

1986 MARCH 10

A regular meeting of the Municipal Council was held in the Council Chamber, Municipal Hall, 4949 Canada Way, Burnaby, B.C. on Monday, 1986 March 10 at 7:00 p.m.

PRESENT: Mayor W.A. Lewarne (In the Chair)
Alderman R.G. Begin
Alderman D.P. Drummond
Alderman A.H. Emmott
Alderman G.H.F. McLean
Alderman E. Nikolai
Alderman L.A. Rankin
Alderman V.V. Stusiak
Alderman S.G. Veitch

STAFF: Mr. M.J. Shelley, Municipal Manager
Mr. J.E. Fleming, Director Administrative & Community Services
Mr. E.E. Olson, Director Engineering
Mr. D.G. Stenson, Assistant Director - Current Planning
Mr. J.G. Plesha, Administrative Assistant to Manager
Mr. T.M. Dunlop, Deputy Municipal Clerk
Mr. R.D. Seath, Municipal Clerk's Assistant

M I N U T E S

- (a) The minutes of the regular Council Meeting and Caucus Meeting "In Camera" held on 1986 March 03 then came forward for adoption.

MOVED BY ALDERMAN McLEAN:

SECONDED BY ALDERMAN NIKOLAI:

"THAT the minutes of the regular Council Meeting and Caucus Meeting 'In Camera' held on 1986 March 03 be now adopted."

CARRIED UNANIMOUSLY

D E L E G A T I O N S

The following wrote requesting an audience with Council:

- (a) MacLean Management Limited, President,
1986 February 05,
Re: 3808 Dominion Street - Costs of
repaving Dominion Street East
of Smith Avenue
Speaker - Mr. G.W. MacLean
- (b) Actton Petroleum Sales Limited,
Vice President of Real Estate
and Development, 1986 February 28,
Re: Application to develop full
service gas bar - 7377/87
6th Street
Speaker - Mr. Derek F. Allen
- (a) His Worship, Mayor Lewarne, advised that Mr. MacLean had requested that he be WITHDRAWN as a delegation from this evening's Council Meeting as his concerns had been addressed in a staff report sent to him by direction of Council at its regular Meeting of 1986 March 03.
- (b) His Worship, Mayor Lewarne, advised that the delegation had requested that he be WITHDRAWN from this evening's Council agenda and rescheduled to appear at the regular Council Meeting to be held on 1986 March 17, at which time a staff report will also be submitted for Council's consideration.

B Y L A W S

FIRST, SECOND AND THIRD READINGS:

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT

'Burnaby Local Improvement Construction Bylaw No. 14, 1986' #8520

be now introduced and that Council resolve itself into a Committee of the Whole to consider and report on the bylaw."

CARRIED UNANIMOUSLY

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the Committee now rise and report the bylaw complete."

CARRIED UNANIMOUSLY

The Council reconvened.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the report of the Committee be now adopted."

CARRIED UNANIMOUSLY

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT

'Burnaby Local Improvement Construction Bylaw No. 14, 1986' #8520

be now read three times."

CARRIED UNANIMOUSLY

CONSIDERATION AND THIRD READING:

#8470 8751 Broadway RZ #58/85

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT Council do now resolve itself into a Committee of the Whole to consider and report on

'Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 80, 1985' #8470."

CARRIED UNANIMOUSLY

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the Committee now rise and report the bylaw complete."

CARRIED UNANIMOUSLY

The Council reconvened.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the report of the Committee be now adopted."

CARRIED UNANIMOUSLY

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT

'Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 80, 1985' #8470

be now read a third time."

CARRIED UNANIMOUSLY

RECONSIDERATION AND FINAL ADOPTION:

#8437 7284 Eleventh Avenue RZ #65/85

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT

'Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 63, 1985' #8437

'Burnaby Street and Traffic Bylaw 1961, Amendment
Bylaw No. 1, 1986' #8517

'Burnaby Local Improvement Charges Bylaw 1985, Amendment
Bylaw No. 1, 1986' #8521

be now reconsidered and finally adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto."

