

AGENDA
TOWN AND GOWN COMMITTEE
Thursday, October 1, 2020
10:00 a.m.
via Zoom video conference

1. Call to Order

2. Declaration of Conflict

3. Minutes

Adoption of the minutes of the Town & Gown Committee meeting held July 16, 2019– *attached*.

4. Business Items

4.1 University of Windsor and St. Clair College

Ryan Flannagan, Associate Vice President, Student Experience University of Windsor and Michael Silvaggi, Associate Vice President, Student Services and Registrar, St. Clair College to provide their views on off-campus student issues, particularly as it relates to housing.

4.2 Student Awareness and Housing Rights as Tenants

4.3 Town & Gown Symposium – Building Bridges 2019 – June 3-6, 2019

Report on the 2019 TGAO Annual Symposium provided by Alan Richardson is *attached*.

4.4 Town & Gown Committee 2019 Annual Report

Discussion and review of the Town & Gown Committee 2019 Annual Report – *attached*.

4.5 Financial Variance Report

The Financial Variance Report for the period ending February 24, 2020 is ***attached***.

4.6 Town & Gown Association of Ontario – 2021 Membership

5. Date of Next Meeting

To be determined.

6. Adjournment

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.

CHAIR

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 3rd to 6th 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
-----------------	-------------------

Wednesday, June 5, 2019

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

9:30am - 10:30am	<u>Keynote*</u>
------------------	-----------------

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

Tanja Curic, City of Waterloo, Policy Planner
Phone: 519-747-8745 Email: 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

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.
Email regarding membership status from Kathryn Hofer, President of TGAO of 10 May 2019
Provided as Enclosure (4)