



REGULAR MEETING OF CITY COUNCIL

June 26, 2017 at 1:30 p.m.
With immediate adjournment to Closed Meeting
Regular Council reconvenes at 5:45 p.m.

PRESENT:

Mayor Jonathan Coté
Councillor Bill Harper
Councillor Patrick Johnstone
Councillor Jaimie McEvoy
Councillor Chuck Puchmayr
Councillor Mary Trentadue (joined at 7:21 PM)

REGRETS:

Councillor Lorrie Williams

STAFF:

Ms. Lisa Spitale	- Chief Administrative Officer
Ms. Jacque Killawee	- Acting City Clerk
Mr. Dean Gibson	- Director of Parks, Culture and Recreation
Mr. Gary Holowatiuk	- Director of Finance & Information Technology
Mr. Jim Lowrie	- Director of Engineering Services
Ms. Jackie Teed	- Acting Director of Development Services
Ms. Lynn Roxburgh	- Senior Policy Planner
Ms. Carolyn Armanini	- Planner
Mr. Mike Watson	- Acting Planner
Mr. Philip Lo	- Council and Committee Clerk

The meeting was called to order at 5:47 p.m.

REMOVAL OF ITEMS FROM THE CONSENT AGENDA

1. MOVED and SECONDED

THAT items 22, 23 and 25 be removed from the Consent Agenda.

CARRIED.

All members of Council present voted in favour of the motion.

EXCLUSION OF THE PUBLIC

2. **MOVED and SECONDED**

THAT pursuant to Section 90 of the Community Charter, members of the public be excluded from the Closed Meeting of Council immediately following the Regular Meeting of Council on the basis that the subject matter of all agenda items to be considered relate to matters listed under Sections 90(1)(a), 90(1)(e), 90(1)(f), 90(1)(i), 90(1)(k) and 90(1)(l) of the Community Charter:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*
- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;*
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;*
- (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];*

Purpose of the meeting:

Property, reporting, legal and negotiations matters

CARRIED.

All members of Council present voted in favour of the motion.

ADJOURNMENT

3. MOVED and SECONDED

THAT the Regular Council meeting in Open Session be adjourned and proceed to Closed Session.

CARRIED.

All members of Council present voted in favour of the motion.

RECONVENE TO REGULAR COUNCIL

4. MOVED and SECONDED

THAT the Regular Council meeting be reconvened in Council Chamber at 5:45 p.m.

CARRIED.

All members of Council present voted in favour of the motion.

PRESENTATION

5:45 p.m.

5. Annual Report 2016 Presentation, Chief Administrative Officer

- a. Representations, Submissions and Questions from the Public**
- b. Council consideration of the 2016 Annual Report**

Lisa Spitale, Chief Administrative Officer, provided a presentation to Council regarding the 2016 Annual Report, highlighting the major achievements and initiatives of City departments in 2016, including the following:

- New Westminster was named one of the world's Smart21 Communities;
- Ranked as the 12th most open city for Open Data initiatives, per Public Sector Digest;
- LEED Gold Certification for Queensborough Community Centre;
- Phase one of the BridgeNet fibre network backbone construction has been completed, and the first building connected in 2016;
- Engineering completed removal of the western portion of the Front Street parkade, and began the construction of the Front Street Mews;
- Implementation of the Urban Forest Management Strategy and the Tree Protection Bylaw;
- Completion of the Dementia-friendly Community Action Plan; and
- Public consultation for the Official Community Plan review.

Mayor Jonathan Coté invited members of the public to address the Annual Report.

Robert Jost, resident, inquired as to the amount spent on sidewalks, bike paths, and road improvements in 2016.

Gary Holowatiuk, Director of Finance and Information Technology, advised that \$8.4 million was the consolidated amount spent on road work, sidewalks and street lighting, including Ewan Avenue. A breakdown of specific costs would be provided to Mr. Jost.

MOVED and SECONDED

THAT the 2016 Annual Report presentation be received for information.

CARRIED.

All members of Council present voted in favour of the motion.

ADJOURNMENT

6. MOVED and SECONDED

THAT Council adjourn the Regular Meeting in open session and proceed to the Public Hearing (at 6:00 p.m.)

