

**Town and Gown Committee**  
**Held July 16, 2019**

A meeting of the Town & Gown Committee is held this day commencing at 3:30 o'clock p.m. in Room 202, 350 City Hall Square West, there being present the following members:

Councillor Fabio Costante, Chair  
Councillor Fred Francis  
Jane Boyd  
John Fairley

***Regrets received from:***

Alan Richardson

***Guests in attendance:***

Ryan Flannagan, Associate Vice President, Student Experience, University of Windsor  
Michael Silvaggi, Associate Vice President, Student Services and Registrar, St. Clair College

***Also present are the following resource personnel:***

Greg Atkinson, Planner III, Economic Development  
Inspector Jason Bellaire, Windsor Police Services  
Andrea DeJong, Deputy Fire Chief  
Will Foot, Council Assistant  
Joshua Haddad, Transportation Engineer I  
John Lee, Chief Fire Prevention Officer  
Bill Tetler, Manager of By-law Enforcement  
Karen Kadour, Committee Coordinator

**1. Call to Order**

The Chair calls the meeting to order at 3:30 o'clock p.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

3. Minutes

Moved by Councillor Francis, seconded by J. Boyd,  
That the minutes of the Town and Gown Committee of its meeting held May 23,  
2019 **BE ADOPTED** as presented.  
Carried.

4. Business Items

4.1 Orientation Packages – University of Windsor & St. Clair College Students

Ryan Flannagan, Associate Vice President, Student Experience, University of Windsor appears before the Committee and provides comments regarding orientation for the University of Windsor students as follows:

- Currently, 16,000 students are enrolled, 4,000 are international students (70% of the students are from the Windsor Essex region)
- There are 4,000 graduate students, 80% are international students
- Developed a comprehensive campus website –
- <http://www.uwindsor.ca/success/off-campus-housing/>
- The website covers such topics as what to consider when looking for a rental, how to be a good roommate, how to read your lease, safety information and what to expect as a first time renter.
- A cleanup from California to Bridge Street will be undertaken to help build relationships with people living within those neighbourhoods.
- LGBTQ+ Pride crosswalks will be constructed in front of the Engineering Building across Wyandotte Street. A contractor will be contacted to acquire the colours that are required.
- There is a dedicated person that assists the Asian international students as most are engineering students.

R. Flanagan distributes a document that indicates the Top 10 Page Views on the website <http://www.uwindsor.ca/success/off-campus-housing/> as it relates to Student Experience (January 2019 to May 2019) and Off-Campus Housing (January 2019 to May 2019), **attached** as Appendix "A".

Michael Silvaggi, Associate Vice President, Student Services and Registrar, St. Clair College appears before the Committee and provides comments regarding orientation the for St. Clair College students as follows:

- Orientation for the University of Windsor and St. Clair College is done separately by each institution.
- There are 4,500 international students at St. Clair College mostly from India.
- A representative from the Sikh Temple and a representative from LaSalle Police come to St. Clair College to speak to the students and to provide information.
- A new residence for the international students is to be constructed in the future.
- There are no issues with students finding housing.
- There is an agent that provides some orientation to international students to help lessen the culture shock when they arrive in Canada.

A. DeJong advises the Fire Department has provided safety presentations with some of the agencies regarding kitchen fires within the student residences/housing. She adds there is a significant amount of translated materials that the students do not take. The translated materials in 17 languages is also available on their website at <https://www.windsorfire.com/public-education/translated-materials/>.

J. Lee indicates in some cultures having a fire within their home is a crime, so the students do not disclose this information to avoid any negative ramifications.

R. Flanagan notes information relating to fire safety and community standards will be added to the University's bi-weekly e-mail blast to the students.

J. Bellaire, WPS adds several police officers speak different languages and offers to assist at the University of Windsor and St. Clair College events.

Councillor Costante indicates he receives many calls regarding dirty yards, alleys and parking. The primary issue is the calls relating to substandard housing, i.e. 10 students in a residence.

Councillor Francis adds there are many landlords who are being highly paid to house the international students. There is a responsibility to ensure the students are not exploited, to adhere to the by-laws with proper safety methods.

J. Boyd suggests the University of Windsor and St. Clair College share information, i.e. best practices.

In response to a question asked by Councillor Francis regarding the number of tenants that can live in a home, B. Tetler responds when there are four people, it becomes a lodging home and should be licensed as a Class 1 Lodging Home. He adds zoning will not be permitted in a residential neighbourhood for the most part turning a single family home with three bedrooms to a six or seven bedroom dwelling that is illegal. He states if six people are living in a home with 1 lease that becomes the loophole.

A. DeJong explains Windsor Fire has entry rights into a home, however, when one looks at student housing, there are no legislative supports and there has been significant case law that states they cannot enforce the Fire Code on student housing. She further

adds that there is no such thing as “student housing” as it does not meet the confines of a lodging home.

J. Bellaire indicates some international students feel very privileged to be able to attend university/college and to acquire a degree that culturally was never on the radar back home. So, the motivation for the student to stay in Canada is very strong and they will not report a problem due to fear and possible repercussion.

M. Silvaggi states the typical international student’s goal (speaking to the Indian population), is to acquire a post graduate work permit. This would allow them to ultimately land that permanent job that will provide residency.

Councillor Francis remarks in review of this discussion, the framework and gaps are quite visible. There must be a multi-pronged approach with capital, programming and community assistance, i.e. Fire and Police.

R. Flannagan requests that data relating to calls directed to City Councillors that pertain to student issues be provided to the University of Windsor/St. Clair College.

