

Community Liaison Committee Meeting Minutes

Date: December 2, 2025

Time: 5pm- 7pm

Location: 600 William Street, Cobourg, Boardroom

Attendees

Facilitators:

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

Community Members:

Liz Greaves
Rob James
Catherine White
Rev. Ruth Wilkinson
Theresa Rickerby
Donna Pogue
Raeanne Deschamps

County Representatives:

Rebecca Carman

Delegates:

Christian Harvey, Interim Executive Director, 310 Division Street
Janice MacDonald, Cobourg Police Services
Carolyn Rutherford, Community Health Centres of Northumberland (virtual)
Chris Challenger, Town of Cobourg (virtual)

Regrets:

Meaghan Macdonald, Board Chair, 310 Division Street
Shawn Senecal, Northumberland Hills Hospital Community Mental Health
Kim Wilkinson, Community Paramedics
Bill Smith, Northumberland /County
Krystyne Gillispie
Daniel Gaito
Sheri Syer
Erisa Katono

1. Meeting called to Order

Meeting called to order by CLC Chair

Land Acknowledgement – Rebecca Snelgrove (nee Carmen)

Meeting Objectives & Agenda Overview

Minutes from November CLC meeting were approved

2. Shelter Updates – Christian Harvey

Statistics review for Nov 2025, attached 310 Division Progress Report for Nov 2025

Resident Advisory Committee initiated

ECE license approval

Media items

Nov 14 incident on 4th floor

Nov 28 meeting with Cobourg Rotary Club

County Updates – Rebecca Snelgrove

Dec 3 County level Social Services Committee meeting

Expanding Paramedicine and Emergency Treatment programs

New 310 Shelter model effective Jan 1, 2026

CLC report to council

Developing Homelessness Master Plan

Nov 14 incident on 4th floor at 310

ECE Bylaw inspection – 3 separate property standard issues

Warming Space at 555 Courthouse Rd

Open 8pm to 8am

10-17 users per night

Basic food and entertainment amenities

Cold season clothing being gathered

Mobile patrol around 555 Courthouse Campus now and security staff in Warming Room

Positive feedback from clients

County received 1 email from community members concerning possible assistance

3. **Community Feedback & Group Education** – item will be covered under Education & Awareness Committee update

4. **Subcommittee Updates**

Communications – Beth for Erisa

November newsletter updated and ready for printing and distribution

December newsletter in process

Rebecca advised County can assist with printing, some CLC members offered to assist with handing out Facebook page – Chloe will help with publishing newsletter and other updates as necessary

Education & Awareness – Carolyn via Zoom (see attachment)

Resident Testimonial project tabled for now

Working on speaking engagements with Christian

Nov 28 Cobourg Rotary

Upcoming Campbellford Rotary Meeting Dec 9

Donna to attend with Christian?

DBIA and other local 500m businesses

Cathy and Beth worked on activity project with OneCity Peterborough

Activity testing with CLC members led by Catherine White

Feedback from group was positive

5. **Unfinished Business**

Terms of Reference

Adding items for CLC scope to include Warming Room at 555 Courthouse Rd

Facilitate Shelter Liaison

6. **Final Discussion & Next Steps**

Consideration/establishment of CLC goals for 2026

Next meeting January 6, 2026

7. **Closing Remarks & Adjournment**

Acknowledgement and thanks to all in attendance