

**Town of Riverview**  
**DEVELOPMENT & LEGISLATIVE SERVICES**  
**DEPARTMENT MONTHLY REPORT**



To: Mayor & Council

Prepared by: Annette Crummey, Director/Town Clerk

Date: May 27, 2024

Month & Year: April-May 2024

**Departmental Objectives Update**

ECONOMIC DEVELOPMENT		
Objectives	Actions	Strategic Themes
<b>Regional Activities</b>	<ul style="list-style-type: none"> <li>- Participated in Southeast Labourforce Market Partnership Council meeting.</li> <li>- Met with Southeast Regional Service Commission Director of Regional Projects to create alignment between their infrastructure, transportation, and tourism priorities and the Town's Community Economic Development Strategy.</li> <li>- Met with three New Brunswick municipalities to discuss housing action plans, initiatives, and best practices.</li> <li>- Attended the Canadian Mortgage and Housing Corporation webinar on Introducing Gentle Density Housing By-Law Guide.</li> <li>- Attended Greater Moncton International Airport Authority's Nominators Meeting and Annual General Meeting.</li> <li>- Met with Director of Business Growth at Opportunities New Brunswick to discuss Foreign Direct Investment processes.</li> </ul>	- Thriving Community
<b>Local Activities</b>	<ul style="list-style-type: none"> <li>- Attended Moncton, Dieppe, and Riverview Economic Development meeting to discuss tri-community priorities and collaboration opportunities.</li> <li>- Delivered third and final Council Workshop relating to the Community Economic Development Strategy led by Lead Consultant at Champoux Inc.</li> <li>- Met with Lead Consultant on the Community Economic Development Strategy to plan out consultation process.</li> <li>- Met with Chief Administrative Officer and Director of Development and Legislative Services to discuss Affordable Housing Action Plan updates and priorities.</li> </ul>	<ul style="list-style-type: none"> <li>- Thriving Community</li> <li>- Service Excellence</li> </ul>

	<ul style="list-style-type: none"> <li>- In supporting Senior Urban Planner leading the Municipal Plan Review, presented Commercial Market Threshold Study and Commercial Development Grant to working committee.</li> <li>- Met as internal cross-functional Development Review Team to discuss upcoming housing-related capital projects and ideas.</li> <li>- Met with two new developers to review prospective projects and discuss the Commercial Development Grant.</li> <li>- Met with Community Engagement Worker – Business to discuss updates, and collaborative partnerships and priorities.</li> <li>- Represented the Town at the Chamber of Commerce for Greater Moncton’s Annual General Meeting.</li> <li>- Represented the Town at Top 20 Under 40 event organized by the Chamber of Commerce for Greater Moncton, alongside Development and Legislative Services and Parks, Recreation, and Community Engagement Directors.</li> </ul>	
<b>Immigration</b>	<ul style="list-style-type: none"> <li>- Represented the Town at the Greater Moncton Settlement Fair for newcomers and international Students. <ul style="list-style-type: none"> <li>o Main priorities for participants: finding adequate and affordable housing, quality schools, and meaningful employment.</li> <li>o Hundreds of participants interested in Riverview as a place to put down roots.</li> </ul> </li> <li>- Represented the Town in the Multicultural Agency of the Greater Moncton Area’s strategic planning committee.</li> <li>- Participated in the Greater Moncton Local Immigration Partnership Labour Market &amp; Attraction Working Group meeting.</li> <li>- Met with Dieppe, Moncton, and Riverview Immigration Team to discuss shared projects and priorities.</li> <li>- In partnership with Dieppe and Moncton, commissioning new “Boosting Retention: Greater Moncton Immigration Trends, 2024 Report” by Jupia Consultants Inc.</li> </ul>	<ul style="list-style-type: none"> <li>- Safe and Inclusive Community</li> <li>- Thriving Community</li> </ul>
<b>Professional Development</b>	<ul style="list-style-type: none"> <li>- Attended Building Atlantic Canada conference organized by the Atlantic Economic Council alongside Chief Administrative Officer.</li> </ul> <p>Key takeaways:</p> <ul style="list-style-type: none"> <li>o The definition of “Affordable Housing” varies widely per person/household depending on their income and socio-economic status.</li> <li>o There are approximately 500 persons experiencing homelessness in the Greater Moncton area – housing supply and affordability are important factors.</li> </ul> <ul style="list-style-type: none"> <li>- Attended Distinguished Speaker Series organized by Chamber of Commerce for Greater Moncton alongside Community Engagement Worker – Business. <ul style="list-style-type: none"> <li>o Main struggles for businesses identified by Executive Director at Business Development Bank of Canada: housing supply, interest rates, and staffing.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Service Excellence</li> </ul>