Moved by Councillor Francis, seconded by J. Boyd,

That the presentations provided by Ryan Flannagan, Associate Vice President, Student Experience, University of Windsor and Michael Silvaggi, Associate Vice President, Student Services and Registrar regarding orientation information for students

**BE RECEIVED**

Carried.

**5. New Business**

None.

**6. Date of Next Meeting**

The next meeting will be at the call of the Chair.

**7. Adjournment**

There being no further business, the meeting is adjourned at 4:45 o'clock p.m.

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**CHAIR**

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**COMMITTEE COORDINATOR**

23 October 2019

From: Alan Richardson, Member, Windsor Town and Gown Committee  
To: Councillor Fabio Constante, Chair, Windsor Town and Gown Committee

Subject: Report on 2019 TGAO Annual Symposium

1. As authorized by the Committee and on their behalf, I attended the Town and Gown Association of Ontario annual symposium hosted by Brock University from June 3<sup>rd</sup> to 6<sup>th</sup> this year.
2. The schedule for the symposium is provided as Enclosure 1.
3. A list of recommended actions for Windsor Town and Gown is provided as Enclosure 2. These recommendations are my own and are based on the symposium presentations and my discussions with other attendees
5. A list of references and contacts supporting the recommended actions is provided as Enclosure 3.
6. Email from Kathryn Hofer of 10 May 2019 is provided as Enclosure 4.

Respectfully submitted,

Alan Richardson

## Building Bridges – Town and Gown Association of Ontario symposium of 2019 Conference Program (subject to change)

\* Presentation material available for download at  
<https://drive.google.com/drive/folders/1skV0j9oSivudmdAug-uhR6L37BfSu0Yw>

### Monday, June 3, 2019

5:30pm - 8:30pm Registration (Goodman School of Business Atrium)  
6:30pm - 8:30pm Opening Event and Senior Leaders Panel Discussion (Goodman School of Business Atrium)

### Tuesday, June 4, 2019

9:00am - 9:30am Registration (Alphie's Trough)

9:30am - 10:30am Keynote\*

Max Valiquette - Innovation, Transformation and Marketing Expert

10:30am - 10:45am Break

10:45am - 12:00pm Plenary session (Alphie's Trough)

#### Inter-sectional Town and Gown Issues

Tanja Curic - Policy Planner, Growth Management, The City of Waterloo

David McMurray - Vice-President, Student Affairs, Wilfrid Laurier University

James Craig - Senior Sales Associate, CBRE Limited

Mark Dykstra - Commissioner of Community Services, City of Waterloo

Members of the Waterloo T&G Committee will present on relevant inter-sectional issues affecting it, the municipality and universities. A number of priority areas where there is intersection will be identified (e.g., student mental health/wellness, off campus conduct, unsanctioned public gatherings) and discussed. Information will be shared about the topic, including pressures, challenges, along with new ideas, potential solutions and synergies that attempt to make it better for all involved.

12:00pm - 1:00pm Lunch

1:15pm - 2:30pm Plenary session (Alphie's Trough)

#### Institutional Responses to Off-Campus Misconduct\*

Darryl Veld - Associate Director, Student Affairs, Brock University

Lindsay Winger - Assistant Dean, Support Services and Community Engagement, Queen's University

The rise of unsanctioned street parties has reached a critical level for many institutions across the sector. In an effort to address high risk alcohol behaviours and reduce alcohol related harms,

stakeholders are engaging in collaborative discussions and strategic actions to minimize the harms caused by these events on our students, community members and first responders. This presentation will examine the role of the institutions in the wake of large street gatherings and discuss the successes and potential limitations that exist in addressing behaviour off campus.

Comparisons will be drawn between the University District Safety Initiative approach undertaken by the City of Kingston, Kingston Police and Queens University, and the educational approach by Brock University in collaboration with their community partners.

Coordinated Response to Unsanctioned Street Parties in the City of London

Orest Katolyk - Chief Municipal Law Enforcement Officer, City of London

In September 2018, approximately 20,000 people engaged in an unsanctioned street party in the near-campus neighbourhood just south of Western University on Broughdale Avenue and surrounding streets. This event was not sanctioned by either the University or the City of London. Multiple agencies and first responders were engaged in a coordinated response to this unsanctioned event.

2:30pm - 2:45pm	Break
2:45pm - 4:00pm	Plenary session (Alphie's Trough)

Habitats: Students in their Communities\*

Britney DeCosta and Ryan Tishcoff - Ontario Undergraduate Student Alliance (OUSA)

This presentation will be a discussion between the speaker and attendees. A PowerPoint will be used with some lecture-style presentation, in addition to a discussion, not only on the issues that students have highlighted, but also areas of improvement/future collaboration in their communities. Materials: 2019 Habitats will be published on the first day of the TGAO Conference. Digital copies will be sent to attendees and available online.

4:00pm - onward	Night on your own
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**Wednesday, June 5, 2019**

9:00am – 9:30am	Registration (Alphie's Trough)
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9:30am - 10:30am	<u>Keynote*</u>
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Markus Moos - Associate Professor, School of Planning, University of Waterloo; registered professional planner



10:30am – 10:45am

Break/Travel Time

10:45am – 12:00pm

Morning Concurrent Sessions (Alphie's Trough)

Travel Planning for University Campuses: The Western University Story\*

Alexander Wray- Research Associate, Human Environments Analysis Lab, Western University

The closure of the University Drive Bridge to vehicle traffic on Western University's campus in London, Ontario during the winter of 2018/19 sparked broad campus discussion of transportation issues in the community. The Western Active Transportation Society was formed to lead the discussion of transformative change in campus-community transportation issues such as cycling, parking, transit, and vulnerable road user safety. This session will explore the impact of this situation on Town and Gown relations.

