

## MINUTES

**Community Attendees:** Parkdale: Derek Brown, Kara Hallett, Rob Wenarchuk,  
 St Andrews Heights: Jacques Gendron, Liz Murray, Ken Zdunich  
 University Heights: James Love

**Regrets:** Jan Brawn, David Richardson

**Alberta Health Services Attendees:** Janice Cullen, Shelley Nycz, Sheena Taggart

**Alberta Infrastructure Attendee:** Roy Roth

Agenda Item	Discussion	Action
<b>1. Welcome and Introductions</b>	Janice Cullen welcomed members to the meeting and introduced Roy Roth representing Alberta Infrastructure.	
<b>2. Approval of Agenda</b>	The agenda was approved as presented.	
<b>OLD BUSINESS</b>		
<b>3. Review of Terms of Reference</b>	Sheena Taggart reviewed the revised draft Terms of Reference. Additional feedback will be incorporated and circulated to the working group prior to the next meeting.	Members to review revised draft and forward feedback prior to next meeting.
<b>4. Documentation</b>	The revised Confidentiality Agreement was reviewed. It was noted that any and all material that is confidential will be identified as such by AHS. The purpose of the Emergency Contact Information and Consent to use of personal information forms was clarified. It was agreed that AHS correspondence with the Working Group would be copied to Judy Hoad, representing the Parkdale Community Association.	Members to sign documents and hand in to S. Taggart. Copies of the signed Confidentiality Agreement will be provided to members for their records. Forms will be emailed to members who are asked to complete and mail back.

	Correspondence had been, and will continue to be, copied to Al Rasmuson and Peter Khu, representing the St. Andrews Heights and University Heights Community Associations, respectively.	
<b>NEW BUSINESS</b>		
<b>5. Parkade Project Update</b>	<p>As noted in the communication to Working Group members on June 6, 2013, the RFP for Prime Consultatant services has been issued. The scope of work is to include an assessment of alternate site options to a maximum of 4. The subsequent design proposal for the selected site will consider aesthetics, green space, pedestrians, landscaping, impacts to community(noise, light), physical characteristics of site (geotechnical). RFP closes on June 27, 2013 and selection will occur on July 19, 2013. <i>Note: closing date was revised to July 11, 2013.</i> Questions were asked and answered. Suggestions for improvements to enhance utilization of existing parking were noted.</p>	S. Nycz to email copy of the RFP to members for their information including information regarding selection criteria.
<b>6. “What We’ve Heard” Overview of themes</b>	<p>Shelley Nycz provided an overview of the themes that have been recorded to date. Members provided some proposed revisions and additional comments that have been submitted for consideration. The document will be updated to reflect the proposed revisions and incorporate the additional information received. Clarification was requested as to whether an enclosed parkade would be considered. AHS is partnering in the work of the NW-Hub Transit Study to increase understanding of the opportunities to improve transportation to the area from the perspective of public and staff at the Foothills Medical Centre and Alberta Children’s</p>	<p>S. Nycz to incorporate additional information and comments received into “What We’ve Heard” document.</p> <p>S. Nycz to forward information on the NW-Hub Transit Study.</p> <p>S.Nycz to inquire with AHS Parking Services regarding the potential for an enclosed parkade.</p>

	Hospital.	
<b>7. Alberta Infrastructure Update</b>	Roy Roth advised the group that the Calgary Cancer Project is at a preliminary stage. Functional programming has begun which will support design. This phase is anticipated to be completed by late 2013 and will feed into cost information for funding approval and identify implications for the FMC site. Questions regarding the site selection and the impact on the site Master Plan were asked.	R. Roth will provide another update at the next meeting of the Working Group.
<b>8. Next Steps – moving forward</b>	Master Plan: Work on updating the site Master Plan is starting and includes consideration of parking. A copy of the existing Master Plan was requested, Janice Cullen will provide an executive summary for information.	J. Cullen to extract key components of Master Plan and forward to working group members for information.
<b>9. Date of Next Meeting</b>	Date: Thursday, September 12, 2013 Time: 7:00 – 8:30 pm Location: Suite 509, Room 514, FMC South Tower, Calgary	