

The Corporation of the County of Northumberland  
County Council Meeting  
Agenda

Wednesday, October 16, 2024, 9:30 a.m.

Council Chambers

555 Courthouse Road, Cobourg, ON K9A 5J6

Hybrid Meeting (In-Person and Virtual)

Zoom Information

Join Zoom Meeting

<https://us06web.zoom.us/j/86996928211?pwd=fwRhJKTSXN0Oy4yliexRSwHoljwHD3.1>

Meeting ID: 869 9692 8211

Passcode: 534115

Phone: 1-855-703-8985 Canada Toll-free

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Pages

**1. Notices**

**1.a Accessible Format**

If you require this information in an alternate format, please contact the Accessibility Coordinator at [accessibility@northumberland.ca](mailto:accessibility@northumberland.ca) or 1-800-354-7050 ext 2327.

**1.b Meeting Format**

This Council meeting will be held using a hybrid meeting model. The public is invited to attend in-person in Council Chambers. Alternatively, the public may view the Council meeting via live stream, join online, or join by phone using Zoom Conference technology. If you have any questions, please email [matherm@northumberland.ca](mailto:matherm@northumberland.ca).

- Attend in-person in Council Chambers, located at 555 Courthouse Road, Cobourg
- Watch a livestream by visiting [Northumberland.ca/Council](https://www.northumberland.ca/Council)
- Join online using Zoom
- Join by phone using Zoom

- 1.c Estimated time of Adjournment 3:00 p.m.
2. Call to Order
  - 2.a Territorial Land Acknowledgement
3. Approval of the Agenda
  - 3.a Agenda dated October 16, 2024  
  
Recommended Motion  
"That the County Council Agenda for Wednesday, October 16, 2024 be approved."
4. Declarations of Interest
5. Presentations
  - 5.a Presentation of Paramedic Medals  
  
Warden Brian Ostrander  
Susan Brown, Chief Northumberland Paramedics
6. Adoption of Minutes
  - 6.a County Council Minutes 14 - 93  
  
Recommended Motion  
"That the Minutes of the County Council Session of September 18, 2024 and Special County Council of September 24, 2024 be approved as distributed and the determinations contained therein be deemed those of Council."
7. Business arising from the Minutes
8. Communications  
  
N/A
9. Determination of Items Requiring Separate Discussion
  - 9.a September 30, 2024 and October 1 and 2, 2024 Standing Committees 'Recommendations to Council - Summary Chart' 94 - 105
  - 9.b Community Health Committee - October 1, 2024 106 - 110

9.c	Corporate Support Committee - October 1, 2024	111 - 115
9.d	Economic Development, Tourism and Land Use Planning Committee - October 2, 2024	116 - 128
9.e	Finance & Audit Committee - October 1, 2024	129 - 133
9.f	Public Works Committee - September 30, 2024	134 - 138
9.g	Social Services Committee - October 2, 2024	139 - 198

## 10. Adoption of Items Not Requiring Separate Discussion

### Recommended Motion

"That Council adopt all recommendations from the six Standing Committees, as contained within the Committee Minutes (meetings held September 30, 2024 and October 1 and 2, 2024), with the exception of the following items (referenced from the Standing Committee Minutes), that will be held for discussion:

•

**And Further That** the items listed above and held for separate discussion each require a separate resolution."

## 11. Consideration of Items Requiring Separate Discussion

### 11.a Items From Standing Committees Requiring Separate Consideration

1. Corporate Support Committee Meeting (October 1, 2024), Closed Session Item 4.a, 'Matters pertaining to the security of the property of the municipality (Information Technology)'

*[Item will be considered in Closed Session]*

2. Economic Development, Tourism and Land Use Planning Committee Meeting (October 2, 2024), Closed Session Item 4.a, 'Matters pertaining to confidential negotiations regarding broadband'

*[Item will be considered in Closed Session]*

3. Social Services Committee Meeting (October 2, 2024), Item 8.e 'Childcare Spaces' 199 - 208

Lesley Patterson, Early Years Services Manager

Recommended Motion

"**Whereas** the Social Services Committee received the verbal update regarding 'Childcare Spaces' at the October 2, 2024 Committee meeting noting that staff will bring forward a report to the October 16, 2024 County Council meeting for further discussion;

**Now Therefore Be It Resolved That** County Council receive Report 2024-134 'Canada-wide Early Learning and Child Care Expansion Plan' for information."

**11.b Motion(s) for Held Item(s)**

[If required]

**12. New Business**

**12.a Report 2024-135 'Forest By-Law Enforcement Officer Appointment'**

209 - 223

Lisa Ainsworth, Director Corporate Services  
Darrell Mast, Municipal Solicitor

Recommended Motion

"**That** County Council having considered Report 2024-135 'Forest By-law Enforcement Officer Appointment', refer the enactment of a by-law to Appoint Municipal Law Enforcement Officers for the County of Northumberland as Authorized Under the Provision of the Community Safety and Policing Act, 2019 to Enforce By-law 21-10 and to Repeal By-Law 23-2024, to the Enactment By-laws portion of the October 16, 2024 County Council agenda."

**12.b Homelessness Addictions and Recovery Treatment (HART) Hub Letter of Commitment- Presentation**

Rebecca Carman, Associate Director Housing & Homelessness  
Kim Wilkinson, Community Paramedic Coordinator

Recommended Motion

"**That** County Council, having considered the presentation regarding 'Homelessness Addictions and Recovery Treatment (HART) Hub Letter of Commitment', direct staff to execute a letter of commitment for the HART Hub based on the information outlined in the October 16, 2024 Council presentation."



**12.c 310 Division Street, Cobourg Update - Presentation**

Rebecca Carman, Associate Director Housing & Homelessness  
Bill Smith, Manager of Homelessness Services

**12.d Quarter 3 (Q3), 2024 Financial Update - Presentation**

Matthew Nitsch, Director Finance / Treasurer

Recommended Motion

"**That** County Council receive the Quarter 3 (Q3), 2024 Financial Update for information."

**12.e Northumberland CAOs' Committee Update**

CAO Jennifer Moore

Recommended Motion

"**That** County Council receive the verbal update regarding the Northumberland CAOs' Committee for information."

**13. Enactment By-laws**

**13.a A By-law to Transfer Ownership of and Jurisdiction over the Thompson Bridge from the Corporation of the County of Northumberland to the Corporation of the Municipality of Trent Hills 224 - 225**

Recommended Motion

"**That** By-law 36- 2024 being a By-law to Transfer Ownership of and Jurisdiction over the Thompson Bridge from the Corporation of the County of Northumberland to the Corporation of the Municipality of Trent Hills be introduced, deemed to be read a first, second and third time, passed, signed and sealed this 16th of October, 2024."

**13.b A By-law to Appoint Municipal Law Enforcement Officers for the County of Northumberland as Authorized Under the Provision of the Police Services Act to Enforce By-law 21-10 and to Repeal By-Law 23-2024 226 - 227**

Recommended Motion

"**That** By-law 37- 2024 being a By-law to appoint Municipal Law Enforcement Officers for the County of Northumberland as Authorized Under the Provision of the Police Services Act to Enforce By-law 21-10 and to Repeal By-Law 23-2024 be introduced, deemed to be read a first, second and third time, passed, signed and sealed this 16th of October, 2024."

## 14. Proclamations

### Recommended Motion

**"That** County Council proclaim the following proclamations at the October 16, 2024 County Council meeting:

- Proclamation, 'Transgender Awareness Week (November 13 to 19, 2024) and Transgender Day of Remembrance (November 20, 2024)';
- Proclamation 'Child Care Worker and Early Childhood Educator Appreciation Day' - October 24, 2024;
- Proclamation 'Dress Purple Day' - October 25, 2024."

### 14.a Proclamation, 'Transgender Awareness Week (November 13 to 19, 2024) and Transgender Day of Remembrance (November 20, 2024)'

228 - 233

An application for the community flag pole was also submitted for 'Transgender Awareness Week'

- Transgender Awareness flag raised on November 13, 2024 to November 19, 2024
- Provided for information only

Recommended Motion

**“Whereas** Transgender Awareness Week takes place every year from November 13 to 19 – a week to recognize and centre the voices, contributions, and accomplishments of our gender diverse community, including Transgender, Two Spirit, Non-Binary, and Intersex people; and

**Whereas** Transgender Awareness Week leads up to the Transgender Day of Remembrance on November 20 – a day to remember and honour those who have lost their lives because of violence and oppression against transgender people; and

**Whereas** the stories of transgender people highlight the social and systemic challenges that transgender and gender-diverse communities still face nationwide; and

**Whereas** Northumberland County is dedicated to continued education and fighting transphobia to support diversity and create safe, inclusive communities;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council do hereby proclaim November 13 – 19 to be Transgender Awareness Week and the day of November 20 as Transgender Day of Remembrance in Northumberland County.”

Recommended Motion

**"Whereas** years of research confirms the benefits of high-quality early learning and child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

**Whereas** child care promotes the well-being of children and responds to the needs of families and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

**Whereas** trained and knowledgeable Registered Early Childhood Educators are the key to quality in early learning and child care programs – in licensed child care, EarlyON Child and Family programs, and full day kindergarten and are champions for children; and

**Whereas** Registered Early Childhood Educators and child care workers will be vital to the success of the Canada-Wide Early Learning and Child Care system;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council do hereby proclaim October 24th, 2024 to be designated the 24th Annual 'Child Care Worker and Early Childhood Educator Appreciation Day' in Northumberland County in recognition of the educations, dedication and commitment of child care workers to children, their families, and quality of life to the community."

## Recommended Motion

**“Whereas** during the month of October, Children’s Aid Societies across the province raise awareness about the important role that individuals and communities play in supporting vulnerable children, youth, and families through the provincially recognized Dress Purple Day campaign (formerly known as Child Abuse Prevention Month); and

**Whereas** Dress Purple Day is marked by a purple ribbon; and

**Whereas** every child is entitled to be loved, cared for, nurtured, and secure and to be free from neglect, as well as from verbal, emotional, sexual and physical abuse; and

**Whereas** Northumberland County faces a continuing need to support community-based programs to prevent child abuse and neglect; and

**Whereas** it is the responsibility of every adult who comes in contact with a child to protect that child’s unconditional right to a safe, nurturing childhood; and

**Whereas** Northumberland has dedicated individuals and organizations who work daily to counter the problem of child abuse and neglect and to help parents obtain the assistance they need; and

**Whereas** our community is stronger when all citizens become aware of child abuse and neglect prevention, and, become involved in supporting parents to raise their children in a safe, nurturing environment;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of the Northumberland County Council, do hereby proclaim October 25, 2024 as ‘Dress Purple Day’ in Northumberland County, and encourage all citizens to help spread the word that keeping children safe is everyone’s responsibility, and to show your support and help raise awareness by wearing purple on Dress Purple Day.”

## 15. Media Questions

**16. Closed Session**

**16.a. Litigation or potential litigation matters, advice that is subject to solicitor client privilege including communications necessary for that purpose and confidential County infrastructure negotiations (Public Works) (Item going directly to Council)**

*Municipal Act, Sections 239.(2.e), (2.f) and (2.k)*

**16.b. Corporate Support Committee Meeting (October 1, 2024), Closed Session Item 4.a, 'Matters pertaining to the security of the property of the municipality (Information Technology)' (Item from Standing Committee Requiring Separate Discussion)**

*Municipal Act Section 239.(2.a.)*

**16.c. Economic Development, Tourism and Land Use Planning Committee Meeting (October 2, 2024), Closed Session Item 4.a, 'Matters pertaining to confidential negotiations regarding broadband' (Item from Standing Committee Requiring Separate Discussion)**

*Municipal Act Section 239.(2.k)*

Recommended Motion

"**That** this Council proceed with the next portion of the meeting being closed to the public at \_\_\_\_\_ a.m./p.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Sections 239.(2.e), (2.f) and (2.k) in order to address matters pertaining to litigation or potential litigation matters, advice that is subject to solicitor-client privilege, including communications necessary for that purpose and confidential County infrastructure negotiations (Public Works), and that Jennifer Moore, Denise Marshall, Darrell Mast, Cheryl Sanders and Matthew Stergios remain present; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239.(2.a.) in order to address matters pertaining to the security of the property of the municipality (Information Technology), and that Jennifer Moore, Kate Campbell, Hits Chodha, Shola Yusuf-Aliyu, Cheryl Sanders and Matthew Stergios remain present; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239.(2.k) in order to address matters pertaining to confidential negotiations regarding broadband, and that Jennifer Moore, Dan Borowec, Dwayne Campbell, TJ Flynn, Cheryl Sanders and Matthew Stergios remain present."

*[If required, for any business held from discussion from the Standing Committees]*

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239.(\_\_\_\_\_) in order to address matters pertaining to \_\_\_\_\_, and that Jennifer Moore, \_\_\_\_\_ Name(s)\_\_\_\_\_, Cheryl Sanders and Matthew Stergios remain present."

17. Motion to Rise and Results from Closed Session

- 17.a Matters pertaining to litigation or potential litigation matters, advice that is subject to solicitor client privilege including communications necessary for that purpose and confidential County infrastructure negotiations (Public Works)**

Recommended Motion

"That this Council rise at \_\_\_\_\_ a.m./p.m.; and

Further That the confidential resolution moved in Closed Session regarding matters pertaining to litigation or potential litigation matters, advice that is subject to solicitor-client privilege, including communications necessary for that purpose and confidential County infrastructure negotiations (Public Works), is hereby referred to this open session of Council for adoption."

- 17.b Closed Session Items from Standing Committees Requiring Separate Consideration**

- 1. Corporate Support Committee Meeting (October 1, 2024), Closed Session Item 4.a, 'Matters pertaining to the security of the property of the municipality (Information Technology)'**

Recommended Motion

"That the confidential resolution moved in Closed Session regarding matters pertaining to the security of the property of the municipality (Information Technology), is hereby referred to this open session of Council for adoption."

- 2. Economic Development, Tourism and Land Use Planning Committee Meeting (October 2, 2024), Closed Session Item 4.a, 'Matters pertaining to confidential negotiations regarding broadband'**

Recommended Motion

"That the confidential resolution moved in Closed Session regarding matters pertaining to confidential negotiations regarding broadband, is hereby referred to this open session of Council for adoption."

- 3. Motion(s) for Held Item(s)**

*[If required]*

- 18. Closed Session Business – Public Updates**

N/A



**19. Confirming By-law**

- 19.a A By-law to confirm the proceedings of a meeting of County Council held on October 16, 2024**

236 - 236

Recommended Motion

"**That** By-law 38-2024 being a By-law to confirm the proceedings of a meeting of County Council held on October 16, 2024 be introduced, be deemed to be read a first, second and third time, be passed, signed and sealed."

**20. Adjournment**

Recommended Motion

"**That** Council adjourn at \_\_\_\_\_ p.m."



**The Corporation of the County of Northumberland  
County Council  
Minutes**

**September 18, 2024, 9:30 a.m.  
Council Chambers  
555 Courthouse Road, Cobourg, ON K9A 5J6  
Hybrid Meeting (In Person and Virtual)**

Members Present:     Warden Brian Ostrander  
                             Deputy Warden Olena Hankivsky  
                             Councillor Lucas Cleveland  
                             Councillor Robert Crate  
                             Councillor Scott Jibb  
                             Councillor John Logel  
                             Councillor Mandy Martin

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**1. Notices**

**1.a Accessible Format**

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**1.b Meeting Format**

This Council Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

**1.c Timed Items**

- **New Business Item 13.a 'Report 2024-119 'Police Services Review' - Presentation'** took place at 9:35 a.m.
- **Closed Session Item 17.a 'Council Education and Training - Cybersecurity Awareness Training'** took place at 1:00 p.m.

**2. Call to Order**

Warden Brian Ostrander called the meeting to order at 9:31 a.m.

**2.a Territorial Land Acknowledgement**

**3. Approval of the Agenda**

**3.a Agenda dated September 18, 2024**

**Council Resolution 2024-09-18-610**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor Lucas Cleveland

"**That** the County Council Agenda for Wednesday, September 18, 2024 be approved, as amended, to include a update and discussion regarding 'Child Care' under New Business (Item 13.d)."

**Carried**

**4. Declarations of Interest**

- No declarations

**5. Presentations**

N/A

**6. Adoption of Minutes**

**6.a County Council Minutes**

**Council Resolution 2024-09-18-611**

**Moved by** Councillor John Logel

**Seconded by** Councillor Scott Jibb

"**That** the minutes of the County Council meeting of August 14, 2024 and Special County Council meeting of September 9, 2024 be approved as

distributed and the determinations contained therein be deemed those of Council."

**Carried**

**7. Business arising from the Minutes**

N/A

**8. Communications**

N/A

**9. Determination of Items Requiring Separate Discussion**

**9.a September 3, 4 and 5, 2024 Standing Committees  
'Recommendations to Council - Summary Chart'**

**9.b Community Health Committee  
- September 3, 2024**

**9.c Corporate Support Committee  
- September 3, 2024**

**9.d Economic Development, Tourism and Planning Committee  
- September 4, 2024**

**9.e Finance & Audit Committee  
- Meeting Cancelled**

**9.f Public Works Committee  
- September 5, 2024**

**9.g Social Services Committee  
- Meeting Cancelled**

**10. Adoption of Items Not Requiring Separate Discussion**

*[Councillor Jibb left the meeting and was not present for agenda item 10]*

**Council Resolution 2024-09-18-612**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor John Logel

**"That** Council adopt all recommendations from the four Standing Committees, as contained within the Committee Minutes (meetings held September 3, 4 and 5, 2024), with the exception of the following items (referenced from the Standing Committee Minutes), that will be held for discussion:

- Community Health Committee, Item 8.c, Ontario Health Team of Northumberland's Proposal for a County Wide Physician Recruitment Plan' – **held by Deputy Warden Hankivsky**
- Corporate Support Committee, Item 8.c, Report 2024-110, Corporate Services 'Warden and Deputy Warden Responsibilities – **held by Councillor Cleveland**
- Corporate Support Committee, Item 8.d, Report 2024-111, Corporate Services 'Unfinished Council Business Update' – **held by Councillor Cleveland**
- Economic Development, Tourism, and Land Use Planning Committee, Item 7.b, Correspondence, 'Northumberland County Draft Official Plan Growth Plan Amendment' (Faye Langmaid and Northumberland Federation of Agriculture)– **held by Deputy Warden Hankivsky**

**And Further That** the items listed above and held for separate discussion each require a separate resolution."

**Carried**

## **11. Consideration of Items Requiring Separate Discussion**

*[Councillor Jibb left the meeting and was not present for agenda items 11.a - 11.b]*

### **11.a Items Recommended by Standing Committees for Separate Consideration**

- 1. Community Health Committee Meeting (September 3, 2024), Item 7.c, 'Correspondence, Town of Bradford West Gwillimbury - Ontario Long Service Medals Resolution'**

**Council Resolution 2024-09-18-613**

**Moved by** Councillor Mandy Martin

**Seconded by** Deputy Warden Olena Hankivsky

**"Whereas** the Community Health Committee (September 3, 2024) recommended that County Council identify this item for separate

discussion at the September 18, 2024 County Council meeting, the item being 'Correspondence, Town of Bradford West Gwillimbury - Ontario Long Service Medals Resolution';

**Now Therefore Be It Resolved That** County Council support the correspondence and the creation of a province-wide long-service medal for Paramedics; and

**Further That** County Council direct staff to send a copy of this resolution to key stakeholders, including the Honourable Doug Ford (Premier of Ontario), the Honourable Sylvia Jones (Deputy Premier and Minister of Health), the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland-Peterborough South), and Northumberland County's 7 Member Municipalities."

**Carried**

2. **Community Health Committee (September 3, 2024), Closed Session Item 4.b, 'Matters pertaining to information explicitly supplied in confidence to the municipality by another level of government regarding funding'**

**Council Resolution 2024-09-18-614**

**Moved by** Councillor John Logel

**Seconded by** Councillor Mandy Martin

"**Whereas** the Community Health Committee at the September 3, 2024 Committee meeting considered a verbal update regarding 'Dedicated Off Load Nursing Program Funding 2024 / 2025' in Closed Session, as at the time, the information was explicitly supplied in confidence to the municipality by the Province; and

**Whereas** the Province has confirmed that the funding embargo has been lifted;

**Now Therefore Be It Resolved That** County Council receive Report 2024-121 'Dedicated Off Load Nursing Program Funding 2024 / 2025' for information."

**Carried**

3. **Economic Development, Tourism, and Land Use Planning Committee (September 4, 2024), Closed Session Item 4.a,**

**'Matters pertaining to confidential negotiations regarding broadband'**

*[Item was considered in Closed Session]*

**11.b Motion(s) for Held Item(s)**

- 1. Community Health Committee (September 3, 2024), Item 8.c, Ontario Health Team of Northumberland's Proposal for a County Wide Physician Recruitment Plan'**

**Council Resolution 2024-09-18-615**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor Lucas Cleveland

**"Whereas** Item 8.c for the September 3, 2024 Community Health Committee was held by Council for separate discussion at this meeting, the item being 'Ontario Health Team of Northumberland's Proposal for a County Wide Physician Recruitment Plan'; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- **That** County Council support the creation of a Northumberland Wide Physician Recruitment Plan; and
- **Further That** County Council support action items for physician recruitment; and
- **Further That** County Council endorse a regionally representative governance model for physician recruitment; and
- **Further That** County Council approve a one time contribution of \$40,000 to fund the following items:
  - \$20,000 earmarked for the creation of a marketing promotional campaign that includes video and social media assets that can be used for physician recruitment as well as the general promotion of Northumberland County; and
  - \$20,000 earmarked for the creation of a pilot project to review physician recruitment and that would include the expansion of recruitment efforts."

