

2009 JANUARY 19

An 'Open' meeting of the City Council was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on Monday, 2009 January 19 at 6:30 p.m. followed immediately by a 'Closed' meeting from which the public was excluded. At the conclusion of the 'Closed' meeting, the 'Open' meeting was reconvened at 7:00 p.m. in the Council Chamber.

PRESENT: His Worship, Mayor D.R. Corrigan In the Chair
Councillor P. Calendino
Councillor R. Chang
Councillor S. Dhaliwal
Councillor D. Johnston
Councillor C. Jordan
Councillor A. Kang
Councillor P. McDonell
Councillor N.M. Volkow

STAFF: Mr. R.H. Moncur, City Manager
Mr. C.A. Turpin, Deputy City Manager
Mr. L. Chu, Director Engineering
Mr. R. Earle, Director Finance
Mr. D. Ellenwood, Director Parks, Recreation & Cultural Services
Mr. B. Luksun, Director Planning & Building
Mr. B. Rose, City Solicitor
Ms. A. Skipsey, Deputy City Clerk
Ms. B. Zeinabova, A/Administrative Officer Operations

MOVED BY COUNCILLOR McDONELL:

SECONDED BY COUNCILLOR KANG:

"THAT the 'Open' Council meeting do now reconvene."

CARRIED UNANIMOUSLY

The 'Open' Council meeting reconvened in the Council Chamber at 7:00 p.m.

P R O C L A M A T I O N S

His Worship Mayor Derek R. Corrigan proclaimed 2009 February as "***Black History Month***" in the City of Burnaby.

His Worship Mayor Derek R. Corrigan proclaimed 2009 February as "***Heart Month***" in the City of Burnaby.

1. MINUTES

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR VOLKOW:

"THAT the minutes of the 'Open' Council meeting held on 2009 January 12 be now adopted."

CARRIED UNANIMOUSLY

2. DELEGATION

The following wrote requesting an audience with Council:

- A) John Raue
Re: Development Plan for Metrotown – Area 11
Speaker: John Raue

MOVED BY COUNCILLOR JORDAN:
SECONDED BY COUNCILLOR VOLKOW:

"THAT the delegation be heard."

CARRIED UNANIMOUSLY

- A) **Mr. John Raue**, 5668 Chaffey Avenue, Burnaby, appeared before Council to address the development plan for the Metrotown Area and to express concern regarding the public hearing process. The delegation noted that when he moved to Burnaby 30 years there was still farm land so he has seen a lot of changes. In particular, these changes have brought about the removal of single family dwellings and increased traffic volume.

Mr. Raue expressed concern that when the rezoning affecting his neighbourhood was at Public Hearing two members of Council were absent. The speaker also raised the issue that the three newly elected Councillors would not have been in attendance at the Hearing to have heard the six hours of public input. The delegation questioned the accuracy of the information presented to the public by staff related to the rezoning and believes some of the documentation to be misleading.

In conclusion, Mr. Raue stated that a democratic process is needed for public input.

3. CORRESPONDENCE

MOVED BY COUNCILLOR CALENDINO:

SECONDED BY COUNCILLOR KANG:

"THAT all of the following items of correspondence be received and those items of the City Manager's Report dated 2009 January 19 which pertain thereto be brought forward for consideration at this time."

CARRIED UNANIMOUSLY

- A) Union of BC Municipalities
Re: 2009 UBCM Annual Dues

An invoice was received from the Union of BC Municipalities for 2009 UBCM annual membership dues.

A staff note advises that in order that the invoice for UBCM annual dues to be paid a motion of Council is required.

MOVED BY COUNCILLOR JORDAN:

SECONDED BY COUNCILLOR VOLKOW:

"THAT the invoice from the UBCM for 2009 annual membership dues be now **TABLED.**"

CARRIED UNANIMOUSLY

This item was TABLED in order to allow Council the opportunity to review the role of the UBCM and to meet with representatives to discuss the UBCM's ability to represent local governments.