Brock University's U-Pass Program and its Implications for Town-Gown Relations in Niagara

Christopher Fullerton - Department of Geography and Tourism Studies, Brock University

The presentation will provide an overview of Brock University's highly-successful U-Pass Program, with an emphasis on its implications for town-gown relations in Niagara. Initiated in the 2003-2004 school year and administered since then by the Brock University Students' Union in partnership with numerous Niagara transit agencies, the U-Pass Program has generated an exponential increase in public transit ridership among Brock students. The various transit route and schedule enhancements made over the program's sixteen years have provided students with a level of service that far exceeds that enjoyed by students at most other post-secondary institutions across Canada. At the same time, the popularity of the U-Pass program, and its influence on student travel behaviour, has presented both benefits and challenges for the communities in which Brock students reside, including improved student access to shopping destinations and the influx of students into new residential neighbourhoods.

Morning Concurrent Sessions (Thistle 244)

Supporting Off-Campus Students: Case Studies from University of Guelph, Brock University, and Niagara College\*

Kathryn Hofer - Manager, Off-Campus Living, University of Guelph

Tanya Bradley - Manager, Student & Community Experience, Brock University

Shawna Luey - Manager, International Student Services, Niagara College

Providing students with the resources and supports they require to have a successful experience living off-campus is critical to fostering positive community relations. This presentation will provide an overview of innovative programming for off-campus students and international students at the University of Guelph, Brock University, and Niagara College.

12:00pm - 1:00pm  
1:15pm - 2:30pm

TGAO Annual General Meeting & Lunch (Alphie's Trough)  
Afternoon concurrent sessions (Alphie's Trough)

A Campus-Community Planning Tool? Learning about LEGO as a Town and Gown Relationship Building Technique\*

Alexander Wray - Research Associate, Human Environments Analysis Lab, Western University

Student housing and other campus buildings have caused significant conflict between near-campus neighbours and their institutions due to the sheer density and height of some newer building formats. Using LEGO as an interactive tool, coupled with role-playing, this session will work through multiple case studies in Waterloo, Kingston, Hamilton, Guelph, and London to illustrate how playful materials can be used to bridge the gaps between campus and community visions of near-campus neighbourhoods.

Afternoon concurrent sessions (Thistle 246)

Canada Needs More Purpose-Built Student Housing

Sally Turner - Director, Research and Consultancy, SVN Rock Advisors Inc.

There are more than 1.3 million full-time post-secondary students across Canada. As of January, an estimated 51,747 purpose-built off-campus student housing were available or were being built across Canada. Demand for purpose-built off-campus student housing far surpasses existing supply, pushing students into casual rentals - typically single condominium units, detached or semi-detached homes, and townhouses offered for rent by their owners. Many of the rentals slip under the radar of Landlord & Tenant acts, which means students renting them don't always enjoy the legal protections they should, and don't have any guarantee of quality or safety. This session explores the trends of new development and success stories, and continued lack of supply of purpose-built student housing in most markets across Canada.

2:30pm - 2:45pm  
2:45pm - 3:15pm

Break/Travel Time  
Plenary session (Alphie's Trough)

The Brock District Plan\*

Kirsten McCauley - Senior Planner, Secondary Plans, Niagara Region

The Brock District the first District Plan undertaken by the Region. It is a unique urban centre that straddles the City of St. Catharines and the City of Thorold with about half of the area owned by Brock University. It was chosen because it is a major economic driver for the Region, has significant development and redevelopment potential, is a major employment area and required coordination amongst multiple stakeholder and cross-jurisdictional interests.

A District Plan is a pro-active land use and development strategy intended to support the Region's focus on growth and economic prosperity. It sets a vision, identifies key opportunities and, through a collaborative process with a variety of stakeholders and interested parties, makes recommendations for studies and actions that will promote these opportunities. The District Plan is an intermediate step for more detailed planning analysis between Regional growth planning and the local planning documents.

3:15pm - 4:00pm                      Generative Discussion (Alphie's Trough)

Participate in a group case study activity related to top 12 conference issues.

5:30pm onward                      TGAO Dinner and Social

Join us for an evening at Benchmark Restaurant in Niagara-on-the-Lake. Benchmark Restaurant presents an exciting dining opportunity - showcasing food, wine, and beer created, prepared and presented by students from the programs at Niagara College's Canadian Food and Wine Institute. A shuttle service will be provided from Brock and the Four Points Hotel to Benchmark and back at the end of the evening. Delegates will have the option to spend the remainder of their evening exploring Niagara Falls.

**Thursday, June 6, 2019**

9:00am - 9:30am                      Registration (Alphie's Trough)

9:30am - 10:30am                      Keynote \*

Michael Fox - Professor and Chair of the Department of Geography and Environment, Mount Allison University; author of two books related to Town and Gown relations

10:30am - 10:45am                      Break

10:45am – 12:00pm                      Closing Plenary Discussion (Alphie's Trough)

The Closing Plenary Discussion will provide a “capstone” to the Building Bridges 2019 conference and a launching point for emerging items, next steps and legacy initiatives related to the TGAO.

