

Town of Riverview
LEGISLATIVE SERVICES DEPARTMENT
MONTHLY REPORT



To: Mayor & Council
 Prepared by: Mareika Dow, Town Clerk
 Date: April 27, 2026
 Month & Year: March 2026

Departmental Objectives Update

LEGISLATIVE SERVICES		
Objectives	Actions	Strategic Themes
<i>By the Numbers (Year to Date)</i>	<ul style="list-style-type: none"> • Tenders Procurements Awarded – 8 • Events attended by Mayor & Council – 42 • Donation & Sponsorship Grants Awarded – 10 • Annual Grants Awarded – 20 • Presentations to Council – 4 • Public Hearings/Presentations – 1 • Concerns Reported – 192 <ul style="list-style-type: none"> ○ By-law Enforcement – 76 ○ Fire – 2 ○ Parks & Recreation – 22 ○ Public Works – 86 ○ Administration – 1 ○ Zoning – 5 	<ul style="list-style-type: none"> • Service Excellence
<i>Privacy & Requests for Information</i>	<ul style="list-style-type: none"> • No requests to date. 	<ul style="list-style-type: none"> • Service Excellence
<i>Improved Operational Processes</i>	<ul style="list-style-type: none"> • DocuPet promotional campaign being planned for May to improve licensing. • Met with Moncton, Dieppe, and other local municipalities to discuss flag-raising request process. • Worked with Parks & Recreation on updated Riverview Arts Centre sign board agreement. • Working with Public Works & Engineering on Local Improvement updates being communicated with affected residents. 	<ul style="list-style-type: none"> • Service Excellence

LEGISLATIVE SERVICES		
Objectives	Actions	Strategic Themes
Service Excellence	<ul style="list-style-type: none"> March meeting of the Greater Moncton Homelessness Steering Committee (GMHSC) included a presentation from the provincial correctional discharge and reintegration coordinator, and an update from the Human Development Council on coordinated access data of those experiencing chronic homelessness and individuals transitioned to housed. Town Clerk working on a review of the Code of Conduct By-Law, Taxi By-Law, incorporating e-scooters into Licensing By-Law, and Fire Protection By-Law. Ongoing work to organize orientation and governance training for new Council in May/June 2026. 	<ul style="list-style-type: none"> Service Excellence Thriving Community
Employee Relations	<ul style="list-style-type: none"> Summer student By-Law Officer position filled. Clerk completed 2-day workshop with George Cuff on the Roles & Responsibilities in municipalities. Executive Assistant attended CAMEA class for Women in Local Government Administration. Clerk completed two-day class at Universite de Moncton on Navigating the Laws Governing Municipalities. 	<ul style="list-style-type: none"> Service Excellence

By-Law Enforcement

ANIMAL CONTROL STATISTICS March 2026				
	Current Month	Previous Month	Annual Total	Monthly Trend (↓↑)
Animal Control Issues	7	11	29	4↓
Animal Control Licences	84	91	290	7↓
PARK PATROL				
Number of Patrols	No. of Hours	No. of Dogs Seen	No. of Dogs Unleashed	
102	52.45	90	6	

BY-LAW CITATION March 2026	Number Issued	Total Fines
Overnight Winter Parking Ban warnings	0	\$0
Overnight Winter Parking Ban citations	86	\$4300
No Parking/No Stopping Zone	11	\$550
Excessive Noise Violation	0	0
Commercial Vehicle/Trailer on Street	1	\$50
No Parking – Fire Lane	0	0

BY-LAW CITATION March 2026	Number Issued	Total Fines
No Parking – Disabled Parking	0	0
Using sidewalk other than for pedestrian use	1	\$50
Owner Failed to Remove Animal Feces	0	0
Fines issued for Dog or Cat infractions	1	\$50
TOTALS	100	\$5000

BY-LAW ENFORCEMENT REPORT – March 2026		
	Number of Files Open this Period	Number of Files Closed this Period
Animal Control	0	1
By-law Enforcement General	0	5
Commercial Vehicle Parking	0	2
Dangerous or Unsightly Premises	0	0
Dilapidated Structure	0	0
Debris on Road	0	3
Encampment	0	1
Flyer Distribution	0	0
Garbage Sorting	0	0
Illegal Dumping	0	0
Improper Water Usage	0	0
Improper Use of Town Property	0	0
Maintenance and Occupancy	1	2
Mobile Vendors & Pedlars	0	0
Noise Complaints	1	2
Off Road Vehicles	0	0
Parking Violations	0	9
Portable Signs	0	0
Rodent Sightings	0	0
Speeding	0	0
Sports on Streets	0	0
Streets-Traffic By-law	0	0
Syringes and Needles	0	0
Tall Grass	0	0
Ticket Inquiry	0	9
Zoning	0	0

BY-LAW ENFORCEMENT REPORT – March 2026		
	Number of Files Open this Period	Number of Files Closed this Period
TOTALS	2	34

BY-LAW ENFORCEMENT – OUTSTANDING FILES REPORT		
File Type	Update	Status
Maintenance and Occupancy – Pembroke Crescent	Garbage piled beside house. Officer Pratt provided letter of compliance and letter sent to property owner.	Ongoing
Noise - Glenview Court	Loud music complaint. Noise evidence log sheet provided.	Ongoing
Fire Prevention – Blythwood & Pinewood	Following inspection by Deputy Chief Bentley Rice, two properties require lock box. Compliance letter mailed.	Ongoing