- B) CivicInfo BC
Re: Membership 2009

An invoice was received from CivicInfo BC for 2009 membership fees.

A staff note advises that in order that the invoice for CivicInfo BC membership fees to be paid a motion of Council is required.

MOVED BY COUNCILLOR JOHNSTON:

SECONDED BY COUNCILLOR VOLKOW:

"THAT Council approve payment of the invoice from CivicInfo BC for the 2009 membership dues."

CARRIED UNANIMOUSLY

3. REPORTS

MOVED BY COUNCILLOR CALENDINO:
SECONDED BY COUNCILLOR JOHNSTON:

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

CARRIED UNANIMOUSLY

A) City Clerk
Re: Certificate of Sufficiency

The City Clerk submitted a report providing Council with the Certificate of Sufficiency covering Phases II and III of the 2009 Roadworks Program.

The City Clerk recommended:

1. THAT Council receive the City Clerk’s Certificate of Sufficiency covering Phases II and III of the 2009 Roadworks Program.
2. THAT on receipt of the successful petitions, the City Solicitor prepare Local Area Service Construction Bylaws for each of the successful projects.
3. THAT on receipt of the successful petitions, the City Solicitor prepare Local Area Service Fund Expenditure Bylaws for each of the successful projects.

MOVED BY COUNCILLOR CALENDINO:
SECONDED BY COUNCILLOR McDONELL:

“THAT the recommendations of the City Clerk be adopted.”

CARRIED UNANIMOUSLY

B) Executive Committee of Council
Re: Grant Applications

The Executive Committee of Council submitted a report for the following applications:

#09/01 Special Olympics British Columbia (SOBC) Burnaby

The Executive Committee of Council recommended:

1. THAT a grant in the amount of \$150 be awarded to SOBC Burnaby to assist with travel expenses for Bridget Colvin to participate at the 2009 Special Olympic World Winter Games to be held in Boise, Idaho, 2009 February 06 - 13.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR CALENDINO:

"THAT the recommendation of the Executive Committee of Council be adopted."

CARRIED UNANIMOUSLY

#09/02 2009 Miss World Canada Pageant

The Executive Committee of Council recommended:

1. THAT this grant application be denied.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR CALENDINO:

"THAT the recommendation of the Executive Committee of Council be adopted."

CARRIED UNANIMOUSLY

#09/03 Big Brothers of Greater Vancouver

The Executive Committee of Council recommended:

1. THAT a grant in the amount of \$3,000 be awarded to the Big Brothers of Greater Vancouver for 2009.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR JOHNSTON:

"THAT the recommendation of the Executive Committee of Council be adopted."

CARRIED UNANIMOUSLY

#09/04 BC Sustainable Energy Association (BCSEA)

The Executive Committee of Council recommended:

1. THAT this grant application be denied.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR CALENDINO:

"THAT the recommendation of the Executive Committee of Council be adopted."

CARRIED UNANIMOUSLY

#09/05 Burnaby Family Life (BFL)

The Executive Committee of Council recommended:

1. THAT a grant in the amount of \$16,000 be awarded to the Burnaby Family Life for 2009.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR KANG:

"THAT the recommendation of the Executive Committee of Council be adopted."

CARRIED UNANIMOUSLY

#09/06 Community Living Society

The Executive Committee of Council recommended:

1. THAT this grant application be denied.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR McDONELL:

"THAT the recommendation of the Executive Committee of Council be adopted."

CARRIED UNANIMOUSLY

C) Executive Committee of Council
Re: Burnaby Barracudas Grant Request

The Executive Committee of Council submitted a report providing information regarding a request by the Burnaby Barracudas Swim Club for grant funds.

