



## The Corporation of the City of Temiskaming Shores

### Regular Meeting of Council

Tuesday, March 18, 2025 – 6:00 p.m.

City Hall – Council Chambers – 325 Farr Drive

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### Minutes

#### **1. Land Acknowledgement**

We acknowledge that we live, work, and gather on the traditional and unceded Territory of the Algonquin People, specifically the Timiskaming First Nation.

We recognize the presence of the Timiskaming First Nation in our community since time immemorial and honour their long history of welcoming many Nations to this beautiful territory and uphold and uplift their voice and values.

#### **2. Call to Order**

The meeting was called to order by Mayor Laferriere at 6:00 p.m.

#### **3. Roll Call**

Council:	Mayor Jeff Laferriere and Councillors Dan Dawson, Melanie Ducharme, Ian Graydon, Nadia Pelletier-Lavigne (virtual), Danny Whalen, and Mark Wilson
Present:	Logan Belanger, Municipal Clerk Sandra Lee, City Manager Shelly Zubick, Director of Corporate Services Mathew Bahm, Director of Recreation James Franks, Economic Development Coordinator Steve Langford, Fire Chief Brad Hearn, Information Technology Steve Burnett, Manager of Environmental Services Mitch McCrank, Manager of Transportation Services
Regrets:	N/A

Media:	1
Delegates:	N/A
Members of the Public:	3

#### **4. Review of Revisions or Deletions to Agenda**

The Clerk received an item that was deemed to be time sensitive for Council consideration:

*Resolution No. 2025-092*

Moved by: Councillor Whalen  
Seconded by: Councillor Graydon

Whereas Section 39.6 (b) of Procedural By-law No. 2023-022, states should an item deemed to be time sensitive need to be added to the Agenda without advance public notice such as during the “Review of Revisions or Deletions to the Agenda”, Council shall vote to allow such item(s) to be added to the Agenda, and shall require a majority vote of the members present and voting.

Be it resolved that Council of the City of Temiskaming Shores, in accordance with Section 39.6 (b) of the City's Procedural By-law, hereby allows the addition of:

➤ Section 18 – Closed Session, Item c) titled: Under Section 239(2)(b) of the Municipal Act, 2001 – Personal matter (identifiable individual) – HR Update

to be added to the Agenda.

**Carried**

#### **5. Approval of Agenda**

*Resolution No. 2025-093*

Moved by: Councillor Dawson  
Seconded by: Councillor Wilson

Be it resolved that City Council approves the agenda as amended.

**Carried**

## **6. Disclosure of Pecuniary Interest and General Nature**

Councillor Nadia Pelletier-Lavigne declared a Conflict of Pecuniary Interest related to Section 7) Public Meetings pursuant to the Planning Act, item a) Zoning By-law Amendment Application No. ZBA-2025-01, as the subject property is her immediate neighbour.

## **7. Public Meetings pursuant to the Planning Act, Municipal Act and other Statutes**

### **a) Zoning By-law Amendment Application No. ZBA-2025-01**

*Councillor Pelletier-Lavigne disclosed a pecuniary interest related Zoning By-law Amendment Application No. ZBA-2025-01; therefore, did not participate in discussion.*

**Applicant:** 1958088 Ontario Ltd. – Jocelyn Blais

**Property:** 620 Lakeshore Road, Haileybury

**Purpose:** To rezone the subject land from Tourist Commercial – C4 to Medium Density Residential – R3

Mayor Laferriere outlined that the purpose of this public meeting is for one (1) Zoning By-law amendment application. The Planning Act requires that a public meeting be held before Council decides whether to pass a by-law adopting a proposed amendment.

The public meeting serves two purposes: first, to present to Council and the public the details and background to the proposed amendments and second, to receive comments from the public and agencies before a decision is made by Council.

Mayor Laferriere declared the meeting to be open and to be a public meeting pursuant to Section 34 of the Planning Act, and requested the Director of Corporate Services to outline the details of the application.

