MINUTES: Tenant Advisory Committee
Friday, August 08, 2008 – 1:00 p.m.
Room 207, Hamilton Convention Centre

PRESENT: Andy Cranbury, Mary Sinclair, Connie Bellamey, Laura Harper-Stubbs

REGRETS: Larry Huibers, Madhavi Reddy, Tammy Morasse

Also Present: Michele Attard

1. OPENING & AGENDA APPROVAL
   Item 1.1 – Welcome to guests –
   No guest in attendance.

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

   Item 1.3 – DECLARATION OF CONFLICTS OF INTEREST
   None declared.

2. BUSINESS ARISING/UNFINISHED BUSINESS

   Item 2.1 - APPROVAL OF MINUTES for July 11, 2008
   The July 11, 2008 minutes of the Tenant Advisory Committee (TAC)
   were approved as circulated. (Sinclair/Bellamey) CARRIED

   2.2 City Staff Report
   Statement of Accomplishments 2007
   Andy will contact Madhavi regarding the accomplishments. Madhavi
   has compiled an updated list and Andy will bring the report to the next
   meeting in September.
2.3 Developing a Work Plan

Work planning will be a standing ongoing item. The following items are areas of interest:

a) Utilities issues – example: due dates of bills vs. issuance dates of monthly benefits such as Ontario Works, Ontario Disability Support Program, Old Age Security, etc. We need to clearly define the issues and present recommendations. Mary gave Andy draft notes to be reviewed for the work plan; Andy will scan and send to City staff.

b) Pro-active property standard inspections and potential licensing of landlords – supporting the work of the Planning Department. Members would like to know the changes that have been made in By-Law Enforcement; there was some discussion around inviting Marty Hazell, Director, Parking and By-law Services with the City to a future meeting.

c) Membership – members would like to recruit new members; especially tenants, it is important to hear their point of view.

d) Outreach – great for linkages and information sharing.

Items for the work plan in 2009:

Look at the effect of benchmarking on Social Housing.

Motion

That City staff approve the work plan in principal. That TAC members look at the BMA Report in order to complete the work plan and have questions compiled for Marty Hazell. Members would like to invite Marty to a future meeting.

(Bellemay/Sinclair) CARRIED

2.4 Definition of a Minimum Standard for an Accessible Rental Unit

Members would like a list of contacts in the different departments within the City of Hamilton. The question arose is Property Standards broken down into 4 (four) divisions? Members had a discussion regarding standards and accessibility in housing units.

Members would like more information on accessibility. Mary presented a copy of the classification scale for accessibility dated from 1994. Mary asked if City staff had an updated version. City staff will check into this issue.

3. REPORTS

3.1 Solutions for Housing Action Committee
Mary gave an update that Jeff Wingard from Social Planning and Research Council is developing a form for accessibility; SPRC will be conducting a workshop as an evaluation for Access to Housing.

3.2 Hamilton Tenant Education Project
Andy expressed concern that with the new funding allocation there would not be consistency in the Riverdale community. Staff involved in the Tenant Education Project would like to share their knowledge with the other agencies for best practices. Mary will contact Jeff Wingard to see what is happening in the community regarding Riverdale.

3.3 Residential Tenancy Act/Legal Issues
Laura did not have any updates. Currently the Legal Clinic is looking at the issues with last month rent deposits.

3.4 CityHousing Hamilton
No update – Tammy absent. Andy asked if staff could check with Clerks office to see if the handbooks were ready for distribution.

3.5 City Voter List
Tabled to the next meeting

3.6 Recruiting New Members
No updates, Madhavi absent

4. NEW BUSINESS
4.1 "Special Needs Form"
Mary asked for a copy of the Special Needs Form for Access to Housing from Fengate. City staff will try and obtain a copy for the next meeting.

5. ADJOURNMENT
On motion, the meeting adjourned at 2:50 p.m.
(Bellamey/Stubbs) CARRIED

6. Future Meetings
The next meeting is scheduled for September 12th, 2008 – 1:00 – 3:00, Location to be determined