

## INTER-OFFICE MEMORANDUM

**TO:** Carlos Gameiro  
City Clerk

**FROM:** Andrea Bellhouse  
Legal Services

**FILE:** R.1/2026(280)

**DATE:** June 29, 2026

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**RE: SECOND AND THIRD READING**

Amend the Court Avenue (Precinct E) Secondary Plan By-law No. 97/2014, Precinct G Secondary Plan By-law No. 5/2018 and West Alexander & Centennial Neighbourhood Plan By-law No. 64/2008

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Further to my Communication dated June 10, 2026, By-law No. 21/2026 (the "By-law") received first reading on June 25, 2026.

I have now received instructions from the Director of Planning, Property and Development that all conditions precedent for second and third reading have been met. Accordingly, I would ask that you please place the By-law before Council for their consideration for second and third reading at their July 16, 2026 meeting.

The By-law was enclosed with my above-referenced Communication, and an electronic copy of the By-law, had previously been provided by my assistant to Lorraine King and Nicole Carnegie via email.

If you have any questions, feel free to contact me.



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**Andrea Bellhouse**  
Solicitor

AB/ks