Shelly Zubyck, Director of Corporate Services, utilizing PowerPoint, outlined the background, purpose, and planning analysis related to the Zoning by-law amendment. The applicant is seeking to rezone the subject land from Tourist Commercial – C4 to Medium Density Residential – R3; it was further noted that the short-term accommodation rentals will continue to be licensed through the City's Short Term Accommodation By-law. Next steps would include an administrative, planning report and draft by-law for consideration at the April 1st, 2025 Committee of the Whole meeting.

The notice of the public meeting was provided via the City Bulletin in accordance with the statutory notice requirements of the Planning Act. No comments were received prior to the public meeting.

Mayor Laferriere inquired if there were any comments from members of the public or Council, and no questions were received; however, Jocelyn Blais (property owner) provided additional background information and purpose for submitting the application was based on feedback from prospective buyers.

Mayor Laferriere declared that this public meeting is closed, and Council will give due consideration to the application.

b) Potential Disposition of Land

Applicant: Gilli's Custom Container Ltd.

Property: A portion of Blackwall Street and a portion of Russell Street (unopened road allowances), as identified on Plan M73-NB, within the Haileybury Industrial Park.

Purpose: The applicant is seeking to purchase the subject lands to facilitate the continued use/ development of the outdoor storage business.

Mayor Laferriere outlined that the purpose of this public meeting is to present to Council and the public details related to proposed disposition of land.

The meeting also allows the public to provide comments on the proposed disposition prior to Council making a decision.

Mayor Laferriere declared that this to be an open public meeting and requested the Clerk, Logan Belanger to outline the details of the proposed disposition.

The Clerk, utilizing PowerPoint, outlined the background related to the proposed disposition, provided a map of the subject property/ immediate area, and provided recommendations for the land disposition in accordance with the applicable by-law.

No objections were received prior to the public meeting on the proposed sale; however, a comment was received from Hydro they would be impacted by the proposed sale, due to infrastructure along the northern limit of the Blackwall Street Road allowance. A five (5) meter easement from the centre line of the infrastructure would be required prior to the sale closing. The easement agreement with Hydro would not permit encumbrances on the land, which would no longer be useful for the purposes of storage facilities, shipping

containing, etc. As such, the applicant was consulted, and staff recommend the City retain ownership the portion of road allowance with Hydro Infrastructure.

Notice of the public meeting was provided in accordance with the City's disposition of land By-law No. 2015-160, through posting on the City's website, in the City Bulletin, mailed to a neighbouring property owner, and emailed to utility companies.

Municipal staff comments were reviewed related to the Zoning and Official Plan designations, and that a reference plan would be required for legal description of subject road allowances, as well as adopting a Stop up and Close By-law.

Next steps would be a survey to legally describe the road allowances for transfer, followed by an administrative report to Council recommending the adoption of a stop up and closure by-law for the road allowance, and a purchase and sale agreement.

Mayor Laferriere stated that if there are any members of the public wanting to speak to this issue, and no comments were received.

Mayor Laferriere inquired if there were any comments from members of Council, and no objections were received.

Mayor Laferriere declared that this public meeting is closed, and Council will give due consideration to the application.

Resolution No. 2025-094

Moved by: Councillor Graydon

Seconded by: Councillor Ducharme

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges the presentation regarding the potential disposition of land from the Municipal Clerk; and

That Council directs staff to proceed with the survey for a portion of Blackwall Street and a portion of Russell Street (unopened road allowances), as identified on Plan M73-NB within the Haileybury Industrial Park, and to prepare an administrative report related to the potential disposition of land, for consideration at a future Council meeting.

**Carried**

**8. Review and Adoption of Council Minutes**

*Resolution No. 2025-095*

Moved by: Councillor Dawson  
Seconded by: Councillor Wilson

Be it resolved that City Council approves the following minutes as printed:

- a) Regular Council Meeting – February 18, 2025; and
- b) Committee of the Whole Meeting – March 4, 2025.