**Carried**

**2. Corporate Support Committee (September 3, 2024), Item 8.c, Report 2024-110, Corporate Services 'Warden and Deputy Warden Responsibilities'**

**Council Resolution 2024-09-18-616**

**Moved by** Councillor John Logel

**Seconded by** Deputy Warden Olena Hankivsky

**"Whereas** Item 8.c from the September 3, 2024 Corporate Support Committee was held by Council for separate discussion at this meeting, the item being Report 2024-110, Corporate Services 'Warden and Deputy Warden Responsibilities';

**Now Therefore Be It Resolved That** County Council adopt the following:

- **That** County Council direct staff to arrange a meeting for the 2025 Warden, Deputy Warden and the County's Chief Administrative Officer, sometime after December 18, 2024 and prior to the January 2025 Council meeting, to discuss the division of responsibilities between the Warden and Deputy Warden, and to bring forward a report to the January 2025 Council meeting regarding the division of responsibilities for Council's input / consideration."

**Carried**

**3. Corporate Support Committee (September 3, 2024), Item 8.d, Report 2024-111, Corporate Services 'Unfinished Council Business Update'**

**Council Resolution 2024-09-18-617**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor John Logel

**"Whereas** Item 8.d from the September 3, 2024 Corporate Support Committee was held by Council for separate discussion at this meeting, the item being Report 2024-111, Corporate Services 'Unfinished Council Business Update';

**Now Therefore Be It Resolved That** County Council adopt the following:



- **That** County Council receive Report 2024-111, Corporate Services 'Unfinished Council Business Update' for information."

**Carried**

**4. Economic Development, Tourism, Planning Committee, (September 4, 2024), Item 7.b, Correspondence 'Northumberland County Draft Official Plan Growth Plan Amendment'**

**Council Resolution 2024-09-18-618**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor Mandy Martin

"**Whereas** Item 7.b. from the September 4, 2024 Economic Development, Tourism, and Land Use Planning Committee was held by Council for separate discussion at this meeting, the item being Correspondence from Faye Langmaid and Northumberland Federation of Agriculture regarding 'Northumberland County Draft Official Plan Growth Plan Amendment'; and

**Now Therefore Be It Resolved That** County Council adopt the following:

- **That** County Council receive the correspondence for information, noting that public feedback / comments will be considered by staff as part of the Official Plan Amendment review process."

**Carried**

**12. Enactment By-laws**

**12.a A By-law to Encourage Pre-Consultation for Development Applications Submitted to Northumberland County and to Repeal By-law 2015-23**

**Council Resolution 2024-09-18-619**

**Moved by** Councillor John Logel

**Seconded by** Councillor Robert Crate

"**That** By-law 32-2024 being a By-law to Encourage Pre-Consultation for Development Applications Submitted to Northumberland County and to

Repeal By-law 2015-23 be introduced, deemed to be read a first, second and third time, passed, signed and sealed this 18th day of September, 2024."

**Carried**

**12.b A By-law to Amend By-law 22-2022, being a By-law to Prescribe the Maximum Rate of Speed for Highways Under the Jurisdiction of the County of Northumberland, in order to Update the Maximum Rate of Speed on County Roads**

**Council Resolution 2024-09-18-620**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor John Logel

"That By-law 33-2024 being a By-law to Amend By-law 22-2022, being a By-law to Prescribe the Maximum Rate of Speed for Highways Under the Jurisdiction of the County of Northumberland, in order to Update the Maximum Rate of Speed on County Roads be introduced, deemed to be read a first, second and third time, passed, signed and sealed this 18th day of September, 2024."

**Carried**

**13. New Business**

**13.a Report 2024-119 'Police Services Review' - Presentation**

**\*\*Timed Item for 9:35 a.m.\*\***

Matthew Nitsch, Director Finance / Treasurer

Sabine Matheson, Engagement Principal, StrategyCorp

Brian Teefy, Vice President, StrategyCorp

Stephen Beckett, Senior Advisor, StrategyCorp

*[Council recessed at 11:20 a.m. until 11:36 a.m.]*

**1. Delegation(s)**

**Council Resolution 2024-09-18-621**

**Moved by** Councillor Lucas Cleveland

**Seconded by** Deputy Warden Olena Hankivsky

**13.a (1)**

**“Whereas** the County’s Procedural By-law allows delegations at Standing Committees only; and

**Whereas** Council may choose to waive a Rule of Procedure established by this by-law and that requires a two-thirds majority vote;

**Now Therefore Be It Resolved That** Council approve hearing a delegation regarding Report 2024-119 'Police Services Review' at the September 18, 2024 County Council meeting.”

**Carried**

**Council Resolution 2024-09-18-622**

**Moved by** Councillor Lucas Cleveland

**Seconded by** Deputy Warden Olena Hankivsky

**13.a (2)**

**“Whereas** the County’s Procedural By-law states that delegations are allowed 10 minutes plus 5 minutes for question and answers; and

**Whereas** Council may choose to waive a Rule of Procedure established by this by-law and that requires a two-thirds majority vote;

**Now Therefore Be It Resolved That** County Council approve extending the question and answer period for Chief’s VandeGraff’s delegation beyond the 5 minute time limit.”

*Recorded vote requested by Councillor Cleveland*

**Carried**

*[A procedural error was made, as the Council Procedural By-law does not permit recorded votes for votes that require a two-thirds majority. However, the disposition of the vote was not impacted]*

**Council Resolution 2024-09-18-623**

**Moved by** Councillor John Logel

**Seconded by** Councillor Robert Crate

**13.a (3)**

"**The** County Council receive the delegation from Chief VandeGraaf on behalf of the Cobourg Police Service Board regarding Report 2024-119 'Police Services Review' for information."

**Carried**

**2. Debate / Discussion**

**Council Resolution 2024-09-18-624**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor Robert Crate

**13.a (4)**

"**That** County Council receive Report 2024-119 'Police Services Review' for information."

**Carried**

**13.b Report 2024-120 'Northumberland County Agreement with Municipality of Trent Hills for IT Managed Services'**

Kate Campbell, Director Communications & Information Technology

*[Councillor Jibb left the meeting and was not present for agenda items 13.b-e]*

**Council Resolution 2024-09-18-625**

**Moved by** Councillor Lucas Cleveland

**Seconded by** Deputy Warden Olena Hankivsky

**Vote re: Adding New Business Item**

**13.b(1)**

"**Whereas** the County's Procedural By-law outlines that New Business / Other Business that is not on the agenda will not be added or considered unless it is of an emergency, time sensitive, congratulatory or condolence nature and should otherwise be referred to the next meeting of Council or the Standing Committee and requires **a two-thirds majority vote** to be heard; and

**Now Therefore Be It Resolved That** County Council hereby approve adding a discussion regarding 'Social Services Delivery' under 'New Business' (Item 13.e) at the September 18, 2024 County Council Meeting."

**Carried**

**Council Resolution 2024-09-18-626**

**Moved by** Councillor John Logel

**Seconded by** Councillor Robert Crate

**13.b(2)**

"**That** County Council receive Report 2024-120 'Northumberland County Agreement with the Municipality of Trent Hills for IT Managed Services', for information."

**Carried**

**13.c Eastern Ontario Wardens' Caucus (EOWC) - Association of Municipalities of Ontario (AMO) Conference Update**

Warden Brian Ostrander

**Council Resolution 2024-09-18-627**

**Moved by** Councillor Mandy Martin

**Seconded by** Deputy Warden Olena Hankivsky

"**That** County Council receive the correspondence from the EOWC regarding the 2024 AMO Conference for information."

**Carried**

**13.d Child Care - Verbal**

**Council Resolution 2024-09-18-628**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor Robert Crate

"**That** County Council receive the verbal update and discussion regarding 'Child Care' for information."

**Carried**

**13.e Social Services Delivery Review - Warden**

**Council Resolution 2024-09-18-629**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor Robert Crate

"**That** County Council receive the verbal update and discussion regarding 'Social Services Delivery' for information."

**Carried**

#### **14. Proclamations**

*[Councillor Jibb left the meeting and was not present for agenda item 14]*

##### **Council Resolution 2024-09-18-630**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor Robert Crate

"**That** County Council proclaim the following proclamations at the September 18, 2024 County Council meeting:

- Rail Safety Week - September 23 to 29, 2024;
- National Day for Truth and Reconciliation - September 30, 2024;
- Ontario Agriculture Week - October 6 to 12, 2024;
- World Homeless Day – October 10, 2024;
- Local Government Week - October 13 to 19, 2024;
- Cyber Security Awareness Month - October 2024; and
- Hispanic Heritage Month - October 2024."

**Carried**

##### **14.a Proclamation, 'Rail Safety Week' - September 23 to 29, 2024**

"**Whereas** Rail Safety Week is to be held across Canada from September 23 to 29, 2024; and

**Whereas** 229 railway crossing and trespassing incidents occurred in Canada in 2023; resulting in 66 avoidable fatalities and 39 avoidable serious injuries; and

**Whereas** educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of

avoidable fatalities and injuries cause by incidents involving trains and citizens; and

**Whereas** Operation Lifesaver is a public / private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness; and

**Whereas** CN and Operation Lifesaver have requested municipalities adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council, do hereby proclaim September 23 to 29, 2024 as 'Rail Safety Week' in Northumberland County."

**14.b Proclamation, 'National Day for Truth and Reconciliation' - September 30, 2024**

An application for the community flag pole was also submitted for 'National Day for Truth and Reconciliation'

- Every Child Matters flag raised on September 30, 2024 to October 4, 2024
- Provided for information only

**"Whereas** the Government of Canada has established September 30th as the National Day for Truth and Reconciliation, following the Truth and Reconciliation Commission's Call to Action #80, to acknowledge the tragic history and damage inflicted by the legacy of Canada's Indian Residential School System; and

**Whereas** this day commemorates and honours the children from Indigenous communities who never returned home, and recognizes the resilience, dignity, and strength of survivors, intergenerational survivors, families and communities; and

**Whereas** publicly commemorating the tragic and painful history, as well as the ongoing impact of residential schools, is a crucial part of Canada's reconciliation process; and

**Whereas** the Truth and Reconciliation Commission (TRC) Calls to Action offer essential guidance to individuals and governments in addressing the legacy of residential schools and promoting reconciliation; and

**Whereas** Northumberland County is dedicated to implementing the Truth and Reconciliation Commission Calls to Action relating to municipalities;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council, do hereby proclaim September 30th to be 'National Day for Truth and Reconciliation' in Northumberland County; and

**Further Be it Resolved That** Council urges Northumberland residents to observe this day with reflection and action to build understanding of our shared history with Indigenous Peoples, and by acknowledging the truths of our past, we strengthen our commitment to a future founded on respect, unity, and understanding.”

**14.c Proclamation, 'Ontario Agriculture Week' - October 6 to 12, 2024**

**“Whereas** the week of October 6 to 12, 2024 is recognized as Ontario Agriculture Week; and

**Whereas** Ontario Agriculture Week is a time to celebrate food and farming across the province, and all of the farm families and producers who work tirelessly to provide an abundance of nutritious local food in Ontario; and

**Whereas** Ontario farmers proudly grow and produce food commodities for local and international markets; and

**Whereas** agriculture and food are the largest contributor to the economy of Northumberland County;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council, do hereby proclaim the week of October 6 to 12, 2024 as 'Ontario Agriculture Week' in Northumberland County and encourage all citizens to support Ontario farmers by buying locally grown products.”

**14.d Proclamation, 'World Homeless Day' – October 10, 2024**

**“Whereas** World Homeless Day, observed annually on October 10th, is a day dedicated to raising awareness and promoting action to address the plight of homelessness around the world, including right here in Northumberland; and

**Whereas** Communities in Ontario are seeing a rise in the scope, visibility, and complexity of homelessness; and

**Whereas** Ontario’s municipalities are committed to ensuring safe, secure, and affordable housing for all residents and recognize the need for collaborative efforts with provincial and federal partners to effectively address and eradicate homelessness; and



**Whereas** Ontario’s municipalities are ready to work with provincial and federal partners to end both homeless encampments and chronic homelessness in Ontario; and

**Whereas** it is essential to implement comprehensive strategies that include prevention, emergency response, and long-term solutions to end homelessness, ensuring that every individual has access to the support and services they need to thrive;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council do hereby proclaim October 10th to be ‘World Homeless Day’ in Northumberland County;

**Further Be it Resolved That** County Council encourages residents, businesses, and community organizations to join us in recognizing this important day and to continue to collectively work together to end homelessness in Northumberland and across Ontario, standing ready to collaborate with our provincial and federal partners, dedicating ourselves to creating a future where homelessness is a thing of the past.”

**14.e Proclamation, 'Local Government Week' - October 13 to 19, 2024**

**“Whereas** the week of October 13 – 19, 2024, has been designated as Local Government Week in Ontario, creating an opportunity to reflect on and recognize the essential services delivered by municipal governments; and

**Whereas** this week celebrates the significant impact of these services on the daily lives of residents across Ontario; and

**Whereas** municipal governments are instrumental in shaping the identity, priorities, infrastructure, and overall well-being of communities throughout Ontario;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council, do hereby proclaim October 13 – 19 to be ‘Local Government Week’ in Northumberland County.”

**14.f Proclamation, 'Cyber Security Awareness Month' - October 2024**

**“Whereas** the month of October is recognized as Cybersecurity Awareness Month; and

**Whereas** Cybersecurity Awareness Month is an internationally recognized campaign held each October to promote cybersecurity; and

**Whereas** digital technology plays a central role in our everyday lives and can have far-reaching security, economic and social impacts; and

**Whereas** there is an increasing threat of cyber attacks and risks to our privacy; and

**Whereas** the internet is a shared resource and securing it is a shared responsibility;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council, do hereby proclaim October 2024 as 'Cybersecurity Awareness Month' in Northumberland County, noting that the County acknowledges its responsibility by taking a proactive and adaptive approach to protect its digital assets and IT infrastructure and is committed to making long-term investments to reach our security goals."

#### **14.g Proclamation, 'Hispanic Heritage Month' - October 2024**

**"Whereas** the Government of Ontario has proclaimed the month of October as Hispanic Heritage Month in Ontario; and

**Whereas** Ontario is home to more than 400,000 first, second, and third generation Canadians of Hispanic origin; and

**Whereas** the Hispanic Community is one of the fastest growing in Ontario; and

**Whereas** Northumberland County is home to a flourishing Hispanic population; and

**Whereas** Northumberland County Council recognizes the contributions of a thriving immigrant community to a strong and vibrant Northumberland County; and

**Whereas** the Northumberland Hispanic Cultural Club (NHCC) is aimed at supporting the Hispanic community as well as educating people on the diversity of the Hispanic culture and traditions in Northumberland County; and

**Whereas** NHCC is organizing a series of events in Northumberland County in order to promote and celebrate Hispanic Heritage month;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council, do hereby proclaim the month of October, 2024 as 'Hispanic Heritage Month' in Northumberland County,

and encourage all citizens to learn more about Hispanic culture by partaking in community events; and

**Further Be It Resolved That** a copy of this resolution be sent to the Northumberland Hispanic Cultural Club, the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland—Peterborough South), MP Philip Lawrence (Northumberland—Peterborough South), and Northumberland County's seven member municipalities."

**15. Media Questions**

**16. Remarks from Warden Ostrander on the Retirement of Lisa Horne, Director Community & Social Services**

**17. Closed Session #1**

**16.a Council Education and Training - 'Cybersecurity Awareness Training' by Frank Fazio, Cybersecurity Expert (Item going directly to Council)**

**\*\*Timed Item for 1:00 p.m.\*\***

*Municipal Act Section 239. (3.1)*

**Council Resolution 2024-09-18-631**

**Moved by** Councillor Robert Crate

**Seconded by** Councillor Scott Jibb

"**That** this Council proceed with the next portion of the meeting being closed to the public at 12:31 p.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239 (3.1) in order to address matters pertaining to the education and training of Council Members ('Cybersecurity Awareness Training by Frank Fazio, Cybersecurity Expert') and that Frank Fazio, Jennifer Moore, Kate Campbell, Susan Brown, Lisa Horne, Dan Borowec, Glenn Dees, Denise Marshall, Matthew Nitsch, Dwayne Campbell, Lisa Ainsworth, Hitanshu Chodha, Shola Yusuf - Aliyu, Maddison Mather and Cheryl Sanders remain present."

**Carried**

**18. Motion to Rise and Results from Closed Session**

*[Council recessed in Closed Session at 12:33 p.m. until 1:03 p.m.]*

*[Councillor Jibb left the meeting during the recess in Closed Session at 12:59 p.m. and did not return to the meeting]*

*[Councillor Cleveland left the meeting during the recess at 1:03 p.m. and returned at 2:12 p.m.]*

*[Council recessed in Closed Session at 2:02 p.m. until 2:12 p.m.]*

**18.a Council Education and Training - 'Cybersecurity Awareness Training' by Frank Fazio, Cybersecurity Expert (Item going directly to Council)**

**Council Resolution 2024-09-18-632**

**Moved by** Councillor Robert Crate

**Seconded by** Councillor John Logel

**"That** this Council rise from Closed Session at 2:13 p.m."

**Carried**

**Reporting out:**

- During this Closed portion of the Meeting, Members of Council and invited staff received education and training regarding cybersecurity and navigating cyber threats.

**19. Closed Session #2**

**Council Resolution 2024-09-18-633**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor John Logel

**"That** this Council proceed with the next portion of the meeting being closed to the public at 3:44 p.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239.(2.b) in order to address matters pertaining to personal matters about identifiable individuals (Northumberland County Housing Corporation – Appointment of Directors) and that Jennifer Moore, Lisa Horne, Glenn Dees, Rebecca Carman, Neil Ellis, Maddison Mather, and Cheryl Sanders remain present; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239. (2.k) in order to address matters pertaining to confidential negotiations regarding broadband, and that Jennifer Moore, Dan

Borowec, Dwayne Campbell, TJ Flynn, Maddison Mather and Cheryl Sanders remain present."

**Carried**

**20. Motion to Rise and Results from Closed Session**

**20.a Matters pertaining to personal matters about identifiable individuals (Northumberland County Housing Corporation – Appointment of Directors)'**

**Council Resolution 2024-09-18-634**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor Robert Crate

**"That** County Council Rise from Closed Session at 3:58 p.m."

**Further That** County Council appoint Molly Anthony and Daphne Livingstone to the Northumberland County Housing Corporation (NCHC) Board of Directors effective September 18, 2024."

**Carried**

**20.b Closed Session Items from Standing Committees Requiring Separate Discussion**

**1. Economic Development, Tourism, and Land Use Planning Committee (September 4, 2024), Closed Session Item 4.a, 'Matters pertaining to confidential negotiations regarding broadband'**

**Council Resolution 2024-09-18-635**

**Moved by** Councillor John Logel

**Seconded by** Councillor Mandy Martin

**"That** the confidential resolution moved in Closed Session regarding matters pertaining to confidential negotiations regarding broadband, is hereby referred to this open session of Council for adoption."

**Carried**

**20.c Motion(s) for Held Item(s)**

N/A

**21. Closed Session Business – Public Updates**

N/A

**22. Confirming By-law**

**22.a A By-law to confirm the proceedings of a meeting of County Council held on September 18, 2024**

**Council Resolution 2024-09-18-636**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor Robert Crate

"**That** By-law 34-2024 being a By-law to confirm the proceedings of a meeting of County Council held on September 18, 2024 be introduced, be deemed to be read a first, second and third time, be passed, signed and sealed."

**Carried**

**23. Adjournment**

**Council Resolution 2024-09-18-637**

**Moved by** Councillor Mandy Martin

**Seconded by** Councillor Lucas Cleveland

"**That** Council adjourn at 4:00 p.m."

**Carried**

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**Brian Ostrander, Warden**

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**Maddison Mather, Clerk**



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# Northumberland Police Services Review

Prepared for Northumberland County

**SEPTEMBER 2024**

# Background

## Purpose of the Police Services Report

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- The purpose of this report is to inform a discussion about the future needs of policing, including service requirements and costs.
- This report considers current service delivery and provides an analysis potential alternatives to the current model.

## StrategyCorp presents this report with full respect to all that it touches.

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- **The Police and Police Services Boards:** When we discuss the police, we are not discussing a commodity. We are discussing people who, in the words of Peel, are the “only members of the public who are paid to give full-time attention to duties which are incumbent on every citizen in the interests of community welfare and existence.” Police services are made up of human beings. Their morale matters.
- **Council and the Administration:** Similarly, the task of Council is not just a job. Politics has been described as “the legitimate process for the allocation of scarce resources.” In 2024, we sit in the wake of high inflation and great need in all areas of public spending. There is no resource more scarce than public funding. “To govern is to choose” and we understand that those who receive this report intend to rely on it to inform choices.
- **The Public:** The public expects that Council examine every opportunity to achieve best value for money in public spending. “Best value” implies not just “cheapest” but also able to deliver on a service that meets public expectation.
- **In our view, there is a human cost to a costing, and it is prudent to not undertake such an exercise unless it is likely to result in an outcome that is material to the community, in terms of cost or quality.**



# Context: Policing in Ontario

- Growth in the range and complexity of crime
- Growing social challenges resulting from unmet need in poverty, mental health and addictions
- Police budgeting increasing financial (and political) stress
- Unprecedented human resources challenges
- New legislative framework - Community Safety and Policing Act (2019)



*StrategyCorp's 2023 Survey of Ontario Police Board Chairs and 2024 Survey of Ontario Chiefs of Police found a high degree of similarity among the leadership of Ontario's police services. Our interviews of Northumberland policing and police governance stakeholders found similar concerns.*

# The Current Delivery Model in Northumberland

- Today, policing in Northumberland County is delivered and paid for at the local level (not at the County level).
  - Hamilton, Alnwick/Halldimand, Cramahe, Brighton, Trent Hills, and Port Hope Ward 2 are served by the OPP.
  - Port Hope Ward 1 is served by the Port Hope Police Service.
  - Cobourg is served by the Town of Cobourg Police Service.
- All three services indicated that they are already working closely with one another to reduce crime and manage their resources efficiently.
  - The OPP provides specialized services
  - Cobourg and Port Hope partner and share resources
- Based on our review of recent statistics, our interviews, and the public satisfaction survey results that are available, there is no evidence to suggest that current arrangements do not meet the requirement of providing “adequate and effective police services.”
- From the perspective of quality of service, the status quo is an option, at least for the next five years.

