

**AGENDA**  
and Schedule "A" to the minutes of the meeting of the  
**TOWN AND GOWN COMMITTEE**  
**Tuesday, July 26, 2011**  
**10:00 o'clock a.m., Room 409**  
**400 City Hall Square East**

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1. **CALL TO ORDER**

2. **ELECTION OF CHAIRPERSON**

3. **DECLARATIONS OF CONFLICT**

4. **PRESENTATIONS**

**Workplace Violence and Harassment Presentation: Respectful Workplace**

**Respectful Workplace** - PowerPoint Presentation by Health and Safety Advisor from Human Resources (as per Ministry of Labour requirement June 15, 2010)

**ABC Governance Structure – Implementation by Council Services –**  
PowerPoint Presentation by the Committee Coordinator and Council Secretariat

5. **MINUTES**

Adoption of the minutes of the Committee meeting held on Wednesday, November 17, 2010 – **attached.**

6. **BUSINESS ARISING FROM THE MINUTES**

6.1 Town & Gown Committee Mandate – **attached.**

6.2 Schedule Dates & Times of remaining 2011 Quarterly Meetings  
– 2011 Calendar City Council / Standing Committee Schedule – **attached.**

6.2 Best Practices Subcommittee Update

7. **COMMUNICATIONS**

- 7.1 Joint email to University of Windsor Students from Clayton Smith, Dean of Students, University of Windsor & Andre Capaldi, President, University of Windsor Students' Alliance – *attached*.

8. **BUSINESS ITEMS**

- 8.1 2011 Town & Gown Symposia Update

9. **NEW BUSINESS**

10. **DATE OF NEXT MEETING**

11. **ADJOURNMENT**

**Town & Gown Committee  
July 26, 2011**



**5 (Minutes)**

KK/

Windsor, Ontario November 17, 2010

A meeting of the **Town and Gown Committee** is held this day commencing at 2:00 o'clock p.m. in the Town of Walkerville Meeting Room, 3<sup>rd</sup> floor, City Hall, there being present the following members:

Lena Angelidis, Co-Chair  
John Fairley Corporate Communications Director, St. Clair College  
Jane Boyd, Executive Assistant to the President, University of Windsor  
Alice DiCaro, Windsor Landlord Association (non-voting)  
Justin Fox, St. Clair College SRC President  
Laine McGarragle, University of Windsor, UWSA President  
Bob Nagy, President, Windsor West Homeowners Association  
Joseph Paptic, Windsor Landlord Association (non-voting)  
Diane Rawlings, Residence Services, Student Ancillary Services, University of Windsor

**Regrets received from:**

Councillor Ron Jones  
Councillor Caroline Postma  
Justin Fox  
Jeff Noonan

**Guest in attendance:**

Gary Langill  
Parma Yarkin

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

Greg Atkinson, Planner II, Research and Policy Support  
Rob Barlozzari, Council Secretariat  
Jim Boscariol, Manager of Inspections  
Rose Briscoe, University of Windsor Campus Police  
Ann Kalinowski, Manager of Compliance & Enforcement  
Inspector Robert Labute, Windsor Police Services  
Neil Robertson, Manager of Urban Design  
Karen Kadour, Committee Coordinator

1. **CALL TO ORDER**

The Co-Chair calls the meeting to order at 2:12 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. **MINUTES**

Moved by J. Fairley, seconded by J. Boyd,  
That the minutes of the meeting of the Town and Gown Committee held March 31, 2010 **BE ADOPTED** as presented.  
Carried.

Moved by J. Fairley, seconded by J. Boyd  
That the minutes of the meeting of the meeting of the Town and Gown Committee held June 2, 2010 **BE ADOPTED** as presented.  
Carried.

3. **ADDITION TO THE AGENDA**

Moved by R. Nagy, seconded by L. McGarragle,  
that Rule 3.3 (a) of the *Procedure By-law, 420-2001 as amended*, be waived to add the following Agenda item:  
4.6 Strategic Planning Session  
Carried.

4. **DECLARATIONS OF CONFLICT**

None.

4. **BUSINESS ITEMS**

4.1 **AMO Conference**

Moved by J. Boyd, seconded by d. Rawlings,  
That the following motion approved by an e-mail poll conducted on July 22, 2010 **BE CONFIRMED AND RATIFIED**:

That the invitation to co-host a reception with the Town and Gown Association of Ontario (TGAO) on Monday, August 16, 2010 at the St. Clair Center for the Arts **BE APPROVED** and further, that a financial contribution to the TGAO **BE APPROVED** at an upset limit of \$500.

Carried.

#### **4.2 Neighbourly Living Pamphlet**

A. Kalinowski indicates that reference made to lodging homes was removed from the Pamphlet.

#### **4.3 Process to Commission a Planning Study – University Area**

The Town and Gown Committee at its meeting held June 2, 2010 approved the following motion:

Moved by J. Noonan, seconded by J. Boyd,  
That the report of the Planning Department entitled “Process to Commission a Planning Study – University Area” dated February 19, 2009 **BE RECEIVED**.

That a planning study **BE COMMISSIONED** to study neighbourhood planning issues in the University area.

That Council **RECOMMEND APPROVAL** of \$60,000 for preparation of the University Area Planning Study that was not identified as part of the 2009 Budget Process.

That a future report for City Council **BE PREPARED** that identifies the scope, structure, work program and terms of reference for consulting services to prepare a University Area Planning Study report in consultation with the Town & Gown Committee and further, that the University of Windsor **BE CONSULTED** throughout the process.

Carried.

Discussion ensues regarding the pros and cons of the foregoing motion. Representatives from the Windsor Landlord Association express concerns relating to the report going forward. It generally agreed that the motion will proceed to City Council.

