

Town of Riverview

CAO DEPARTMENT MONTHLY REPORT



To: Mayor and Town Council

Prepared by: Colin Smith, CAO

Date: April 27, 2026

Month & Year: March 2026/April 2026

Section 1: 2026 Priorities

Priority	Activities
<p>Update the Town's Strategic and Operational Plan – 2026 to 2030</p> <p>Strategic Plan - Service Excellence</p>	<p>Objective: To provide leadership support to Council and Senior Leadership in developing a new forward-looking strategic and operational plan for the Town of Riverview.</p> <p>Actions:</p> <ul style="list-style-type: none"> In order to involve Town employees in shaping the updated Strategic and Operational Plan for 2026 to 2030, an internal staff survey was circulated this month. This survey will provide staff with an opportunity to share their perspectives on key priorities, operational opportunities, and anticipated challenges over the next four years. Building on this initial outreach, the Strategic Plan Project Team will also schedule employee workshops. These sessions are designed to collect further input from staff regarding needs and requirements that should be addressed in the updated plan. All preparatory work is being conducted ahead of the newly elected Council taking office. This ensures that the planning process to update the Town's strategic plan will be ready for Council's consideration as it will need to be one of its critical priorities in its mandate.
<p>Economic Development Plan and Housing Accelerator Fund Program</p> <p>Strategic Plan - Thriving Community</p>	<p>Objective: To support the execution of Housing Accelerator Fund (HAF) program initiatives and the economic development operational plan initiatives scheduled for 2026.</p> <p>Actions:</p> <ul style="list-style-type: none"> S. Akerley successfully obtained an additional \$490,000 in Housing Accelerator Fund (HAF) funding through the Canada Mortgage and Housing Corporation (CMHC). This opportunity arose from the availability of unallocated funds within the program. The new funding comes with additional targets and commitments, but these requirements are already consistent with initiatives that have been planned for the Town. As a result, the Town is well-positioned to meet these expectations and utilize the funding effectively.

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	<ul style="list-style-type: none"> • The Mayor, S. Akerley, and I held a meeting with the Ministers of Housing and Transportation to explore the possibility of the Province building affordable housing units on their land located within Riverview. The discussion was constructive and demonstrated a shared interest in advancing affordable housing solutions for the community. As a result of the meeting, both the Town and the Province will need to engage in additional follow-up to further assess and develop potential opportunities stemming from this initial conversation. Importantly, Riverview has been identified by NB Housing as a candidate for the development of provincially subsidized affordable housing units. • The Health Care Advocacy Committee has been active over the past month in engaging the community to gain insights from residents on their challenges with and hopes for health care services in Riverview. The Committee launched a public survey earlier this month, as well they will be hosting targeted engagement sessions with community groups to gain their perspective. The goal is to compile all this information to determine the Committee's priorities, as well as to use it to support a business case for Riverview securing one of these upcoming provincial primary care clinics.
<p>Operational Management and Oversight</p> <p>Strategic Plan - Service Excellence</p>	<p>Objective: <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 throughout the year.</i></p> <p>Actions:</p> <ul style="list-style-type: none"> • To date overall budget expenditures for 2026 have been managed within monthly budget expectations. • The external financial audit was presented to Council earlier this month and overall year end results for 2025 were positive as both the general and utility funds ended the year in small surpluses. • The internal process to track the Town's departments response to Access E11 incidents has produced positive results. Many of the Departments are responding to incidents in a timely manner and the number of items remaining open beyond 30 days has significantly declined.
<p>Town Development and Growth</p> <p>Strategic Plan - Thriving Community</p>	<p>Objective: <i>To support key development priority projects and initiatives planned for 2026, with the goal of fostering long-term growth and development in the Town of Riverview.</i></p> <p>Actions:</p> <ul style="list-style-type: none"> • The next phase of public engagement for the Bridgedale/Gunningsville Secondary Plan is set to take place in two formats: an online session on 2026-04-27, followed by an in-person event on 2026-04-29. These sessions will provide residents with the opportunity to review the latest development concepts, which include a range of options for improving road and active transportation connectivity within the planning area. It is important for Council to remember that the secondary plan must undergo formal review and receive Council approval through the rezoning and public hearing process. Approval of the secondary plan does not

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	<p>guarantee that development will immediately follow on the designated lands. Rather, the plan will establish the zoning and subdivision requirements needed for landowners to prepare and submit detailed development applications, which will be subject to further review and approval by the Town at a later date.</p> <ul style="list-style-type: none"> • According to the Development Activity Reports from Plan 360 for the current year, Council will observe that the Town is experiencing a slowdown in development activities in the early part of 2026 compared to the previous two years. It is anticipated we will not see the same level of development this year compared to the last two. This trend is influenced by ongoing economic uncertainty, including factors such as vacancy rates in new buildings and concerns regarding inflation, which are currently affecting the development environment. Despite these challenges, the Town remains hopeful that economic conditions will improve in the coming months. Even with a rebound in the second half of the year, there is an expectation that development activity may only return to historical averages or just slightly more. But well below the last two years.
<p>Regional engagement</p> <p>Strategic Plan - Service Excellence</p>	<p>Objective: <i>To lead the Town’s participation in regional projects and initiatives that are designed to not only strengthen the region but provide strategic and/or operational benefits to the Town of Riverview long term.</i></p> <p>Action:</p> <ul style="list-style-type: none"> • The Mayor and I attended an “enough as enough” meeting in early April, where the downtown business group outlined its expectations on municipal councils; individuals running for councils; provincial ministers and departments; the CRPA and the RCMP.

Other items:

n/a