**CHNA Board Meeting Minutes**

Monday January 16, 2017

**Location:** Conference Call

**Confirmed Attendees:** President – Karen Wright, Secretary – Laurel McIvor, Planning and Development – Kathy Kennedy, History and Heritage – Andy Billingsley, Communications – Shelley Mullins, Fundraising and Membership – Trish Barr

**Regrets:** Traffic - Luanne Calcutt, Vice President – Peter Eady, Safety – Shane Quinn, Treasurer – Julie Westall

1. **Welcome and Confirmation of Agenda**
2. **December Minutes:** were circulated just prior to the start of January’s meeting. Please review them and send comments to Laurel prior to our February meeting.
3. **Karen – President**
	1. Civic Hospital Relocation
* Karen is trying to set up a private meeting with Yasir Naqvi
* Public CHNA meeting is scheduled for Hintonburg Community Centre, 7pm Feb 6
	+ ACTIONS:
		- Karen will ask Lieper’s office for more details before posting on CHNA website
		- Shelley to craft email blast to promote all of the various public forums (see below)
	1. Booth St Redevelopment – January 24, 7-9 pm St. Anthony’s Banquet Hall
	2. Round 2 of Jeff Lieper’s “Plan your parks meeting” – Public forums Jan 26 or 28. Details on our website
	3. Ottawa Police Strategic Initiatives Open House - January 25, City Hall
	4. Karen attended the Kitchissippi Ward Forum at the new Innovation Centre on Jan 11 and presented the Civic Hospital Relocation Plan as 2017’s big concern for CHNA
	5. Karen will attend a special meeting next week with the Ministry of Transportation about the removal of 417 On-ramp at Westgate
* Public meeting later in February – date tba
	1. Heart Institute: recently built an additional floor in November, are now submitting a request to the committee of adjustment for approval of an additional 1m height. We’re more concerned with their lack of communication regarding this addition than the actual minor variance.
	2. Karen will attend private meeting on Jan 26 regarding noise at Duke of Devonshire
	3. Luanne will be meeting with a city planner soon to discuss East-West Cycle Route
	4. Karen on holidays Feb 3 to 19
1. **Kathy Kennedy – Planning and Development**
	1. Committee of Adjustment will be hearing 3 things related to CHNA (details on our positions are posted on websites):
		1. Double infill on Breezehill, we support the minor variances requested.
		2. Height adjustment of Heart Institute, while we won’t protest the requested adjustment, we will note our disappointment about lack of communication.
		3. Car storage at 115 Champagne, we don’t support the requested variance requested to permit car storage as a long-term use of the land, nor the use of the Committee of Adjustment rather than a rezoning request to City Planning Dept.
	2. Other city-wide zoning proposals include Westgate redevelopment.
	3. Committee Planning meeting tomorrow night – city planner coming to talk about changes to R4 Zoning rules.
	4. Concern was expressed about upcoming changes to our neighbourhood and pressures to further intensify. Andy suggested that the city’s planned inventory of older homes will help to identify specific areas and homes where historical protection may be warranted.
	5. Kathy requested Shelley’s help in “Jazzing up” her development posts to attract more attention.
		1. ACTION: Shelley and Kathy to follow up.
2. **Shelley - Communications**
* Would like to develop related policies: i.e. Overall Communications, Social Media
* Would also like to write up a brief description of roles and responsibilities for each executive position.
	+ **ACTION**: each Executive member to submit a brief description of what we feel our chief roles and responsibilities are
* Would like to propose that we develop a shared calendar, maybe on Google Calendars?
	+ **ACTION:** Shelley will play around with the calendar and make some recommendations at our next meeting.
* Shelley drafted “position paper” on the Civic Hospital relocation and posted it in our Dropbox
	+ **ACTION**: Shelley would like us all to review this draft and provide comments by the end of the week.
* Shelley away on holidays – Jan 24 to Feb 2.
1. **Trish - Membership**
* Trish is still recovering from recent surgery and still is restricted in mobility.
* Currently just trying to get a grasp on our boundaries and networking to establish a task force for a membership drive.
* Karen suggested we contact Susan Chell about offering free memberships to new home owners in our neighbourhood as a sponsorship perk.
	+ **ACTION**: suggest we all think on this and discuss it again next meeting.
1. **Andy – History**
* Central library relocation: will be attending public consultation meeting
* Andy is investigating what would be involved in designating the Civic Hospital as a Heritage site and what parts of the hospital and grounds have historic value and integrity.
	+ **ACTION**: Karen will work with Andy on this file, and provide what she learned from Heritage Ottawa contact just before Christmas.
1. **AGM:** usually held in May of each year, mid-week. Large room at the Hintonburg Community Centre will not available due to Kitchen reno. Could hold the meeting at Wall Space (possible in first two weeks of May) or the new Innovation Centre (parking is an issue).
	* **ACTIONS**:
		+ Next meeting we will discuss dates and more details.
		+ History Committee to think about having a separate public meeting to share more details on the area’s history, and use the AGM to promote it.
2. **Meeting was adjourned at 8:29 pm**
3. **Next meeting will be Monday February 27, 7pm, 80 McFarland Ave.** (Since Monday February 20 is family day – we’ve shifted the meeting to the following Monday. Please advise asap if this date is not suitable!