The Executive Committee of Council recommended:

1. THAT the Burnaby Barracudas receive a grant in the amount of \$1,500.
2. THAT the grant "General Policy and Guidelines" be modified to include:
 - a) the maximum grant per team/club is \$1,500 at one time^{*}
 - b) only provincial, interprovincial, national and international championship competitions will be considered. Grants will not be provided for invitational competitions.

MOVED BY COUNCILLOR VOLKOW:
SECONDED BY COUNCILLOR CALENDINO:

"THAT the recommendations of the Executive Committee of Council be adopted."

CARRIED UNANIMOUSLY

D) Traffic Safety Committee
Re: Lighting in the Lane behind 4653 Kingsway

The Traffic Safety Committee submitted a report responding to a request by Carolyn Breuer of 4653 Kingsway for lighting in the rear lane. Staff have viewed the laneway and have found that poles are available for light installation.

The Traffic Safety Committee recommended:

1. THAT Council endorse the installation of one street light in the lane behind 4653 Kingsway.

MOVED BY COUNCILLOR DHALIWAL:
SECONDED BY COUNCILLOR JORDAN:

"THAT the recommendation of the Traffic Safety Committee be adopted."

CARRIED UNANIMOUSLY

E) Transportation Committee
Re: Cycling Promotion

The Transportation Committee submitted a report requesting funding in support of programs to promote cycling in 2009. The Burnaby Bike Map, Bike to Work Week, Commuter Cycling Skills Courses, and Bike Month are well-established means for encouraging greater travel by bicycle. They raise the profile of cycling in the community, and that of organizations such as the City that support cycling.

The Transportation Committee recommended:

1. THAT Council authorize the expenditure of \$9,200 from the Boards, Committees and Commissions budget for this year's programs to promote cycling, as outlined in this report.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR JORDAN:

"THAT the recommendation of the Transportation Committee be adopted."

CARRIED UNANIMOUSLY

F) Transportation Committee
Re: Town Centre Cycling Enhancement Review

The Transportation Committee submitted a report introducing a program of cycling improvements in Town Centres. For each Town Centre, the Program would identify priority short-term and long-term cycling requirements and enhancements. Metrotown is proposed as the first Town Centre to be addressed under this Program.

The Transportation Committee recommended:

1. THAT Council approve an expenditure of \$52,500 (inclusive of 5% GST) for the 2009 funding of the Town Centre Cycling Enhancement Program, as outlined in this report.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR JORDAN:

"THAT the recommendation of the Transportation Committee be adopted."

MOVED BY COUNCILLOR CALENDINO:
SECONDED BY COUNCILLOR JOHNSTON:

"THAT the motion as moved by Councillor Volkow and seconded by Councillor Jordan being 'THAT the recommendation of the Transportation Committee be adopted' be now **TABLED.**"

CARRIED UNANIMOUSLY

This item was TABLED in order to provide Council members with a further opportunity for review.

G) The City Manager presented a report dated 2009 January 19^{*} on the matters listed following as Items 01 to 06 either providing the information shown or recommending the courses of action indicated for the reasons given:

1. 2009 Burnaby "LocalMotion" Application

The City Manager submitted a report from the Director Planning and Building requesting Council approval for submission of a grant application for Provincial LocalMotion funding. The Province's LocalMotion fund presents an opportunity for the City of Burnaby to secure matching funding for eligible City projects. The projects identified in the report would enhance the opportunities for active lifestyles in Burnaby. If successful, direct funding benefits to Burnaby from the program would total \$3.65 million.

The City Manager recommended:

1. THAT Council approve the projects outlined in Section 2.0 of this report for application to the Ministry of Community Services for cost-sharing under its LocalMotion program.
2. THAT a copy of this report be forwarded to the Parks, Recreation and Culture Commission for information.

MOVED BY COUNCILLOR VOLKOW:
SECONDED BY COUNCILLOR CALENDINO:

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

CARRIED UNANIMOUSLY

**2. CVG Section 1 Improvement:
Boundary Road to Gilmore Avenue**

The City Manager submitted a report from the Director Planning and Building requesting Council authorization for design and construction of improvements to Section 1 of the Central Valley Greenway (CVG).