CARRIED.

All members of Council present voted in favour of the motion.

RECONVENE TO REGULAR COUNCIL

7. MOVED and SECONDED

THAT the Regular Council meeting be reconvened in Council Chamber immediately following the Public Hearing.

CARRIED.

All members of Council present voted in favour of the motion.

REVIEW AND ADOPTION OF CONSENT AGENDA

8. Item 22, 23 and 25 were removed from the Consent Agenda.

MOVED and SECONDED

THAT the remaining items on the Consent Agenda be approved.

CARRIED.

All members of Council present voted in favour of the motion.

ADDITIONS TO THE AGENDA
Urgent/time sensitive matters only

9. MOVED and SECONDED

THAT the following items be added to the Agenda:

- 30. *Petition for Pre-zoning or Fast Track Process (West End)*
- 31. *Queen's Park Traffic Calming*

CARRIED.

All members of Council present voted in favour of the motion.

BYLAWS CONSIDERED AT THE PUBLIC HEARING

10. Sign Bylaw No. 7867, 2017

THIRD READING

MOVED and SECONDED

THAT Sign Bylaw No. 7867, 2017 be given third reading.

CARRIED.

All members of Council present voted in favour of the motion.

11. Official Community Plan Amendment (630 Ewen Avenue) Bylaw No. 7919, 2017

THIRD READING
ADOPTION

Council discussed the development project related to the proposed Bylaw, noting the following:

- This project could mark the beginning of a series of projects utilizing limited City resources to provide affordable housing;
- Ewen Avenue is being redeveloped and redesigned within the context of a growing family-friendly neighbourhood, with access to parks, schools, and other community amenities; and
- Council noted the real need for the proposed service, and expressed confidence in its success.

MOVED and SECONDED

THAT Official Community Plan Amendment (630 Ewen Avenue) Bylaw No. 7919, 2017 be given third reading.

CARRIED.

All members of Council present voted in favour of the motion.

MOVED and SECONDED

THAT Official Community Plan Amendment (630 Ewen Avenue) Bylaw No. 7919, 2017 be adopted.

CARRIED.

All members of Council present voted in favour of the motion.

12. Zoning Amendment (630 Ewen Avenue) Bylaw No. 7920, 2017

THIRD READING

MOVED and SECONDED

THAT Zoning Amendment (630 Ewen Avenue) Bylaw No. 7920, 2017 be given third reading.

CARRIED.

All members of Council present voted in favour of the motion.

**OPPORTUNITY TO BE HEARD AND
ISSUANCE OF DEVELOPMENT VARIANCE PERMITS**

13. Development Variance Permit 00615 for 600 – 720 Quayside Drive

Required notification has been completed.

Attachments:

- i. Copy of Development Variance Permit notice
 - ii. Acting Director of Development Services' report dated May 29, 2017
- a. Staff Presentation

Carolyn Armanini, Planner, and Mike Watson, Acting Planner, provided a summary of the development timeline of the project site from 2005 to 2014, noting the following:

- By 2014, many developments and changes had occurred in the Downtown area, and Larco partnered with the City to develop a new Master Plan to reflect community values;
- The City's new Front Street vision included the partial demolition of the Front Street parkade to open up the space and views of the river;
- The project site was sold by Larco Investments to Bosa Development, with Bosa submitting a revised proposal to the City in 2016;

- Per the features of Bosa’s development proposal, sightlines for the Trapp & Holbrook and Interurban buildings would no longer be obscured.

b. Motion to receive the following correspondence concerning this application:

Written Submissions			
Name	Correspondence Date	Date Received	#
A.C. Ver	June 14, 2017	June 16, 2017	C-1
Downtown New Westminster Business Improvement Association	June 19, 2017	June 21, 2017	C-2

c. Statement concerning the number of written submissions received (Acting City Clerk)

Jacque Killawee, Acting City Clerk, reported that eight written submissions in total, including six On Table submissions, have been received.

d. Invitation to those present to address the application

Dan Diebolt, from Bosa Development, noted the following:

- A thorough consultation program was undertaken in mid-2016 with stakeholders to seek community feedback
- There was broad support for the new proposal; however there were concerns regarding the length of the construction window, which was estimated to be between four to five.
- Plans for the northwest corner of the parkade have been modified to preserve the existing alignment at Begbie Street, allowing continued access to the River Market with the exception of a six to eight week closure;
- With regards to parking, this project would align with the construction schedule of concurrent projects in the area to ensure that parking remains available; and
- Concerning the City’s policy on noise intrusion from construction, this project would utilize vibratory piling technology which would reduce piling noise by 50%.

