meeting 	<ul style="list-style-type: none"> • Service Excellence • Thriving Community
Employee Relations	<ul style="list-style-type: none"> • Four staff members attended Mental Resiliency Training • Safety Talk for October was the new Alert System the Town recently released. 	<ul style="list-style-type: none"> • Service Excellence

By-law Enforcement

ANIMAL CONTROL ENFORCEMENT REPORT-AUGUST 2023				
	Current Month	Previous Month	Annual Total	Monthly Trend
Animal Control Issues	9	12	90	↓3
Animal Control Licences	61	90	918	↓29
PARK PATROL				
	No. of Hours	No. of Dogs Seen	No. of Dogs Unleashed	Monthly Trend Unleashed
	27	126	1	↓1

BY-LAW CITATION SUMMARY-JUNE, JULY & AUGUST 2023	Number Issued	Total Fines
Overnight Winter Parking Ban	0	0
No Parking/No Stopping Zone	1	50

BY-LAW CITATION SUMMARY-JUNE, JULY & AUGUST 2023	Number Issued	Total Fines
Excessive Noise Violation	0	0
Commercial Vehicle/Trailer on Street	0	0
No Parking – Fire Lane	0	0
No Parking – Disabled Parking	0	0
No Parking-Snow Removal Operations	0	0
Owner Failed to Remove Animal Feces	0	0
TOTALS	1	50

BY-LAW ENFORCEMENT REPORT-JUNE-AUGUST 2023		
	Number of Files Open this Period	Number of Files Closed this Period
Animal Control	2	3
By-law Enforcement General	2	3
Commercial Vehicle	0	2
Dangerous or Unsightly Premises	14	2
Encampment	0	5
Flyer Distribution	0	0
Garbage Sorting	1	2
Illegal Dumping	1	0
Improper Water Usage	0	0
Maintenance and Occupancy	1	0
Mobile Vendors & Pedlars	0	0
Noise Complaints	0	3
Off Road Vehicles	0	0
Parking Violations	0	0
Portable Signs	1	1
Rodent Sightings	0	0
Speeding	1	0
Sports on Streets	1	0
Streets-Traffic By-law	3	3
Tall Grass	1	1
Zoning	0	1
TOTALS	28	26

BY-LAW ENFORCEMENT – OUTSTANDING FILES REPORT – (most recent comments on top)	
File Type	Update (new updates are highlighted)
Unsightly Premises – Fatima	<ul style="list-style-type: none"> • Large amount of metal, motorcycle parts, wood in driveway, ATVs on front lawn. • Compliance Letter sent.
Unsightly Premises – Coverdale Road	<ul style="list-style-type: none"> • Complaint of fence falling down, compliance letter sent to repair.
Unsightly Premises – McDowell	<ul style="list-style-type: none"> • Concerns of refuse being placed in trailer located on front of property. Site inspection to be completed
Unsightly Premises – Hillsborough Road	<ul style="list-style-type: none"> • Ongoing • Extensive amount of debris to be removed, working with the property owner to obtain compliance in a reasonable amount of time, ongoing. • 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	<ul style="list-style-type: none"> • Unsightly Premises – Anticipated Action 2023
Unsightly Premises – Canterbury Avenue	<ul style="list-style-type: none"> • New owner anticipated repairs to be done, continue to monitor. • Continuing to monitor. • 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"> • FILE CLOSED • No further complaints but drive-by inspection completed in September – some vehicles in yard, unable to see back yard. • 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"> • Accused still incarcerated until December 2023. • Accused arrested and incarcerated until next court dates in September. • 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 – Irving	<ul style="list-style-type: none"> • Ongoing. • Derelict vehicles in yard – compliance letter sent to property owner.
Unsightly Premises – Buckingham	<ul style="list-style-type: none"> • New complaint received – follow-up needed. • Clean up occurring – no new complaints. • Debris removed from driveway, possible items still under garage. No new complaints • Plastic dome garage with a lot of debris in driveway. • Investigating
Unsightly Premises – Laurentide	<ul style="list-style-type: none"> • FILE CLOSED – No longer in violation. • Repairs continuing, windows boarded up and notices on all doors • Repairs commenced • Awaiting repairs • Partially burned duplex • Investigating
Unsightly Premises – Leonard Street	<ul style="list-style-type: none"> • Ongoing • Large amount of items on property – not in compliance. Inspection letter sent for September.
Unsightly Premises – Runneymeade Road	<ul style="list-style-type: none"> • Vehicle parts, etc. on property

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

- Reminder for Council to attend the Riverview Business Forum scheduled for November 29th (event is now sold out).
- Reminder for Council to attend upcoming Community Economic Development Council Workshop on December 14th.