The City Manager recommended:

1. THAT Council authorize an expenditure not to exceed \$340,000 (inclusive of 5% GST) for design and construction of improvements to Section 1 of the Central Valley Greenway, as outlined in this report.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR McDONELL:

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

CARRIED UNANIMOUSLY

**3. Siting Approval Reference #09-02
Request to Renovate Existing Drive-Thru
Restaurant 6038 Kingsway
Royal Oak Community Plan Sub-Area 11**

The City Manager submitted a report from the Director Planning and Building informing Council of a siting approval request to renovate an existing drive-thru restaurant on Kingsway within the Royal Oak Community Plan.

The City Manager recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR McDONELL:

SECONDED BY COUNCILLOR VOLKOW:

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

CARRIED UNANIMOUSLY

Council raised concerns regarding the environmental impact of idling vehicles at drive-thru restaurants. Arising from the discussion, Councillor Kang was granted leave by Council to introduce the following motion:

MOVED BY COUNCILLOR KANG:

SECONDED BY COUNCILLOR JOHNSTON:

"THAT staff prepare a report on the advisability and feasibility of placing a moratorium on further drive-thru establishments in Burnaby."

CARRIED UNANIMOUSLY

Council requested the staff report be sent to the Community Development Committee for consideration.

4. 2009 Kingsway Road Improvements

The City Manager submitted a report from the Director Engineering requesting Council approval to award an engineering assignment and Council authority to prepare a funding bylaw for engineering services related to the 2009 Kingsway road improvement project.

The City Manager recommended:

1. THAT Council approve the award of the engineering consulting assignment for the 2009 Kingsway Road Improvements to ISL Engineering and Land Services Ltd. as outlined in this report; and
2. THAT Council authorize staff to prepare a Capital Reserve Expenditure Bylaw in the amount of \$373,000 (inclusive of 5% GST) for financing of the engineering services required.

MOVED BY COUNCILLOR DHALIWAL:

SECONDED BY COUNCILLOR McDONELL:

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

CARRIED UNANIMOUSLY

5. Municipal Collector

The City Manager submitted a report from the Director Finance requesting Council approval to appoint the Municipal Collector.

The City Manager recommended:

- 1. THAT Denise Letkeman, Revenue and Taxation Manager, be appointed Municipal Collector as defined in the Community Charter.

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR VOLKOW:

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

CARRIED UNANIMOUSLY

6. Rezoning Applications

The City Manager submitted a report from the Director Planning and Building submitting the current series of new rezoning applications for Council consideration.

The City Manager recommended:

- 1. THAT Council set a Public Hearing for this group of rezonings on 2009 February 17 at 7:30 p.m. except where noted otherwise in the individual reports.

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR JORDAN:

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

CARRIED UNANIMOUSLY

Item #1 Application for the rezoning of:
Rez #08-43 East Half Lot 7, Blk 29, D.L. 69, Group 1, NWD Plan 1321 and Lot 8,
 Blk 29, D.L. 69, Group 1, NWD Plan 1321

From: R5 Residential District

To: CD Comprehensive Development District (based on RM2 Multiple Family Residential District and Community Plan Eight guidelines)

Address: 3740 & 3746 Manor Street

Purpose: To permit the development of a small townhouse project.