12:00 PM                                      Lunch and Travel Home

**\* Presentation material available for download at  
<https://drive.google.com/drive/folders/1skV0j9oSivudmdAug-uhR6L37BfSu0Yw>**

## Recommended actions for Windsor Town and Gown from 2019 TGAO symposium

### All stakeholders

#### Item A.1

Survey students and other tenants to gain important information to guide policy

Stakeholders are:

- University administration
- College administration
- Student associations
- Community organizations
- City administration (Planning, Building, By-Law, etc.)
- and others as appropriate

All stakeholders should cooperate to design and distribute the survey

All stakeholders should cooperate to analyze results and formulate any needed responses

### City of Windsor

#### Item B.1

Prepare and issue a concise review of information relevant to resident, tenants, student, landlords

Printed flyer for distribution at community service centers and elsewhere

Offer periodic classes on the same topics

Re-organize city website with easy-to-find pages

Tenant 101

Landlord 101

#### Item B.2

Implement targeted pro-active by-law enforcement for visible offenses

Target specific areas for pro-active enforcement based on history of complaints

NOT complaint-driven enforcement

NOT a 'blitz' of a wide area over a limited time span

A 'targeted pro-active' policy at all times over a limited area

No complaint needed for officer action: See it, cite it

#### Item B.3

Redeploy city enforcement resources for better efficiency

Off-load dirty yard/waste/recycling enforcement from By-law to Commissionaires

Off-load noise complaints from WPS to By-law

Assign 2 By-law officers on weekend nights for noise complaints

## University or College or both

### Item C.1

#### Off campus living support

- Establish and maintain office for continuing support of off-campus students
- Educate students on their rights and responsibilities as tenants
- Mediate disputes among landlords, tenants, residents
- A few paid staff supported by student volunteers/interns

### Item C.2

#### Implement 24/7 response to neighbourhood disturbances

- Brock Campus police respond to off-campus disturbances during certain times of the year
  - First week, Halloween, Homecoming, St. Patrick's Day
  - May knock on doors and ask the students to keep it down
  - May observe and document complaint
  - May report to city police for their response as needed
- Brock University provides a 24/7 phone number for the community to call and staffs up during the same times of the year

### Item C.3

#### Implement a civic engagement course

- Multi-discipline course for entire fourth year
- Examine a problem concerning the institution or students or local residents
- Propose a solution to institution and city
- Students gain academic credit
- Everyone gains a better city

### Item C.4

#### Increase student engagement off-campus

- One round of litter pickup by UWSA a good start
- should repeat routinely

## Windsor Town and Gown Committee

### Item D.1

#### Increase public engagement

- Establish and publish a regular meeting schedule
- Meet in a public venue with ample seating for the public
- Solicit public input for agenda items and encourage delegations to speak

Item D.2

Take advantage of resources from TGAO

Delegate a review of publicly-accessible 'Resources' page of TGAO website

Best Practices and External Resources

Health

Enforcement / Safety / Licensing

Economic Impact Studies

Student & Near Campus Housing

Transportation

Delegate a representative to follow TGAO on Facebook/Twitter

Summarize and report to next Committee meeting any items for potential action

Delegate a representative to receive and review monthly TGAO newsletter

Summarize and report to next Committee meeting any items for potential action

Item D.3

Take a field trip to Thorold by interested members

Observe one of their T&G meetings

Discuss recent RRL implementation

Mayor Terry Ugolini personally invited me and others from Windsor T&G

Tentative plan:

Drive to Thorold one afternoon

Stay the night

Attend meetings next morning/afternoon

Drive back to Windsor that evening

Item D.4

Re-apply for membership in TGAO

Membership lapsed because Windsor did not pay dues for 2019

Update Windsor contact information with TGAO

Pay dues for 2020

## References for Recommended Actions from 2019 TGAO conference

### Item A.1

Survey students and other tenants

Glenn Matthews, Housing Mediation Officer, Western University

Phone: 519-661-3787

Email: [housing.mediation.service@uwo.ca](mailto:housing.mediation.service@uwo.ca)

Tanja Curic, City of Waterloo, Policy Planner

Phone: 519-747-8745

Email: [Tanja.Curic@waterloo.ca](mailto:Tanja.Curic@waterloo.ca)

### Item B.1

<https://www.cityofkingston.ca/residents/students>

### Item B.2

Implement targeted pro-active by-law enforcement for visible offenses

<https://www.london.ca/city-hall/by-laws/Pages/Yard-and-Lot-Maintenance-By-law.aspx>

### Item B.3

Redeploy city enforcement resources for better efficiency

2016-02-24 - SPPC - Enhanced By-law Enforcement Protocol.docx (available from Council Services)

authored by

Orest Katolyk, Chief Municipal Law Enforcement Officer, City of London

Phone: 519-661-2500 ext 4969

Email: [okatolyk@london.ca](mailto:okatolyk@london.ca)

### Item C.1

Off campus living support

[Presentation Supporting Off-Campus Students: Case Studies from University of Guelph, Brock University, and Niagara College](#)

available for download at:

<https://drive.google.com/drive/folders/1skV0j9oSivudmdAug-uhR6L37BfSu0Yw>

<http://offcampus.uwo.ca/>

Item C.3

Implement a civic engagement course

Community Classroom Concept.pdf (available from Council Services)

Michael Fox  
Department of Geography & Environment  
Mount Allison University  
Sackville, New Brunswick

Item C.4

Increase student engagement off-campus

Conversation with staff member of Brock University Student Union.  
Brock University Students' Union supports the University by proactively walking door to door in the community to talk to students about being good neighbours and providing them literature.

Item D.4

Membership application form for Town and Gown Association of Ontario is available at [www.tgao.ca](http://www.tgao.ca).  
Email regarding membership status from Kathryn Hofer, President of TGAO of 10 May 2019  
Provided as Enclosure (4)



Subject: Re: Symposium registration deadline  
To: ALAN RICHARDSON <arichardson8@cogeco.ca>  
Date: 19-05-10 11:57  
From: Kathryn Hofer <khofer@uoguelph.ca>

Hi Alan,

Thanks for reaching out. Windsor does not currently have a membership with TGAO.

We don't have a registration deadline set yet, but typically this will be a business week in advance of the conference so that the planning team has time to confirm final numbers of packages and hospitality.

