MINUTES: Tenant Advisory Committee  
Friday, July 11, 2008 – 1:00 p.m.  
Room 207, Hamilton Convention Centre

PRESENT: Andy Cranbury, Mary Sinclair, Madhavi Reddy

REGRETS: Laura Harper-Stubbs, Stephanie Paparella, Larry Huibers, Tammy Morasse

Also Present: Michele Attard

1. **ACCEPTANCE OF AGENDA**
   Agenda was accepted as presented (Reddy/Sinclair) CARRIED

   **Item 1.1 – Welcome to guests** – Stephanie Paparella was not able to attend the meeting today but will be invited to a future meeting.

   **Item 1.3 - DECLARATION OF CONFLICTS OF INTEREST**
   None declared.

2. **BUSINESS ARISING/UNFINISHED BUSINESS**

   **Item 2.1 - APPROVAL OF MINUTES for June 13, 2008**
   The June 13, 2008 minutes of the Tenant Advisory Committee (TAC) were approved as circulated. (Sinclair/Reddy) CARRIED

   **2.2 City Clerk’s Office**
   Michele gave an update from City Clerk’s office due to Stephanie’s unavailability. The following issues were discussed:
   - **Parking Pass** – Michele distributed parking passes for members for the rest of 2008. Passes cannot be replaced once issued.
   - **Budget** – Members questioned if there was a budget; Michele informed members that a budget request could be submitted by the chair for the 2009 budget deliberations, the report would be due early October.
2.3 **City Staff Report**  
Tabled to August.

2.4 **Developing a Work Plan**  
Work planning will be a standing ongoing item. For instance, 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  
*(Reddy/Sinclair)*  
*CARRIED*

3. **REPORTS**

3.1 **Solutions for Housing Action Committee**  
No updates.

3.2 **Hamilton Tenant Education Project**  
Madhavi informed members that the funding request to Hamilton Community Foundation (HCF) was denied. Madhavi is the process of developing a Community Plan for Riverdale tenants; hopefully the Hamilton Community Foundation (HCF) will designate Riverdale as a hub in the future.

3.3 **Residential Tenancy Act/Legal Issues**  
Tabled until the next meeting - Laura absent

3.4 **CityHousing Hamilton**  
No update – Tammy absent

3.5 **City Voter List**  
Tabled to the next meeting
3.6 Recruiting New Members
Members asked if Connie had been appointed to TAC. Michele mentioned that she was waiting for approval from the Emergency & Community Services Committee, a meeting was held in June. Michele will contact Stephanie to see if Connie has been appointed to TAC. Madhavi asked if Andy should contact Laura from Legal and ask if she could send a representative to the meeting if she is not able to attend the meetings.

4. NEW BUSINESS
4.1 Last Month’s Rent
There was some discussion around the rights of tenants in regards to last month’s rent, landlords should be held accountable and they should produce an annual statement. Andy will follow up in this regard.

4.2 Terrorized Tenants
There were questions of tenant rights when they are being harassed by landlords, it was mentioned that they can go to the Landlord and Tenants Board.
Andy and Madhavi will follow up with this matter.
The question was asked if there are any policies and procedures in place – are tenants informed; are notices posted in the building of apartments to inform tenants of any changes.

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

6. Future Meetings
The next meeting is scheduled for August 8th, 2008 – 1:00 – 3:00, Convention Centre, Room 207
Item on the agenda for August – Rent Bank Report