**Carried**

**9. Presentations / Delegations**

None

**10. Correspondence/ Communications**

- a) Councillor Todd Dowd, Municipality of Northern Bruce Peninsula

**Re:** Resolution of Support - Cell Towers and their Associated Maintenance, 2025-02-14

**Reference:** Received for Information

- b) Councillor Todd Dowd, Municipality of Northern Bruce Peninsula

**Re:** Proposed Mandate that all new cars and trucks sold in Canada be equipped with a tow hook, 2025-02-14

**Reference:** Received for Information

- c) Christine Gallagher – Northern Hospice Care/Soins Hospice du Nord

**Re:** Update on Committee and Objectives, 2025-02-18

**Reference:** Received for Information

d) Sonya Pacheco, Legislative Coordinator – The City of Brampton

**Re:** Resolution of Support - Driver Training and Examinations Auditor General Report, 2025-02-25

**Reference:** Received for Information

**Note:** Councillor Wilson requested this item be returned for Council consideration, following review of data.

e) District of Timiskaming Social Services Administration Board

**Re:** DTSSAB Quarterly Report Q4 – 2024 (October 1<sup>st</sup> to December 31<sup>st</sup>)

**Reference:** Received for Information

f) Northeastern Public Health

**Re:** Community Merger Update, 2025-03-06

**Reference:** Received for Information

g) Tara Reynolds, Clerk – Town of Bradford West Gwillimbury

**Re:** Resolution of Support – Request for Landlord Tenant Reforms, 2025-03-12

**Reference:** Received for Information

**Note:** Councillor Ducharme requested this item be returned for Council consideration.

h) Dr. Barry Wellar, C.M. (Formerly of Latchford) Professor Emeritus, University of Ottawa, President, Information Research Board

**Re:** Agricultural land and food security, 2025-03-05

**Reference:** Received for Information

**Note:** Councillor Wilson supported the City's participation in this initiative.

- i) Amberly Spilman Deputy Clerk/ Lottery Licensing Officer – Town of Kirkland Lake

**Re:** Resolution of Support – Safer Highways, 2025-03-06

**Reference:** Received for Information

**Note:** Councillor Ducharme requested this item be returned for Council consideration

Resolution No. 2025-096

Moved by: Councillor Whalen

Seconded by: Councillor Graydon

Be it resolved that the Council for the City of Temiskaming Shores agrees to deal with Communications Items 10 a) though i) in accordance with agenda references.

**Carried**

#### **11. Committees of Council – Community and Regional**

Resolution No. 2025-097

Moved by: Councillor Dawson

Seconded by: Councillor Ducharme

Be it resolved that the following minutes be accepted for information:

- a) Minutes from the New Liskeard Business Improvement Area Board of Management meeting held on February 10, 2025;
- b) Minutes from the District of Timiskaming Social Services Administration Board meeting held on January 22, 2025;
- c) Minutes from the Northeastern Public Health, Board of Health meeting held on January 30, 2025; and
- d) Minutes from the Temiskaming Shores Public Library Board meeting held on January 22, 2025.

**Carried**

**12. Reports by Members of Council**

Councillor Whalen, Council Liaison for the Rockin' On Canada Day Committee, provided an update on event preparations, including performances, parade, anticipated attendees and advertisements. The Committee requested consideration of the closure of a portion of May Street, and use of the shower/washroom facilities at the Pool & Fitness Centre. Sandra Lee, City Manager and staff contact for the Committee, offered to discuss the request with Committee representatives, to develop a report for Council consideration.

Mayor Laferriere provided an update on the 2025 Prospectors & Developers Association of Canada (PDAC) conference in Toronto, which brought together approximately 28,000 attendees, and highlighted the Northern Ontario Mining Showcase, the largest pavilion at the conference, featuring 112 Northern Ontario businesses and organizations. The Mayor on behalf of Council extended appreciation to FedNor's ongoing support, and thanked staff for their work on the event.