The City Manager recommended:

1. THAT copies of this report be sent to the owners of the properties within the subject block, encompassing 3030 and 3010 Boundary Road, 3721, 3735 & 3745 Dominion Street and 3722 and 3736 Manor Street to inform them of the proposed subject site assembly.
2. THAT the sale be approved in principle of City-owned property for inclusion within the subject development site in accordance with the terms outlined in Section 4.3 of this report, and subject to the applicant pursuing the rezoning proposal to completion.
3. THAT the Planning and Building Department be authorized to work with the applicant towards the preparation of a suitable plan of development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR JOHNSTON:

SECONDED BY COUNCILLOR JORDAN:

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

CARRIED UNANIMOUSLY

Item #2 Application for the Rezoning of:
Rez #08-44 Lot 318, D.L. 80, Group 1, NWD Plan 51483

From: R2 Residential District

To: R2b Residential District

Address: 4415 Fitzgerald Avenue

Purpose: To permit a child care centre with up to 10 children.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2009 February 02 and a Public Hearing on 2009 February 17 at 7:30 p.m.
2. THAT the following be established as prerequisites to the completion of the rezoning:

- a) The submission of a suitable plan of development.
- b) Compliance with all requirements of the Fraser Health Authority, including the applicable sections of the Child Care Licencing Regulation of the *Community Care and Assisted Living Act*.

MOVED BY COUNCILLOR VOLKOW:

SECONDED BY COUNCILLOR CALENDINO:

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

CARRIED UNANIMOUSLY

Item #3 Application for the rezoning of:
Rez #08-45 Lot 275, DL 142, Group 1, NWD Plan 63855, Pcl "One" (Expl. Pl. 10996), Blk "E", DL 28, Group 1, NWD Plan 178, Lots 1, 2, 3, & 4, DL 28, Group 1, NWD Plan 10397, Lots 5 & 10, Blk 6, DL 28, Group 1, NWD Plan 24032

From: R2 and R5 Residential Districts

To: P3 Park and Public Use District

Address: 2355 Arden Avenue, 7547 Fourth Street, 7963/7969/7975/7981
Graham Avenue, 7922/7956 Thirteenth Avenue

Purpose: To bring the subject City-owned properties into conformance with the approved park use designation.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2009 February 02 and a Public Hearing on 2009 February 17 at 7:30 p.m.
2. THAT the Director Engineering be authorized to prepare any necessary survey plans to include subdivision/consolidation with road dedication where necessary for the City-owned properties outlined in Section 3.1 of this report.

MOVED BY COUNCILLOR CALENDINO:
SECONDED BY COUNCILLOR VOLKOW:

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

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR JORDAN:

"THAT the Committee now rise and report."

CARRIED UNANIMOUSLY

The Council reconvened.

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR JORDAN:

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

CARRIED UNANIMOUSLY

5. BYLAWS

FIRST, SECOND AND THIRD READING:

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR VOLKOW:

"THAT

Burnaby Highway Closure Bylaw No. 1, 2009

#12583

be now introduced and read three times."

CARRIED UNANIMOUSLY

CONSIDERATION AND THIRD READING:

#12238 4302 Hastings Street

REZ #06-51

#12467 8244 & 8260 – 13th Avenue
8247 – 12th Avenue

REZ #05-72

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JORDAN:

"THAT

Burnaby Zoning Bylaw 1965, Amendment #12238
Bylaw No. 12, 2007

Burnaby Zoning Bylaw 1965, Amendment #12467
Bylaw No. 27, 2008

be now read a third time."

CARRIED UNANIMOUSLY

THIRD READING, RECONSIDERATION AND FINAL ADOPTION:

- | | | |
|--------|--|-------------|
| #12557 | 7886 16 th Street, 7208/14/20/26/32/38/44/50
11 th Avenue & 7845/55 15 th Street | REZ #08-41 |
| #12561 | 3855 Sunset Street | REZ #08-34 |
| #12562 | 6409 Aubrey Street | REZ #08-35 |
| #12563 | 3112 Boundary Road | REZ #08-30 |
| #12564 | Ptn. Of 8160 Forest Grove | REZ #08-37A |
| #12565 | 2192 Meadowood Park | REZ #08-37B |
| #12566 | 7841/61/83 McGregor Avenue, 7994 & 8012 Nelson
Avenue, 4891 Marine Drive, Ptn. Of Portland Street | REZ #08-37C |
| #12567 | Ptn. Of 5890 Sherban Court | REZ #08-37D |
| #12568 | 9763/87 Casewell Street | REZ #08-37E |
| #12569 | Ptn. Of 3325 Piper Avenue & 7730 Jensen Place | REZ #08-37F |
| #12570 | 1560/70/90 & 1620/30/50 Augusta Avenue | REZ #08-37G |

