

# 310 Division Street Community Liaison Committee

## MEETING MINUTES

Date: February 3, 2026

Time: 5pm - 7pm

Location: 600 William Street, Cobourg, Boardroom

### Attendees

#### Facilitators:

- Beth Bellaire, CLC Chair
- Carolyn Rutherford, Vice Chair, Community Health Centres of Northumberland (virtual)

#### Community Members: -

- Chloe Craig
- Daniel Gaito
- Liz Greaves (virtual)
- Sheri Syer
- Erisa Katono
- Catherine White
- Krystyne Gillispie
- Rev. Ruth Wilkinson
- Donna Pogue
- Raeanne Deschamps

#### County Representatives:

- Rebecca Snelgrove

#### Delegates:

- Christian Harvey, Interim Executive Director, 310 Division Street
- Kim Wilkinson, Community Paramedics
- Carolyn Rutherford, Community Health Centres of Northumberland (virtual) - Janice MacDonald, Cobourg Police Services (virtual)

#### Regrets:

- Meaghan Macdonald, Board Chair, 310 Division Street
- Emma Taylor, Northumberland Hills Hospital Community Mental Health (maternity leave) - Bill Smith
- Rob James
- Theresa Rickerby
- Shawn Senecal, NHH Community Mental Health

- Chris Challenger, Town of Cobourg

## Meeting called to Order

- Meeting called to order by CLC Chair

## Acknowledgement

- Selected CLC member provided the land acknowledgment

## Meeting Objectives & Agenda Overview

- Updates from 310 Division and the County – Christian Harvey, Bill Smith; Rebecca Snelgrove
- Subcommittee updates with key action items
  - Education & Awareness – Carolyn Rutherford
  - Communications – Erisa Katono
- Minutes from January CLC meeting approved

## Shelter Updates

- See attached 310 Division Progress Report for January 2026
- Full occupancy in January; only one discharge (down from 16 in previous month)
- 25 of the unique clients were over 50 years of age
- Number of beds has been increased to 40
- New part-time client services manager hired
- Wednesday mornings – resident meeting mandatory attendance; Wednesday afternoons - resident advisory meetings optional attendance

## County Updates

- Shelter data report together with 20 pieces of correspondence regarding Mayor of Cobourg and ECE By-law support to be presented at Social Services Committee meeting on February 4, 2026
- Q4 2025 – increase in time to respond to calls but call volume has decreased significantly
- Outreach staff attendance at the shelter decreased with closure of warming hub
- New warming room location – 56 days remain on initial period of operation; by-law officer spot visits total 16 in first 9 weeks of operation; attendance reached permitted capacity on a couple of occasions; access requests in excess of permitted capacity has not occurred; community paramedics visit nightly to provide footcare; Hope and Light provide food donations; positive feedback has been expressed by clients
- Increase in shelter capacity to 46 beds is in the works; the increased bed count aligns with fire safety policy; need to purchase more beds and increase staff accordingly
- CLC email account activity saw no messages regarding shelter operations
- Beth and Chloe made presentation on CLC's year-one to Social Services Committee on January 7, 2026; no motion from SSC to discontinue the CLC

## Community Feedback & Group Education

- N/A

## Subcommittee Updates

- **Subcommittee – Communications**
  - New edition of the CLC newsletter entitled *The Bulletin* was shared with CLC members for review/feedback
- **Subcommittee – Education and Awareness**
  - Shelter information sessions/presentations by Christian to Northumberland County Rotary Clubs continue
    - Theresa and Chloe continue with planning of a DBIA event
  - Cathy and Beth continue development of “A Day in the Life” experiential learning exercise
  - Beth continues to work with the Northumberland Community Legal Centre and Northumberland Affordable Housing to develop a public education visual for the cost of housing

## Unfinished Business

- N/A

## Final Discussion & Next Steps

- Carolyn will assume role of CLC Co-Chair
- Next CLC meeting scheduled for March 3, 2026

## Closing Remarks & Adjournment

- Acknowledgement and thanks to all in attendance

# CLC Report: January 2026

Unique  
Individuals 48

Average  
Occupancy 39.8

No  
Availability 85

Housed

Residents  
Over 50: 25

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4839.885125

## Good News:

- We increased to 40 beds with limited issues 1 person was supported in getting ID
- 2 were supported to getting needed accessibility devices We have begun monthly Pizza Parties to celebrate birthdays
- One of our security guards put on a BBQ for our residents with Hope and Light
- We have hired a new half-time Client Services Manager, Julianna McLeod, who is bringing great energy
- At our last weekly All Residents Meeting, the residents, for the first time in months, engaged in giving suggestions and feedback. Until this point, feedback had only been given in the Resident Advisory

## Committee Meeting Discharges:

- 1 total discharge
- Down from 16 last month

## Resident Advisory Committee- Key Concerns and Recommendations:

- Desire for locked personal storage in rooms
- 2<sup>nd</sup> floor kitchen and food preparation and food access Provide another nightly pass More Community Building and Activities
- Strengthen Intake to better prepare new residents
- Noise at night from staff and other residents Confidentiality Concerns and Privacy
- More mental health supports Staff sensitivity
- **Staff Responses**
- Increase to two monthly overnight passes Explore room storage options and bar fridges
- Staff no longer mop at night Intake is being overviewed and training planned
- Retired Therapist is going to visit on a regular basis Conversation with Greenwood regarding programming

## Media:

- Consider This: [Cobourg's Emergency Homeless shelter executive director at odds with bylaw over recliner use](#)
- Consider This: [Half of people staying at 310 Division Street are seniors, says interim executive director](#)
- Consider This: [In Their Words: Fifty people turned away from shelter in December despite adding five beds, politicians told](#)
- Consider This: [In Their Words: Outreach a major goal for Transition House committee delegates tell politicians](#)
- Today's Northumberland: [310 Inspection Includes One Hot Potato](#)
- Today's Northumberland: [Higher-Barrier Shelter Takes Shape at 310 in Cobourg](#)
- Today's Northumberland: [Emergency Shelter Will Continue to Use Recliners Says Interim Executive Director of Transition House](#)
- Northumberland News: [Transition House occupancy increased to 40 beds but adding more will cost the county](#)
- Northumberland News: [Transition House occupancy increased to 40 beds but adding more will cost the county](#)
- CBC Ontario Morning: [Update on Cobourg's Transition House and reclining chairs](#)  
Northumberland News: [Close to half of those seeking shelter at Cobourg's](#)
- [Transition House are seniors](#)  
Today's Northumberland: [Mayor Wants Criminal Activity Associated With](#)
- [Homelessness Gone from Cobourg](#)  
Today's Northumberland: [Northumberland County Responds to Cobourg](#)
- [Mayor's Interview with Today's Northumberland](#)