	<ul style="list-style-type: none"> <li>○ Reportedly, more newcomer entrepreneurs are choosing the Greater Moncton Area to set up shop.</li> </ul>	
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LEGISLATIVE SERVICES		
Objectives	Actions	Strategic Themes
<b><i>By the Numbers (Year to Date)</i></b>	<ul style="list-style-type: none"> <li>• Tenders Procurements Awarded – 21</li> <li>• Events attended by Mayor &amp; Council – 32</li> <li>• Donation &amp; Sponsorship Grants Awarded – 19</li> <li>• Annual Grants Awarded – 19</li> <li>• Presentations to Council – 2</li> <li>• Public Hearings/Presentations – 3</li> <li>• Concerns Reported – 205               <ul style="list-style-type: none"> <li>○ By-law Enforcement – 97</li> <li>○ Fire – 0</li> <li>○ Parks &amp; Recreation – 54</li> <li>○ Public Works – 49</li> <li>○ Administration – 0</li> <li>○ Zoning – 5</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Service Excellence</li> </ul>
<b><i>Privacy &amp; Requests for Information</i></b>	<ul style="list-style-type: none"> <li>• Two RTIPPA Requests have been received and completed this year.</li> </ul>	<ul style="list-style-type: none"> <li>• Service Excellence</li> </ul>
<b><i>Improved Operational Processes</i></b>	<ul style="list-style-type: none"> <li>• Preparing Clerk Training Guide for new Clerk</li> <li>• Revising and streamlining some processes in preparation for the new Clerk.</li> </ul>	<ul style="list-style-type: none"> <li>• Service Excellence</li> </ul>
<b><i>Service Excellence</i></b>	<ul style="list-style-type: none"> <li>• Clerk training presentation was held in Fredericton on May 1 &amp; 2 with 70 clerks in attendance. The training was well received and generated lots of discussion.</li> <li>• Team reviewed and revised applicable sections in the Annual Report.</li> </ul>	<ul style="list-style-type: none"> <li>• Service Excellence</li> <li>• Thriving Community</li> </ul>
<b><i>Employee Relations</i></b>	<ul style="list-style-type: none"> <li>• Interviews were completed and a new Town Clerk has been hired. Karyann Ostroski will be joining the town on June 3<sup>rd</sup>.</li> <li>• Staff attended Mental Resiliency Training.</li> <li>• Completed training with the new Information Protection and Compliance Administrator on records management.</li> <li>• May's Safety Talk was on Self Compassion</li> </ul>	<ul style="list-style-type: none"> <li>• Service Excellence</li> </ul>

## By-law Enforcement

ANIMAL CONTROL STATISTICS				
	Current	Previous	Annual	Monthly

	Month	Month	Total	Trend
Animal Control Issues	19	6	49	↑13
Animal Control Licences	91	92	426	↓1
No. of Patrols	No. of Hours	No. of Dogs Seen	No. of Dogs Unleashed	
59	21	126	12	

BY-LAW CITATION SUMMARY-MARCH 2024	Number Issued	Total Fines
Overnight Winter Parking Ban	0	0
No Parking	0	0
No Stopping	2	100
Excessive Noise Violation	0	0
Commercial Vehicle/Trailer on Street	2	100
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
<b>TOTALS</b>	<b>4</b>	<b>200</b>

BY-LAW ENFORCEMENT REPORT-JANUARY 2024		
	Number of Files Open this Period	Number of Files Closed this Period
Animal Control	0	5
By-law Enforcement General	4	8
Commercial Vehicle	0	0
Dangerous or Unsightly Premises	13	6
Encampment	2	3
Flyer Distribution	0	0
Garbage Sorting	2	1
Illegal Dumping	0	0
Improper Use of Town Property	0	0
Improper Water Usage	0	0
Maintenance and Occupancy	1	1
Mobile Vendors & Pedlars	0	0
Noise Complaints	3	1
Off Road Vehicles	0	1
Parking Violations	1	10
Portable Signs	1	0