I hope you can make it!

Thanks  
Kathryn

Kathryn Hofer, MSW, (she/her) | Interim Director, Student Experience  
Student Experience | University of Guelph  
University Centre, Level 3 | 50 Stone Rd E | Guelph, ON N1G 2W1  
519-824-4120 Ext. 56276 | khofer@uoguelph.ca  
Website, Twitter, and Instagram

From: ALAN RICHARDSON <arichardson8@cogeco.ca>  
Sent: Friday, May 10, 2019 8:30:43 AM  
To: Kathryn Hofer  
Subject: Symposium registration deadline

Hello Kathryn,

We have met before when I attended some symposia as a private citizen. I got your email from your business card.

I am the newly-appointed homeowner member of the Windsor Town and Gown Committee. I have just learned that the next meeting of Windsor T&G will be May 23rd. It's not clear to me that any members of Windsor T&G will be allowed to register for the TGAO symposium before that meeting. If you can answer a few questions, I will urge an earlier meeting if needed.

Is Windsor a current paid-up member of TGAO?

Is there a deadline for symposium registration?

Thank you for your attention to this matter,  
Alan Richardson

# Enhancing University-Community Engagement: The Community Classroom Concept

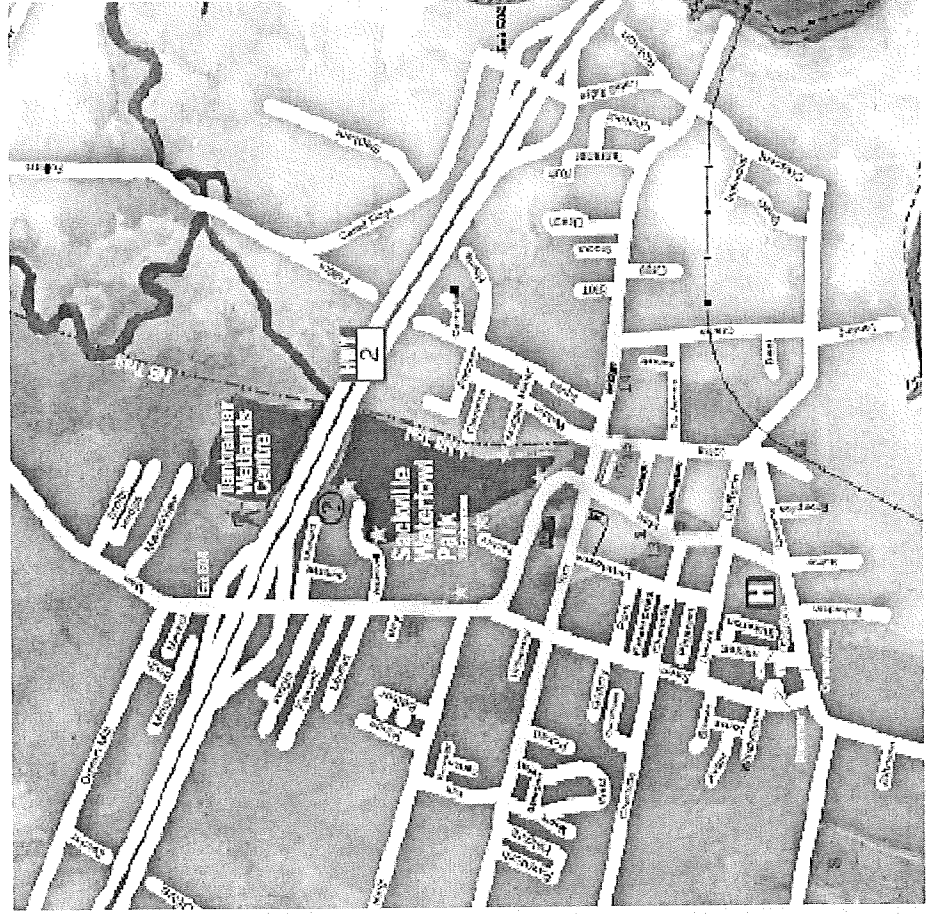
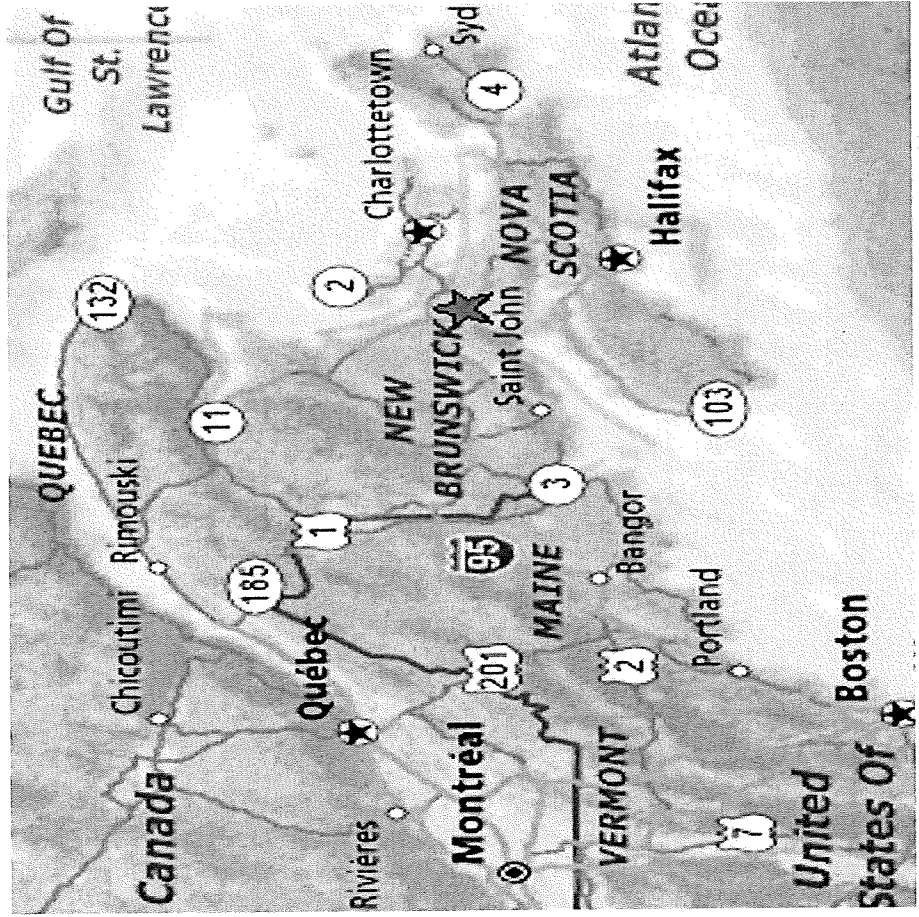
Michael Fox

