

310 Division Street Community Liaison Committee

Meeting Minutes

Date: August 5, 2025

Time: 5pm- 7pm

Location: 600 William St Cobourg, Boardroom

Attendees:

Facilitators:

- Chloe Craig, CLC Co-chair
- Beth Bellaire, CLC Chair

Community Members:

- Sheri Syer
- Liz Greaves
- Rob James
- Daniel Gaito
- Cathy White
- Kendra Simmons (virtual)

County Representatives:

- Bill Smith, County Representative
- Rebecca Carman

Delegates:

- Ike Nwibe, Executive Director, Transition House (virtual)
- Kim Wilkinson, Community Paramedics
- Chris Challenger, Town of Cobourg
- Carolyn Rutherford, Community Health Centres of Northumberland (virtual)
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Regrets:

- Kim Gay

Absent:

- Erisa Katona
- Shawn Senecal, Northumberland Hills Hospital Community Mental Health
- Janice MacDonald, Cobourg Police Services
- Jennifer Bogart, DBIA

Meeting called to Order

- Chair welcomed all and called the meeting to order

Acknowledgement

- Ike Nwibe provided the land acknowledgment

Meeting Objectives & Agenda Overview

- Previous minutes from July 8 were approved, with corrections to shelter stats (4 -5 clients on 4th floor; 1 client housed) and correction to date of Cobourg Town Hall (June 17) and correction to title of new ECE By-law Compliance Coordinator (Blythe Elliot).
- Agenda was reviewed

Shelter Updates

- Current shelter capacity is 35 beds; occupancy fluctuates between 25–30; recently up to 28.
- Transitional housing currently hosts 5–6 individuals; 2 clients housed in the community last month.
- Clients employed 5
- Job training 1
- 2 treatment services
- 1 ID secured
- 2 income sources resolved
- 1 taxes completed
- 18 discharges in the last month (curfew/self-discharge); zero discharges due to drug use, one due to possession of paraphernalia.
- Meals provided: 32; support for ID, taxes, and income assistance (ODSP/OW).
- **Decisions:**
 - Amend previous minutes to correct occupancy and discharge numbers.
- **Action Items:**
 - Ike to continue tracking and reporting shelter statistics.

County Updates

County & Shelter Model Updates

- **Discussion Points:**
 - New shelter model presented to Social Services Committee; council vote scheduled for next Wednesday.
 - Proposed changes: high acuity cases will be served elsewhere; removal of amnesty lockers, introduction of metal detectors and searches, stricter intake criteria, rapid assessment and case planning.

- Fire safety plan updated due to closure of warming/cooling hub.
- Staffing ratios and budget planning underway.
- Outreach to business owners and tracking of encampments (six active in Cobourg).
- **Decisions:**
 - Await council approval before implementing new model.
- **Action Items:**
 - Bill to meet with Ike for budget planning.
 - Recruitment interviews for new staff to be scheduled (target: next meeting).
 - Still looking for a location/s for warming/cooling room for County

Council Updates

- No updates

Community Feedback & Group Education

- No new emails to report on
- **Discussion Points:**
 - Delegation to Social Services Committee planned for October 1; oral presentation with possible PowerPoint. Beth and Chloe will present.
- **Decisions:**
 - Move forward with planning for education events and outreach.
- **Action Items:**
 - Carolyn to coordinate education subcommittee; members to suggest groups for outreach.
 - Chloe to explore anonymous testimonials initiative.
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Subcommittee Updates:

- The CLC Committee has seen attrition and also the summertime has stalled some activities
- Consensus is to combine monthly updates into one tracking document
- Below are captured for each:
 - **Subcommittee – Communications**
 - A meeting to be set up with Kate (County Communications), Erisa, Rob, Bob, Chloe and Beth to develop a communications plan for the CLC (including newsletter and Facebook page protocols).

- **Subcommittee – Education and Awareness**
 - "Ike on the Mic" outreach,
 - anonymous testimonials,
 - overview of homelessness/privilege,
 - partnership with United Way/Legal Centre for poverty training; target date is November 20 (National Housing Day)
- **Subcommittee – Safety**
 - finalize and distribute the "Working Together for a Safe Community" document; it needs to be made more positive and clear

Unfinished Business

- **Forward Member Bios:**
 - If you haven't already, locate and forward your one-sentence member bio to Chloe or Beth for collation and posting/distribution before next meeting.
- **Support Education & Awareness Initiatives:**
 - Provide suggestions for community groups/organizations that would benefit from educational outreach ("Ike on the Mic").
 - Timeline: Ongoing; contact Carolyn or subcommittee members.
- **Recruitment & Membership**
 - **Discussion Points:**
 - 16 applications received for committee membership (12 from Cobourg residents).
 - Interview process to be developed; may include all applicants or focus on business reps.
 - **Decisions:**
 - Keep application window open; anticipate possible resignations.

Final Discussion & Next Steps

Closing Remarks & Adjournment

- Acknowledgement and thanks to everyone
- Next meeting September 2, 2025