**13. Notice of Motions**

None

**14. New Business**

- . a) **Resolution of Support from Peterborough County – U.S. Tariffs on Canadian Goods (Correspondence item from the February 18, 2025 Regular Council Meeting)**

**Resolution No. 2025-098**

Moved by: Councillor Dawson  
Seconded by: Councillor Wilson

Whereas Council of the County of Peterborough adopted a resolution regarding U.S. Tariffs on Canadian Goods at their regular meeting on February 5, 2025; and

Whereas Premier Doug Ford has outlined several plans to combat the impact the tariffs would have on Ontario including Fortress Am-Can which focus on strengthening trade between Ontario and the U.S. while bringing good jobs back home for workers on both sides of the border; and

Whereas the federal government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-

U.S. relations to support the federal government as it negotiates with the U.S on tariffs; and

Whereas trade between Ontario and the United States is very important to our residents and local economies and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

Whereas municipalities have traditionally treated all procurements from trade partners equally and fairly; and

Whereas municipalities can assist in the Team Canada effort to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

Whereas there are trade barriers between Canadian provinces.

Be it resolved that Council of the City of Temiskaming Shores hereby supports the County of Peterborough in their endorsement of the provincial and federal governments measures in response to the U.S. tariffs on Canadian goods, and their request to take any and all measures to protect the interests of Ontario in trade negotiations; and

That federal and provincial governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies; and

That the provincial and federal governments take action to remove trade barriers between provinces as a response to US tariffs and support Canadian businesses; and

Further that a copy of this resolution be sent to The Right Honourable Mark, Carney, Prime Minister of Canada; The Honourable Doug Ford, Premier of Ontario; The Honourable Melanie Joly, Minister of Foreign Affairs; The Honourable Vic Fedeli, Minister of Economic Development, Job Creation and Trade; The Honourable Nathaniel Erskine-Smith, Minister of Housing, Infrastructure and Communities; The Honourable Paul Calandra, Minister of Municipal Affairs and Housing; Rebecca Bligh, President of FCM; Robin Jones, President of AMO; Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus; John Beddows, Chair, Eastern Ontario Mayors' Caucus; the Honourable Anthony Rota, MP Nipissing-Timiskaming; John Vanthof, MPP Timiskaming-Cochrane; and the County of Peterborough.

**Carried**

b) **Resolution of Support – City of Toronto - Paid-Plasma-Free Zone to Reinforce Principles of Voluntary, Non-Remunerated Blood and Plasma Donation (Correspondence item from the Regular Council Meeting)**

*Resolution No. 2025-099*

Moved by: Councillor Graydon  
Seconded by: Councillor Wilson

Whereas Council of the City of Toronto adopted a resolution regarding a paid-plasma-free zone to reinforce the principles of voluntary, non-remunerated blood and plasma donation.

Be it resolved that Council of the City of Temiskaming Shores hereby supports the City of Toronto in their opposition to the operation of private for-profit blood collection companies, and supports only voluntary blood and plasma collection, where donors do not receive payment for their blood or plasma; and

Further that a copy of this resolution be sent to The Honourable Kamal Khera, Federal Minister of Health; The Honourable Sylvia Jones, Ontario Minister of Health; The Honourable Anthony Rota, MP Nipissing-Timiskaming; John Vanthof, MPP Timiskaming-Cochrane; Canadian Blood Services; and the City of Toronto.

**Carried**

c) **Citizen Engagement through Town Hall Events (Notice of Motion Presented by Councillor Mark Wilson at the February 18, 2025 Regular Council Meeting)**

*Resolution No. 2025-100*

Moved by: Councillor Dawson  
Seconded by: Councillor Ducharme

Whereas providing opportunities for direct engagement between elected officials and the community is important to maintain open lines of communication with residents; and

Whereas town hall events are an effective and inclusive platform for fostering dialogue, gathering feedback, and addressing public concerns in a transparent and accessible manner; and

Whereas the establishment of an informal atmosphere for community members to engage directly with elected officials, would provide a platform for the free exchange of ideas and information, and receive feedback on community matters and issues that affect residents; and

Whereas through the establishment of guidelines and procedures for organizing town hall events, would ensure they are effective, and beneficial to both elected officials and residents.

Be it resolved that Council of the City of Temiskaming Shores directs staff to explore various avenues for organizing town hall events, including identifying potential locations, formats, frequency, and methods for encouraging resident participation, and to develop a policy aimed at facilitating engagement between elected officials and residents.