Lizz Kelly, Chief Executive Officer of the New Westminster Chamber of Commerce, requested clarification regarding: quantity

of public parking for the area; the width of the proposed boardwalk; and references to a hotel in the towers.

Jackie Teed, Acting director of Development Services, noted the following in response:

- In total, 160 underground public parking stalls would be provided for the area, with 80 under the River Sky development and 80 under the proposed Bosa project;
- The esplanade is required to be nine meters wide per the development agreement. The applicant and the City are currently working with Port Metro Vancouver to identify how wide that esplanade may be; and
- The 2014 Larco rezoning application contained a possibility for a hotel; however, the current applicant is not pursuing that use of this site, and this particular variance pertains to height only.

Kevin Lee, resident at Interurban (14 Begbie Street), expressed concerns regarding the lack of emergency access points for the proposed density in the area. Mr. Lee noted that there was no information provided regarding emergency access at the open houses, and inquired as to whether Sixth Street would be considered an access point for emergency vehicles.

Jim Lowrie, Director of Engineering Services, noted that during the 2014 rezoning application process, a detailed traffic assessment was conducted in consultation with Fire and Emergency Services, with the conclusion that the existing road network could accommodate the expected traffic and that the two overhead access points would be sufficient in facilitating emergency vehicle traffic.

Mr. Lowrie also noted that improvements to the Begbie Street crossing would be part of this development, as well as widening of the sidewalk on the McInnes Overpass, and a traffic signal at the foot of the overpass at Carnarvon Street using development cost charges from the developer.

Rick Fabbro, resident at Trapp & Holbrook (668 Columbia Street), expressed concerns regarding the lack of an at-grade emergency access point at Sixth Street.

Ms. Teed noted that at-grade emergency access at Sixth Street was part of the rezoning application in 2014; however Emergency

Services had identified that they would not use a crossing at Sixth Street, as it would be quicker to respond using the overpasses.

Lisa Spitale, Chief Administrative Officer, noted that the Sixth Street access was not part of the 2014 rezoning application, which was consistent with an overall reduction in residential units proposed, as well as the City's acquisition of the Westminster Pier Park site.

Jenny Cashin, owner of the Mid-Century Modern at the River Market, expressed support for the project, noting extensive conversations with the developers who addressed major concerns from River Market merchants and the community, and made significant changes to the proposal as a result.

Robert Jost, resident at 320 Royal Avenue, expressed support for this project, suggesting that that the reduction from five towers to two tower would result in less obstruction of views. Mr. Jost also noted the pedestrian-friendly nature of the project, including the extension of the promenade along the river front.

- e. **Motion** to approve/reject issuance of Development Variance Permit No. 00615.

Council discussed the Development Variance Permit application, noting the following:

- Concerns from the neighbourhood regarding this project have been heard;
- Additional family-friendly residences and an extension of public space are beneficial to the City;
- Increase in density could improve the retail environment along the waterfront, including the River Market;
- The City's Emergency Advisory Committee has reviewed the emergency access issue, and noted that (water)pumper trucks could reach the proposed heights in case of a fire;
- This development has been a process of reimagining the waterfront and how it connects the community and historic downtown;
- This development, along with the Anvil Centre and Front Street, forms part of a bigger strategy to stimulate business and residential growth in the Downtown area, and would be a major landmark in the City;

- This proposal is an improvement over the past applications; and
- The bottom three storeys of the proposed towers could be more critical to an appropriate waterfront experience.

MOVED and SECONDED

THAT Council approve the issuance of Development Variance Permit No. 00615.

CARRIED.

All members of Council present voted in favour of the motion.

14. Development Variance Permit 00629 for 736 Sixth Avenue (7-Eleven)

Required notification has been completed.