# Three Scenarios

Based on the terms of reference, and the interviews, conducted, we focused this report on three scenarios\*:



## OPP in all municipalities

- OPP serve all of Northumberland County.
- For billing purposes, contracts would be between the OPP and each local municipality.
- There would be no change in contractual arrangements or cost for municipalities currently served by the OPP.
- This would be a decision of each local municipality, not a county decision.



## Amalgamate Municipal Police Services; Maintain OPP

- Port Hope Police Service and Cobourg Police Service would merge into a single entity serving Port Hope Ward 1 and the Town of Cobourg.
- OPP continues to serve Hamilton, Alnwick/Haldimand, Cramahe, Brighton, Trent Hills, and Port Hope Ward 2.

\* StrategyCorp recognizes that there are additional alternative models that could have been considered such as policing contracted from another municipality. If there is a formal costing, it would be appropriate to invite participation from potentially interested contiguous delivery partners, but we have concluded from the data that is available that such opportunities would not offer greater cost benefit than the opportunities canvassed in this report.

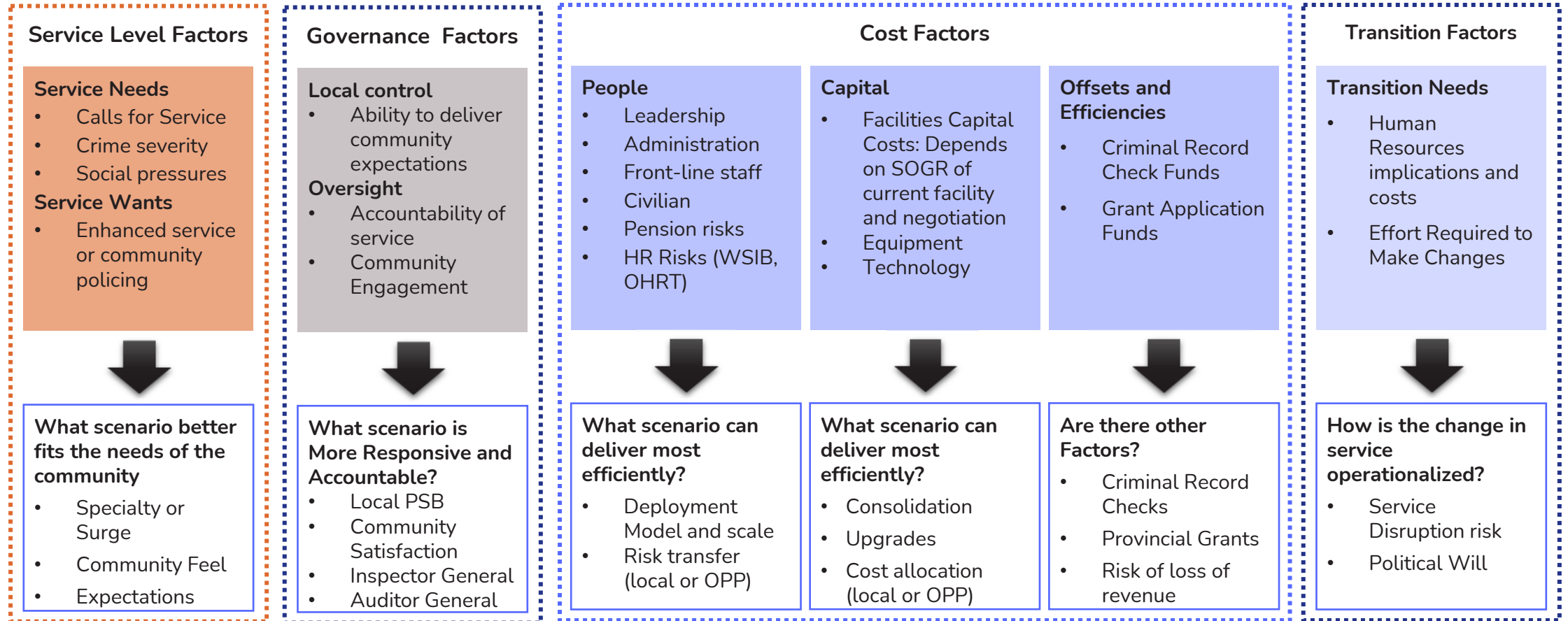


## Status Quo

- Port Hope Police Service would serve Port Hope Ward 1.
- Cobourg Police Service would serve the Town of Cobourg.
- OPP continues to serve Hamilton, Alnwick/Haldimand, Cramahe, Brighton, Trent Hills, and Port Hope Ward 2.

# Primary Decision-Making Considerations

To evaluate each of the scenarios we considered each of the following considerations.



# Service Level Factors

- **Local Feel:** The local services are, by definition, local. It means officers will tend to spend more of their careers policing the community. For some, this local engagement and knowledge is a benefit. For others, local can mean “too local” or “too familiar” and that familiarity can be a cause for concern. In the annals of Ontario policing, there have been instances where both have proven to be true. Neither structure has a monopoly on being better or worse. OPP has implemented policies to improve their local responsiveness.
- **Access to resources:** With respect to access to surge capacity and special resources, given the difference of size and scale, there can be little doubt that the OPP has the edge in terms of what it can offer by way of specialized police services.
  - Under the current arrangement, the existing local services obtain that support through negotiated agreements with the OPP and neighbouring services.
  - The OPP have indicated that while they always aid with specialized services to municipalities with their own police services, specialized resources are always prioritized to OPP policed municipalities first.

We conclude that both could provide “adequate and effective” policing services, although the “local feel” would tend to favour either scenarios two or three.

# Governance Factors: Do you get better oversight?

**Those who favour local police services** sometimes point to the more robust role of the local police services board in governance as a local advantage.

- Other key points of differentiation are the authority of the Local Police Services Board to hire and fire the Chief, monitor their performance, create the strategic plan, and set the annual budget.
- This may be true. But as is often the case with processes, the proof is in the actual outcome, not just the procedural tools.
- As we heard through our research, the main levers of the Police Services Board are creation of the strategic plan, service policy, and service budget processes – but they often must rely on the Chief and the Senior Management Team to deliver on these responsibilities.
- While there are no doubt many effective police services boards, our research demonstrated that there is considerable concern among police service board chairs regarding effective governance.

**By contrast, oversight of the OPP rests more squarely on its chain of command.**

- Legislature
- Solicitor General
- Commissioner
- Detachment Commander

**It is notable that in the past, the OPP has sometimes been criticized for failing to deliver contracted staffing levels.**

- OPP is subject to the scrutiny of Ontario's Auditor General.
- That failure was identified, followed up on, and, according to the most recent report, well on the way to being remedied.

**We conclude that the critical success factor lies in diligent use of the systems by those in the role, not the superiority of one system over the other**

# Cost Factors: The Key Cost Drivers

The following high-level cost drivers and offsets have the biggest impact on the financial modeling and future considerations for the County.

## Cost Pressures from and Risk Factors

- Operating Cost
- Capital Cost
- Disability and PTSD Risk/Cost
- Cyber and Civil Liability Risk/Cost

## Opportunities

- Economies of scale - More Efficient Resourcing and Deployment of Personnel
- Consolidation - Reduced Facility Requirements and Bulk Purchase of Equipment
- Risk Transfer in Contractual Terms (disability, PTSD, Cyber, litigation)
- Off-setting revenue (record checks and grants)

## Transition Costs and Issues

- Severance and Transition Costs
- Pension Top-Ups
- Ease of Implementation and Transition Risks
- Decisions about Adequacy of Existing Facilities

The main difference is predictability of costs and access to resources.



# Key Financial Model Details

To assess the resource capabilities and cost controls of each of the three scenarios, a 10-year financial model was developed. The model incorporates the following critical assumptions for all three scenarios:

	1 EXPANDED OPP	2 AMALGAMATION OF MUNICIPAL SERVICES	3 STATUS QUO
Tools to Calculate 10-Year Cost Increases	<ul style="list-style-type: none"> <li>• Property Count</li> <li>• Calls for Service</li> <li>• Historical Averages</li> </ul>	<ul style="list-style-type: none"> <li>• Population Growth</li> <li>• Additional Capital Costs (e.g., facilities, new CSPA requirements)</li> <li>• Historical Averages</li> </ul>	<ul style="list-style-type: none"> <li>• Population Growth</li> <li>• Additional Capital Costs (e.g., facilities, new CSPA requirements)</li> <li>• Historical Averages</li> </ul>
Initial Costs v. Status Quo	<ul style="list-style-type: none"> <li>- Initial Startup and Transition Costs</li> <li>- Severance</li> </ul>	<ul style="list-style-type: none"> <li>- Rebranding (e.g., vehicles, uniforms)</li> <li>- Severance</li> <li>- Cost of Equipment (e.g., body worn cameras)</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
Ongoing Savings / Costs v. Status Quo	<ul style="list-style-type: none"> <li>+ Deployment Model Efficiencies</li> <li>+ Senior Officer &amp; Civilian Headcount Reduction</li> <li>+ Reduced Capital Expenditure</li> <li>+ Reduced Police Service Board Costs</li> <li>- Eliminated Criminal Record Check Revenue</li> </ul>	<ul style="list-style-type: none"> <li>+ Senior Officer &amp; Civilian Headcount Reduction</li> <li>+ More efficient front line officer deployment</li> <li>+ Administrative and support efficiencies (IT, HR)</li> <li>+ Reduced Police Service Board Costs</li> <li>- Increased Data Storage Costs</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>



# Assumptions

- We created a model using the published 2024 budgets from each of the OPP Detachments and the two local services. These numbers served as “Year 0” for our models.
  - In practical terms, the implementation of any change is likely at least two budget years away.
  - “Year 1” of the model could be expected to occur no earlier than 2026. Practically, that means there is a gap between the current budget year, current actuals, and the base numbers that provide the assumptions for “Year 1” of the model. That is an inherent risk in modelling.
- For OPP, annual increases are based on a combination of household growth and call volumes, again which are fully described below.
- To be conservative, the scenarios are based on a blend of high and low growth assumptions, which are described in the appendices below.
- We have also modelled Cobourg’s budget to include the new \$34M facility starting in “Year 1”.
- Capital costs for new or upgraded headquarters - The projections show public capital costs for new headquarters (Cobourg only) and a second chart exclusive of capital costs for new local police service headquarters or capital upgrade costs that may apply to an OPP transition.

# Scenario 1: OPP Service in each of the Northumberland Municipalities

**Both the costs and service levels in the areas currently served by the OPP (including Port Hope Ward 2) would remain the same.**

- The OPP model is based on households and call volumes. There is also a charge related to accommodation and equipment costs.
- By taking call volumes into account, the OPP matches the level of service to the needs of the community, based on their model of service.
- In a transition to the OPP, municipalities will likely have to provide funding for capital upgrades to ensure space is available and up to OPP standards.
  - That cost would be determined in a policing resource plan developed by the OPP.

## **What are the cost drivers of this pricing model?**

- The OPP's scale provides a cost-effective delivery model that cannot be matched by services on the scale of Port Hope and Cobourg.
- Opportunities to save on facilities costs, if it is possible to avoid the cost of a new \$34M facility in Cobourg and a potential new facility in Port Hope in exchange for incremental capital upgrade costs related to OPP transition.
- The OPP Contract model transfers risks to the province, including costs associated with long term disability, cyber risk, and operational liability risk.

# Scenario 2: Merger of Cobourg Police Service and Port Hope Police Services; remainder is unchanged

In this scenario, both the costs and service in the areas currently served by the OPP (including Port Hope Ward 2) would remain the same. Detailed assumptions about the model are set out in the appendix below.

- The only change from the status quo model relates to Cobourg and Port Hope Ward 1. The specific allocation of costs under this amalgamated model would have to be the subject of negotiation between the two municipalities.
- **Capital:** In a merger, new police buildings will also be required. Determining if a new police service that is policing two municipalities can have one headquarters or will need space in both communities will be a key decision point.

## What is driving the difference?

- Opportunities to improve the efficiency of the deployment model.
- Opportunities to eliminate redundancies in administrative and command structures once amalgamated.
- Opportunities to save on facilities costs if Cobourg and Port Hope are able to move to a single facility. (See known unknowns, below.)
- However, the resulting service would continue to have challenges similar to the status quo option in controlling and predicting costs. Most notably, they would not benefit from the transfer of risks achieved through the OPP Contract Model.

# Scenario 3: Status Quo

**This option appears to be the higher cost scenario of the three reviewed, and offers the least opportunity for improved efficiency, due to the model that divides service delivery between three services, two of which are small in scale.**

- The option would maintain three main facilities.
- The option is made more affordable by expense offsets created by revenue from the third-party criminal record check service delivered by CPS and PHPS. If this revenue were not available to offset overall costs of the service the actual burden on the taxpayer would increase dramatically.

**However, the municipalities would continue to have similar challenges to the status quo option in controlling and predicting costs.**

**Capital costs for new buildings is a likely expense for both Cobourg and Port Hope if the status quo police arrangement remains.**

# Comparing Estimated Cumulative 10-Year Cost: Scenario 1 and 3

Comparing Estimated Cumulative 10-Year Cost - Scenario 1 and Scenario 3		
	Scenario 1 OPP	Scenario 3 Status Quo
Alnwick/Halldimand	\$11.1M	\$11.1M
Brighton	\$20.9M	\$20.9M
Cramahe	\$10.4M	\$10.4M
Hamilton	\$14.3M	\$14.3M
Port Hope Ward 2	\$6.1M	\$6.1M
Trent Hills	\$26.3M	\$26.3M
Port Hope Ward 1	\$46.4M	\$70.7M
Cobourg	\$81.6M	
Cobourg - Including Capital		\$116.8M
Cobourg - Excluding Capital		\$92.8M
Total for all Services - Including Capital	\$217.0M	\$276.5M
Total for all Services - Excluding Capital	\$217.0M	\$252.4M

# Comparing Estimated Cumulative 10-Year Cost: Scenario 1 and 2

Comparing Estimated Cumulative 10-Year Cost - Scenario 1 and Scenario 2		
	Scenario 1 OPP	Scenario 2 Amalgamation of CPS and PHPS
Alnwick/Halldimand	\$11.1M	\$11.1M
Brighton	\$20.9M	\$20.9M
Cramahe	\$10.4M	\$10.4M
Hamilton	\$14.3M	\$14.3M
Port Hope Ward 2	\$6.1M	\$6.1M
Trent Hills	\$26.3M	\$26.3M
Port Hope Ward 1	\$46.4M	\$70.7M
Cobourg	\$81.6M	
Cobourg - Including Capital		\$164.8M
Cobourg - Excluding Capital		\$140.8M
Total for all Services - Including Capital	\$217.0M	\$253.8M
Total for all Services - Excluding Capital	\$217.0M	\$229.8M

# Known Unknowns

## **The third-party criminal record check service.**

- The OPP would not continue that service. This loss was fully factored into the cost projections of this report.
- Risk under the status quo and merged options that the third-party criminal record check revenue stream could also be lost or diminished by policy changes at the federal level.

## **Capital costs are a major variable in the overall cost model and constitute a “known unknown” to the modelling.**

- The first step in an OPP costing is an infrastructure assessment which would determine their approach.
- By contrast, scenario three would have the additional cost of a new headquarters facility in Cobourg that published reports estimate at a \$34M cost as well as a new Port Hope headquarters.
- A formal costing process is required to get to a firm comparison of the costs and service levels

## **A thorough evaluation of the transition costs**

- If an option to change the way policing in a municipality is made, that change will come with associated transition costs.
- While the OPP model is structured and consistent across Ontario, the capital and workforce related transition costs can add short-term pressures to municipal budgets.
- The choice to merge the two municipal services is less costly to transition. However, there is less structure to guide merging two municipal services. Staff and council time will be required to develop funding and governance models that are fair and acceptable to both municipalities.

# Summary of Cost Estimates with Estimated Transition Costs

	Expanded OPP	CPS-PHPS Amalgamation	Status Quo
Est. One-Time Costs	\$8.8M	\$1.5M	\$0M
Est. 10-Year Cost	\$217.0M	\$253.5M	\$276.5M
Total Costs	\$225.8M	\$255.0M	\$276.5M
Transition Notes	<ul style="list-style-type: none"> <li>Option requires significant change as the CPS and PHPS would need to be adapted into the OPP and new governance structures would need to be established.</li> <li>This option takes time but is guided by OPP regulations and the OPP has recent experience of implementing similar transitions</li> </ul>	<ul style="list-style-type: none"> <li>Option carries a significant amount of change as new governance structures would need to be created.</li> <li>Does not require changes to relationship with OPP.</li> <li>Change would take the most time as there is less procedure to support transition to this option.</li> </ul>	<ul style="list-style-type: none"> <li>No change to current operations.</li> <li>Each municipality would need to individually navigate any changes to the Community Safety and Policing Act.</li> </ul>



# Summary of Cost Factor Estimates

The Status Quo option carries the highest risks for cost control and cost predictability in the long-term. In contrast, the Expanded OPP option presents the most opportunities for cost saving, cost predictability, and reduction of revenue risk. A middle ground on cost savings could occur in the CPS-PHPS merger option.



## OPP in all municipalities

- Forecast to provide efficiencies relative to the status quo through the economies of scale offered by the OPP deployment model.
- Given the OPP contract terms, OPP option provides greater cost certainty due to approach to risks transfer: LTD, WSIB, Cyber risk and liability issues.
- May provide opportunity to avoid full capital cost impacts of new headquarters facilities forecast under status quo
- Transition costs include potential pension top-up and restructuring costs.



## Amalgamate Municipal Police Services; Maintain OPP

- Forecast to provide some efficiencies relative to the status quo.
- However, the municipalities would continue to have similar challenges to the status quo option in controlling and predicting costs.
- Greatest implementation uncertainty.



## Status Quo

- Does not provide any new cost saving benefits or efficiencies.
- Relies on the current efficiency initiatives between CPS and PHPS (i.e. training)
- Maintains criminal record check revenues, and associated risks.
- Requires the municipalities to direct investments in capital and management costs needed to provide effective policing.
- Least implementation uncertainty.

# Summary of Key Factors\*

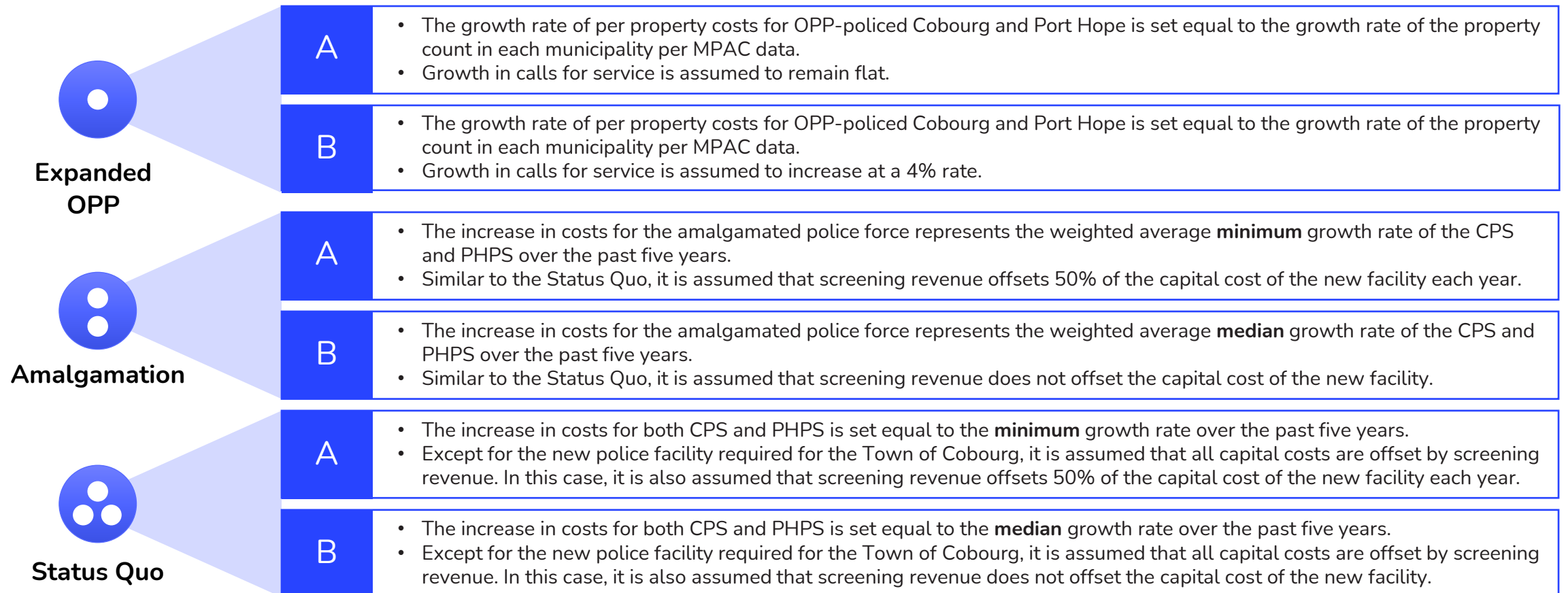
		Scenario 1 Expanded OPP	Scenario 2 Merge Cobourg and TPH; Remainder OPP	Scenario 3 Keep Status Quo
Service Levels	Local Feel of Service	Least Local Feel	Similar to Status Quo	Most Local Feel
	Resources and Capacity	Most Resources and Capacity	Similar to Status Quo	Least resources and capacity
Governance	Oversight of Service	Adequate	Adequate	Adequate
Resources	Cost - Operating	Lowest Cost	Mid-Range Cost	Highest Cost
	Cost - Capital	Lowest Cost	Mid-Range Cost	Highest Cost
	Cost Predictability	Most Predictable	Similar to Status Quo	Least Predictable
	Revenue Risk	No Revenue / No Risk	High Risk	High Risk
Transition Process	Transition Readiness	Manageable Transition Risk	Highest Transition Risk	No Delay / Controversy No Transition Risk

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# Appendices

# Sensitivity Analysis

Each option has a range of potential cost drivers which can affect the outcome. To capture the range of potential outcomes, analysis was conducted for each of the three scenarios, resulting in two cases for each: An optimistic scenario (Case A) with lower costs and a pessimistic scenario (Case B) with higher costs.