Department of Geography & Environment

Mount Allison University

Sackville, New Brunswick

# Sackville: Location



## The Usual Challenges of a University Town

- Increase in anti-social behaviour, noise, and late-night activity each Fall
- Residents may feel marginalized and isolated - demoralization of long time residents
- Seasonality of student housing and business demand
- Conversion of houses into student residences - transient occupation engenders a lack of community integration and cohesion
- Different perceptions of what is viewed as acceptable behaviour - creates conflict and disputes - increases perception of crime and risk - police presence
- Reduction in quality of housing stock and property neglect - turnover of properties, increased densities during part of the year, increased pressure on services, parking, garbage/litter, etc.

- High demand for student housing leads to a rise in house prices, deterring access for other sectors of the community
- Rising concentration of students on particular streets and neighbourhoods - creation of student ghettos
- Changes in retail and entertainment services
- Fluctuation in demand for rental housing
- Seasonal employment in retail and recreation service sectors
- Lifestyle frictions - late night student culture vs. families, older residents and working people
- Loss of neighbourhood feel and social interaction

## Town & Gown Symposium 2007

- Hosted by Mount Allison
- Four small, undergraduate universities:
  - Mount Allison, Sackville, NB
  - Bishop's University, Lennoxville, QC
  - Acadia University, Wolfville, NS
  - St. Francis Xavier, Antigonish, NS
- Common challenges and opportunities
- Kaye Crawford, President of TGAO as Guest

- We acknowledged the issue - shared responsibility and a cultural shift
- Recognized the need for a coordinated approach between planning, housing and by-law enforcement
- There needs to be a common vision - students, university administration, local government officials and local residents
- Useful common or best practices already existed - at each of our universities and a host of other institutions across Canada and internationally

## Best Practices and Recurring Issues:

- Local student housing strategies
- Local housing issues strategies and approaches
- On-campus and off-campus housing committees and student accommodation strategies
- By-law reviews, enforcement and education
- Planning for market demand/housing studies
- Town and Gown Committees, indicators, standards and annual reporting
- Student activism, codes of behaviour and Rights and Responsibility Charters and complaint response strategies
- Fire safety, health codes, inspections and public awareness campaigns directed at making neighbourhoods work
- Kaye Crawford pointed out the “Neighborhood Partnership Program” at the University of Colorado - for course credit!!!



## “Why Wait for the University to Take the Lead?

### Let the Students Lead the Way!”

- Worked with the in-coming Students Administrative Council Executive to develop a partnership with the Town of Sackville, The Regional Planning Commission and the Geography & Environment Dept. at Mount Allison
- Analysis of existing research on community engagement - also known as experiential learning or service learning
- Approval of a Special Topics Course for students selected through an application process: The Community Classroom Project was born Fall 2008

The essence of community engagement is that students combine academic study with some form of direct, practical involvement, usually within the community where the university is located.

## Goals & Program Structure

- The course acts as a vehicle to engage student leaders, students of community planning and those interested in making a difference in the local community in a learning environment where the community is the classroom.
- The class is a joint effort to build community and create an on-going, positive environment in our off-campus neighbourhoods and sustained communication between students, local government and the university.
- The course commences in the last week of August and runs over the full academic year, finishing with a report to the Mayor and Council in May.
- The course is a fourth-year senior course valued at 3 academic credits. (In Geography & Environment or Political Science)

## Course Structure & Make-up

- A problem-based approach to teaching and learning
- Class meets outside of regular class schedules (evenings, week-ends, prior to start of terms, etc.)
- Based on a learning contract between each student and the Instructor
- Included Orientation Committee training and Orientation Week activities
- Includes regular meetings with Mayor, CAO and monthly Town Council meetings

## Problem-Based Learning

PBL is a method of learning in which the problem is encountered first and then there is a systematic, student-centred enquiry process.

The purpose is to stimulate learning of information and concepts brought out by problems. There is always a wide range of issues and problems to choose from!

## Problem-Based Learning in the Community

- Involves teaching both a method of approaching, and an attitude towards, problem solving in the community.
- Characterized by its flexibility and diversity since it can be implemented in a variety of ways in different subjects and disciplines (Community Planning, Local Government, Housing, Sociology, Conflict Resolution...)
- Inherent characteristics of PBL are that learning builds on prior knowledge; students take responsibility for their own learning; there is a focus on the process of knowledge acquisition (rather than the products of such processes). It's not simply volunteering or service learning.