MOVED BY COUNCILLOR McDONELL:
SECONDED BY COUNCILLOR JOHNSTON:

"THAT

Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 56, 2008	#12557
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 60, 2008	#12561
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 61, 2008	#12562
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 62, 2008	#12563
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 63, 2008	#12564
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 64, 2008	#12565
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 65, 2008	#12566
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 66, 2008	#12567
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 67, 2008	#12568
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 68, 2008	#12569
Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 69, 2008	#12570

be now read a third time, reconsidered and Finally Adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto."

CARRIED UNANIMOUSLY

6. NEW BUSINESS

Councillor Jordan

In response to the presentation by Delegation 2 A), Councillor Jordan clarified that new Councillors and any Councillor not in attendance at a Public Hearing must have any background information, including the Minutes of the Public Hearing, prior to voting on the issues.

Councillor Jordan was granted leave by Council to introduce the following motion:

MOVED BY COUNCILLOR JORDAN:

SECONDED BY CONCILLOR DHALIWAL:

"THAT the Community Heritage Commission meeting scheduled to be held on Thursday, 2009 February 05 at 6:00 p.m. be **CANCELLED** and re-scheduled to Thursday, 2009 February 19 at 6:00 p.m. in the Council Committee Room."

CARRIED UNANIMOUSLY

Councillor Johnston

Councillor Johnston referred to the affect the recent closure of the Pattullo Bridge has had on commuter traffic and was granted leave by Council to introduce the following motion:

MOVED BY COUNCILLOR JOHNSTON:

SECONDED BY CONCILLOR JORDAN:

"THAT His Worship Mayor Derek R. Corrigan write TransLink to request the HOV lane on the No. 1 Highway be removed while the Pattullo Bridge is closed."

DEFEATED

OPPOSED: HIS WORSHIP MAYOR CORRIGAN
AND COUNCILLORS CALENDINO,
CHANG, DHALIWAL & KANG

7. INQUIRIES

Councillor McDonell

Councillor McDonell inquired as to whether Council was aware that MLA Chuck Puchmayr is in the hospital awaiting liver transplant. His Worship Mayor Derek R. Corrigan advised he would send a card on behalf of Council.

8. ADJOURNMENT

MOVED BY COUNCILLOR JOHNSTON:
SECONDED BY COUNCILLOR JORDAN:

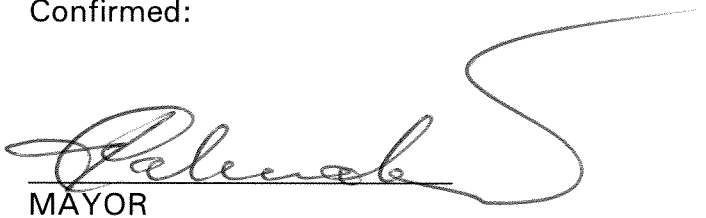
"THAT this 'Open' Council Meeting do now adjourn."

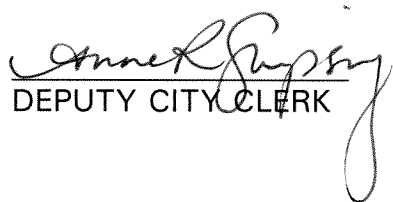
CARRIED UNANIMOUSLY

The 'Open' Council Meeting adjourned at 8:42 p.m.

Confirmed:

Certified Correct:


MAYOR


DEPUTY CITY CLERK