CARRIED UNANIMOUSLY

CORRESPONDENCE AND PETITIONS

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the following listed item of correspondence be received."

CARRIED UNANIMOUSLY

- (a) Svend J. Robinson, M.P. Burnaby,
1986 February 12,
Re: Odour problems at Trans Mountain
Terminal
-

A letter dated 1986 February 12 was received from Svend J. Robinson, M.P. Burnaby, which enclosed a copy of a letter received from the Minister of Energy, Mines and Resources in response to earlier correspondence on Council's behalf regarding the odour problems at the Trans Mountain Terminal. The correspondence advises of corrective measures to upgrade the present tankage system to reduce vapour emissions and further notes that by the end of 1986, a process will be in place to contain ships' vapours. It was noted that the National Energy Board will evaluate any proposed high sulphur cargoes on a case-by-case basis to ensure that appropriate precautions are taken to control odour emission problems.

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T A B L E D M A T T E R

- (a) Rezoning Reference #96/85
4135 Bond Street - From RESIDENTIAL
DISTRICT (R5) To RESIDENTIAL DISTRICT
(R9)
Tabled at regular Council Meeting, 1986 March 03

Mayor Lewarne:

His Worship, Mayor Lewarne, advised that in accordance with the authority granted to the Mayor under Section 240(1) of the Municipal Act he was returning for reconsideration the following resolution respecting Item 12, Municipal Manager's Report No. 4, 1986 January 20 as regularly moved, seconded and CARRIED at the regular Council Meeting held on 1986 January 20:

Item 3 - RZ #96/85

Application for the rezoning of:

Legal: Lot 119, D.L. 34, Grp. 1,
Plan 46445, NWD

From: Residential District (R5)
To: Residential District (R9)

Address: 4135 Bond Street

The Municipal Manager recommended:

- (1) THAT Council not give favourable consideration to the subject rezoning request.

MOVED BY ALDERMAN DRUMMOND:
SECONDED BY ALDERMAN McLEAN:

"THAT the recommendation of the Municipal Manager be adopted."

CARRIED
OPPOSED: MAYOR LEWARNE,
ALDERMEN EMMOTT AND
STUSIAK

The motion as moved by Alderman Drummond and seconded by Alderman McLean, being; "THAT the recommendation of the Municipal Manager be adopted" was now before the meeting for consideration.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN VETICH:

"THAT consideration of this matter be POSTPONED for one week."

CARRIED UNANIMOUSLY

This matter was postponed in order to allow members of Council to receive background information on the subject rezoning application.

MOVED BY ALDERMAN RANKIN:
SECONDED BY ALDERMAN NIKOLAI:

"THAT this item be further POSTPONED for one week."

CARRIED UNANIMOUSLY

The motion as moved by Alderman Drummond and seconded by Alderman McLean, being; "THAT the recommendation of the Municipal Manager be adopted", was now before the meeting for consideration.

MOVED BY ALDERMAN McLEAN:
SECONDED BY ALDERMAN NIKOLAI:

"THAT the motion as moved by Alderman Drummond and seconded by Alderman McLean at the regular Council Meeting held on 1986 January 20, being; 'THAT the recommendation of the Municipal Manager be adopted', be now TABLED."

CARRIED
OPPOSED: ALDERMAN DRUMMOND

This item was tabled pending the attendance of a full Council.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN BEGIN:

"THAT the motion as moved by Alderman Drummond and seconded by Alderman McLean at the regular Council Meeting held on 1986 January 20, which was tabled at the regular Council Meeting held on 1986 March 03, being; 'THAT the recommendation of the Municipal Manager be adopted', be now LIFTED from the table."

