

REVISED Town and Gown Committee
Terms of Reference and Mandate – 2019

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

Mandate

- Encourage open communication between the neighbourhood and the University and/or College
- Provide an open forum for discussion of issues of concern between the residents and the University and/or College *and the City of Windsor*
- 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
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Composition/Membership

The composition/membership includes the following:

- *2 City Councillors*
- *1 representative from the University of Windsor*
- *1 representative from St. Clair College*
- *1 citizen*

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Appointment and Term

Coincides with the term of Council and to be reviewed with every new Council to determine if the committee should remain in place.

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Agenda and Minutes

The Committee Coordinator is a designated representative of Council Services (City of Windsor) who will prepare agendas and minutes.

Rules of Order

Elections and meetings will be conducted according to Bourinot's Rules of Order and the City of Windsor Procedural By-law.

Reporting Structure

The Town and Gown Committee will report to the Environment, Transportation & Public Safety Standing Committee, and to City Council.

Remuneration

No remuneration will be provided for committee members.

Quorum

Fifty percent plus one of the general voting membership must be present at a meeting to constitute a quorum.