

**Advisory Committee for Persons with Disabilities  
Housing Working Group  
Meeting Notes  
2:00p.m. – 4:00p.m.  
Tuesday, December 18th, 2019  
Room 193/City Hall  
71 Main Street West**

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**Present:** Mary Sinclair, Paula Kilburn, John Hawker,  
Tom Manzuk

**Staff:** Jessica Bowen, City of Hamilton

1. Welcome
2. Approval of Agenda
3. Minutes of October 16 were approved at November meeting, but it did not remove the words "CityHousing" from the last of five bullets regarding the Social Housing representative, presentation to ACPD in January 2018.

In addition, the word "fillable" needs to be clarified, in terms of Access To Housing (ATH) application forms. Form can't be filled out on-line. Carry this forward for further discussion.

National Housing Day event was mentioned as November 21 instead of 29.

Minutes of November 20 were approved, with the following discussion:

- i) Initially to use short form of proposed motion
- ii) We would not involve CityLabs.

**4. Business Arising:**

a) It was agreed to send letters to agencies to determine who wants/needs hard copies of the guidebook. It was estimated that approximately forty-five copies have been distributed.

b) It was suggested to combine the work of the Housing Working Group with the “Social Housing Concerns” on the Build Environment agenda. This would eliminate the need for the motion regarding necessary staff support.

Motion: In the interval, until members of ACPD are reappointed, the Housing Working Group will work with Built Environment on a trial basis.

c) Next meeting will be at 2:00pm on Tuesday, January 15, 2019, to be followed by the Built Environment. Topic will be the general application to Access to Housing.