BY-LAW ENFORCEMENT REPORT-JANUARY 2024		
	Number of Files Open this Period	Number of Files Closed this Period
Rodent Sightings	0	1
Speeding	1	0
Sports on Streets	2	1
Streets-Traffic By-law	0	0
Tall Grass	0	0
<b>TOTALS</b>	<b>30</b>	<b>38</b>

BY-LAW ENFORCEMENT – OUTSTANDING FILES REPORT – (most recent comments on top)	
File Type	Update (new updates are highlighted)
Unsightly Premises - Sawgrass	Cans, bottles, food garbage, vacuums, dog poop bags galore as well as cut trees, grass clippings, plastics etc. on vacant lot.
Unsightly Premises - Carnation	Tires etc. on property, Sam (MES) will look into file.
Unsightly Premises - Waterfall	There is a large number of belongings, debris, garbage, furniture, and other items strewn about the property
Unsightly Premises - Manchester	Garbage including discarded furniture
Encampment - Coverdale	RCMP responded to a call from a resident concerned about person residing in a dilapidated structure behind their home.
Unsightly Premises – Old Coach	Garbage all around the property
<b>Unsightly Premises - Fatima</b>	<b>Site inspection completed and compliance date issued for May.</b> Large amount of metal, motorcycle parts, wood in driveway, atvs on front lawn, compliance letter sent. Follow up site check, compliance order to be issued. Officer Reed has been in conversation with residents, small slow improvements, continuing compliance. Winter weather slowing pace of progress. Yard still has some debris, gradual progress on garage being constructed, follow-up site visit will be conducted in March 2024
<b>Unsightly Premises - Pitt Street</b>	<b>Yard cleaned and now in compliance. File Closed.</b> Debris in yard, file being investigated

BY-LAW ENFORCEMENT – OUTSTANDING FILES REPORT – (most recent comments on top)	
File Type	Update (new updates are highlighted)
Unsightly Premises - Canterbury	<b>Roof has been replaced, continued renovations occurring. Property in compliance. File Closed.</b> Concerns raised regarding the structural soundness; roof looks like requires work. Work on roof replacement and repairs planned with co-owner. Continue to monitor. New Owner anticipated. New Owner anticipated repairs to be done, continue to monitor or issue notification of inspection. No new updates.
Unsightly Premises - Carnation	Tires etc. on property, MES will look into file.
Unsightly Premises – Hillsborough Road	Resident complained of messy yard located on Hillsborough Road, Compliance letter to be sent. Ongoing. New inspection to occur in the spring.
Unsightly Premises – Sherwood Avenue	<b>Site inspection completed 2024-04-17, property in compliance, File Closed.</b> Unsightly Premises – Anticipated Action 2024
Unsightly Premises – Leonard Street	Large number of items on property not in compliance, inspection letter sent for September. no follow up until new officer is hired, appointed, and trained. New Officer in training for Unsightly, will be added to the to do list when overnight parking is not taking place. Unable to complete thorough site inspection due to snow, file on hold until spring.
Unsightly – Other - Dayton Court	Two complaints received concerning various issues at this residence. RCMP have been requested to assist and have indicated they will. No further complaints from resident to By-Law enforcement, RCMP apparently dealing with issues. Continue to monitor. Meeting to discuss issues planned for June 2023. Accused arrested and incarcerated until next court dates in November 2023. Accused still incarcerated until Dec 2023. No New Complaints Accused still incarcerated until March 2024. RCMP attended residence arrested several individuals. No new Complaints. Residents recommended to contact RCMP if violations witnessed.
Unsightly Premises - Montgomery	Large amount of bags of garbage on property. MES looking into file
Maintenace Standard - Candlewick	Moose head and pelt in yard attracting rodents etc.

BY-LAW ENFORCEMENT – OUTSTANDING FILES REPORT – (most recent comments on top)	
File Type	Update (new updates are highlighted)
Unsightly Premises -Runnymede Road	Vehicle parts etc. on property. Will look into file between overnight parking and encampments. Site inspection planned for spring.
Unsightly Premises – Irving Road	Derelict vehicles, compliance letter to be sent. Site inspection to be completed in spring 2024