Attachments:

- i. Copy of Development Variance Permit notice
 - ii. Acting Director of Development Services’ report dated May 15, 2017
 - iii. Acting Director of Development Services’ report dated May 29, 2017
- a. **Motion** to receive the following correspondence concerning this application:

Written Submissions			
Name	Correspondence Date	Date Received	#
None to date.			

- b. Statement concerning the number of written submissions received (Acting City Clerk)
- There were no written submissions.
- c. Invitation to those present to address the application
- Mayor Coté called three times for speakers. No one came forward.
- d. **Motion** to approve/reject issuance of Development Variance Permit No. 00629.

MOVED and SECONDED

THAT Council approve the issuance of Development Variance Permit No. 00629.

CARRIED.

All members of Council present voted in favour of the motion.

15. Development Variance Permit 00612 for 300 Salter Street (Port Royal)

Required notification has been completed.

Attachments:

- i. Copy of Development Variance Permit notice
 - ii. Acting Director of Development Services' report dated May 29, 2017
- a. **Motion** to receive the following correspondence concerning this application:

Written Submissions			
Name	Correspondence Date	Date Received	#
None to date.			

- b. Statement concerning the number of written submissions received (Acting City Clerk)

There were no written submissions.

- c. Invitation to those present to address the application

Mayor Coté called three times for speakers. No one came forward.

- d. **Motion** to approve/reject issuance of Development Variance Permit No. 00612.

MOVED and SECONDED

THAT Council approve the issuance of Development Variance Permit No. 00612.

CARRIED.

All members of Council present voted in favour of the motion.

16. **MOTION** to approve/reject issuance of Development Permit DPQ00110 for 300 Salter Street

MOVED and SECONDED

THAT Council approve the issuance of Development Permit DPQ00110 for 300 Salter Street.

CARRIED.

All members of Council present voted in favour of the motion.

17. **Development Variance Permit 00627 for 628 Eighteenth Street**

Required notification has been completed.

Attachments:

- i. Copy of Development Variance Permit notice
 - ii. Acting Director of Development Services' report dated May 15, 2017
- a. **Motion** to receive the following correspondence concerning this application:

Written Submissions			
Name	Correspondence Date	Date Received	#
S. and T. Drennan	June 13, 2017	June 13, 2017	C-1

- b. Statement concerning the number of written submissions received (Acting City Clerk)

Jacque Killawee, Acting City Clerk, reported that one written submission has been received.

- c. Invitation to those present to address the application

Kathy Furgason, the Applicant, presented an additional piece of correspondence concerning the project.

MOVED and SECONDED

THAT the On Table correspondence be received.

CARRIED.

All members of Council present voted in favour of the motion.

- d. **Motion** to approve/reject issuance of Development Variance Permit No. 00627.

MOVED and SECONDED

THAT Council approve the issuance of Development Variance Permit No. 00627.

CARRIED.

All members of Council present voted in favour of the motion.

18. Temporary Use Permit 00014 for 718 Twelfth Street

Required notification has been completed.

Attachments:

- i. Copy of Temporary Use Permit notice
 - ii. Acting Director of Development Services' report dated May 29, 2017
- a. **Motion** to receive the following correspondence concerning this application:

Written Submissions			
Name	Correspondence Date	Date Received	#
C. Haldon	June 19, 2017	June 19, 2017	C-1

- b. Statement concerning the number of written submissions received (Acting City Clerk)

Jacque Killawee, Acting City Clerk, reported that one written submission has been received.

Council noted that the language contained in the correspondence is offensive and includes inflammatory language.

- c. Invitation to those present to address the application

Mayor Coté called three times for speakers. No one came forward.

- d. **Motion** to approve/reject issuance of Temporary Use Permit No. 00014.

MOVED and SECONDED

THAT Council approve the issuance of Temporary Use Permit 00014 for 718 Twelfth Street.

CARRIED.

All members of Council present voted in favour of the motion.

Council further discussed the correspondence received for this Temporary Use Application, and suggested that the City examine the process of Council's receipt of correspondence for Public Hearings and Opportunities To Be Heard, and whether Council has the ability to reject correspondence deemed offensive or inflammatory.

