

Town of Riverview

Corporate Services Monthly Report



To: Mayor & Council

Prepared by: Annette Crummey, Director of Corporate Services

Date: September 18, 2018

Month & Year: June 2018

Section 1: Operational Dashboard

Metric	Current Period	Previous Period	Annual Result	Trend
Animal Control Issues	43	52	143	↑11
Animal Control Licences	35	58	604	↓23
By-Law Enforcement Requests	18	22	52	↓4

Section 2: Status of Department's Annual Operational Priorities

Priority	Status	Responsibility
A SAFE AND WELCOMING COMMUNITY		
Promote Riverview as an inclusive community with a good quality of life for residents Design and implement community events and programs to increase community pride, citizens' engagement and wellbeing.	<ul style="list-style-type: none"> Issued the following press releases: Jun 8 Eight RHS graduates honoured at 2018 Youth Appreciation Luncheon Jun 12 Gunningsville Intersection Improvements: How will my commute change? Jun 15 Riverview SUNFEST brings summer fun June 28-July 1 	Communications Coordinator
	<ul style="list-style-type: none"> Hosted a public information session on the Gunningsville intersection project, June 12 in Council Chambers. Media coverage: http://919thebend.ca/news/1313842804/gunningsville-intersection-work-crucial-improved-traffic-flow https://www.telegraphjournal.com/times-transcript/story/100612829/gunningsville-bridge-changes-?source=story-related https://www.telegraphjournal.com/times-transcript/story/100627020/riverview-?source=story-related 	Communications Coordinator
	<ul style="list-style-type: none"> Hosted launch of Discovery Day Pack program in partnership with Riverview Public Library. Media coverage: http://www.919thebend.ca/news/1491293252/riverview-library-renting-daypacks-encourage-people-explore-outdoors https://www.pickleplanetmoncton.com/2018/05/30/what-to- 	Communications Coordinator

Priority	Status	Responsibility
	do-with-the-kids-this-weekend-in-moncton-june-1-3/ <ul style="list-style-type: none"> Staff participated in the Brunswick Alpha 2018, a province-wide emergency preparedness exercise to practise their respective roles during an emergency event on June 13. 	Communications Coordinator Director Clerk Staff
PLANNING FOR THE FUTURE		
Take a well-planned and fiscally responsible approach to building and maintaining public infrastructure.	<ul style="list-style-type: none"> Facilities Coordinator and Manager of Recreation Facilities have begun conducting building inspections of all town facilities to prioritize issues. Contracts are being established for preventative maintenance on various components and equipment. 	Facilities Coordinator
FISCAL RESPONSIBILITY AND SERVICE EXCELLENCE		
Foster a positive and engaging work environment for employees.	<ul style="list-style-type: none"> Hosted a graduating student from the McKenzie College graphic design program for a four-week internship in Corporate Services. 	Communications Coordinator
Provide high quality customer service to residents and businesses.	<ul style="list-style-type: none"> In conjunction with the Finance Director & CAO changes were made to the Community Grant Policy to include an approval and monitoring process for the three Relationship Grants over the amount of \$15,000. Held interviews for the position of By-Law Enforcement Officer. 	Director Director

Section 3: Other Notable Developments & Highlights for Council Attention

Clerk's Office:

- The Director attended management training for Fierce Conversations
- The Director attended the Association for Municipal Administrators annual conference in Bathurst.

Report Approval Details

Document Title:	Corporate Services Monthly Report - June 2018.docx
Attachments:	
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This report and all of its attachments were approved and signed as outlined below:

Colin Smith - Sep 18, 2018 - 1:40 PM