# Financial Model Assumptions – Scenario 1

1. Growth rate for the costs to OPP-policed municipalities is equal to the growth rate of the property count in each municipality (MPAC data). Historically, the growth rate in property counts has been higher than the growth rate in actual costs for each municipality.
2. The growth rate for OPP-policed Cobourg and Port Hope is also set equal to the growth rate of the property count in each municipality (MPAC data). The low growth scenario assumes flat calls for service growth and the high growth scenario assumes a 4% growth rate in calls for service.
3. Assumes per property costs (including the cost of the Base Service, Prisoner Transportation, and Accommodation/Cleaning Services) are the same as other contracts in Northumberland County.
4. Assumes the per property cost of overtime is the average of other contracts in Northumberland County.
5. Calls for service data for CPS and PHPS is taken from their annual reports. The breakdown of these calls for service (per the OPP billing model) is assumed to be the same as the province-wide average.
6. In comparable contracts the OPP has provided a start-up cost in their costing package which includes items such as uniforms and equipment, vehicles, radio systems, and improvements to detachment buildings. The startup costs for Scenario 1 were estimated based on the actual startup costs for recent contracts between the OPP and Dryden (2018), Shelburne, (2020) and Stirling-Rawdon (2017). These costs were adjusted for cumulative inflation and scaled to reflect costs per dwelling. The resulting average per property startup cost was then applied to Cobourg and Port Hope Ward 1 in Year 1 of the model.
7. A factor was applied to the first three-years of the county-wide OPP model to account for a three-year transition phase, similar to the three-year transition phase costing included in the Dryden and Shelburne contracts.
8. Severance costs were calculated assuming some positions would transition because of the change.

# Assumptions Regarding Facility Assessment by the OPP

Through the analysis, it was possible to obtain high-level information on key factors the OPP would use to assess facilities should a costing be requested. Generally, the process occurs collaboratively between the municipality and the OPP.

- Generally, when a costing request occurs, part of the process involves a facilities assessment by the OPP and different options for facilities are considered.
- Some factors that can inform the considered options include:
  - Overall size of the service needed (analyzed through FTEs)
  - Ability to incorporate FTEs within the existing facilities
  - Interior compliance with the OPP's standards and requirements
  - Possibility for expansion, if needed
  - Agencies around an existing building and potential impact
- If a building is unacceptable to the OPP, they are expected to provide the specific reasons why
- If a new build is required, the OPP works collaboratively with the municipality to determine the most suitable way for this to occur based on the situation
  - One option involves the province providing the construction design and the municipality takes on the accommodation cost
  - Another option involves the municipality's own proposal which is built by the municipality and then leased to the OPP – leases often begin at 10 years with renewals every 5 years

# Financial Model Assumptions – Scenario 2

1. Growth rate for the costs to OPP-policed municipalities is equal to the growth rate of the property count in each municipality (MPAC data). Historically, the growth rate in property counts has been higher than the growth rate in actual costs for each municipality.
2. For the high growth scenario, the increase in costs for the amalgamated police force represents the weighted average median growth rate of the CPS and PHPS over the past five years.
3. For the low growth scenario, the increase in costs for the amalgamated police force represents the weighted average minimum growth rate of the CPS and PHPS over the past five years.
4. Year 0 represents current costs (i.e., 2024 costs)
5. The model assumes that \$34.4M is required to build a new police facility in Cobourg as recommended by the "Cobourg Police Service – Needs Assessment & Accommodation Options" report. It is assumed that the additional \$5 to \$8M required to build an indoor firing range is not incurred. The model assumes the facility is paid for over a 15-year debenture with a 4.5% interest rate (representative of the current risk-free rate).
6. It is assumed that all capital expenses outside of the new facility are offset by screening revenue for both Cobourg and Port Hope. Screening revenue / the size of reserves is otherwise unaccounted for by the model.
7. Transition costs associated with HR transition costs.
  - HR Transition costs include Severance - estimated based on average 1-years' salary and 35% benefits annually.
  - Rebranding - estimated based on the cost of police uniforms per officer, decals and painting for vehicles
  - Body-worn Cameras - estimated at \$3,000 per officer based on RCMP figures.
8. It is assumed based on 2024 budget data from PHPS that some back-office support, IT Software Licenses, and Police Services Board costs could be reduced/eliminated through a merger.

# Financial Model Assumptions – Scenario 3

1. Growth rate for the costs to OPP-policed municipalities is equal to the growth rate of the property count in each municipality (MPAC data). Historically, the growth rate in property counts has been higher than the growth rate in actual costs for each municipality.
2. For the high growth scenario, the increase in costs for both Cobourg and Port Hope Ward 1 is equal to the median growth rate over the past five years. Median is used to reduce impact of outliers.
3. For the low growth scenario, the increase in costs for both Cobourg and Port Hope Ward 1 is equal to the minimum growth rate over the past five years.
4. Year 0 represents current costs (i.e., 2024 costs)
5. The model assumes that \$34.4M is required to build a new police facility in Cobourg as recommended by the "Cobourg Police Service – Needs Assessment & Accommodation Options" report. This model has not included the \$5 to \$8M that has been forecast to build an indoor firing range. If it were, it would be an additional cost. The model assumes the facility is paid for over a 15-year debenture with a 4.5% interest rate (representative of the current risk-free rate).
6. It is assumed that all capital expenses outside of the new facility are offset by screening revenue for both Cobourg and Port Hope. Screening revenue / the size of reserves is otherwise unaccounted for by the model.
7. The model does not assume the loss of revenue from screening, although that has been identified as a risk for consideration.



# Models Not Presented

- In the three models presented, we believe we have presented the most extreme or “goalpost” scenarios, ranging from the status quo to the greatest savings opportunity. It therefore delivers on the goal of the report, which was to support a “go/no-go” decision on a police costing.
- We recognize that there are other service delivery models that could have been considered.
- **Contract with a Neighbouring Service:** Under the CSPA, a municipality may contract for service from a nearby police services, such as Durham Police Service, Peterborough Police Service or Belleville Police Service. It would be premature to forecast with confidence whether such a model could be attractive. Much would depend on factors that cannot be known outside the full model that would only be developed in a formal costing.
- Based on our preliminary analysis, however, we anticipate that these options would fall within the range of savings defined by scenarios 1 and 3. Thus, while they would provide other options for service delivery, they are not strictly necessary for a “go/no-go” decision having regard to cost.
- **One integrated OPP Contract:** We also investigated the creation of one integrated OPP detachment for the whole of Northumberland County. This is not the approach typically taken by the OPP. Our understanding is that if there were one OPP contract held by the County, it would not change the overall cost of the OPP contract. It would change the allocation of how it was paid for. Instead of each municipality paying for its own, it would be paid for by the County, and the costs would then be allocated by the normal “weighted assessment” methodology set out in the Municipal Act.

# A Note on County-Wide policing

- **One integrated OPP Contract:** We investigated the creation of one integrated OPP detachment for the whole of Northumberland County. While such an option is permitted by legislation, (and exists in the District of Muskoka and Oxford County) through our discussions with the OPP, we learned that it is not the typical approach that they favour.
- Our understanding is that if there were one OPP contract held by the County, it would not change the overall cost of the OPP contract. It would change the allocation of how it was paid for.
- Instead of each municipality paying for its own, it would be paid for by the County, and the costs would then be allocated by the normal “weighted assessment” methodology set out in the Municipal Act.
- If there was interest in bringing OPP policing costs to the county level the County would require Ministerial approval, and a triple majority approval in Northumberland County.
- **A Northumberland-wide Police Service** was not evaluated due to the lack of interest from local municipalities in the interview process.

# 10-Year Cumulative Cost Estimates

The table below presents a long-term analysis of the 10-year cumulative cost estimates for the three scenarios. Each scenario reflects figures in-between the optimistic (Case A) and pessimistic (Case B) projections.

	Estimated Cumulative 10-Year Cost (Includes Capital)			Estimated Cumulative 10-Year Cost (Excludes Capital)		
	OPP	Amalgamation of CPS and PHPS	Status Quo	OPP	Amalgamation of CPS and PHPS	Status Quo
Alnwick/Haldimand	\$11.1M	\$11.1M	\$11.1M	\$11.1M	\$11.1M	\$11.1M
Brighton	\$20.9M	\$20.9M	\$20.9M	\$20.9M	\$20.9M	\$20.9M
Cramahe	\$10.4M	\$10.4M	\$10.4M	\$10.4M	\$10.4M	\$10.4M
Hamilton	\$14.3M	\$14.3M	\$14.3M	\$14.3M	\$14.3M	\$14.3M
Port Hope Ward 2	\$6.1M	\$6.1M	\$6.1M	\$6.1M	\$6.1M	\$6.1M
Trent Hills	\$26.3M	\$26.3M	\$26.3M	\$26.3M	\$26.3M	\$26.3M
<b>Subtotal of OPP</b>	<b>\$89.0M</b>	<b>\$89.0M</b>	<b>\$89.0M</b>	<b>\$89.0M</b>	<b>\$89.0M</b>	<b>\$89.0M</b>
Cobourg	\$81.6M	-	\$116.8M	\$81.6M	-	\$92.8M
Port Hope Ward 1	\$46.4M	-	\$70.7M	\$46.4M	-	\$70.7M
Amalgamated Service	-	\$164.8M*	-	-	\$140.8M*	-
<b>Subtotal of local Services</b>	<b>\$128.0M</b>	<b>\$164.8M</b>	<b>\$187.5M</b>	<b>\$128.0M</b>	<b>\$140.8M</b>	<b>\$163.4M</b>
<b>Total for all County Services</b>	<b>\$217.0M</b>	<b>\$253.8M</b>	<b>\$276.5M</b>	<b>\$217.0M</b>	<b>\$229.8M</b>	<b>\$252.4M</b>

# Special Consideration – Cost per Property

A Cost per Property analysis was also considered to demonstrate value-for-money and assess organizational efficiency. Factors that could impact the metric include population density or intensity of other indicators that correlate to high crime or social disorder.

Cost per Property	2019	2020	2021	2022	2023	2024
Municipal Police Service - Cobourg	\$657	\$729	\$754	\$760	\$793	\$820
Municipal Police Service - Port Hope	\$835	\$851	\$847	\$871	\$903	\$961
Northumberland - Alnwick/Halldimand	\$295	\$291	\$292	\$290	\$286	\$285
Northumberland - Brighton	\$334	\$334	\$335	\$329	\$320	\$319
Northumberland - Cramahe	\$328	\$348	\$329	\$317	\$315	\$315
Northumberland - Hamilton	\$289	\$283	\$282	\$278	\$268	\$268
Northumberland - Port Hope	\$334	\$335	\$336	\$341	\$334	\$342
Northumberland - Trent Hills	\$328	\$322	\$330	\$321	\$311	\$316
<b>OPP AVERAGE</b>	<b>\$362</b>	<b>\$356</b>	<b>\$358</b>	<b>\$357</b>	<b>\$346</b>	<b>\$348</b>

Generally, the Municipal Police Services are expected to have a higher cost per property due to the urban nature of their policing and specific needs that would vary from the rural OPP detachments

# Special Consideration – Police Record Checks and Grant Applications

During the analysis, it was determined that both Cobourg and Port Hope are able to offset expenses through funds obtained from police record checks and grant applications.

## Criminal Record Checks

- Our understanding is that funds obtained from criminal record checks go to a reserve fund that can later be used to offset expenses.
- Port Hope recently deployed that reserve to pay the costs associated with cyber security needs.
- As of writing, the size of Cobourg's reserve fund is unknown.
- There are risks attached to a dependence on third-party criminal records check revenue. For example, earlier this year, the RCMP terminated the ability of the Corps of Commissionaires to provide criminal records checks. The RCMP has the ability to unilaterally restrict or eliminate a police organization's ability to provide a service to third-party criminal records check providers. The future policy of the RCMP is unknown at this time.

## Government Grants

- Currently, the Cobourg Police Service and the Port Hope Police Service are eligible to apply for grants from both the Provincial and Federal governments to offset specific expenses.
- However, grant funding can be seen as unpredictable given that grants may change in priority or may not be renewed altogether.
- Grants are often subject to political considerations and their nature may change if the priorities of the Government change.
- In contrast, the OPP is generally ineligible to apply for grants and therefore, cannot apply for funds to offset their expenses. Though restricting, it does allow for greater predictability in resource costing.

**Both sources are critical to the delivery model of both the Status Quo and the Amalgamation scenarios. These offsets would not be factor in the Expanded OPP scenario as the OPP will not engage in either practice.**

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# Governance Analysis

# Differences in Oversight Models should not be a Deciding Factor

By law, civilian oversight of police activity is mandated but it is limited by both formal and practical matters.  
As a matter of law, civilian oversight may not interfere in operational matters.

- The local Police Services Board is mandated to develop its own strategic plan.
- Although local and OPP police Service Boards each operate differently, both structures can deliver the necessary oversight for Northumberland municipalities.
- Some say that local boards have greater capacity to influence service to meet local needs, than their counterparts in OPP municipalities. In practice, the limited resources of PSBs means that many rely on their Chief and Senior Leadership team to both create strategic plans and budgets.
- By its provincial nature and overall command structure, the OPP is inherently more independent from local government than a local police service, although OPP Detachment Commanders will proudly assert that it is their inclination as professionals to be deeply attentive to the needs of the communities they serve.
- Through reports of the Auditor General, there is evidence that provincial shortages of staff complement, may have resulted understaffing of local contracts. [https://www.auditor.on.ca/en/content/annualreports/arreports/en21/AR\\_OPP\\_en21.pdf](https://www.auditor.on.ca/en/content/annualreports/arreports/en21/AR_OPP_en21.pdf)
- There is also evidence, however, that measures have been taken to resolve these issues, and improve transparency and address these issues. [https://auditor.on.ca/en/content/annualreports/arreports/en23/1-14FU\\_OPP\\_en23.pdf](https://auditor.on.ca/en/content/annualreports/arreports/en23/1-14FU_OPP_en23.pdf)
- For those concerned about value for money in contract policing, oversight by the Auditor General of Ontario, backed up by the collective advocacy of Ontario municipalities that contract for OPP service, is a powerful feature of OPP service that arguable provides as much, albeit different, oversight of police service.

# Comparing OPP and Local PSB Governance

After reviewing the CSPA, it was concluded that Statutory Frameworks surrounding Municipal Boards and OPP Detachment Boards both have the capacity to deliver adequate and effective policing. Therefore, the Board composition and operations should not be a factor for the County when assessing the three scenario options.

Key Governance Criteria	OPP	Municipal Police Service
Primary Civilian Oversight	✓ OPP Detachment Boards	✓ Police Service Board
Policy Development and Strategic Direction	✓ OPP Detachment Board + Command Structure	✓ Police Service Board + Chief of Police
Police Leadership and Operational Command	✓ OPP Command Structure and Detachment Commander	✓ Chief of Police
Compliance with Community Safety and Policing Act	✓ Inspector General of Policing	✓ Inspector General of Policing
Value for Money/Contractual Adherence	✓ Auditor General ✓ Collective municipal advocacy	✓ Police Services Board ✓ Council

Although the structure of accountability is different for OPP and local police services, both structures are designed to deliver the necessary oversight to meet the needs of Northumberland municipalities.



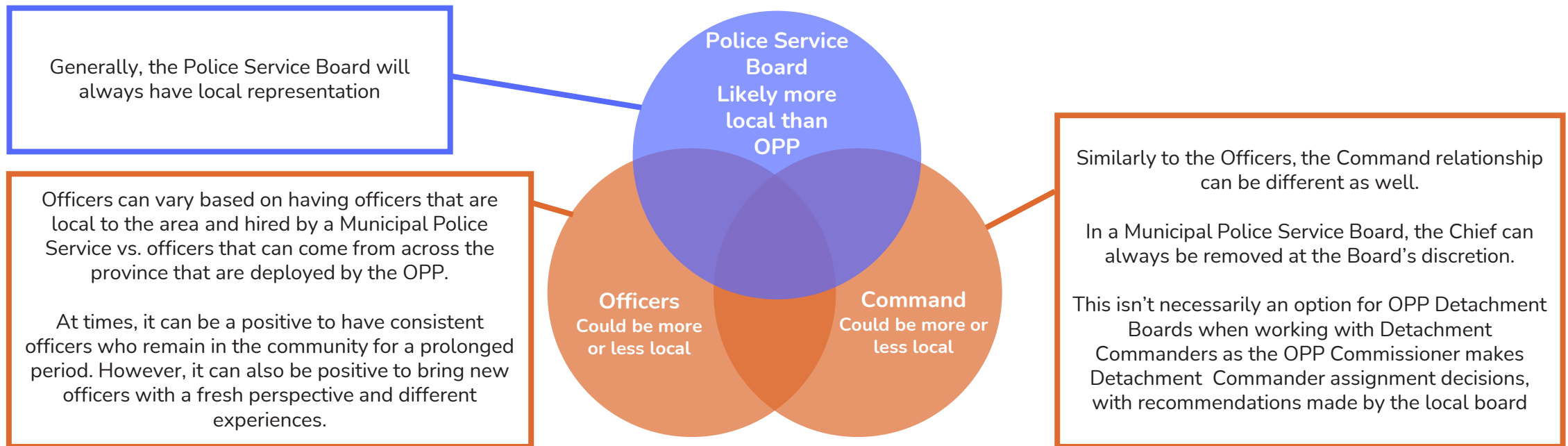
# Comparing OPP and Local PSB Governance

## Comparison of Governance Attributes: Local and OPP Detachments

Aspect of oversight	Local Service	OPP
Civilian governance body	police services board (s.31; s.37 CSPA)	OPP detachment board (s.67 CSPA)
Primary civilian guarantor of “adequate and effective policing”	Police services board (s. 37(1) CSPA))	The Minister (s. 60 CSPA)
Creating a Strategic Plan	Police services board (s.39 CSPA)	The Minister (s.61 CSPA) provincial Strategic Plan Detachment commander Local Action Plan (s.70 CSPA)
Setting objectives and priorities for delivery of services in the municipality	Police services board (s.37; s.39 CSPA)	Must not be inconsistent with OPP Strategic Plan (s.68 CSPA)
Setting policy for the management of the police force	Police services board (s. 38 CSPA)	May establish local policies in consultation with detachment commander (s .69 CSPA)
Selection of the detachment commander or chief of police	“Recruit and appoint” (s.37d CSPA)	Consult with Commissioner (s. 68 CSPA)
Chief of police/Detachment commander performance	“Evaluate” police services board (s.37f CSPA)	“Monitor” (s.68 (1)(d) CSPA)
Maintaining qualitative and quantitative performance objectives	Police services board (s.39(1)3 CSPA)	Minister (s.61(1)3 CSPA)
Give direction to the Chief of Police, other than on “specific operations”	Police services board (s.40(1-4) CSPA)	
Prepare an operating and capital budget	Police services board (s.50(2) CSPA)	OPP Detachment Board (s.71 CSPA)
Oversee the Police Services Board Budget	Municipal Council (s.50(4) CSPA)	Municipal Council may refer to arbitration (s. 71 CSPA)

# Does one model give more “local feel” in police service

A municipality generally has more control over a local Police Service Board vs. an OPP Detachment Board. However, there are pros and cons to having a service that is “too local” in nature. History demonstrates that the OPP will look to adopt local members where possible, meaning there is considerable continuity even in the event of change.



Generally, both arrangements have strong oversight. Municipal Boards are accountable to the Municipality while the OPP is accountable to Ontario's Solicitor General. Both have been proven to be effective.

# Special Consideration – Policing in Alderville First Nation

Alderville receives policing support from the Northumberland OPP detachment and is not funded by OPP Municipal Contracts. The detachment receives two additional officers in their allocation to support this responsibility.

The Federal-Provincial First Nation Policing Program provides Ontario First Nations funding for policing.

There are three levels of First Nation Policing in Ontario:

1. 9 First Nation self-administered Police Services
2. 18 First Nations receive dedicated officers under the Ontario First Nations Policing Agreement and are generally administered by the OPP
3. Remaining First Nations receive policing from OPP Detachments

Alderville FN is supported via the Northumberland OPP Detachment. Northumberland County may wish to explore advocating for Alderville to join the Ontario First Nations Policing Agreement where OPP directly appoints officers to a First Nation, but First Nations have greater control over the policing in their jurisdiction.

# Special Consideration – Contract Policing

Another option is contracting with a neighbouring or nearby municipality for contract police services. This option was reviewed but rejected for the following reasons:

## Fit of Contracting Service

To be workable, a contract provider would have to have the right fit. Key factors include:

- Size and capacity: If the contracting service is too big or too small
- Distance: If the contracting service is too far away
- Stability: If the contracting service is experiencing growth or political pressures that could impact service delivery
- Political will: this applies both to the potential partner and the host Northumberland municipalities.

