

310 Division Street, Community Liaison Committee Meeting
 600 William Street, Cobourg, Boardroom
 Tuesday, March 3, 2026
 MINUTES

- Attending: Community volunteers:
 Chloe Craig, Daniel Gaito, Elizabeth Greaves, Rev. Ruth Wilkinson, Erisa Katono, Raeanne Dechamps, Catherine White, Beth Bellaire, Theresa Rickerby (virtual),
- County Representatives: Rebecca Snelgrove, Bill Smith
- Delegates:
 Christian Harvey – Interim Executive Director, 310 Division Street
 Carolyn Rutherford, Community Health Centres of Northumberland (virtual)
 Shawn Senecal, NHH Community Mental Health Services (virtual)
- Call to order: The meeting was called to order at 7pm by chair, Beth Bellaire. The chair requested a volunteer to take minutes in the absence of the secretary. Catherine White agreed.
- Land acknowledgment: Rev. Ruth Wilkinson provided the land acknowledgment
- Meeting objectives & agenda overview:
 - To receive updates from 310 Division Street (Christian Harvey) and the County (Bill Smith, Rebecca Snelgrove).
 - To receive information on NHH Mental Health Services (Shawn Senecal)
 - To receive subcommittee updates and key action items
 - Education and Awareness report – Catherine White
 - Communications – Erisa Katono
 - Addition to the agenda – to receive written communication from a community member (previously distributed).
- Approval of previous minutes: The minutes of February 3, 2026 were approved with one correction: Chloe Craig is now a Community volunteer. Carolyn Rutherford is the Vice-chair. Theresa Rickerby's name is misspelled (There is an "h" in Theresa).
- Shelter update: Christian Harvey distributed his report on shelter occupancy, client progress, meetings with community members individually and in groups, resident advisory committee and staffing. (attached). He noted:
 - 44 of the 46 shelter beds are currently occupied. 80% occupancy is ideal to leave room for emerging needs.
 - Occupants are all assisted in quickly defining their immediate and long term goals and helped to work in those directions.
 - Dogs that have appropriate immunization are allowed in the shelter. The County can assist with vet care if needed.
 - The Help & Legal Centre will require photo identification for tax

preparation this year. Staff are working with the County on this.

- There continue to be many seniors (over 50) requiring shelter care – 25 residents in February.

County update:

Rebecca Snelgrove, Bill Smith:

- Warming Room will continue until March 31. Open 4.30pm to 8.30am Monday to Friday and 24 hours on Saturday and Sunday.
- Hope and Light Urban Outreach is providing food on a regular basis.
- There are warm coats, socks, etc. available.
- Outreach services, mental health services, EMS health care services visit the warming room and there have been many successes in steering occupants towards treatment and housing.
- Very heartening to see that the community has been highly supportive of the Warming Room
- By-law officers visit – often.
- 310 Division Street is in compliance with all by-laws.
- Social Services outreach workers are in the community daily, offering connections to services and case management to a large number of individuals.

Homelessness Master Plan:

- Social Services is working on developing a 5-year plan to address the issues in a coordinated manner
- Will be evidence based, looking at best practices for small communities and the specific needs of Northumberland County.
- Draft plan to be public in several months and community feedback will be requested.

NHH Mental Health Services:

Shawn Senecal is a nurse, working out of Ontario Shores Mental Health Centre. In his present capacity he is supporting NHH and Campbellford emergency mental health services. His presentation highlighted some of the services that are offered in Northumberland County.

- Mental health nurses are in both emergency departments 10 hours/day, 7 days a week to assist emergency staff with management of mental health crises.
- 5 full time nurses are associated with the MHART (Mental Health & Addictions Response Teams) programs in Port Hope, Cobourg, Campbellford and Brighton.
- ACT teams (Assertive Community Treatment Teams) are working in the towns.
- An Early Psychosis program, with 2.2 clinicians is also available
- People can self-refer and 6 mental health beds are accessible.

The chair thanked Shawn for his time and information.

Subcommittee

Education and Awareness: Catherine White

reports:

The purpose of the committee is to support public dialogue and insights related to the shelter, the warming room and homelessness in general.

- Christian Harvey continues to attend various speaking engagements in the community on a regular basis. The meetings afford an opportunity for members of the public to understand shelter operations, successes, and challenges and the bigger picture of homelessness in the community. Feedback has been very positive, with those attending appreciating the opportunity to ask questions and give feedback to Christian.
- A Lunch & Learn at the CHCN in Port Hope is planned where Christian will speak with staff, while incorporating the poverty simulation exercise to gather more feedback.
- In the process of arranging a DBIA meeting for those who own/operate businesses in the downtown core. Aiming for the end of April and details are being finalized.
- With the good weather approaching, exploring the possibility of monthly or bi-monthly Coffee & Chat with residents of the downtown core. The idea would be to connect with local neighbours at a local downtown business, with a couple of CLC members in attendance to facilitate 2-way communication, hear feedback and have general conversations. We are hoping for this to be a community-led initiative with CLC members attending, rather than CLC- led. The committee feels that neighborhood feedback and input is valuable to guide our work.
- Working with Trent Community Research Department to potentially host a student researcher to help us focus our educational and outreach efforts re the shelter, the warming room and homelessness on best practices. This, if approved, would start in the fall.

Communications: Erisa Katono

- Current draft newsletter distributed for input and approval. This issue highlights Hope & Light Urban Outreach, mental health services and responds to a community member's question regarding the shelter intake process and client planning.
- A member of the CLC has distributed the newsletters to downtown businesses. Several other members have distributed them to local churches.
- It will be posted on the CLC Face Book page.

Correspondence:

Members reviewed a 7-page letter from a community member outlining perceived deficits in the CLC operations, offering suggestions for improvement and requesting a reply. Christian Harvey noted that he had met with the writer recently and there was increased understanding on both sides.

Considerable discussion ensued.

- The chair will clarify the CLC objectives and mandate which were developed by the committee itself and ensure that those are publicized.
- A member volunteered to work specifically on maintaining the Face Book page
- Re inviting community and neighbour input – see Education

subcommittee report.

- The CLC committee is always open to constructive feedback and welcomes community members to join the committee to help achieve the goals
- It was noted that CLC members are community volunteers who donate a considerable amount of personal time to this endeavor. Approximately 10 hours a month is the general rule, with more at certain times.
- The CLC does not have a budget. Members frequently use their personal resources and connections to further the objectives. At times this can limit comprehensive programming.
- The chair will respond to the letter

Adjournment: The meeting adjourned at 6.40 pm.
The next meeting is April 7, 2026 @ 5pm. 600 William Street, Cobourg,
Boardroom

Catherine White – Recorder