MOVED and SECONDED

THAT staff seek a legal opinion on Council's ability to reject written correspondence containing questionable or offensive content during a Public Hearing or Opportunity to be Heard.

CARRIED.

All members of Council present voted in favour of the motion.

PRESENTATION

19. New Westminster Animal Shelter Donation

Karima Jivraj, store owner of Bosley's on Columbia Street, presented the City with a donation of \$3,837.00 towards the new Animal Shelter.

Council thanked Ms. Jivraj for her contribution.

UNFINISHED BUSINESS

20. No Items

REPORTS FOR ACTION

21. OUR CITY 2041: Official Community Plan Amendment Bylaw No. 7925, 2017 - Bylaw for First and Second Readings, Acting Director of Development Services

Lynn Roxburgh, Senior Policy Planning, advised that the OCP review process is nearing completion, and thanked all members of the public who participated in the consultation process. Ms. Roxburgh noted that the Public Hearing for the OCP has been scheduled for September 18, 2017.

Council noted that the public engagement process for the OCP review has been rewarding, and thanked staff for their work.

MOVED and SECONDED

THAT Council consider Official Community Plan Amendment Bylaw No. 7925, 2017 for First Reading;

THAT Council consider Official Community Plan Amendment Bylaw No 7925, 2017 in conjunction with the City's Capital Expenditure Program as contained in the Five Year Financial Plan and the Region's Solid Waste Management Plan and Liquid Waste Management Plan, and which are deemed to be consistent with said program and plan in accordance with Section 477(3)(a) of the Local Government Act;

THAT Council consider Official Community Plan Amendment Bylaw No. 7925, 2017 for Second Reading, and forward the Bylaw to Public Hearing on September 18, 2017.

CARRIED.

All members of Council present voted in favour of the motion.

CONSENT AGENDA

24. Adoption of minutes:

MOVED and SECONDED

THAT the following minutes be adopted:

- a. May 29, 2017 (Open Workshop)*
- b. May 29, 2017 (Public Hearing)*
- c. May 29, 2017 (Regular Meeting)*

ADOPTED BY CONSENT.

26. Request for Local Area Service to Underground Existing Overhead Utilities on the East Side of 200 Block of Howes Street

MOVED and SECONDED

THAT the City initiate a Local Area Service to underground existing overhead utilities in the 200 Block of Howes Street under a 50/50 cost sharing formula as outlined in this report.

ADOPTED BY CONSENT.

ITEMS REMOVED FROM THE CONSENT AGENDA

22. Proposed Truth and Reconciliation Actions Work Plan Strategy

Council discussed the staff report dated June 26, 2017, noting the following:

- Members of the First Nations community in New Westminster, and other members in the community involved in truth and reconciliation could be invited to be part of this process;
- Following in the spirit of the First Nations motto of “Don’t plan for us; Plan with us”, the City should be put on the correct path of the process at the very beginning with First Nations involvement;
- Council urged staff to be creative and engage in gift-sharing and acknowledgements of the First Nations; and
- The City could draw on its experience with the reconciliation process with the Chinese community, where the City conducted a well-researched historical examination of documented racism within the City.

MOVED and SECONDED

THAT Council receive the staff report dated June 26, 2017 for information and endorse the proposed strategy for operationalization of City Truth and Reconciliation efforts;

THAT the proposed staff working group include indigenous members of the community with experience in truth and reconciliation, or individuals with experience in facilitating reconciliation.

CARRIED.

All members of Council present voted in favour of the motion.

23. Access to City Grants for Miscellaneous Residents’ Association Expenses

Council discussed the June 26, 2017 staff report, noting the following:

- Council noted that the amount requested by Residents Associations (RAs) was not a significant amount; however, RAs should go through the City’s annual grant process to explain what they are using the funds for;
- RAs play a key role in how communities operate, and the City values the services they provide;

- The School District's began charging RAs to use their facilities, which contributed to some RAs having more difficulties securing space in facilities for meetings;
- There are currently no formal structures around the City's RAs, City's funding should being contingent on having an annual general meeting every year and registration with the Society Act;
- The RA Forum provides RAs with direct access to their local government to voice their concerns, thus improving relationships between RAs and the City; and
- Staff could come up with funding options and eligibility criteria for consideration by the RA Forum, then report back to Council, and suggesting that submission of receipts could be one form of accountability.

