

310 Division Street Community Liaison Committee

MEETING MINUTES

Date: April 7, 2026

Time: 5pm - 7pm

Location: 600 William Street, Cobourg, Boardroom

Attendees

Facilitators:

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

Community Members:

- Daniel Gaito
- Liz Greaves
- Sheri Syer
- Erisa Katono
- Catherine White
- Donna Pogue
- Raeanne Deschamps
- Rob James (virtual)
- Chloe Craig (virtual)

County Representatives:

- Rebecca Snelgrove
- Bill Smith

Delegates:

- Christian Harvey, Interim Executive Director, 310 Division Street (virtual)
- Tracey Tink (DBIA)

Regrets:

- Meaghan Macdonald, Board Chair, 310 Division Street
- Emma Taylor, Northumberland Hills Hospital Community Mental Health (maternity leave)
- Theresa Rickerby
- Shawn Senecal, NHH Community Mental Health
- Janice MacDonald, Cobourg Police Services
- Krystyne Gillispie
- Rev. Ruth Wilkinson

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 March CLC meeting approved

Shelter Updates

- See attached 310 Division Progress Report for March 2026
- Concerns reported by 18 Chapel Street condominium board: Smoking area proximity to door of one of the units; noise from smoking area; security lights shining into windows. Christian met with condominium board members to discuss and determine solutions
- Shelter service restrictions explained to committee – client is evicted for a period of time due to substance use or smoking in the building

County Updates

- Letter submitted by community member plus footage of two men with a dog standing on the street for a period of time drinking unidentified product; county responded
- Shelter cooking program in development including client training on applicable skills
- County to meet with by-law leadership on a regular basis to build a positive and collaborative relationship i.e., when by-law officers encounter people in the community who are not doing well, they will notify the County's outreach team; outreach team's territory is the entire county
- County to meet on a regular basis with Shelter security and police to build relationships
- Warming room closing Monday. April 15; Bill/Rebecca will be providing County Council with information on types of services to provide moving forward and for next year's warming room
- Senior citizens in need of support is a noticeable emerging issue
- Ontario Health Team Northumberland is hosting the Come Together Northumberland event at the Cobourg Community Centre on May 8, 2026, from 11:00 am to 3:00 pm; the purpose of this community open house is to inform/build awareness of local programs and services that provide support in the areas of mental health, addiction, homelessness, social assistance, and justice; the CLC will staff a table.

Community Feedback & Group Education

- N/A

Subcommittee Updates

- **Subcommittee – Communications**
 - March edition of the CLC newsletter entitled *The Bulletin* was shared with CLC members for review/feedback

- Erisa, Beth, and Rob distributed The Bulletin to homes in the vicinity of the Shelter and businesses in downtown Cobourg; The Bulletin is now being distributed electronically to all DBIA members.
 - A link to the CLC Facebook page to be made available on the County's web site; monthly CLC newsletter to be posted on the County's web site
 - Tracey volunteered to deliver the CLC newsletter to businesses in downtown Cobourg; next DBIA meeting scheduled for Apr 23, 2026
- **Subcommittee – Education and Awareness**
 - Next subcommittee meeting is scheduled for April 8, 2026
 - DBIA event scheduled for May 24, 2026, from 5:00 pm to 6:30 pm; subcommittee is currently confirming event details
 - Shelter presentations by Christian Harvey continue to be scheduled within County communities, to inform the public on shelter operations, successes, and challenges as well as current/developing state of homelessness in the County

Unfinished Business

- N/A

Final Discussion & Next Steps

- Next CLC meeting scheduled for May 5, 2026

Closing Remarks & Adjournment

- Acknowledgement and thanks to all in attendance