## Class Members as a Key Component

- President of the Students' Administrative Council(SAC)
- Vice Presidents of the SAC
- Student Members of the University Board of Regents
- Mature students (part-time) and community members
- E.g. a student who was also a volunteer firefighter in Sackville
- Community Planning students with local research experience

Total of 8 - 12 students working with representatives of the Town, the Planning Commission and the University

## Activities and Projects

- Orientation Week Planning and Consultation with Mayor and Council (August). All orientation activities were coordinated through town and police officials.
- Action research studies: economic impact, shopping behaviour, cross-walk safety, noise and unsightly property analysis and interventions, communications program, parking behaviour, etc.
- Door-to-door Making Our Neighbourhoods Work campaign during Orientation Week



## Course Activities and Problem Cases

- Sackville Housing Study Public Forum - the role of housing with multiple occupants in Sackville
- Housing Information Day - Knowing Your Rights & Responsibilities
- Community Housing Forum - Hosted the Provincial Rentalsman for a day-long session and consultation process for students.

## Course Activities and Problem Cases

- Community planning theory & practice
- Inventories and analysis of housing with multiple occupants
- Local resident focus groups to identify issues and opportunities in community-university relations
- Regular meetings with the Sackville Housing Issues Committee, the By-law enforcement officer, RCMP and Students' Council
- Presentations to Town Council and its various committees (Housing Issues, Public Safety, Cultural Capital, Renaissance Sackville, Downtown Revitalization, Community Volunteers, etc.)
- Community Classroom Newsletter
- Design and delivery of the Learning to Be Good Neighbours brochure to residents

## Examples of Research Reports & Activities

- Development of a Town Council Student Internship Program
- Retail Shopping Behaviour - survey & analysis
- Geographic Information System Database of Student Housing, Rental Housing and Land Use Relationships
- Parking, Vehicle Speed and Pedestrian Safety Analysis
- A proposed By-law on rental property inspections
- Proposed changes to the Students' Administrative Council By-Laws: student representation, off-campus student life and membership on several Town of Sackville Committees (Housing Issues, Affordable Housing, Policing & Public Safety and Renaissance Sackville)
- Student and professor assisted Mayor and Council in the development of a 5-year strategic plan for the Town
- A concept design and public consultation process for skateboarding in Sackville
- The creation of a Sackville Volunteer Data Base - called UTown

## Results and Evaluation (3 years)

- There were no incidents or complaints during or after the Orientation Week in September in Year 1 & 2 and 1 incident this past year.
- RCMP and Town officials praise Community Classroom participants and Student Government leadership.
- All participants reported a very high level of personal and shared responsibility, respect and understanding for the theory and practice offered through this course.
- Students felt valued as student leaders and community researchers - it gave meaning and value to their various leadership roles and busy lives.
- It provided a balance between their academic studies and their understanding of community and societal issues and responsibilities.

## Results & Evaluation

- After three years, University officials have remained silent on the project and have displayed little interest in the results of the research and outreach. The course costs the University nothing to run. It gained tuition of 8-10 students and huge amounts of public praise and positive media attention. This model proves that you need not wait for the University to develop the program - the Town, the students and the professors have done this!
- The Town and the Planning Commission have been extremely impressed with the high quality of research and student engagement with officials and residents - through-out the year.
- Several class members are offered employment by town government or local businesses - stayed in Sackville for the summer.
- Several other faculty members have shown interest in becoming involved with the Community Classroom Program

February 14, 2011  
The University Hosts a Town Council Meeting on Campus

Students welcome Town Council to campus



## The Benefits of University-Community Engagement

- challenging students' preconceived notions- they feel they are citizens of the community
- challenging residents' preconceived notions - they see students as members of the community
- developing interpersonal skills
- demonstrating the value and relevance of the university/research
- offering useful resources/knowledge
- learning how organizations work
- enhancing student research skills, presentation skills and citizenship and engagement skills
- providing services to the community that they would not otherwise have
- university credit acknowledges that this is important and worthy of academic study

# Try it at your university!

## References

- Bednarz, S.W., Chalkley, B., Fletcher, S., Hay, I., Le Heron, A., Mohan, A. and Trafford, J. (2008) Community Engagement for Student Learning in Geography, *Journal of Geography in Higher Education*, 32(1), pp. 87-100
- Billig, S.H. & Waterman, A.S. (eds) (2003) *Studying Service Learning: Innovations in Education Research Methodology* (Mahwah, NJ: Lawrence Erlbaum)
- Mohan, J. (1995) Thinking Local: service-learning, education for citizenship and geography, *Journal of Geography in Higher Education*, 19(2), pp. 129-142.



**Building Bridges 2019**  
**June 3 - 6, 2019**  
**Brock University, Niagara, Ontario**

**Conference Highlights**

In recognition of the value of the relationships between cities and post-secondary institutions, the 2019 national Town and Gown conference - Building Bridges - gathered a wide range of stakeholders to discuss key issues surrounding campus and community relations and focused on sharing ideas, experiences, and methods of best practice.

The 2019 Building Bridges conference took place from June 3 - 6, 2019 at Brock University in Niagara, Ontario and was hosted in collaboration with the Town and Gown Association of Ontario (TGAO) as well as the following partners:

- Brock University
- Brock University Students' Union (BUSU)
- Niagara College
- Niagara College Student Administrative Council (NCSAC)
- City of St. Catharines
- City of Thorold
- City of Welland
- Town of Niagara-on-the-Lake

Whether through the structured conference program and/or the informal social activities, it was our goal to 'Build Bridges' within, and across, communities; and to provide conference delegates with an opportunity to share their stories and learn from the experiences of others.