**Carried**

**d) Amendment to Council Meeting Schedule**

*Resolution No. 2025-101*

Moved by: Councillor Graydon  
Seconded by: Councillor Whalen

Whereas Council adopted Resolution No. 2024-356 at the October 1, 2024 Committee of the Whole meeting, establishing a meeting schedule from January 2025 to July 2025; and

Whereas Mayor Laferriere, and Councillors Dawson, Whalen and Wilson will not be in attendance for the scheduled May 6, 2025 Committee of the Whole meeting, as they will be attending the Federation of Northern Ontario Municipalities (FONOM) Conference.

Now therefore be it resolved that Council of the City of Temiskaming Shores hereby agrees to reschedule the Tuesday, May 6, 2025 Committee of the Whole meeting to Tuesday, April 29, 2025 at 3:00 p.m.

**Carried**

**e) Memo No. 004-2025-CS – Canada - United States Trade**

*Resolution No. 2025-102*

Moved by: Councillor Ducharme  
Seconded by: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No.004-2025-CS, for information purposes.

**Carried**

f) **Memo No. 005-2025-CS Canada – Application to the Canada Water Agency's EcoAction Funding Stream**

*Resolution No. 2025-103*

Moved by: Councillor Graydon  
Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No.005-2025-CS;

That Council directs Mayor Laferriere to provide a letter of support to the Temiskaming First Nation (TFN), in partnership with Organisme de bassin versant du Témsikamingue (OBVT), in their application to the Canada Water Agency's EcoAction funding stream; and

Further that the letter of support include the City of Temiskaming Shores' in-kind contributions to the project, such as meeting space for community education, itinerant office space for TFN and/ or OBVT staff working on the project, and staff time for meetings and events.

**Carried**

g) **Administrative Report No. RS-006-2025 – Mayors' Monarch Pledge**

*Resolution No. 2025-104*

Moved by: Councillor Ducharme  
Seconded by: Councillor Dawson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-006-2025; and

That Council directs staff to complete the Mayor's Monarch Pledge prior to the March 31, 2025, deadline and submit a minimum of three (3) action items to be completed in 2025.

**Carried**

**15. By-Laws****Resolution No. 2025-105**

Moved by: Councillor Whalen  
Seconded by: Councillor Graydon

Be it resolved that:

By-law No. 2025-021	Being a by-law to enter into a three (3) year agreement with Grass King Inc. for asphalt markings and symbol painting services
By-law No. 2025-022	Being a by-law to enter into an agreement with Alvin Caldwell Sand and Gravel Ltd. for the supply and stockpile/ delivery of Granular 'M'
By-law No. 2025-023	Being a by-law to amend By-law No. 2022-185 to appoint community representatives to various Committees and Boards for the 2022-2026 term of Council
By-law No. 2025-024	Being a by-law to authorize entering into a funding agreement with the Federation of Canadian Municipalities (FCM) under the Green Municipal Fund (GMF) for the development of a fleet decarbonization plan
By-law No. 2025-025	Being a by-law to enter into an agreement with WSP Canada Inc. for the creation of a Green Municipal Fleet Study for the City of Temiskaming Shores
By-law No. 2025-026	Being a by-law to enter into an operating agreement with the Temiskaming Shores Development Corporation for a five (5) year term
By-law No. 2025-027	Being a by-law to enter into a three (3) year agreement with Capital Pyrotechnics for the provision of fireworks display services for Canada Day events
By-law No. 2025-028	Being a by-law to enter into an agreement with Pedersen Construction (2013) Inc. for the Mount Pleasant Cemetery embankment remediation project

be hereby introduced and given first, second and third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Councillor Pelletier-Lavigne requested By-law No. 2025-027 be separated for the purpose of discussion:

Resolution No. 2025-105(1)

Moved by: Councillor Wilson

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores hereby delete By-law No. 2025-027 regarding the agreement with Capital Pyrotechnics for the provision of fireworks services, from the consolidated motion, to be dealt with separately, in accordance with Section 46.6 of the City's Procedural By-law No. 2023-022.