Through the interview process, we were not encouraged to pursue this option.

## Significant Uncertainty in Costs

A contract to police another community is based on a quote and a time limited contract with the other police service. At the end of the contract, the cost and service arrangement can change based on the negotiation with the contracted service.

The unpredictability of a given contracting service is further pronounced when making assumptions surrounding costing and resources. Without a direct line of interest for contract policing, any estimates surrounding costing or cost savings would not be credible for comparison with the other options.

If Northumberland Municipalities decided to undertake a costing, they may wish to receive expressions of interest from potential neighbouring services. However, it is anticipated that the resulting bids would fall between (or near to) the cost projections of the three options considered in this report.

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# Service Levels Analysis and Key Findings

# Service Levels – Summary of Findings

To assess Service Levels, two main data sources were considered that included 1) community safety and crime reporting metrics and 2) community satisfaction and local community connection data.

## 1) Community Safety and Crime Reporting Metrics

- Key metrics analyzed included:
  - Weighted Criminal Clearance Rates
  - Violent Weight Criminal Clearance Rates
  - Crime Severity Indices
- Based on the analysis, all three existing police services performed near the Ontario average and met the definition for providing effective and adequate policing.
- However, due to structure and resources, the OPP have a greater ability to scale and adjust to changes in community policing needs.

## 2) Community Satisfaction and Local Connection Data

- Key sources analyzed included:
  - Most recent annual reports for CPS and PHPS
  - Most recent publications from the OPP at a local level and at the provincial level
- Analysis was limited to the data available in publicly reported data from all three police services
- Based on the OPP Provincial Community Satisfaction Survey, 97.5% of respondents said they felt “very safe” or “safe” in their community.
- Both the CPS and PHPS had stronger data points related to community participation and local involvement. This suggests a stronger “local feel” relative to the OPP detachments.

Overall, the OPP has the advantage in terms of scalable capacity to address changes in community policing needs but by definition, as a provincial service, would tend to have less “local feel” than a local service.

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## Weighted Criminal Clearance Rates

Weighted Criminal Clearance Rates provide a quantitative measure indicative of the effectiveness of investigative services.

# Weighted Criminal Clearance Rate – Summary

## Weighted Criminal Clearance Rate as an Indicator

- Police service clearance rates can serve as a measure of the effectiveness of investigations in that they represent a percentage of crimes solved vs. crimes committed.
- Added weighting criteria are reflective of the severity and complexity of crimes solved as more severe or violent crimes received a higher weighted value.
- Weighted ratings may exceed 100 in some cases where the percentage of crimes solved and severity or complexity are both high.

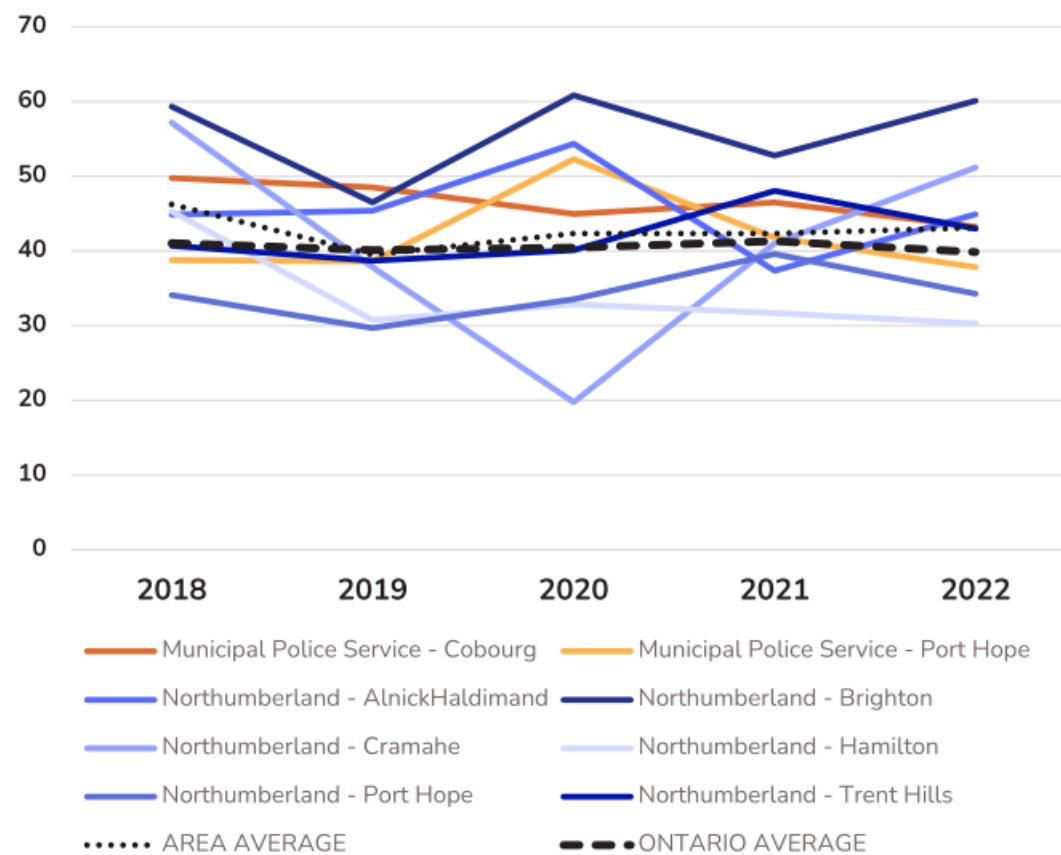
## What it means for Northumberland County

- The County has a weighted criminal clearance rate that aligns with the provincial average or, in some cases, performed better than the average.
- The rate has stayed at a consistent and stable trend for the past 5 years.
- There is some variation of clearance rates between each of the local communities. A number of factors can impact weighted clearance rates.



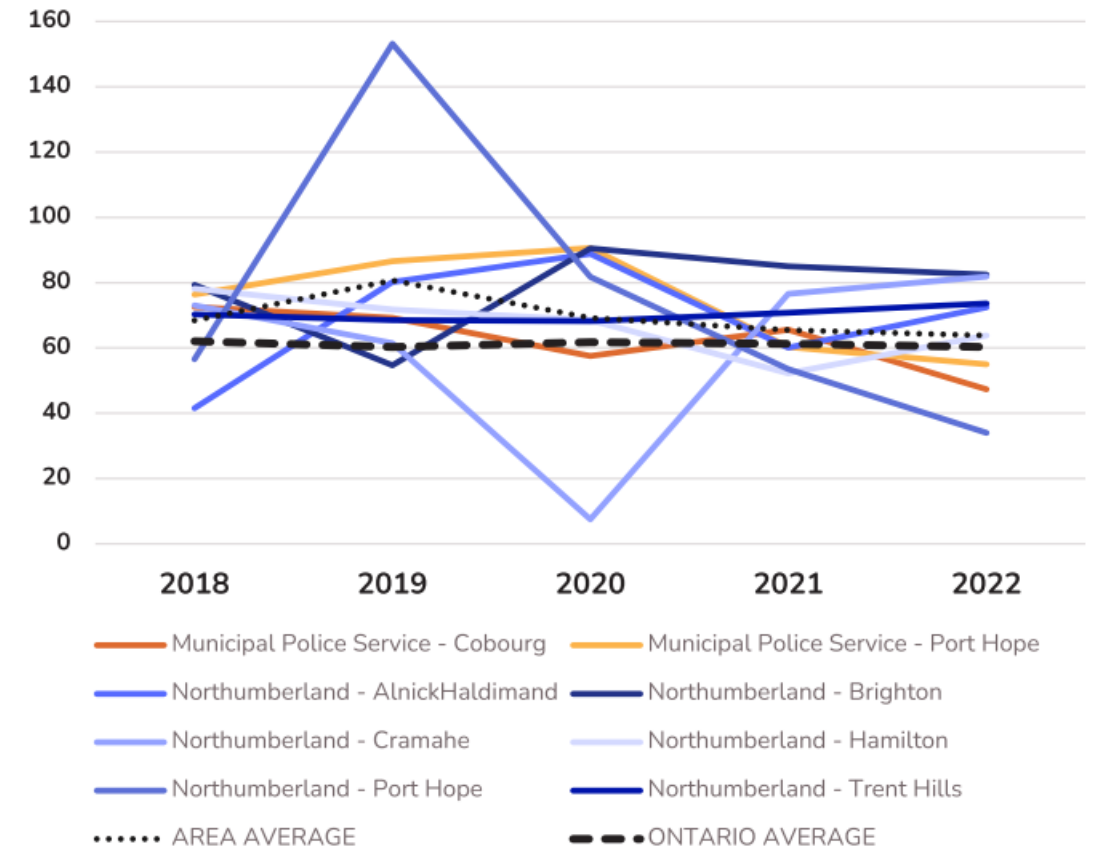
# Weighted Criminal Clearance Rate

Weighted Clearance Rate	2018	2019	2020	2021	2022
Municipal Police Service - Cobourg	49.77	48.51	44.97	46.48	43.26
Municipal Police Service - Port Hope	38.77	38.62	52.3	41.78	37.85
Northumberland - Alnick/Haldimand	44.87	45.4	54.35	37.35	44.93
Northumberland - Brighton	59.34	46.51	60.82	52.78	60.1
Northumberland - Cramahe	57.18	37.84	19.75	40.99	51.19
Northumberland - Hamilton	45.3	30.76	32.87	31.68	30.29
Northumberland - Port Hope	34.09	29.66	33.54	39.58	34.26
Northumberland - Trent Hills	40.72	38.68	40.1	48.06	42.97
<b>AREA AVERAGE</b>	<b>46.26</b>	<b>39.50</b>	<b>42.34</b>	<b>42.34</b>	<b>43.11</b>
<b>ONTARIO AVERAGE</b>	<b>41.03</b>	<b>40.12</b>	<b>40.47</b>	<b>41.31</b>	<b>39.85</b>



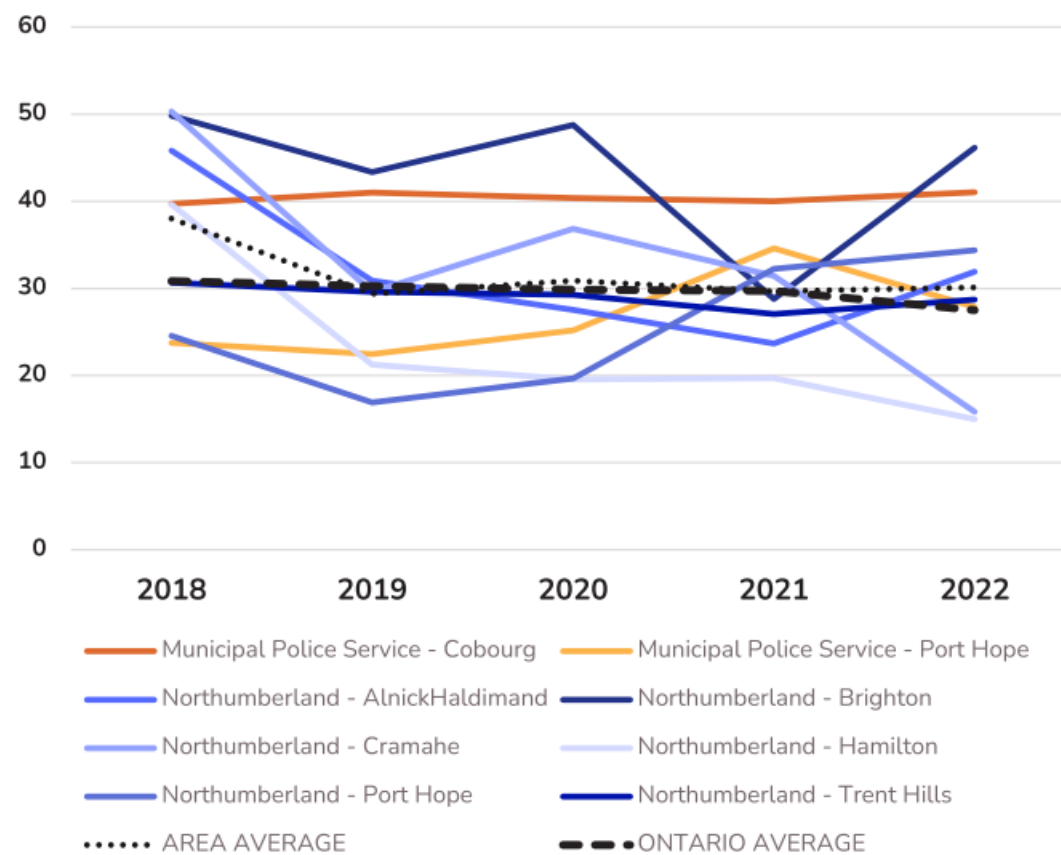
# Violent Weighted Criminal Clearance Rate

Violent Weighted Clearance Rate	2018	2019	2020	2021	2022
Municipal Police Service - Cobourg	72.58	69.21	57.51	65.55	47.38
Municipal Police Service - Port Hope	76.35	86.62	90.58	60.27	54.97
Northumberland - Alnick/Haldimand	41.57	80.16	88.84	60.06	72.47
Northumberland - Brighton	79.32	54.66	90.54	84.99	82.46
Northumberland - Cramahe	72.99	61.48	7.51	76.53	81.89
Northumberland - Hamilton	78.14	71.72	68.49	52.29	63.82
Northumberland - Port Hope	56.57	153.16	81.76	53.55	33.97
Northumberland - Trent Hills	70.27	68.48	68.23	70.76	73.61
<b>AREA AVERAGE</b>	<b>68.47</b>	<b>80.69</b>	<b>69.18</b>	<b>65.50</b>	<b>63.82</b>
<b>ONTARIO AVERAGE</b>	<b>62.01</b>	<b>60.32</b>	<b>61.77</b>	<b>61.27</b>	<b>60.25</b>



# Non-Violent Weighted Criminal Clearance Rate

Non-Violent Weighted Clearance Rate	2018	2019	2020	2021	2022
Municipal Police Service - Cobourg	39.7	41	40.39	40.01	41.04
Municipal Police Service - Port Hope	23.75	22.45	25.19	34.58	27.85
Northumberland - Alnick/Haldimand	45.83	30.87	27.53	23.66	31.93
Northumberland - Brighton	49.83	43.36	48.77	28.78	46.14
Northumberland - Cramahe	50.29	29.6	36.83	31.44	15.83
Northumberland - Hamilton	39.63	21.23	19.56	19.71	14.99
Northumberland - Port Hope	24.54	16.91	19.68	32.23	34.39
Northumberland - Trent Hills	30.65	29.58	29.26	27.05	28.72
<b>AREA AVERAGE</b>	<b>38.03</b>	<b>29.38</b>	<b>30.90</b>	<b>29.68</b>	<b>30.11</b>
<b>ONTARIO AVERAGE</b>	<b>30.84</b>	<b>30.27</b>	<b>29.87</b>	<b>29.69</b>	<b>27.49</b>



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## Crime Severity Indices

Indicators of the overall safety of a community.

While they aren't necessarily a measure of police performance alone, they offer a symptomatic indicator of the health of the community and can reflect on the effectiveness of the police and social services.

# Crime Severity Index Summary

## Crime Severity Index as an indicator

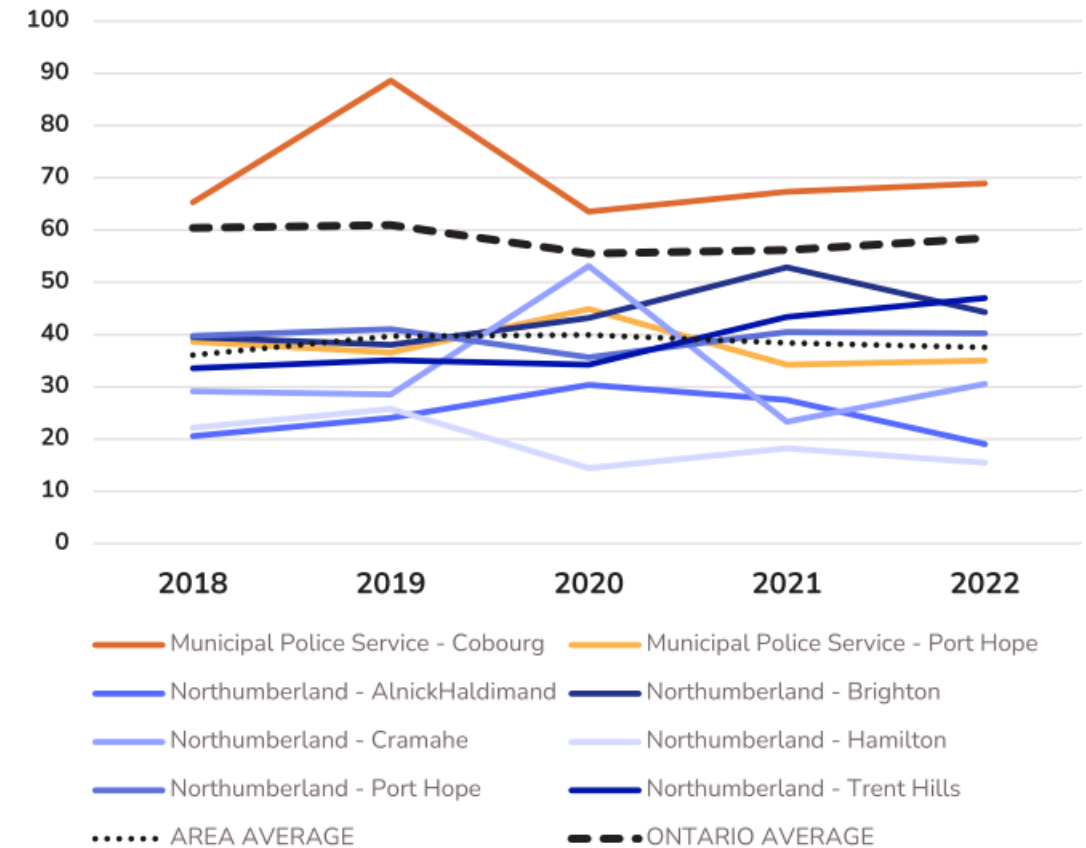
- Crime severity indices reflect both the amount of crime committed and the severity of that crime.
- More serious or violent crimes are weighted more heavily.
- The crime severity index is arrived at by multiplying the number of incidents of a particular criminal violation by the weight for that violation, summing them up and then dividing for the population.
- Crime severity indices for violent crime and non-violent crime are often used as a measure of community safety and in some cases, an indicator of the effectiveness of a police service.

## What it means for Northumberland County

- Of the various communities in the County, Cobourg has the highest Crime Severity Index rates and consistently scores higher than the provincial average.
- However, when compared to similar-sized municipalities in Ontario, Cobourg's performance is significantly better. This reflects the different nature of crime in a hub city, relative to the rest of the County's surrounding areas.
- The surrounding communities enjoy very low crime severity indices which are well-below provincial average.
- The County has an overall lower crime severity index relative to the rest of the province. This speaks to a high level of community safety that has generally been stable for the past 5 years.