CARRIED UNANIMOUSLY

A vote was then taken on the motion as moved by Alderman Drummond and seconded by Alderman McLean at the regular Council Meeting held on 1986 January 20, being "THAT the recommendation of the Municipal Manager be adopted", and same was DEFEATED with Aldermen Drummond and McLean FOR the motion and Mayor Lewarne and Aldermen Begin, Emmott, Nikolai, Rankin, Stusiak and Veitch OPPOSED.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN BEGIN:

"THAT a rezoning bylaw for rezoning application #96/85, 4135 Bond Street, be prepared and advanced to First Reading and to a Public Hearing on the earliest possible dates."

CARRIED
OPPOSED: ALDERMEN DRUMMOND AND
McLEAN

R E P O R T S

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT Council do now resolve itself into a Committee of the Whole."

CARRIED UNANIMOUSLY

(a) Municipal Clerk
Re: Certificate of Sufficiency

The Municipal Clerk submitted a Certificate of Sufficiency in connection with the 1985 Local Improvement Program for road improvements on Kitchener Street from Willingdon Avenue to Westlawn Drive and on Booth Avenue from Bond Street to Sardis Street.

The Municipal Clerk recommended:

- (1) THAT Council receive the Municipal Clerk's Certificate of Sufficiency covering Local Improvement Program projects 85-050 and 85-087.
- (2) THAT Council authorize the preparation of Local Improvement Construction bylaws for each of these projects.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN DRUMMOND:

"THAT the recommendations of the Municipal Clerk be adopted."

CARRIED UNANIMOUSLY

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- (b) The Municipal Manager presented Report No. 18, 1986 March 10 on the matters listed following as Items 01 to 09 either providing the information shown or recommending the courses of action indicated for the reasons given:

1. Retirement - Mr. George Fleury

The Municipal Manager submitted a report from the Personnel Director advising of the retirement on 1986 April 30 of Mr. George Fleury after 28 years of service to the municipality.

The Municipal Manager recommended:

- (1) THAT the Mayor, on behalf of Council, send to Mr. Fleury a letter of appreciation for his many years of loyal and dedicated service to the municipality.

MOVED BY ALDERMAN DRUMMOND:
SECONDED BY ALDERMAN EMMOTT:

"THAT the recommendation of the Municipal Manager be adopted."

CARRIED UNANIMOUSLY

2. Work Orders:
No. 60-21-057 Local Improvements and Miscellaneous Projects
No. 60-14-093 Sardis and Willingdon Avenue

The Municipal Manager submitted a report from the Director Engineering regarding Work Order Nos. 60-21-057 and 60-14-093. The Work Orders cover miscellaneous water projects and installation of a new pedestrian crosswalk on Willingdon Avenue, respectively. Total costs covered by the Work Orders amount to \$52,500.

The Municipal Manager recommended:

- (1) THAT Work Order Nos. 60-21-057 and 60-14-093 be approved.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN EMMOTT:

"THAT the recommendation of the Municipal Manager be adopted."

CARRIED UNANIMOUSLY

3. Building Permit Tabulation Report No. 02 - 1986
From 1986 January 27 to 1986 February 23

The Municipal Manager submitted a report from the Director Planning and Building Inspection providing the Building Permit Tabulation with Revenue/Expenditure Statement for the period 1986 January 27 to 1986 February 23.

The Municipal Manager recommended:

- (1) THAT the report be received for information purposes.

MOVED BY ALDERMAN DRUMMOND:
SECONDED BY ALDERMAN NIKOLAI:

"THAT the recommendation of the Municipal Manager be adopted."

CARRIED UNANIMOUSLY

4. Proposed Bylaw to Remove Illegal Portable Signs

The Municipal Manager submitted a report from the Director Planning and Building Inspection regarding a proposed bylaw for the removal of illegal portable signs. The report lists the locations and number of signs to be dealt with under the proposed bylaw which would provide authority for their removal.

The Municipal Manager recommended:

- (1) THAT a bylaw be prepared and presented to Council for the removal of illegal portable signs.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN VEITCH:

"THAT the recommendation of the Municipal Manager be adopted."

