

## INTER-OFFICE MEMORANDUM

**TO:** Carlos Gameiro  
City Clerk

**FROM:** Andrea Bellhouse  
Legal Services

**FILE:** R.1/2026(279)

**DATE:** September 11, 2026

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**RE: ALL THREE READINGS – SPA 5/2026**

Amend the Complete Communities Direction Strategy 2.0 By-law No. 119/2020 to re-designate lands generally located at the addresses commonly referred to as 1390 & 1470 Dugald Road

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At its meeting of July 16, 2026, Council concurred in the recommendations of the Executive Policy Committee to give first reading to a by-law to amend the Complete Communities Direction Strategy 2.0 By-law No. 119/2020 in accordance with the draft by-law attached as Schedule “A” to the Administrative Report with the recommended amendments, and for Legal Services to return the by-law directly to Council by way of communication for second and third reading upon instruction from the Director of Planning, Property, and Development.

On August 17, 2026, the Director of Planning, Property, and Development instructed Legal Services to prepare the by-law for second and third reading. Therefore, please place the within by-law before Council for consideration for **all three readings** at their September 24, 2026 meeting.

An electronic copy of the By-law has 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  
Enclosure