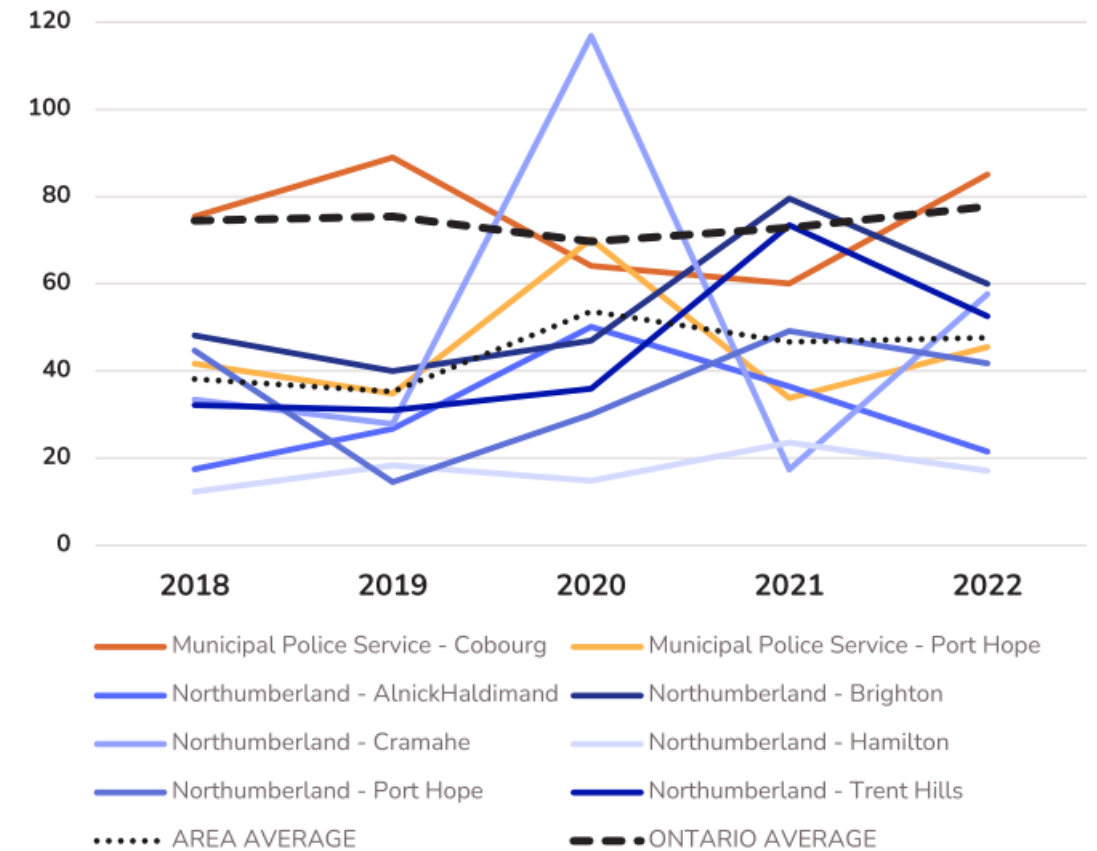
# Crime Severity Index

Crime Severity Index	2018	2019	2020	2021	2022
Municipal Police Service - Cobourg	65.29	88.6	63.53	67.36	68.91
Municipal Police Service - Port Hope	38.66	36.6	44.89	34.24	35.02
Northumberland - Alnick/Haldimand	20.59	24.06	30.36	27.53	19.02
Northumberland - Brighton	39.54	38.04	43.18	52.9	44.31
Northumberland - Cramahe	29.16	28.52	53.15	23.31	30.55
Northumberland - Hamilton	22.15	25.79	14.44	18.26	15.47
Northumberland - Port Hope	39.75	41.07	35.68	40.48	40.25
Northumberland - Trent Hills	33.55	35.12	34.25	43.38	47.01
<b>AREA AVERAGE</b>	<b>36.09</b>	<b>39.73</b>	<b>39.94</b>	<b>38.43</b>	<b>37.57</b>
<b>ONTARIO AVERAGE</b>	<b>60.40</b>	<b>60.99</b>	<b>55.54</b>	<b>56.17</b>	<b>58.47</b>



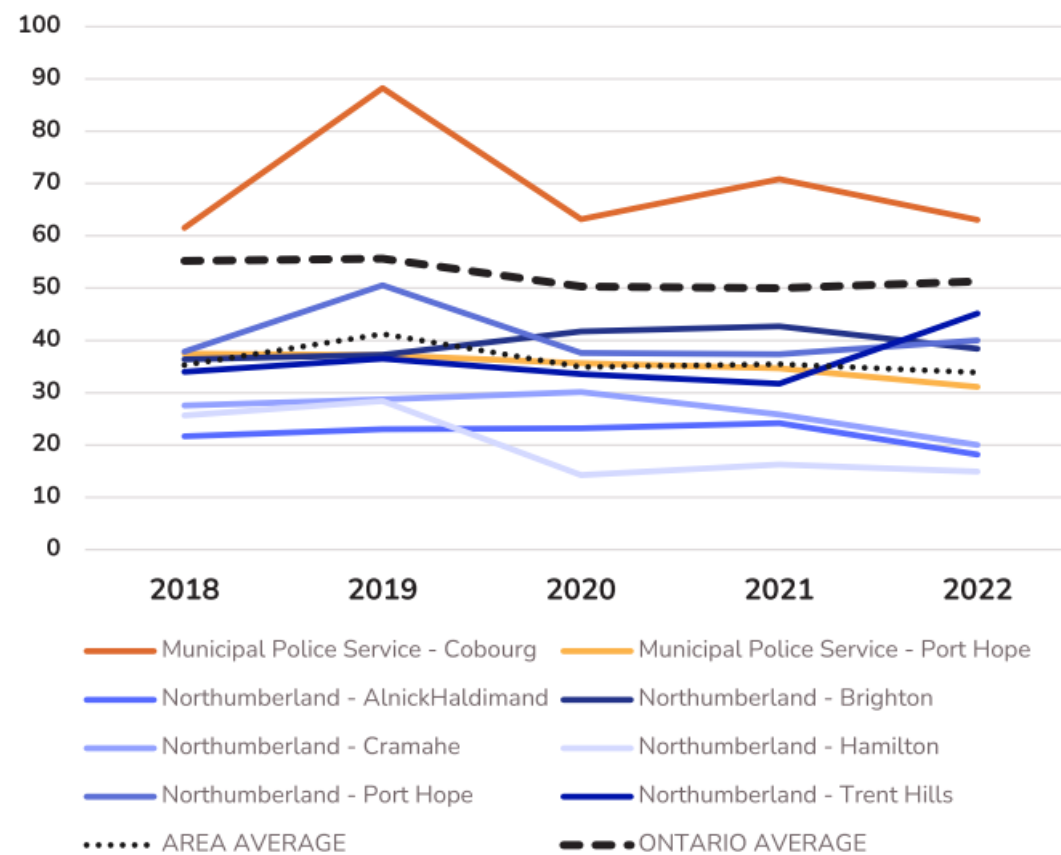
# Violent Crime Severity Index

Violent Crime Severity Index	2018	2019	2020	2021	2022
Municipal Police Service - Cobourg	75.42	88.96	64.08	60.06	85.09
Municipal Police Service - Port Hope	41.66	34.82	70.22	33.81	45.51
Northumberland - Alnick/Haldimand	17.45	26.76	50.13	36.49	21.5
Northumberland - Brighton	48.13	40.02	46.99	79.58	60.01
Northumberland - Cramahe	33.42	27.84	116.82	17.39	57.61
Northumberland - Hamilton	12.31	18.37	14.82	23.62	17.08
Northumberland - Port Hope	44.73	14.51	30.06	49.15	41.78
Northumberland - Trent Hills	32.18	31	35.96	73.46	52.56
<b>AREA AVERAGE</b>	<b>38.16</b>	<b>35.29</b>	<b>53.64</b>	<b>46.70</b>	<b>47.64</b>
<b>ONTARIO AVERAGE</b>	<b>74.51</b>	<b>75.41</b>	<b>69.67</b>	<b>72.85</b>	<b>77.71</b>



# Non-Violent Crime Severity Index

Non-Violent Crime Severity Index	2018	2019	2020	2021	2022
Municipal Police Service - Cobourg	61.49	88.26	63.19	70.85	63.03
Municipal Police Service - Port Hope	37.49	37.16	35.67	34.7	31.12
Northumberland - Alnick/Haldimand	21.67	23.03	23.18	24.18	18.19
Northumberland - Brighton	36.36	37.23	41.71	42.68	38.41
Northumberland - Cramahe	27.56	28.7	30.13	25.87	20
Northumberland - Hamilton	25.63	28.4	14.26	16.26	14.96
Northumberland - Port Hope	37.87	50.53	37.61	37.35	39.98
Northumberland - Trent Hills	33.97	36.51	33.55	31.73	45.18
<b>AREA AVERAGE</b>	<b>35.26</b>	<b>41.23</b>	<b>34.91</b>	<b>35.45</b>	<b>33.86</b>
<b>ONTARIO AVERAGE</b>	<b>55.18</b>	<b>55.66</b>	<b>50.33</b>	<b>49.97</b>	<b>51.28</b>

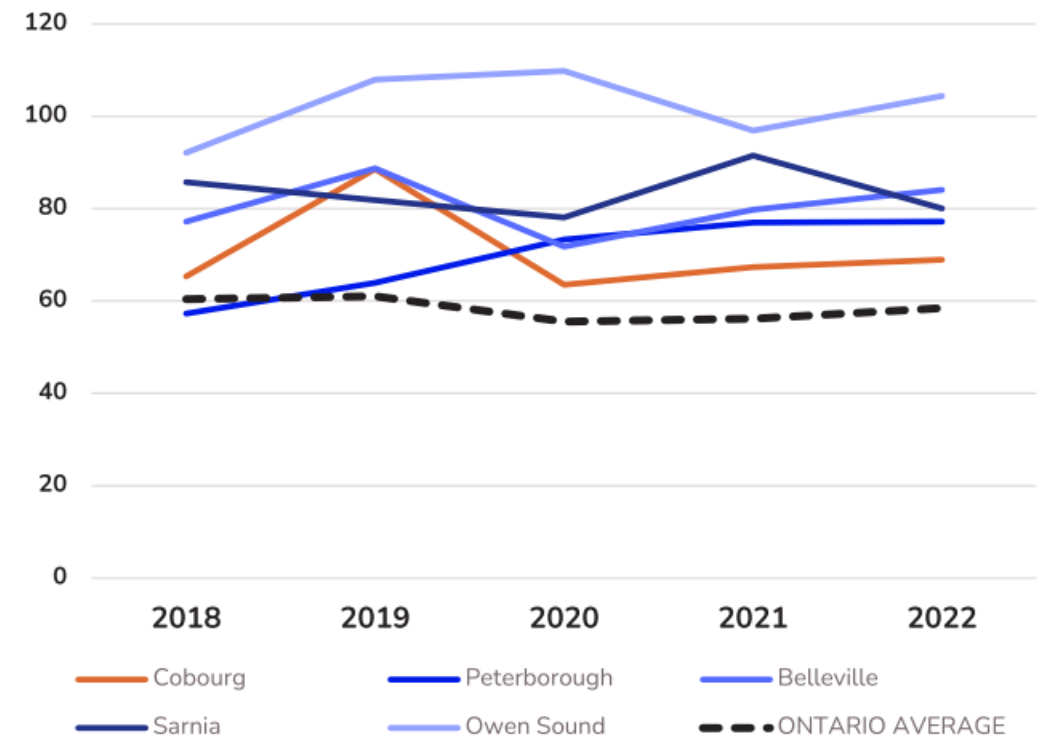




# Hub Community Comparison

To provide greater context to the Crime Severity Index numbers for Cobourg, it is necessary to compare Cobourg to comparably sized hub communities. Based on this comparison, Cobourg's Crime Severity Index performs well.

Crime Severity Index	2018	2019	2020	2021	2022
Cobourg	65.29	88.6	63.53	67.36	68.91
Peterborough	57.24	63.94	73.32	76.97	77.18
Belleville	77.16	88.73	71.77	79.79	84.08
Sarnia	85.72	81.81	78.1	91.49	80.03
Owen Sound	92.13	107.91	109.81	96.89	104.41
ONTARIO AVERAGE	60.4	60.99	55.54	56.17	58.47



# Engagement Process Summary

StrategyCorp conducted a series of interviews with multiple stakeholders involved at the municipal and policing levels. It is critical to note that no member of the Cobourg Police Service agreed to engage in the preparation of this report.

## Stakeholders Interviewed Included:

- 7 local Mayors
  - Some Mayors invited local PSB Members
- Alderville First Nation
- Northumberland CAO
- 2 Chiefs of Police
- 1 Detachment Commander
- 1 OPP Municipal Policing Executive
- 2 OPP Personnel related to Facilities Management
- 2 Police Association Representatives

## Key Themes that were emphasized throughout the engagement included:

- Recognition of the general broad satisfaction with policing services across the County
- Acknowledgement that mental health and addictions concerns are adding pressure, especially in urban areas
- Acknowledgement that policing costs are a concern and that many cost drivers are built into the service and non-negotiable
- Strong and increasing partnerships between police services – OPP, Cobourg, Port Hope, (also Durham and Peterborough)
- Pride and comfort in municipal police services
- Respect and transparency with OPP relationship



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# Recorded Vote

## Northumberland County

### County Council

### Recorded Vote

Resolution: 13 a (2) #2024-09-18-672

Date: 9/18/2024

Municipality	Councillor	Votes	YES	NO	Absent	Abstain
Town of Cobourg	Cleveland, L.	6	6			
Municipality of Trent Hills	Crate, R.	4	4			
Municipality of Port Hope	Hankivsky, O.	5	5			
Township of Hamilton	Jibb, J.	3	3			
Township of Alnwick/Haldimand	Logel, J.	2	2			
Township of Cramahe	Martin, M.	2	2			
Municipality of Brighton	Ostrander, B.	4	4			
<b>Totals</b>		<b>26</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>0</b>

Carried

Absent

0

Representing

26

Votes

Requested by Councillor Cleveland

Votes Needed

Carried= 14

Defeated= 13

Carried

Warden's Signature

Defeated

Warden's Signature



**The Corporation of the County of Northumberland  
Special County Council Meeting  
Minutes**

**September 24, 2024, 10:30 a.m.  
Council Chambers  
555 Courthouse Road, Cobourg, ON K9A 5J6**

Members Present:     Warden Brian Ostrander  
                              Deputy Warden Olena Hankivsky  
                              Councillor Mandy Martin  
                              Council Alternate Larry Williamson

Members Regrets:    Councillor Lucas Cleveland  
                              Councillor Robert Crate  
                              Councillor Scott Jibb  
                              Councillor John Logel

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**1. Notices**

**1.a Accessible Format**

If you require this information in an alternate format, please contact the Accessibility Coordinator at [accessibility@northumberlandcounty.ca](mailto:accessibility@northumberlandcounty.ca) or 1-800-354-7050 ext 2327.

**1.b Meeting Format**

The hybrid meeting model was not available for this Special County Council meeting. The public were invited to attend in-person in Council Chambers.

**2. Call to Order**

Warden Brian Ostrander called the meeting to order at 10:31 a.m.

**2.a Territorial Land Acknowledgement**

**3. Approval of the Agenda**

**3.a Agenda dated September 24, 2024**

**Council Resolution 2024-09-24-643**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor Mandy Martin

"That the Special County Council agenda for Tuesday, September 24, 2024 be approved."

**Carried**

**4. Declaration of Interest**

- No disclosures

**5. Presentations**

N/A

**6. Adoption of Minutes**

N/A

**7. Business arising from the Minutes**

N/A

**8. Communications**

N/A

**9. Determination of Items Requiring Separate Discussion**

N/A

**10. Adoption of Items Not Requiring Separate Discussion**

N/A

**11. Consideration of Items Requiring Separate Discussion**

N/A

**12. Enactment By-laws**

N/A

**13. New Business**

N/A

**14. Proclamations**

N/A

**15. Media Questions**

**16. Closed Session**

**Council Resolution 2024-09-24-644**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Councillor Mandy Martin

"**That** this Council proceed with the next portion of the meeting being closed to the public at 10:34 a.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239 (3.1) in order to address matters pertaining to the education and training of Council Members ('Indigenous Knowledge Sharing Session by Chief Taynar Simpson, Alderville First Nation'), and that Chief Taynar Simpson, Jennifer Moore, Scott, Berry, Cheryl Sanders, and other invited Northumberland County staff remain present."

*Note: County staff attendee list is attached to meeting minutes*

**Carried**

**17. Motion to Rise and Results from Closed Session**

**17.a Council Education and Training - 'Indigenous Knowledge Sharing Session by Chief Taynar Simpson, Alderville First Nation'**

**Council Resolution 2024-09-24-645**

**Moved by** Council Alternate Larry Williamson

**Seconded by** Councillor Mandy Martin

"**That** this Council rise from Closed Session at 11:22 a.m."

**Carried**

### **Reporting Out:**

During this closed portion of the meeting, an education and training session was held, where members of Council and invited staff participated in Indigenous knowledge learning, provided by Chief Taynar Simpson of Alderville First Nation.

## **18. Confirming By-law**

### **18.a A By-law to confirm the proceedings of a meeting of County Council held on September 24, 2024**

#### **Council Resolution 2024-09-24-646**

**Moved by** Deputy Warden Olena Hankivsky

**Seconded by** Council Alternate Larry Williamson

"**That** By-law 35-2024 being a By-law to confirm the proceedings of a Special meeting of County Council held on September 24, 2024 be introduced, be deemed to be read a first, second and third time, be passed, signed and sealed."

**Carried**

## **19. Adjournment**

#### **Council Resolution 2024-09-24-647**

**Moved by** Councillor Mandy Martin

**Seconded by** Deputy Warden Olena Hankivsky

"**That** Council adjourn at 11:23 a.m."

**Carried**

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Brian Ostrander, Warden

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Cheryl Sanders, Deputy Clerk



September 24, 2024 Closed Session County Council Meeting  
Attendee Sheet  
'Indigenous Knowledge Sharing Session'

Name	Name
Adam McCue	Shayna Tinson
Alicia Dave	Shola Yusuf-Aliju
Amanda Punit	Steve Roy
Andrea Nicholson	Susan Brown
Ashley Workman	Thomas Flynn
Blythe Elliott	Tim Kroekenstoel
Bobbie Arbuckle	Tom Walton
Brooke Tackaberry	
Chanthuru Pushpathas	
Christopher Humpries	
Crystal Julia	
Denise Marshall	
Digvijay Modha	
Jennifer Heslinga	
Kate Campbell	
Katie Bruinsma	
Katie Kennedy	
Keagan Phillion	
Keith Barret	
Kelsey Saunders	
Kendra Kerr	
Lauren Dolan	
Leyla Attis	
Lisa Ainsworth	
Lisa Smith	
Lorrie Slade	
Madison Stange	
Martina Labelle	
Matt Mair	
Melody Elsmore	
Michael Watt	
Nicole McArthur	
Peter Deshane	
Rene Bergeron	

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Community Health – October 1, 2024</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
5.a	Delegation, Dr. Natalie Bocking, Medical Officer of Health and CEO, Haliburton, Kawartha, Pine Ridge (HKPR) District Health Unit 'Public Health in Northumberland County' – Presentation	Open	- Receive for information
6.a	County Wide Physician Recruitment Plan - Verbal Update	Open	<b>Verbal update only – no Committee recommendation to Council</b>
7.a	Correspondence, Town of Bradford West Gwillimbury and Township of Terrace Bay 'Joint Health Resolution Campaign - Physician Shortage'	Open	- Direct staff to send a letter to the Ministry of Health and all Ontario municipalities regarding the urgent need to provide more opportunities for the significant number of internationally trained doctors in Ontario to join the healthcare force.
7.b	Correspondence, Township of Terrace Bay 'Ontario Long Service Medals'	Open	- Receive for Information  - County Council previously considered and supported correspondence regarding this subject matter at the September 18, 2024 County Council meeting
7.c	Correspondence, Northumberland Hills Hospital Foundation & Campbellford Memorial Hospital Foundation	Open	- Receive for information
8.a	Port Hope Medical Walk-In Clinic Update - Presentation	Open	- Receive for information
8.b	Report 2024-123, Northumberland Paramedics 'Response Time Performance Plan'	Open	- Approve the Response Time Performance Plan for 2025

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Community Health – October 1, 2024 (Continued)</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
9.a	Haliburton, Kawartha, Pine Ridge (HKPR) District Health Unit - Board of Directors' Minutes	Open	- Receive for information
<b>Any Closed Session Committee Items / Recommendations held by Members for separate discussion, or recommended by Committee for separate discussion will be considered in Closed Session.</b>			
<b>Closed</b>	N/A	<b>Closed</b>	N/A

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Corporate Support – October 1, 2024</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
7.a	Correspondence, Township of Stirling-Rawdon 'Public Sector Salary Disclosure'	Open	- Support the correspondence and direct staff to send a copy of this resolution to the Honourable Doug Ford (Premier of Ontario), the Honourable Paul Calandra (Minister of Municipal Affairs and Housing), the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland- Peterborough South), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities
7.b	Correspondence, Township of Tay Valley 'Jurisdiction of Ontario's Ombudsman'	Open	- Receive for information
8.a	Corporate Services 'Human Resources-Payroll 2024 Activity Update' - Presentation	Open	- Receive for information
9.a	Proclamation 'Transgender Awareness Week' - November 13 to 19, 2024	Open	- Proclaim November 13 to 19, 2024 as 'Transgender Awareness Week' in Northumberland County, at the October 16, 2024 County Council meeting
9.b	Northumberland Accessibility Advisory Committee - Meeting Minutes	Open	- Receive for information
<b>Any Closed Session Committee Items / Recommendations held by Members for separate discussion, or recommended by Committee for separate discussion will be considered in Closed Session.</b>			
<b>Closed</b>	Item considered in Closed Session, as permitted under the Municipal Act Sections 239.(2.a.) in order to address matters pertaining to the security of the property of the municipality (Information Technology).	<b>Closed</b>	<ul style="list-style-type: none"> <li>- Adopt the confidential resolution moved in Closed Session regarding matters pertaining to the security of the property of the municipality (Information Technology).</li> <li>- <b>Identify this item for separate discussion at the August 14, 2024 County Council meeting (Closed Session)</b></li> </ul>

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Economic Development, Tourism, and Planning – October 2, 2024</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
5.b	Report 2024-130 'Inspection Services Fees Update'	Open	- Receive for information
9.a	Correspondence, Township of Terrace Bay 'Support for Ontario Immigrant Nominee Program (OINP)'	Open	- Receive for information
9.b	Correspondence, Ministry of Municipal Affairs and Housing 'Request to Repeal Official Plan Amendments Adopting By-law'	Open	<ul style="list-style-type: none"> <li>- Direct staff to prepare a response letter to Minister Calandra to suggest an alternative approach wherein Northumberland County will draft modifications for Adopted Official Plan Amendment No. 1 to ensure alignment with the new Provincial Planning Statement, 2024, for the Minister's consideration</li> <li>- Direct staff to prepare a report outlining the modifications required for Adopted Official Plan Amendment No. 1 for Council's consideration</li> <li>- Direct staff to hold a public meeting to present the draft modifications and provide the public and interested parties the opportunity to provide input</li> <li>- Direct staff to respectfully request the Minister's approval for Adopted Official Plan Amendment No. 1, as proposed to be modified in a manner that considers both the Provincial Planning Statement, 2024, and any comments received from the public and interested parties</li> </ul>
9.c	Correspondence, Horizons of Friendship 'Donation Thank you Letter'	Open	- Receive for information