#### **4.4 Best Practices Update**

It is generally agreed that a Subcommittee consisting of L. Angelidis, R. Nagy, J. Boyd and R. Barlozzari be established to explore best practices of other Town and Gown Committees and how issues are addressed and resolved.

#### **4.5 Head Start Orientation Updates**

A. Kalinowski reports the following comments relating to the Orientation at St. Clair College and the University of Windsor:

St Clair College – One Compliance and Enforcement Officer and One Building Inspector attended orientation on September 3, 2010 from 10:00 to 3:00 resulted in the attendance of 30 students.

A brief article entitled, “Building welcomes St.Clair students” was add to the City of Windsor Corporate Newsletter, the City Circuit, for the month of September.

University of Windsor – One Compliance and Enforcement Officer and One Building Inspector attended orientation on September 10, 2010, held in Vanier Hall, from 9:30 to 12:00 which resulted in no attendees.

D. Rawlings states that the Head Start orientation at the University of Windsor is held in May or June and the “Welcome Week Orientation” is held at the beginning of the fall semester. She notes that letters pertaining to “good neighbour conduct” were circulated to students. She notes that alcohol education initiatives are also available for students.

A. Kalinowski advises that ‘blitz” enforcement in the area of the University of Windsor took place during September and October and the following outcomes are presented:

- 111 work orders were issued
- 11 properties were cleaned by a contractor
- No charges were laid

#### 4.6 Strategic Planning Session

Moved by J. Fairley, seconded by D. Rawlings,

That a Strategic Planning Session for the Town and Gown Committee **BE HELD** at a future meeting following the review by City Council of Report No. 2 of the Town & -Gown Committee and further, that the landlords **BE INCLUDED** in the Strategic Planning Session.

Carried.

#### 5. COMMUNICATIONS

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 3:05 o'clock p.m.

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CO-CHAIR

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COMMITTEE COORDINATOR



**Town & Gown Committee**  
**July 26, 2011**



**6.1**

## **MISSION STATEMENT**

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:

- Provide an open forum for discussion of issues of concern between the residents and the University and/or College
- Encourage open communication between the neighbourhood and the University and/or College
- Identify or provide assistance to solving issues relating to possible areas of conflict between the students and residents in the neighbourhoods
- Assist in developing solutions to problems of common interest
- Promote and support activities to ensure a safe and healthy community

**Town & Gown Committee**  
**July 26, 2011**



**6.2**

**CITY OF WINDSOR  
2011 CITY COUNCIL~STANDING COMMITTEE SCHEDULE**

MAY 2011						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2011						
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JULY 2011						
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31						





AUGUST 2011						
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28	29	30	31			







SEPTEMBER 2011						
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OCTOBER 2011						
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30	31					

NOVEMBER 2011						
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DECEMBER 2011						
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-  Statutory Declared Holiday - City Hall Closed
-  Regular City Council Meeting, 6:00 pm, Council Chambers, Windsor City Hall
-  AMO Conference~August 21-24, 2011 London Convention Centre
-  FCM Conference~June 3-6, 2011 Halifax, Nova Scotia

- STANDING COMMITTEES:**
-  Executive Committee (all members of Council) 6:00 p.m.
  -  Planning Standing Committee (5 members of Council + 3 citizens) 4:30 p.m.
  -  Economic Development (5 members of Council) 4:30 p.m.
  -  Social Development Health & Culture (5 members of Council) 9:00 a.m.
  -  Public Safety (5 members of Council) 4:30 p.m.
  -  Environment & Transportation (5 members of Council) 4:30 p.m.

CR164/2011  
May 3, 2011

**Town & Gown Committee**  
**July 26, 2011**



**7.1**

## Barlozzari, Robert

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**Subject:** FW: First e-mail sent to West Side Neighbourhood Students

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**From:** Jane Boyd [<mailto:jboyd@uwindsor.ca>]  
**Sent:** April 26, 2011 7:19 PM  
**To:** Barlozzari, Robert  
**Subject:** Fw: First e-mail sent to West Side Neighbourhood Students

Hi Rob

This is the first of 2 letters which were sent by Clayton and Andre to our students  
Could you ensure that the members of the town and Gown committee(once it is struck) get a copy of these.

thanks  
Jane

Jane Boyd  
Executive Assistant to the President  
University of Windsor  
401 Sunset Avenue  
Windsor, Ontario N9B 3P4

(519) 253-3000 EXT 2098

FAX (519) 973-7070

----- Forwarded by Jane Boyd/University of Windsor on 04/26/2011 07:13 PM -----

To West Side Neighbourhood Students:

We think 2010-11 was another great year at the University of Windsor and hope it was all you hoped it would be!

You have been privileged to be part of a very special part of our city, which we trust has enriched your student experience. The West Side neighbourhood has long been home to faculty, staff, students and community members where residents pride themselves on the neighbourhood's vibrancy, as well as its advantageous proximity to the University of Windsor.

For those of you who will be staying in the West Side neighbourhood over the summer, we ask that you continue to foster a climate of respect and civility in your interactions with each other and members of the wider community.

For those who are going home over the summer, we encourage you to make arrangements for your personal possessions. In particular, we suggest that you properly dispose of any furniture you will not be taking home.

If there is anything we can do to be of assistance, do not hesitate to let me know.

We hope you have a great summer...wherever your plans take you!



Clayton Smith, Ed.D.  
Dean of Students  
[csmith@uwindsor.ca](mailto:csmith@uwindsor.ca)

André Capaldi  
President-Elect, University of Windsor Students' Alliance  
[capaldia@uwindsor.ca](mailto:capaldia@uwindsor.ca)