Please find below a summary of facts and figures related to the attendees of Building Bridges 2019:

- *Attendees included a blend of municipal staff and elected officials; first responders; college and university students, staff and faculty; and community residents.*
- *Attendees representing 11 different post-secondary institutions: Brock University, Fleming College, University of Guelph, Mount Allison University, Niagara College, University of Ottawa, Queen's University, Sheridan College, University of Toronto Mississauga, Western University, Wilfred Laurier University.*
- *Attendees representing 12 different municipalities: City of Barrie, City of Guelph, Greater Toronto Area, City of Hamilton, City of London, Town of Niagara-on-the-Lake, City of Ottawa, City of St. Catharines, City of Thorold, City of Waterloo, City of Welland, City of Windsor.*
- *Almost half of the attendees are taking part in their first TGAO conference.*

- *The senior leaders panel discussion during the Building Bridges opening event (on June 3, 2019) featured senior leaders from across Niagara who spoke about their vision for building stronger communities, and included the following:*
  - *Mayor Terry Ugolini, City of Thorold;*
  - *Mayor Walter Sendzik, City of St. Catharines;*
  - *Mayor Frank Campion, City of Welland;*
  - *Greg Finn, Interim Provost and Vice-President, Academic, Brock University;*
  - *Adam Dusome, Director, Enrolment and Registration, Niagara College;*
  - *Tom Price, President, Niagara College Student Administrative Council;*
  - *Emily Guertin, President, Graduate Students' Association, Brock University;*
  - *Asad Jalib, VP Finance & Administration, Brock University Students' Union.*
- *The conference program also featured three keynote addresses, 10 interactive conference sessions, and generative discussions in the form of case study and round table activities.*



**Building Bridges Attendee Overview**

Attendees by location only:

Hamilton	2
Barrie	1
Guelph	7
London	4
Ottawa	4

Niagara	25
Kingston	2
Toronto	6
Waterloo	4
Peterborough	3
Windsor	1
Out of province	1

Attendees by “Town” and “Gown”:

<b>TOWN</b>	City of Hamilton	2
	City of Barrie	1
	City of Guelph	5
	City of London	1
	City of Ottawa	2
	City of St. Catharines	3
	City of Thorold	1
	Greater Toronto Area	2
	City of Waterloo	3
	City of Welland	1
	Town of NOTL	2
	City of Windsor	1
<b>GOWN</b>	Fleming College	3
	Niagara College	7
	Queen’s University	2
	Sheridan College	1
	University of Guelph	2
	University of Ottawa	2
	University of Toronto-Mississauga	3
	Western University	3
	Wilfred Laurier University	1
	Brock University	11
	Mount Allison University	1



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City Council  
Decision  
Monday, February 24, 2020

Moved by: Councillor Costante  
Seconded by: Councillor Francis

Decision Number: CR81/2020

That the 2019 Annual Report of the Town & Gown Committee **BE FORWARDED** back to the Town & Gown Committee for review and comment; and,

That Administration **BE REQUESTED** to provide information related to procedure and guidelines regarding Advisory Committee annual reporting.  
Carried.

Report Number: SCM 33/2020 & SCM 454/2019  
Clerk's File: MB2019 8.7

*Steve Vlachodimos*

Deputy City Clerk/Senior Manager of Council Services  
March 9, 2020



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## **Town and Gown Committee, Annual Report - 2019**

As an Advisory Committee to Windsor City Council, the Town and Gown Committee will develop and enhance relationships between the residents of the City of Windsor and the Academic Communities of the University of Windsor and St. Clair College.

The Town and Gown Committee provides an open forum for communication between landlords, students and residents residing in close proximity to post secondary academic institutions, and their concerns as they relate to municipal or institution affairs or matters. The Town and Gown Committee focuses on addressing neighbourhood concerns through bylaw education, information sharing between shareholders, compliance and enforcement measures and through suggestions and recommendations to City Council or City Administration.

### **Town and Gown Committee Members:**

Councillor Fabio Costante, Chair  
Councillor Fred Francis  
Jane Boyd (University of Windsor)  
John Fairley (St. Clair College)  
Alan Richardson

### **Overview of Accomplishments**

- Discussion ongoing to host a Downtown Student Open House with students from St. Clair College and the University of Windsor at the MediaPlex.
- Continued discussion to solve issues surrounding ongoing problem relating to the St. Clair College and University of Windsor neighbourhoods.
- Ongoing discussion with representatives from St. Clair College and University of Windsor about improving student safety
- Member of the Committee Alan Richardson attended the Town & Gown 2019 Symposium held from June 3 to 6, 2019 in Niagara, Ontario.



**CITY OF WINDSOR**  
**FINANCIAL VARIANCE BY ACCOUNT**  
 For the Period Ending February 24, 2020  
 16.67% of Year Elapsed

0111756

Town & Gown Committee

Run Date/Time: February 24, 2020 at 09:02

ACCOUNT CODE	ACCOUNT DESCRIPTION	BUDGET	YTD ACTUALS	PROJECTED ADJUSTMENTS	YE PROJECTED VARIANCE	PREVIOUS YEAR ACTUALS
<b>Revenues</b>						
	<b>TOTAL REVENUES</b>	0.00	0.00		0.00	0.00
<b>Expenses</b>						
2610	Travel Expense	0.00	0.00		0.00	595.46
2810	Parking, Permits and Passes	0.00	0.00		0.00	25.00
4155	Conference Registration	0.00	0.00		0.00	381.60
4295	Public Relations	4,500.00	0.00		4,500.00	
	<b>TOTAL EXPENSES</b>	<b>4,500.00</b>	<b>0.00</b>		<b>4,500.00</b>	<b>1,002.06</b>
	<b>NET TOTALS</b>	<b>4,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,500.00</b>	<b>1,002.06</b>

This Committee has \$4,500 remaining to spend in 2020