

# Town of Riverview

## Corporate Services Monthly Report



To: Mayor & Council

Prepared by: Annette Crummey, Director-Corporate Services

Date: March 26, 2018

Month & Year: February 2018

### Section 1: Operational Dashboards

ENFORCEMENT REPORT				
Metric	Current Month	Previous Month	Annual Result	Trend
Animal Control Issues	15	15	30	Even
Animal Control Licences	142	109	251	↑33
By-Law Enforcement Issues	2	4	6	↓2

SOCIAL MEDIA REPORT					
Social Media Current Period March 2018	Town of Riverview	Town of Riverview	Active Riverview	Economic Development	Envision Riverview
Posts	23	23	9	1	1
Comments	1	31	25	19	0
Shares	N/A	360	119	N/A	5
Followers	3072	4778	3338	307	789
Social Media Past Period March 2017	Town of Riverview	Town of Riverview	Active Riverview	Economic Development	Envision Riverview
Posts	66	45	38	5	13
Comments	7	93	18	0	3
Shares	N/A	1095	83	N/A	5
Followers	2648	3207	3117	280	706

## Section 2: Status of Department's Annual Operational Priorities

Priority	Status	Responsibility
<b>A SAFE AND WELCOMING COMMUNITY</b>		
<b>Design and implement community events and programs to increase community pride, citizens' engagement and wellbeing.</b>	<ul style="list-style-type: none"> <li>Launched call for nominations for the 2018 Jim DeWolfe Community Spirit Award. Deadline to nominate is March 23 and the recipient will be honoured at the Volunteer Recognition Night on April 26.</li> <li>Currently seeking Envision Riverview Micro-Grant applications. Citizens are invited to pitch ideas for community improvement projects that support one or more goals in the ICSP. Select projects (chosen by an independent jury during Sustaina-Palooza) will receive up to \$2500 in funding to complete the project before December 31.</li> <li></li> </ul>	Communications Coordinator
<b>PLANNING FOR THE FUTURE</b>		
<b>Take a well-planned and fiscally responsible approach to building and maintaining public infrastructure.</b>	<ul style="list-style-type: none"> <li>Recruitment for the new Facilities Coordinator has been finalized. The new position will begin on April 16, 2018.</li> </ul>	Town Clerk
<b>Invest in upgrading local streets and roads.</b>	<ul style="list-style-type: none"> <li>Public Hearing held on March 12 with only one homeowner taking the podium to say they were withdrawing their objection.</li> <li>First reading of the by-laws for the five local improvement projects took place at the March 12 meeting of Council. Second and final readings will take place at the April meeting.</li> </ul>	Town Clerk
<b>FISCAL RESPONSIBILITY AND SERVICE EXCELLENCE</b>		
<b>Provide high quality customer service to residents and businesses.</b>	<ul style="list-style-type: none"> <li>Researched and collaborated with other staff on methods to increase animal licensing.</li> <li>Prepared policies on use of meeting rooms at Town Hall and Fire Hall</li> </ul>	Town Clerk

## Section 3: Other Notable Developments & Highlights for Council Attention

### Communications:

- Participated in a research study on Public Participation in Municipal Government conducted by students in the Community Planning Research course at Mount Allison University.

**Professional Development:**

- Town Clerk and Executive Secretary attended training on the new amendments to the RTIPPA legislation in Fredericton.
- Town Clerk, Communications Coordinator, Deputy Clerk and Executive Secretary completed online training on the Incident Command System for their roles in the Emergency Operations Centre.
- The Town Clerk is taking an online course through Dalhousie University for a Certificate in Local Government-Law & Ethics. Ten courses have been completed to date towards this designation.