CARRIED UNANIMOUSLY

5. Greater Vancouver Solid Waste Management Plan

The Municipal Manager submitted a report from the Chief Public Health Inspector regarding the Greater Vancouver Solid Waste Management Plan. The report advises that the Plan has received formal approval by the Provincial Minister of Environment and a condition of such approval is that the emission requirements and compliance monitoring for the Burnaby solid waste refuse incinerator plant be established by the Provincial Ministry of Environment. The report advises that a further report will be submitted to Council when plant emissions and community ambient air monitoring requirements are established by the Ministry of Environment.

The Municipal Manager recommended:

- (1) THAT the report be received for the information of Council.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN EMMOTT:

"THAT the recommendation of the Municipal Manager be adopted."

CARRIED UNANIMOUSLY

6. Contract No. 8601
1985 Local Improvement Program - Phase I

The Municipal Manager submitted a report from the Director Finance regarding Contract No. 8601 in connection with Phase I of the 1985 Local Improvement Program. The report advises that nine tenders for the project were received up to the closing date of 1986 March 03. The report includes a tabulation of the tenders received and advises that the Director Engineering and the municipality's consultant concur in the recommendation that the contract be awarded to the lowest bidder, Progressive Contracting (Langley) Ltd.

The Municipal Manager recommended:

- (1) THAT a contract be awarded to the lowest bidder, Progressive Contracting (Langley) Ltd. to perform the subject work for a total cost of \$1,629,083.18 with final payment based on actual quantities and unit prices tendered.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the recommendation of the Municipal Manager be adopted."

CARRIED UNANIMOUSLY

7. Letter from Ms. Joy Wild, et al
Routing of the Number 110/111 Bus

The Municipal Manager submitted a report from the Director Recreation and Cultural Services written in response to correspondence received from Ms. Joy Wild regarding concerns in connection with the routing of the #110/111 bus. The report advises that the Parks and Recreation Commission considered a request regarding possible installation of a chain link fence at Wesburn Park at the Moscrop/Patterson intersection, following referral of this matter by Council at its regular meeting held on 1986 February 17. The Parks and Recreation Commission concluded that the bus service will be a benefit to persons coming to Wesburn Park and will not create a hazard or barrier to park users. It was further suggested that the grade difference and setback between the park and Patterson Avenue protects against play moving out onto the street and a fence is therefore unnecessary.

The Municipal Manager recommended:

- (1) THAT a copy of the report be sent to Ms. Joy Wild, 4719 Patterson Avenue, Burnaby, B.C., V5G 3A5.

MOVED BY ALDERMAN NIKOLAI:
SECONDED BY ALDERMAN STUSIAK:

"THAT the recommendation of the Municipal Manager be adopted."

CARRIED UNANIMOUSLY

8. Cumberland Park
Deletion from Municipal Park System

The Municipal Manager submitted a report from the Director Recreation and Cultural Services regarding proposed deletion of Cumberland Park from the municipal park system. The report advises that the Parks and Recreation Commission approved the proposed deletion at its meeting of 1986 March 05 on the basis that Cumberland Park is not needed as part of the park system serving the residents of the Cariboo-Armstrong neighbourhood.

The Municipal Manager recommended:

- (1) THAT Council delete Cumberland Park from the municipal park system.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the recommendation of the Municipal Manager be adopted."

CARRIED UNANIMOUSLY

9. Proposed Contract - Burnaby Chamber of Commerce
Visitor Information Centre

The Municipal Manager submitted a report regarding proposed execution of a one year agreement with the Burnaby Chamber of Commerce for the operation of a Visitor Information Centre at 6525 Sprout Street. The report advises that in 1985, Council adopted a recommendation to evaluate the possibility of establishing a contract for the Visitor Information Centre, with the cost being considered a line item in the budget rather than as part of the allocation to the Grants and Publicity Committee.