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Economic Development, Tourism, and Planning – October 2, 2024</b> <i>(Continued)</i>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
9.d	Correspondence, Ministry of Agriculture Food and Agribusiness 'Agricultural Workforce Equity and Diversity Initiative (AWEDI)'	Open	- Receive for information
9.e	Canadian Association of Nuclear Host Communities (CANHC) 'CAO and Elected Officials Aggregate Report'	Open	- Receive for information
10.a.(1)	Delegation, Peter Van Loan, Aird & Berlis LLP 'Northumberland Next: County Official Plan Amendment (OPA2) - What We Heard'	Open	<b>Verbal delegation – no Committee recommendation to Council</b>
10.a.(2)	Report 2024-131 'Northumberland Next: County Official Plan Amendment (OPA2) - What We Heard'	Open	- Receive for information and direct staff to send a copy of the report to each member municipality for information.
10.b	Report 2024-132 'Brighton Official Plan Amendment No. 16 - Westgate Development'	Open	<ul style="list-style-type: none"> <li>- Approve Brighton Official Plan Amendment No. 16</li> <li>- Direct staff to provide a decision notice to the Municipality of Brighton and all prescribed persons in accordance with the Planning Act</li> </ul>
10.c	Report 2024-133 'Brighton Official Plan Amendment 17 - Bonn Road'	Open	<ul style="list-style-type: none"> <li>- Approve Brighton Official Plan Amendment No. 17</li> <li>- Direct staff to provide a decision notice to the Municipality of Brighton and all prescribed persons in accordance with the Planning Act</li> </ul>

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Economic Development, Tourism, and Planning – October 2, 2024</b> <i>(Continued)</i>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
<b>Any Closed Session Committee Items / Recommendations held by Members for separate discussion, or recommended by Committee for separate discussion will be considered in Closed Session.</b>			
<b>Closed</b>	Item considered in Closed Session, as permitted under the Municipal Act Sections 239.(2.k) in order to address matters pertaining to confidential negotiations regarding broadband	<b>Closed</b>	<ul style="list-style-type: none"> <li>- Adopt the confidential resolution moved in Closed Session regarding matters pertaining to confidential negotiations regarding broadband</li> <li>- <b>Identify this item for separate discussion at the October 16, 2024 County Council meeting (Closed Session)</b></li> </ul>

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Finance &amp; Audit – October 1, 2024</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
7.a	Correspondence, City of Quinte West 'Canada Community-Building Fund'	Open	<ul style="list-style-type: none"> <li>- Support the correspondence and direct staff to send a copy of this resolution to the Honourable Chrystia Freeland (Deputy Prime Minister and Federal Minister of Finance), MP Philip Lawrence (Northumberland-Peterborough South), the Municipal Finance Officers' Association (MFOA), the Association of Municipalities of Ontario (AMO), Northumberland County's 7 Member Municipalities</li> </ul>
7.b	Correspondence, City of Stratford 'Significant Financial and Budgetary Pressures Relating to Infrastructure Development'	Open	<ul style="list-style-type: none"> <li>- Receive for information</li> <li>- County Council previously considered and supported correspondence regarding this subject matter at the June 19, 2024 Council meeting</li> </ul>
7.c	Correspondence, Municipality of Wawa 'Asset Retirement Obligations'	Open	<ul style="list-style-type: none"> <li>- Receive for information</li> </ul>
7.d	Correspondence, Township of Emo 'Operational Budget Funding'	Open	<ul style="list-style-type: none"> <li>- Receive for information</li> <li>- County Council previously considered correspondence regarding this subject matter and subsequently received the correspondence for information</li> </ul>
7.e	Correspondence, Township of Emo 'Request for New Provincial-Municipal Fiscal Framework'	Open	<ul style="list-style-type: none"> <li>- Receive for information</li> <li>- County Council previously considered and supported correspondence regarding this subject matter at the June 19, 2024 Council meeting</li> </ul>
7.f	Correspondence, Township of Red Rock 'Catch and Release Justice'	Open	<ul style="list-style-type: none"> <li>- Receive for information</li> <li>- County Council previously considered and supported correspondence regarding this subject matter at the June 19, 2024 Council meeting</li> </ul>



**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Finance &amp; Audit – October 1, 2024 (Continued)</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
8.a	Report 2024-124 'Write-Off of Accounts Receivable'	Open	- Authorize the Director of Finance / Treasurer to write off aged and uncollectible accounts receivables in the amount of \$6,139.83
8.b	Report 2023-125 'August 2024 Year-To-Date Financial Results'	Open	- Receive for information
<b>Any Closed Session Committee Items / Recommendations held by Members for separate discussion, or recommended by Committee for separate discussion will be considered in Closed Session.</b>			
<b>Closed</b>	N/A	<b>Closed</b>	N/A

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Public Works – September 30, 2024</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
8.a	Correspondence, Egis and LEA Consulting Ltd. 'Notice of Completion - Detail Design and Environmental Assessment for Replacement of the Choate Road Bridge and Ganaraska River Bridge on Highway 401, Port Hope (GWP 4068-14-00)	Open	- Receive for information
8.b	Correspondence, Municipality of Whitewater Region 'Ineligible Sources Recycling'	Open	- Receive for information  - County Council previously considered and supported correspondence regarding this subject matter at the April 17, 2024 County Council meeting
9.a	Report 2024-122, 'Transfer of Thompson Bridge from Northumberland County to the Municipality of Trent Hills'	Open	- Approve the transfer of Thompson Bridge from the County of Northumberland to the Municipality of Trent Hills  - Enact a by-law at the October 16, 2024 Council meeting to transfer the Thompson Bridge from the County of Northumberland to the Municipality of Trent Hills
9.b	Northumberland Radio Tower Project Update - Presentation	Open	- Receive for information
9.c	Joint Operations Base Feasibility Needs Study - Presentation	Open	- Receive for information
10.a	Cobourg Yard Fuel System - Verbal	Open	- Direct staff to bring forward a report to a future Committee / Council meeting
<b>Any Closed Session Committee Items / Recommendations held by Members for separate discussion, or recommended by Committee for separate discussion will be considered in Closed Session.</b>			
<b>Closed</b>	N/A	<b>Closed</b>	N/A

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Social Services – October 2, 2024</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
5.a	Delegation, James Bisson 'Homelessness and Encampment Response Report'	Open	- Receive for information
7.a	Correspondence, Township of Whitewater Region 'Mental Health Addictions'	Open	- Receive for information
7.b	Correspondence, Segal Construction 'Authorization of Municipal Housing Development'	Open	- Receive for information
7.c	Correspondence, City of Cambridge 'Mental Health and Addictions Crisis'	Open	- Receive for information
8.a(1)	Delegation, Vivian Vandenhazel regarding 'Encampment Response and Progress on 310 Division Street, Cobourg Update – Presentation'	Open	<b>Verbal delegation – no Committee recommendation to Council</b>
8.a (2)	Encampment Response and Progress on 310 Division Street, Cobourg Update - Presentation	Open	- Direct staff to bring forward a feasibility report to a future Committee / Council meeting regarding next steps for sheltering services once 310 Division Street, Cobourg is fully operational, including options and financial resources available for expanding shelter services and other social services across Northumberland County's Member Municipalities, and also include an accounting of the costs incurred by the Town of Cobourg
8.b	Report 2024-127, 'Northumberland County Housing Corporation (NCHC) Purchase Services Agreement'	Open	- Direct staff to execute the agreement between the Northumberland County Housing Corporation (NCHC) and the County of Northumberland in accordance with the terms outlined in the agreement

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Social Services – October 2, 2024 (Continued)</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
8.c	Report 2024-128 'Northumberland County as Sole Member of Halcyon Place'	Open	<ul style="list-style-type: none"> <li>- Adopt option number two, being the 'NCHC Model', as outlined in this report</li> <li>- Approve calling a meeting of the member for the purpose of confirming the directors, approving the audited financial statements, and approving the revised by-laws of Halcyon Place</li> <li>- Approve the Director of Health and Human Services to be named as the County's delegate for the next scheduled meeting of the member and that the Financial Planning Services Manager be named to the Board of Directors of Halcyon Place as the staff appointment</li> <li>- Direct staff to update Halcyon Place's By-Laws to be updated to reflect this change in addition to requiring sixty (60) day's notice for a meeting of the member</li> </ul>
8.d	Report 2024-129 'Ontario Works Centralized Intake Expansion'	Open	<ul style="list-style-type: none"> <li>- Receive for information</li> </ul>
8.e	Childcare Spaces - Verbal Update	Open	<p><b>Verbal update only – no Committee recommendation to Council</b></p> <ul style="list-style-type: none"> <li>- Staff will bring forward a report to the October 16, 2024 County Council meeting for further discussion</li> </ul>
9.a	Proclamations <ul style="list-style-type: none"> <li>• Child Care Worker and Early Childhood Educator Appreciation Day - October 24, 2024</li> <li>• Dress Purple Day - October 25, 2024</li> </ul>	Open	<ul style="list-style-type: none"> <li>- Proclaim the following list of proclamations at the October 16, 2024 County Council meeting:               <ul style="list-style-type: none"> <li>○ Child Care Worker and Early Childhood Educator Appreciation Day - October 24, 2024; and</li> <li>○ Dress Purple Day - October 25, 2024</li> </ul> </li> </ul>

**County Standing Committees' Recommendations to Council**  
**County Council Meeting October 16, 2024**

<b>Social Services – October 2, 2024 (Continued)</b>			
<b>Committee Item</b>	<b>Business or Report # &amp; Title</b>	<b>Open / Closed</b>	<b>Committee Recommendations to Council (summarized)</b>
<b>Any Closed Session Committee Items / Recommendations held by Members for separate discussion, or recommended by Committee for separate discussion will be considered in Closed Session.</b>			
<b>Closed</b>	Item considered in Closed Session, as permitted under the Municipal Act Sections 239.(2.c) and (2.k) in order to address matters pertaining to a proposed or pending acquisition or disposition of land by the municipality or local board and confidential negotiations (sale of property – C&SS)	<b>Closed</b>	- Adopt the confidential resolution moved in Closed Session regarding matters pertaining to a proposed or pending acquisition or disposition of land by the municipality or local board and confidential negotiations (sale of property – C&SS)



**The Corporation of the County of Northumberland  
Community Health Committee  
Minutes**

**October 1, 2024, 9:00 a.m.  
Council Chambers  
555 Courthouse Road, Cobourg, ON K9A 5J6  
Hybrid Meeting (In-Person and Virtual)**

Members Present: Chair Olena Hankivsky  
Warden Brian Ostrander  
Councillor Lucas Cleveland

Council Members Present (non-voting): Councillor Mandy Martin (*attended virtually*)

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**1. Notices**

**1.a Accessible Format**

If you require this information in an alternate format, please contact the Accessibility Coordinator at [accessibility@northumberland.ca](mailto:accessibility@northumberland.ca) or 1-800-354-7050 ext. 2327.

**1.b Meeting Format**

This Council Meeting was held using a hybrid meeting model. The public were invited to attend in Council Chambers, or view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

**2. Call to Order**

Chair Olena Hankivsky called the meeting to order at 9:00 a.m.

## **2.a Territorial Land Acknowledgement**

### **3. Approval of the Agenda**

#### **Committee Resolution 2024-10-01-656**

**Moved by** Councillor Lucas Cleveland

**Seconded by** Warden Brian Ostrander

"**That** the agenda for the October 1, 2024 Community Health Committee be approved, as amended, to include Item 7.c. Correspondence from the Northumberland Hills Hospital Foundation and Campbellford Memorial Hospital Foundation."

**Carried**

### **4. Disclosures of Interest**

- No disclosures

### **5. Delegations**

#### **5.a Haliburton, Kawartha, Pine Ridge (HKPR) District Health Unit 'Public Health in Northumberland County' - Presentation**

Dr. Natalie Bocking, Medical Officer of Health and CEO, HKPR District Health Unit

#### **Committee Resolution 2024-10-01-657**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Lucas Cleveland

"**That** the Community Health Committee receive the delegation from Haliburton, Kawartha Pine Ridge (HKPR) District Health Unit regarding 'Public Health in Northumberland County' for information; and

**Further That** the Committee recommend that County Council receive the presentation for information."

**Carried**

### **6. Business Arising from Last Meeting**

#### **6.a County Wide Physician Recruitment Plan - Verbal Update**

Chair Olena Hankivsky

**Committee Resolution 2024-10-01-658**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Lucas Cleveland

**“That** the Community Health Committee receive the verbal update regarding County Wide Physician Recruitment Plan for information.”

**Carried**

**7. Communications**

**7.a Correspondence, Town of Bradford West Gwillimbury and Township of Terrace Bay 'Joint Health Resolution Campaign - Physician Shortage'**

**Committee Resolution 2024-10-01-659**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Lucas Cleveland

**“That** the Community Health Committee having considered the correspondence from the Town of Bradford West Gwillimbury and Township of Terrace Bay regarding 'Support for AMO/OMA Joint Campaign on Physician Shortage' recommend that County Council direct staff to send a letter to the Ministry of Health and all Ontario municipalities regarding the urgent need to provide more opportunities for the significant number of internationally trained doctors in Ontario to join the healthcare force.”

**Carried**

**7.b Correspondence, Township of Terrace Bay 'Ontario Long Service Medals'**

**Committee Resolution 2024-10-01-660**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Lucas Cleveland

**"That** the Community Health Committee receive the correspondence from the Township of Terrace Bay regarding 'Ontario Long Service Medals' for information, noting that County Council previously considered and supported correspondence regarding this subject matter at the September 18, 2024 County Council meeting; and



**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**7.c Correspondence, Northumberland Hills Hospital Foundation & Campbellford Memorial Hospital Foundation**

**Committee Resolution 2024-10-01-661**

**Moved by** Councillor Lucas Cleveland

**Seconded by** Warden Brian Ostrander

"**That** the Community Health Committee receive the correspondence from the Northumberland Hills Hospital Foundation and Campbellford Memorial Hospital Foundation for information, noting that \$250,000 has been provided for Northumberland County's 2024 funding support pursuant to the terms outlined in the joint agreement dated February 24, 2023; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**8. Staff Reports**

**8.a Port Hope Medical Walk-In Clinic Update - Presentation**

Glenn Dees, Director Health and Human Services

Taryn Rennicks, Executive Director, Community Health Centres of Northumberland

*[Presentation was added to the agenda prior to the meeting]*

**Committee Resolution 2024-10-01-662**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Lucas Cleveland

"**That** the Community Health Committee receive the presentation regarding 'Port Hope Medical Walk-In Clinic Update' for information; and

**Further That** the Committee recommend that County Council receive the presentation for information."

**Carried**

**8.b Report 2024-123, Northumberland Paramedics 'Response Time Performance Plan'**

Susan Brown, Chief Northumberland Paramedics

**Committee Resolution 2024-10-01-663**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Lucas Cleveland

**"That** the Community Health Committee, having considered Report 2024-123 'Response Time Performance Plan', recommend that County Council approve the Response Time Performance Plan for 2025."

**Carried**

**9. Other Matters Considered by Committee**

**9.a Haliburton, Kawartha, Pine Ridge (HKPR) District Health Unit - Board of Directors' Minutes**

**Committee Resolution 2024-10-01-664**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Lucas Cleveland

**"That** the Community Health Committee receive the minutes from the June 20, 2024 HKPR District Health Unit Board of Health Meeting and September 19, 2024 Summary Report for information; and

**Further That** the Committee recommend that County Council receive the HKPR District Health Unit minutes and Summary Report for information."

**Carried**

**10. Media Questions**

**11. Closed Session**

N/A

**12. Motion to Rise and Results from Closed Session**

N/A

**13. Next Meeting - Tuesday, November 5, 2024 at 9:00 a.m.**

**14. Adjournment**

- The meeting adjourned at 10:01 a.m.



**The Corporation of the County of Northumberland  
Corporate Support Committee  
Minutes**

**October 1, 2024, 2:00 p.m.  
Council Chambers  
555 Courthouse Road, Cobourg, ON K9A 5J6  
Hybrid Meeting (In-Person and Virtual)**

Members Present: Chair Robert Crate  
Warden Brian Ostrander  
Councillor Scott Jibb

Council Members Present (non-voting): Councillor Mandy Martin (*attended virtually*)

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**1. Notices**

**1.a Accessible Format**

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**1.b Meeting Format**

This Committee Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

**2. Call to Order**

Chair Robert Crate called the meeting to order at 2:00 p.m.

## **2.a Territorial Land Acknowledgement**

### **3. Approval of the Agenda**

#### **Committee Resolution 2024-10-01-674**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Scott Jibb

"**That** the agenda for the October 1, 2024 Corporate Support Committee be approved."

**Carried**

### **4. Disclosures of Interest**

- No disclosures

### **5. Delegations**

N/A

### **6. Business Arising from Last Meeting**

N/A

### **7. Communications**

#### **7.a Correspondence, Township of Stirling-Rawdon 'Public Sector Salary Disclosure'**

##### **Committee Resolution 2024-10-01-675**

**Moved by** Councillor Scott Jibb

**Seconded by** Warden Brian Ostrander

"**That** the Corporate Support Committee, having considered the correspondence from the Township of Stirling-Rawdon regarding 'Public Sector Salary Disclosure', recommend that County Council support the correspondence and direct staff to send a copy of this resolution to the Honourable Doug Ford (Premier of Ontario), the Honourable Paul Calandra (Minister of Municipal Affairs and Housing), the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland- Peterborough South), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities."

**Carried**

**7.b Correspondence, Township of Tay Valley 'Jurisdiction of Ontario's Ombudsman'**

**Committee Resolution 2024-10-01-676**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Scott Jibb

"**That** the Corporate Support Committee receive the correspondence from the Township of Tay Valley regarding 'Jurisdiction of Ontario's Ombudsman' for information, noting that County Council previously considered correspondence regarding this subject matter at the August 14, 2024 County Council meeting and subsequently received the correspondence for information; and

**Further That** the Committee recommend that County Council receive the correspondence for information."

**Carried**

**8. Staff Reports**

**8.a Corporate Services 'Human Resources-Payroll 2024 Activity Update' - Presentation**

Kirsty Brown, Associate Manager Human Resources

**Committee Resolution 2024-10-01-677**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Scott Jibb

"**That** the Corporate Support Committee receive the 'Human Resources-Payroll 2024 Activity Update' for information; and

**Further That** the Committee recommend that County Council receive the presentation for information."

**Carried**

**9. Other Matters Considered by Committee**

**9.a Proclamation 'Transgender Awareness Week' - November 13 to 19, 2024**

**Committee Resolution 2024-10-01-678**

**Moved by** Councillor Scott Jibb

**Seconded by** Warden Brian Ostrander

"**That** the Corporate Support Committee recommend that County Council proclaim November 13 to 19, 2024 as 'Transgender Awareness Week' in Northumberland County, at the October 16, 2024 County Council meeting."

**Carried**

**9.b Northumberland Accessibility Advisory Committee - Meeting Minutes**

**Committee Resolution 2024-10-01-679**

**Moved by** Councillor Scott Jibb

**Seconded by** Warden Brian Ostrander

"**That** the Corporate Support Committee receive the minutes from the June 13, 2024 and June 27, 2024 meetings of the Northumberland Accessibility Advisory Committee for information; and

**Further That** the Committee recommend that County Council receive the minutes for information."

**Carried**

**10. Media Questions**

**11. Closed Session**

**Committee Resolution 2024-10-01-680**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Scott Jibb

"**That** this Committee proceed with the next portion of the meeting being closed to the public at 2:20 p.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239.(2.a.) in order to address matters pertaining to the security of the property of the municipality (Information Technology), and that Jennifer Moore, Kate Campbell, Hits Chodha, Shola Yusuf-Aliyu, Cheryl Sanders and Matthew Stergios remain present."

**Carried**

**12. Motion to Rise and Results from Closed Session**

**Committee Resolution 2024-10-01-681**

**Moved by** Councillor Scott Jibb

**Seconded by** Warden Brian Ostrander

"**That** this Committee rise from Closed Session at 2:49 p.m.; and

**Further That** the confidential resolution moved in Closed Session regarding the security of the property of the municipality (Information Technology) is hereby referred to the Corporate Support Committee, which refers it to County Council for adoption."

**Carried**

**13. Next Meeting - Tuesday, November 5, 2024 at 2:00 p.m.**

**14. Adjournment**

- The meeting adjourned at 2:50 p.m.



**The Corporation of the County of Northumberland  
Economic Development, Tourism and Planning Committee  
Minutes**

**October 2, 2024, 1:00 p.m.  
Council Chambers  
555 Courthouse Road, Cobourg, ON K9A 5J6  
Hybrid Meeting (In-Person and Virtual)**

Members Present:     Chair Mandy Martin  
                              Warden Brian Ostrander  
                              Councillor Robert Crate

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**1. Notices**

**1.a Accessible Format**

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**1.b Meeting Format**

This Committee Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

**1.c Public Meeting - Submissions and Delegations**

Written Submissions for this meeting were accepted until 4:00 p.m. on October 1, 2024.

Anyone wishing to make a delegation were encouraged to contact the County Clerk in advance of the meeting. Members of the public also had the opportunity to register as a delegation at the meeting. As per the



County Procedural By-Law, delegations are limited to a maximum of ten minutes.

**County Clerk Contact:**

Maddison Mather

matherm@northumberland.ca

905-372-3329 x 2238

**2. Call to Order**

Chair Mandy Martin called the meeting to order at 1:03 p.m.

**2.a Territorial Land Acknowledgement**

**3. Approval of the Agenda**

**Committee Resolution 2024-10-02-700**

**Moved by** Councillor Robert Crate

**Seconded by** Warden Brian Ostrander

"**That** the agenda for the October 2, 2024 Economic Development, Tourism, and Land Use Planning Committee be approved."

**Carried**

**4. Disclosures of Interest**

- No disclosures

**5. Public Meeting**

**5.a Purpose of the Meeting**

This Public Meeting was held in accordance with the Building Code Act for changes to plumbing and sewage inspection service fees. The purpose of the meeting was to discuss fee changes and to give the public an opportunity to ask questions, provide comments, and make representations on the proposed changes.

Notification of this meeting was provided as per the Building Code Act and the County Provision of Notice By-law. The notice was posted to the County website (Northumberland.ca/News), distributed to key stakeholders, shared with Member Municipal Councils, shared on social media, and posted to the County's public engagement website (<https://joinin.northumberland.ca/>).