MOVED and SECONDED

THAT the staff seek clarification from the Residents' Associations regarding the funding request proposal, and that staff propose options to the Residents' Associations with options on how to proceed.

CARRIED.

All members of Council present voted in favour of the motion.

25. Renovictions Update: Union of BC Municipalities Resolution Related to Proposed Amendments to the Residential Tenancy Act

Council noted that The City's rental population has been impacted by renovictions, and that legislative change to address the issue may be possible.

Council suggested amending the last bulleted item within the recommended UBCM resolution in the June 26, 2017 staff report to the following:

- *permit one tenant or applicant to represent and take collective action on behalf of all tenants in a building.*

MOVED and SECONDED

THAT Council endorse the recommended Union of BC Municipalities (UBCM) resolution related to proposed amendments to the Residential Tenancy Act; and

THAT Council direct staff to forward the resolution and background documentation to UBCM and to actively seek municipal support for the resolution; and

THAT staff seek a legal opinion on a local government's ability to impose a moratorium, or other trigger delays, on 'renovictions', subject to the city's rental vacancy rates.

CARRIED.

All members of Council present voted in favour of the motion.

BYLAWS

27. Official Community Plan Bylaw No. 7925, 2017

TWO READINGS

MOVED and SECONDED

THAT Official Community Plan Bylaw No. 7925, 2017 be given first reading.

CARRIED.

All members of Council present voted in favour of the motion.

MOVED and SECONDED

THAT Official Community Plan Bylaw No. 7925, 2017 be given second reading.

CARRIED.

All members of Council present voted in favour of the motion.

28. Cultural Services Fees and Charges Amendment Bylaw No. 7931, 2017

THREE READINGS

MOVED and SECONDED

THAT Cultural Services Fees and Charges Amendment Bylaw No. 7931, 2017 be given first reading.

CARRIED.

All members of Council present voted in favour of the motion.

MOVED and SECONDED

THAT Cultural Services Fees and Charges Amendment Bylaw No. 7931, 2017 be given second reading.

CARRIED.

All members of Council present voted in favour of the motion.

MOVED and SECONDED

THAT Cultural Services Fees and Charges Amendment Bylaw No. 7931, 2017 be given third reading.

CARRIED.

All members of Council present voted in favour of the motion.

29. Bylaws for adoption:

- a. **Advisory Planning Commission Amendment Bylaw No. 7934, 2017**

ADOPTION

MOVED and SECONDED

THAT Advisory Planning Commission Amendment Bylaw No. 7934, 2017 be adopted.

CARRIED.

All members of Council present voted in favour of the motion.

- b. **Civic Facilities, Road Maintenance and Park Development Temporary Borrowing Bylaw No. 7932, 2017**

ADOPTION

MOVED and SECONDED

THAT Civic Facilities, Road Maintenance and Park Development Temporary Borrowing Bylaw No. 7932, 2017 be adopted.

CARRIED.

All members of Council present voted in favour of the motion.

COMMUNITY ANNOUNCEMENTS / ANNOUNCEMENTS FROM COUNCIL

No items.

NEW BUSINESS

30. Petition for Pre-zoning or Fast Track Process (West End)

MOVED and SECONDED

THAT Council receive the petition.

CARRIED.

All members of Council present voted in favour of the motion.

31. Queen's Park Traffic Calming

MOVED and SECONDED

THAT the issue of through traffic in the Queen's Park neighbourhood be referred to staff and the Neighbourhood Traffic Advisory Committee.

CARRIED.

All members of Council present voted in favour of the motion.

NEXT MEETING

July 10, 2017

A Regular Council meeting will convene at 2:00 p.m. and immediately adjourn to a Closed meeting, and then the Regular meeting will reconvene at 6:00 p.m. Both meetings will be held in the Council Chamber on the 2nd Floor at City Hall.

ADJOURNMENT

ON MOTION, the meeting was adjourned at 8:20 p.m.

JONATHAN COTÉ
MAYOR

JACQUE KILLAWEE
ACTING CITY CLERK