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The report summarizes the key points of the agreement which would cover the period from 1986 January 01 to 1986 December 31, with the municipality paying a fixed amount of \$30,252 to the Chamber of Commerce for the services provided. The report notes that provision has been made for the municipality to review the advisability of entering into a subsequent agreement with the Chamber, such review being based on records associated with the use of the Visitor Information Centre and an audited statement of expenses.

The Municipal Manager recommended:

- (1) THAT authority be given for the Corporation to execute the agreement, as attached to the Municipal Manager's Report, with the Burnaby Chamber of Commerce for the operation of a Visitor Information Centre at its premises at 6525 Sprott Street for the 1986 calendar year.
- (2) THAT the \$30,252 representing the fixed municipal cost of operating the Visitor Information Centre be financed from the 1986 Annual Operating Budget as a separate line item under the Municipal Council section of the Annual Budget.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN BEGIN:

"THAT the recommendations of the Municipal Manager be adopted."

MOVED BY ALDERMAN DRUMMOND:
SECONDED BY ALDERMAN RANKIN:

"THAT the motion as moved by Alderman Stusiak and seconded by Alderman Begin, being; 'THAT the recommendations of the Municipal Manager be adopted,' be now **TABLED.**"

MOTION DEFEATED

FOR: ALDERMAN DRUMMOND
OPPOSED: MAYOR LEWARNE, ALDERMEN BEGIN,
EMMOTT, McLEAN, NIKOLAI, RANKIN,
STUSIAK AND VEITCH

A vote was then taken on the motion as moved by Alderman Stusiak and seconded by Alderman Begin, being; "THAT the recommendations of the Municipal Manager be adopted," and same was **CARRIED UNANIMOUSLY.**

- (c) Mayor W.A. Lewarne
Re: "Kushiro Cup" - Outstanding Citizen Award

His Worship, Mayor Lewarne, submitted a report on behalf of the "Kushiro Cup Committee" appointed by Council on 1986 March 03 to review the nominations and resumes for the "Outstanding Citizen of 1985" award. The report advises that nine submissions were received and reviewed on the basis of service rendered to the community during 1985.

The Kushiro Cup Committee recommended:

- (1) THAT Mrs. Sylvia Stillwell, of Apt. #113 - 3901 Carrigan Court, Burnaby, B.C., V3N 4K1, be selected to receive the 1985 "Outstanding Burnaby Citizen" award, for her work as the President of the Burnaby General Hospital Auxiliary, particularly in raising \$100,000 in 1985 towards the C.T. Scanner as well as many other activities in the community.
- (2) THAT the following "runners-up" receive honourable mention for their work in the community during 1985 by means of a Certificate of Appreciation to be presented at the Municipal Appreciation Dinner on 1986 March 21:

Mr. Lloyd and Mrs. Maurine Harbor
6408 Brantford Street
Burnaby, B.C., V5E 2S1

Mr. Gordon F. Winter
7547 Morley Drive
Burnaby, B.C., V5E 3Y2

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the recommendations of the Kushiro Cup Committee be adopted."

CARRIED UNANIMOUSLY

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the Committee now rise and report."

CARRIED UNANIMOUSLY

The Council reconvened.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

"THAT the report of the Committee be now adopted."

CARRIED UNANIMOUSLY

E N Q U I R I E S

Alderman McLean

Alderman McLean enquired further to possible provision of additional parking spaces on municipal land on Central Boulevard in the vicinity of the Patterson Skytrain station. Alderman McLean also referred to the deletion of approximately 10 parking spaces along Patterson Avenue, adjacent to Central Park, noting that vehicles had been ticketed under the three hour parking limitation of the Street and Traffic Bylaw. Alderman McLean further suggested that the Traffic Safety Committee re-examine the question of parking along Patterson Avenue in the subject area.