**5.b Report 2024-130 'Inspection Services Fees Update'**

Dwayne Campbell, Acting Director Planning and Economic Development

**Committee Resolution 2024-10-02-701**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Robert Crate

**"That** the Economic Development, Tourism and Land Use Planning Committee receive Report 2024-130 'Inspection Services Fees Update for information; and

**Further That** the Committee recommend that County Council receive this report for information."

**Carried**

**5.c Communications**

N/A

**5.d Delegations**

N/A

**6. Regular Meeting**

**7. Delegations**

- Delegation from Peter Van Loan (Aird & Berlis LLP) regarding agenda item 10.a 'Report 2024-131 'Northumberland Next: County Official Plan Amendment (OPA2) - What We Heard'

**8. Business Arising from Last Meeting**

N/A

**9. Communications**

**9.a Correspondence, Township of Terrace Bay 'Support for Ontario Immigrant Nominee Program (OINP)'**

**Committee Resolution 2024-10-02-702**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Robert Crate

**"That** the Economic Development, Tourism, and Land Use Planning Committee receive the correspondence from the Township of Terrace Bay regarding 'Support for Ontario Immigrant Nominee Program (OINP)' for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**9.b Correspondence, Ministry of Municipal Affairs and Housing 'Request to Repeal Official Plan Amendments Adopting By-law'**

**Committee Resolution 2024-10-02-703**

**Moved by** Councillor Robert Crate

**Seconded by** Warden Brian Ostrander

"**That** the Economic Development, Tourism, and Land Use Planning Committee having considered the correspondence from the Honourable Paul Calandra, Minister of Municipal Affairs and Housing 'Request for Deferred Approval of Adopted Official Plan Amendment No. 1', recommend that County Council direct staff to prepare a response letter to Minister Calandra to suggest an alternative approach wherein Northumberland County will draft modifications for Adopted Official Plan Amendment No. 1 to ensure alignment with the new Provincial Planning Statement, 2024, for the Minister's consideration; and

**Further That** the Committee recommend that County Council direct staff to prepare a report outlining the modifications required for Adopted Official Plan Amendment No. 1 for Council's consideration; and

**Further That** the Committee recommend that County Council direct staff to hold a public meeting to present the draft modifications and provide the public and interested parties the opportunity to provide input; and

**Further That** the Committee recommend that County Council direct staff to respectfully request the Minister's approval for Adopted Official Plan Amendment No. 1, as proposed to be modified in a manner that considers both the Provincial Planning Statement, 2024, and any comments received from the public and interested parties."

**Carried**

**9.c Correspondence, Horizons of Friendship 'Donation Thank you Letter'**

**Committee Resolution 2024-10-02-704**

**Moved by** Councillor Robert Crate

**Seconded by** Warden Brian Ostrander

"**That** the Economic Development, Tourism, and Land Use Planning Committee receive the correspondence from Horizons of Friendship 'Donation Thank you Letter' for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**9.d Correspondence, Ministry of Agriculture Food and Agribusiness  
'Agricultural Workforce Equity and Diversity Initiative (AWEDI)'**

**Committee Resolution 2024-10-02-705**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Robert Crate

"**That** the Economic Development, Tourism, and Land Use Planning Committee receive the correspondence from the Honourable Rob Flack, Minister of Agriculture, Food and Agribusiness regarding 'Agricultural Workforce Equity and Diversity Initiative (AWEDI)' for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**9.e Canadian Association of Nuclear Host Communities (CANHC) 'CAO and Elected Officials Aggregate Report'**

**Committee Resolution 2024-10-02-706**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Robert Crate

"**That** the Economic Development, Tourism and Land Use Planning Committee receive the correspondence from the Canadian Association of Nuclear Host Communities (CANHC) regarding 'CAO and Elected Officials Aggregate Report' for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**10. Staff Reports**

**10.a Report 2024-131 'Northumberland Next: County Official Plan Amendment (OPA2) - What We Heard'**

Dwayne Campbell, Acting Director of Planning and Economic Development

**Delegation(s)**

**Committee Resolution 2024-10-02-707**

**Moved by** Councillor Robert Crate

**Seconded by** Warden Brian Ostrander

**10.a (1)**

"**That** the Economic Development, Tourism and Land Use Planning Committee receive the delegation from Peter Van Loan (Aird & Berlis LLP) regarding Report 2024-131 'Northumberland Next: County Official Plan Amendment (OPA2) - What We Heard' for information."

**Carried**

**Committee Resolution 2024-10-02-708**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Robert Crate

**10.a (2)**

"**That** the Economic Development, Tourism and Land Use Planning Committee receive Report 2024-131 'Northumberland Next: County Official Plan Amendment (OPA2) - What We Heard' for information; and

**Further That** the Committee recommend that County Council receive the report for information and direct staff to send a copy of the report to each member municipality for information."

**Carried**

**10.b Report 2024-132 'Brighton Official Plan Amendment No. 16 - Westgate Development'**

Ashley Yearwood, Senior Planner

**Committee Resolution 2024-10-02-709**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Robert Crate

"**That** the Economic Development, Tourism and Land Use Planning Committee, having considered Report 2024-132 'Brighton Official Plan Amendment No. 16, Westgate Development', recommend that County Council approve Brighton Official Plan Amendment No. 16; and

**Further That** the Committee recommend that County Council direct staff to provide a decision notice to the Municipality of Brighton and all prescribed persons in accordance with the *Planning Act*."

**Carried**

**10.c Report 2024-133 'Brighton Official Plan Amendment 17 - Bonn Road'**

Ashley Yearwood, Senior Planner

**Committee Resolution 2024-10-02-710**

**Moved by** Councillor Robert Crate

**Seconded by** Warden Brian Ostrander

**"That** the Economic Development, Tourism and Land Use Planning Committee, having considered Report 2024-133 'Brighton Official Plan Amendment No. 17, Bonn Road', recommend that County Council approve Brighton Official Plan Amendment No. 17; and

**Further That** the Committee recommend that County Council direct staff to provide a decision notice to the Municipality of Brighton and all prescribed persons in accordance with the *Planning Act*."

**Carried**

**11. Other Matters Considered by Committee**

N/A

**12. Media Questions**

**13. Closed Session**

**Committee Resolution 2024-10-02-711**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Robert Crate

**"That** this Committee proceed with the next portion of the meeting being closed to the public at 1:54 p.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239. (2.k) in order to address matters pertaining to confidential negotiations regarding broadband, and that Jennifer Moore, Dan Borowec, Dwayne Campbell, TJ Flynn, Maddison Mather and Cheryl Sanders remain present."

**Carried**

**14. Motion to Rise and Results from Closed Session**

**Committee Resolution 2024-10-02-712**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Robert Crate

**"That** this Committee rise from Closed Session at 2:07 p.m.; and

**Further That** the confidential resolution moved in Closed Session regarding confidential negotiations regarding broadband, is hereby referred to the Economic Development, Tourism, and Land Use Planning Committee, which refers it to County Council for adoption."

**Carried**

**15. Next Meeting - Wednesday, November 6, 2024 at 1:00 p.m.**

**16. Adjournment**

- The meeting adjourned at 2:08 p.m.





33 Tunney Pasture  
Ottawa, Ontario K1T 1N7  
T 1 800 888 8442 P 1 605 422 7107  
E yves@ghd.com www.ghd.com

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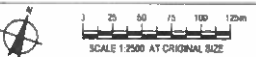


KEY PLAN Not to Scale

**MARSH ROAD/BAULCH ROAD  
PORT HOPE OWNERSHIP MAPPING**

**MUNICIPALITY OF PORT HOPE  
COUNTY OF NORTHUMBERLAND**

LAND OWNERSHIP INFORMATION			
No.	Address	Owner	Approx. Area (Acres)
1	1000 Marsh Rd	1000 Marsh Rd (Landed) - BAYVIEW	21.4
2	1000 Marsh Rd	1000 Marsh Rd (Landed) - BAYVIEW	21.4
3	1000 Marsh Rd	1000 Marsh Rd (Landed) - BAYVIEW	21.4
Total Area			63.8



To: Issue	Checked/Approved	Date
Author: J.B.T.	Designer	
Checking	Design	
Check	Check	
Project Manager: C.J.		

Date: SEP 2024	Scale: AS SHOWN
----------------	-----------------

Project No: 12645428

Client: NIDEVA PROPERTIES

Project: MARSH ROAD PORT HOPE  
URBAN EXPANSION



Ex. 1

## MINUTES OF SETTLEMENT

### BETWEEN:

Minister of Municipal Affairs  
("Ministry")

-and-

County of Northumberland  
("County")

-and-

Municipality of Port Hope  
("Port Hope")

-and-

Town of Cobourg  
("Cobourg")

-and-

1670272 Ontario Limited  
("Appellant")

### WHEREAS:

- A. The County was required by an amendment to *Ontario Regulation 352/02* to adopt its first Official Plan by March 31, 2015;
- B. The County conferred with its constituent lower-tier municipalities and carried out public consultations about the creation of its first official plan. On September 17, 2014 the County adopted the first County of Northumberland Official Plan ("County OP");
- C. The Ministry modified and approved the County OP on July 29, 2015;
- D. Three parties appealed the approval of the County OP. The appeal by Judith Stamm (first appeal) was subsequently withdrawn by letter to the Board dated February 10, 2016. The administrative appeal by Remington Group Incorporated (second appeal) was resolved by a Board Order dated March 10, 2016;
- E. The remaining appeal by the Appellant (third appeal) relates to schedules and policies in the County OP, including the designation of 40 hectares of land abutting the western boundary of the Port Hope settlement area, and located at the southeast corner of Marsh Road and Baulch Road (the "Subject Lands");
- F. Official Plan Amendment #7 was adopted by the Council of Port Hope on November 25, 2014 ("OPA #7");
- G. On August 7, 2015, the Appellant appealed to the OMB pursuant to subsection 17 (40) of the *Planning Act* the failure of the Ministry to make a decision respecting OPA #7;
- H. The parties agree to resolve the remaining portions of the Appellant's appeal of the County OP and OPA #7 in accordance with these Minutes of Settlement.

### THEREFORE:

- 1. The parties agree that the foregoing recitals are true.

*Anticipated New Growth Plan*

- 2. The Parties acknowledge the following:

- (a) the Province is consulting on a new draft Growth Plan which is anticipated to come into effect in Spring 2017;
- (b) this new Growth Plan is expected to direct municipalities to plan to accommodate their forecasted population and employment growth to a 2041 planning horizon;
- (c) current policies in the new draft Growth Plan may permit outer ring municipalities with an excess supply of settlement area lands to expand a settlement area boundary subject to certain requirements; and,
- (d) the *Places to Grow Act, 2005* requires municipalities to update their official plans within three years of the new Growth Plan coming into effect (s.12(2)) unless otherwise directed by the Minister of Municipal Affairs (s.12(3)).

When the new Growth Plan comes into effect the municipal parties will take steps to address the legal and policy requirements to conform with the new Growth Plan.

#### *Focus of Growth*

3. Without committing to expand the Port Hope settlement area boundary to include additional residential lands, the County, Cobourg, and Port Hope acknowledge the following:
  - (a) the primary location of residential growth in the County of Northumberland are the Cobourg and Port Hope settlement areas;
  - (b) the entire Town of Cobourg is a settlement area, so further expansions are not currently possible;
  - (c) if a settlement area expansion is required in the southern portion of the County, it would be logical to consider expanding the Port Hope settlement area; and,
  - (d) if so, since the eastern portion of the Port Hope settlement area is constrained by the municipal boundary, and the northern portion by Highway 401, it would be logical to consider an expansion of the western portion of the Port Hope settlement area boundary, which abuts the Subject Lands.

When the County carries out its next municipal comprehensive review in conjunction with its lower-tier municipalities, (contemplated to be required to address conformity with the new Growth Plan) and if it is concluded that a settlement area expansion is required, the County will consider whether the Port Hope settlement area should be expanded to the west to include the Subject Lands.

#### *Characteristics of Appellant's Lands*

4. Without committing to expand the Port Hope settlement area boundary to include additional residential lands, and without committing to approve applications for municipal services in the future, the County and Port Hope acknowledge the following attributes of the Subject Lands which support their potential inclusion in the settlement area:
  - (a) abuts the existing Port Hope urban settlement area boundary;
  - (b) represents a logical extension to the settlement area boundary;
  - (c) can be integrated into the transportation network;
  - (d) can be serviced through existing reserve sewage capacity;
  - (e) can be serviced with extensions of existing trunk services;
  - (f) are generally free of environmental constraints to development;
  - (g) can be integrated into the existing settlement pattern;
  - (h) are located near community, recreational and commercial services; and,
  - (i) do not represent a large contiguous area of Class 1 soils, but are comprised of a mixture of Class 1, 2 and 3 soils, whereas the lands to the south that abut the settlement area are entirely Class 1 soils.

#### *Requested Modifications to County OP Policies*

5. The parties will jointly request that the Board approve the following policy modifications to the County OP as requested by the Appellant:
  - (a) Modification #17 regarding new policy B8.1 regarding "Servicing Growth"
  - (b) Modification #18 regarding modification to policy B15 that notes the hierarchy of services;

- (c) Modification #20 regarding modification to policy C1.5 regarding housing policies; and,
  - (d) Modification #23 regarding modifications to definitions of Comprehensive Review and Municipal Comprehensive Review.
6. The foregoing policy modifications are set out in a track change version of the County OP included in these Minutes of Settlement as Attachment 1.

*Approach to Settlement*

7. The appeal of those portions of the County OP and OPA #7 that remain before the Board will be addressed as follows:
- (a) the Board will be asked to set a date for a hearing on November 23, 2016;
  - (b) at the hearing these signed Minutes of Settlement will be submitted to the Board as an Exhibit;
  - (c) the parties will confirm their support for the settlement, including the modification of the four policies in the County OP attached hereto as Attachment #1 as agreed upon in paragraph 5 above, and the County planner will provide evidence in support of the proposed modifications;
  - (d) the County will then ask the Board to confirm the mapping in Schedules A, B, and C of the County OP so they are consistent with the Schedules in OPA #7; and,
  - (e) the Board will be asked to approve the sections in OPA #7 that remain under appeal, as shown on Attachment #2 hereto, which sections are shaded for ease of identification. The County planner will provide an affidavit in support of the sections in OPA #7 that remain under appeal;
  - (f) the Board will then be asked to approve as modified all of the sections of the County Plan and OPA 7 which were not approved through its previous partial approval orders.

*Other Provisions*

8. The terms in these Minutes represent the entire agreement between the parties. Any amendment or waiver of the terms in these Minutes must be in writing and signed by the parties.
9. No party to these Minutes of Settlement will seek a cost award in the appeal of the County OP proceedings (PL150811) or OPA #7 proceedings (PL150785) against any other party.
10. Subject to the provisions in these Minutes of Settlement, the parties do not concede to the positions taken by the other parties, nor the evidence contained within their witness statements. This settlement does not prejudice the position a party may take in the future, or limit the evidence that may be advanced or arguments made in support of including or in opposition to including the Appellant's lands in the Port Hope settlement area should the occasion arise.
11. Nothing in these Minutes is intended to fetter the legislative discretion of the Province of Ontario or of the Councils of the County, Cobourg or Port Hope.
12. These Minutes of Settlement may be executed in counterparts.

IN WITNESS WHEREOF the parties have executed these Minutes of Settlement.

Dated: November 21, 2016


Minister of Municipal Affairs

  
Ken Hare, Counsel

County of Northumberland

  
Stephen Waqué, Counsel

Municipality of Port Hope

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk

Town of Cobourg

*Templeman Menninga LLP per Doff*  
\_\_\_\_\_  
Templeman Menninga LLP  
per Wayne Fairbrother, Counsel

1670272 Ontario Limited

  
\_\_\_\_\_  
Signe Leisk, Counsel



**The Corporation of the County of Northumberland  
Finance and Audit Committee  
Minutes**

**October 1, 2024, 11:00 a.m.  
Council Chambers  
555 Courthouse Road, Cobourg, ON K9A 5J6  
Hybrid Meeting (In Person and Virtual)**

Members Present: Chair Lucas Cleveland  
Warden Brian Ostrander  
Councillor Mandy Martin

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**1. Notices**

**1.a Accessible Format**

If you require this information in an alternate format, please contact the Accessibility Coordinator at [accessibility@northumberland.ca](mailto:accessibility@northumberland.ca) or 1-800-354-7050 ext. 2327.

**1.b Meeting Format**

This Committee Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

**2. Call to Order**

Chair Lucas Cleveland called the meeting to order at 11:00 a.m.

**2.a Territorial Land Acknowledgement**

**3. Approval of the Agenda**

**Committee Resolution 2024-10-01-665**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

"**That** the agenda for the October 1, 2024 Finance and Audit Committee be approved."

**Carried**

**4. Disclosures of Interest**

- No disclosures

**5. Delegations**

N/A

**6. Business Arising from Last Meeting**

N/A

**7. Communications**

**7.a Correspondence, City of Quinte West 'Canada Community-Building Fund'**

**Committee Resolution 2024-10-01-666**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

"**That** the Finance and Audit Committee, having considered the correspondence from the City of Quinte West regarding 'Canada Community-Building Fund', recommend that County Council support the correspondence and direct staff to send a copy of this resolution to the Honourable Chrystia Freeland (Deputy Prime Minister and Federal Minister of Finance), MP Philip Lawrence (Northumberland-Peterborough South), the Municipal Finance Officers' Association (MFOA), the Association of Municipalities of Ontario (AMO), Northumberland County's 7 Member Municipalities."

**Carried**

**7.b Correspondence, City of Stratford 'Significant Financial and Budgetary Pressures Relating to Infrastructure Development'**

**Committee Resolution 2024-10-01-667**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

"**That** the Finance and Audit Committee receive the correspondence from the City of Stratford regarding 'Significant Financial and Budgetary Pressures Relating to Infrastructure Development' for information, noting that County Council previously considered and supported correspondence regarding this subject matter at the June 19, 2024 Council meeting; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**7.c Correspondence, Municipality of Wawa 'Asset Retirement Obligations'**

**Committee Resolution 2024-10-01-668**

**Moved by** Councillor Mandy Martin

**Seconded by** Warden Brian Ostrander

"**That** the Finance and Audit Committee receive the correspondence from the Municipality of Wawa regarding 'Asset Retirement Obligations' for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**7.d Correspondence, Township of Emo 'Operational Budget Funding'**

**Committee Resolution 2024-10-01-669**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

"**That** the Finance and Audit Committee receive the correspondence from the Township of Emo regarding 'Operational Budget Funding' for information, noting that County Council previously considered correspondence regarding this subject matter and subsequently received the correspondence for information; and

**Further That** the Committee recommend that County Council receive the correspondence for information."

**Carried**

**7.e Correspondence, Township of Emo 'Request for New Provincial-Municipal Fiscal Framework'**

**Committee Resolution 2024-10-01-670**

**Moved by** Councillor Mandy Martin

**Seconded by** Warden Brian Ostrander

"**That** the Finance and Audit Committee receive the correspondence from the Township of Emo regarding 'Request for New Provincial-Municipal Fiscal Framework' for information, noting that County Council previously considered and supported correspondence regarding this subject matter at the June 19, 2024 Council meeting; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**7.f Correspondence, Township of Red Rock 'Catch and Release Justice'**

**Committee Resolution 2024-10-01-671**

**Moved by** Councillor Mandy Martin

**Seconded by** Warden Brian Ostrander

"**That** the Finance and Audit Committee receive the correspondence from the Township of Red Rock regarding 'Catch and Release Justice' for information, noting that County Council previously considered and supported correspondence regarding this subject matter at the June 19, 2024 Council meeting; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**8. Staff Reports**

**8.a Report 2024-124 'Write-Off of Accounts Receivable'**



Matthew Nitsch, Director Finance / Treasurer

**Committee Resolution 2024-10-01-672**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

**“That** the Finance and Audit Committee, having considered Report 2024-124 ‘Write-Off of Accounts Receivables’ recommend that County Council authorize the Director of Finance / Treasurer to write off aged and uncollectible accounts receivables in the amount of \$6,139.83.”

**Carried**

**8.b Report 2023-125 'August 2024 Year-To-Date Financial Results'**

Matthew Nitsch, Director Finance / Treasurer

**Committee Resolution 2024-10-01-673**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

**“That** the Finance and Audit Committee receive Report 2024-125 ‘August 2024 Year-To-Date Financial Results’ for information; and

**Further That** the Committee recommend that County Council receive this report for information.”

**Carried**

**9. Other Matters Considered by Committee**

N/A

**10. Media Questions**

**11. Closed Session**

N/A

**12. Motion to Rise and Result from Closed Session**

N/A

**13. Next Meeting - Tuesday, November 5, 2024 at 11:00 a.m.**

**14. Adjournment**

- The meeting adjourned at 11:25 a.m.



**The Corporation of the County of Northumberland  
Public Works Committee  
Minutes**

**September 30, 2024, 1:00 p.m.  
Council Chambers  
555 Courthouse Road, Cobourg, ON K9A 5J6  
Hybrid Meeting (In-Person and Virtual)**

Members Present: Chair Scott Jibb  
Warden Brian Ostrander  
Councillor John Logel

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**1. Notices**

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**1.b Meeting Format**

This Committee Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

**2. Call to Order**

Chair Scott Jibb called the meeting to order at 1:00 p.m.

**2.a Territorial Land Acknowledgement**

**3. Approval of the Agenda**

**Committee Resolution 2024-09-30-649**

Moved by Councillor John Logel

Seconded by Warden Brian Ostrander

"**That** the agenda for the September 30, 2024 Public Works Committee be approved, as amended, to include the item 'Cobourg Yard Fuel System', under Other Matters Considered by Committee."

**Carried**

**4. Disclosures of Interest**

- No disclosures

**5. Moment of Silence**

- Moment of silence for National Day for Truth and Reconciliation

**6. Delegations**

N/A

**7. