MINUTES: Tenant Advisory Committee
(Approved) Friday, November 13, 2009 – 1:00 p.m.
Room 207, Hamilton Convention Centre

PRESENT: Andy Cranbury, John Hawker; Mary Sinclair

REGRETS: Susan Andrews, Sana Ahmad Minhas, and Daryn Deon; Connie Bellamy,

Also Present: Larry Huibers and Meaghan Ross - Housing Help Centre, Dave Brodati, Tammy Morasse and Michele Attard

1. OPENING & AGENDA APPROVAL
   Item 1.1 – Welcome
   Andy welcomed Tammy and Meaghan to the meeting.

   Item 1.2 – Additions to & Approval of Agenda
   No additions to the agenda.
   Agenda was accepted as presented. (Sinclair/Hawker) CARRIED

   Item 1.3 - DECLARATION OF CONFLICTS OF INTEREST
   None.

2. BUSINESS ARISING/UNFINISHED BUSINESS

   Item 2.1 - APPROVAL OF MINUTES for July 10, 2009, September 11th and October 9, 2009
   The July 10, 2009, September 11th and October 9th minutes of the Tenant Advisory Committee (TAC) were deferred to the meeting in December.

   2.2 Consideration of a Work Plan
   Members agreed to vote from the list of 12 topics for the workplan previously identified at the October 9th meeting in order to narrow the list down to four topics for 2010.

   2.3 Prioritising List of Items and choosing priority items
   Using the method of dotmocracy members voted on their top four priorities. The following four topics were selected as workplan priorities from the list:
1. Property Standards
2. Rent Supplements
3. Bed Bugs
4. Communication to tenants

There was consensus that these items would be part of the workplan and next steps will be discussed at the next meeting. City staff will inform members not present of the priorities for discussion before the next meeting in December.

### 2.5 Process for adding new priority items
To be discussed at the meeting in December

3. REPORTS

#### 3.1 Solutions for Housing Action Committee (SHAC)
Meaghan has been in contact with SHAC and they will be sending out a press release November 16th on the Affordable Housing Strategy. A report summarizing the key themes/policy areas raised in community consultations organized by the Housing Network of Ontario’s Hamilton Chapter should be available the end of November.

#### 3.2 Tenant Outreach Education Initiative (TOEI)
Larry introduced Meaghan Ross who has been hired as the Community Development Worker for the Tenant Education Program with HPS. Meghan will be working at Housing Help Centre in the same capacity as Madhavi did and expressed her interest to attend meetings in the future.
Larry informed members of a 25 in 5 year culminating event December 4th at Welcome Inn, the contact person is Deirdre Pike at SPRC.
Meaghan also met with members of the ACORN chapter of Hamilton; members suggested that they could be invited to a future meeting. Meaghan will send out the contact information to members for ACORN.

Andy asked if city staff could inquire with Clerk’s Office to see if Meghan could replace Madhavi who resigned when she moved from Hamilton.

#### 3.3 City Housing/City of Hamilton - Housing Division
Tammy informed members that the Canada Ontario Affordable Housing Program – Homeownership component has been released. The program will provide financing for a down payment to renter households wishing to buy a home. All homes purchased must be new construction homes or conversions from non-residential use that have not previously been occupied. Information can be found on the Hamilton web site, and packages can be picked up at 55 Hess St. – 23rd floor.
Also the City will release a request for proposals in December 2009 for the rental component of the Canada Ontario Affordable Housing Program.

#### 3.4 Residential Tenancies Act
Andy asked Bob Wood from McQueston if there was anyone available to attend TAC as a guest, Bob volunteered to attend.
Andy informed members of the Community Legal Clinic’s newsletter, updating tenants in the community. Below is the link to the newsletter: http://www.hamiltonlegalclinics.ca/index.php?page=newsletters

4. NEW BUSINESS
4.1 City Advisory Committee Handbook
City staff distributed a copy of the 2004 City of Hamilton Volunteer Committees procedural handbook. A new handbook will be available for the new term of council in 2010.

4.2 Certified Rental Building Program
Andy informed members that the Federation of Rental-housing Providers of Ontario (FRPO) officially launched the Certified Rental Building Program (CRBP) for rental housing in Mississauga on Thursday. Effort Trust is involved in the program in Hamilton.

4.3 Information of New Tenants
Andy informed members of an example where tenants are not receiving information. Andy mentioned that he was reviewing the website on the Landlord and Tenant Board and came across a notice for New Tenants which at the top of the page printed “Landlords must provide this information to new tenants on or before the date the tenancy begins” (release date – January 31, 2007) But in talking with new tenants they had not seen it. Members thought that this information should be given to new tenants, but how can this be enforced.

5. ADJOURNMENT
On motion, the meeting adjourned at 2:45 p.m.
(Sinclair/Cranbury) CARRIED

6. Future Meetings
The next meeting is scheduled for December 11th, 2009 – 1:00 – 3:00, at the Hamilton Convention Centre