In response, Mr. E.E. Olson, Director Engineering, advised that as a result of concerns expressed by the police, parking restriction signs were installed on 1986 March 04 in the subject area. The police had requested that parking be limited in the area because cars had been blocking access to the Skytrain station, forcing pedestrians out into the roadway.

His Worship, Mayor Lewarne, suggested that Alderman McLean provide the Director Engineering with a sketch plan of his proposal for increased parking facilities together with particulars of complaints received in connection with tickets issued to motorists who had parked in violation of the new parking regulations.

Alderman McLean further enquired with respect to concerns expressed by a number of citizens regarding a new road connection to Aubrey Street. Alderman McLean noted that the developer appeared to be proceeding with work in advance of the Public Hearing required for the subject connection.

In response, Mr. D.G. Stenson, Assistant Director - Current Planning, advised that the developer is presently carrying out work on his own property and is entitled to do so. Final approval for the road connection, however, is contingent on the Public Hearing and passage of the associated bylaw and the developer has been reminded of this fact. The Assistant Director also undertook to distribute copies of the subdivision plan for the subject area, indicating access to Curtis Street, prior to the next meeting of Council.

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Alderman Drummond

Alderman Drummond enquired regarding possible monitoring of traffic on south slope arterial roads following completion and opening of the new Annacis Bridge during the summer.

In response, Mr. E.E. Olson, Director Engineering, advised that arrangements have been made for traffic counts across the entire grid of roads linked to the new crossing.

Alderman Rankin

Alderman Rankin advised of discussions between Planning and Building Inspection Department staff and staff of B.C. Transit regarding a proposed small diversion affecting bus route #101, specifically to accommodate residents of the New Vista senior citizens' complex. Alderman Rankin indicated that B.C. Transit staff had advised that they wished to assess all suggestions before any changes could be implemented to specific routes and it was, therefore, unlikely that the requested adjustment could be made in the near future. Alderman Rankin requested that His Worship, Mayor Lewarne, pursue this matter further on behalf of the municipality.

In response, His Worship, Mayor Lewarne, advised that he would take up the matter further with B.C. Transit.

Alderman Nikolai

Alderman Nikolai enquired as to the possibility of installation of "cat's eyes" to indicate lane markings on Marine Way, where motorists have reported difficulty in observing the center line and lane marking during wet and foggy weather conditions.

In response, Mr. E.E. Olson, Director Engineering, advised that recent resurfacing of the subject road had caused problems with material covering lane markings. The Director noted that the Ministry of Transportation and Highways had been requested previously by the municipality to improve the markings but they will be approached again with a request that "stimpsonite" markers be installed, particularly on bends, as a measure to improve safe driving conditions.

Alderman Stusiak

Alderman Stusiak enquired as to the most appropriate and efficient way for dealing with complaints and enquiries arising from bus route changes in the municipality. Alderman Stusiak suggested the possibility of bringing forward an interim report in mid-April rather than dealing with case by case issues at every Council Meeting.

In response, His Worship, Mayor Lewarne, identified staff members of the Planning and Building Inspection Department who would be the most appropriate to contact in the event of queries regarding the transit system. His Worship, Mayor Lewarne, further suggested that incoming complaints and the responses from B.C. Transit be compiled in report form for Council's benefit.

MOVED BY ALDERMAN STUSIAK:
SECONDED BY ALDERMAN McLEAN:

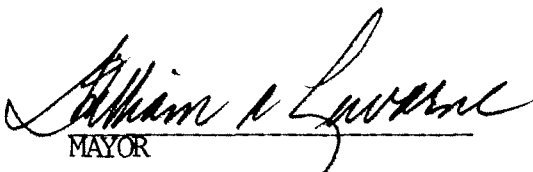
"THAT this regular Council Meeting do now adjourn."

CARRIED UNANIMOUSLY

The regular Council Meeting adjourned at 7:55 p.m.

Confirmed:

Certified Correct:


MAYOR


DEPUTY MUNICIPAL CLERK