**Carried**

Resolution No. 2025-105(2)

Moved by: Councillor Dawson

Seconded by: Councillor Whalen

Be it resolved that:

By-law No. 2025-027 Being a by-law to enter into a three (3) year agreement with Capital Pyrotechnics for the provision of fireworks display services for Canada Day events

be hereby introduced and given first, second and third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

**Carried**

Resolution No. 2025-105-3

Moved by: Councillor Graydon

Seconded by: Councillor Whalen

Be it resolved that:

By-law No. 2025-021 Being a by-law to enter into a three (3) year agreement with Grass King Inc. for asphalt markings and symbol painting services

By-law No. 2025-022 Being a by-law to enter into an agreement with Alvin Caldwell Sand and Gravel Ltd. for the supply and stockpile/ delivery of Granular 'M'

By-law No. 2025-023	Being a by-law to amend By-law No. 2022-185 to appoint community representatives to various Committees and Boards for the 2022-2026 term of Council
By-law No. 2025-024	Being a by-law to authorize entering into a funding agreement with the Federation of Canadian Municipalities (FCM) under the Green Municipal Fund (GMF) for the development of a fleet decarbonization plan
By-law No. 2025-025	Being a by-law to enter into an agreement with WSP Canada Inc. for the creation of a Green Municipal Fleet Study for the City of Temiskaming Shores
By-law No. 2025-026	Being a by-law to enter into an operating agreement with the Temiskaming Shores Development Corporation for a five (5) year term
By-law No. 2025-028	Being a by-law to enter into an agreement with Pedersen Construction (2013) Inc. for the Mount Pleasant Cemetery embankment remediation project

be hereby introduced and given first, second and third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

**Carried**

#### **16. Schedule of Council Meetings**

- a) Committee of the Whole – April 1, 2025 starting at 3:00 p.m.
- b) Regular Council Meeting – April 15, 2025 starting at 6:00 p.m.

#### **17. Question and Answer Period**

None

**18. Closed Session**

*Resolution No. 2025-106*

Moved by: Councillor Dawson  
Seconded by: Councillor Ducharme

Be it resolved that Council agrees to convene in Closed Session at 7:20 p.m. to discuss the following matters:

- a) Adoption of the February 18, 2025 Closed Session minutes;
- b) Under Section 239(2)(b) of the Municipal Act, 2001 – Personal matter (identifiable individual) – Cemetery Matter; and
- c) Under Section 239(2)(b) of the Municipal Act, 2001 – Personal matter (identifiable individual) – HR Update (Note: **Agenda addition**).

**Carried**

*Resolution No. 2025-107*

Moved by: Councillor Graydon  
Seconded by: Councillor Whalen

Be it resolved that Council agrees to rise with report from Closed Session at 7:37 p.m.

**Carried**

**Matters from Closed Session**

**Adoption of the February 18, 2025 Closed Session Minutes**

*Resolution No. 2025-108*

Moved by: Councillor Whalen  
Seconded by: Councillor Ducharme

Be it resolved that Council approves the following as printed:

- a) Closed Session Minutes from the February 18, 2025 Regular Council meeting.

**Carried**

**Under Section 239(2)(b) of the Municipal Act, 2001 – Personal matter (identifiable individual) – Cemetery Matter**

Council provided direction to staff.

**Under Section 239(2)(b) of the Municipal Act, 2001 – Personal matter (identifiable individual) – HR Update**

Staff provided Council with an update.

**19. Confirming By-law**

*Resolution No. 2025-109*

Moved by: Councillor Dawson  
Seconded by: Councillor Graydon

Be it resolved that By-law No. 2025-029 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on March 18, 2025, and at its Committee of the Whole Meeting held on March 4, 2025, be hereby introduced and given first, second, third and final reading; and be signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

**Carried**

**20. Adjournment**

*Resolution No. 2025-110*

Moved by: Councillor Dawson  
Seconded by: Councillor Ducharme

Be it resolved that Council hereby adjourns its meeting at 7:39 p.m.

**Carried**

  
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Mayor  
  
\_\_\_\_\_  
Clerk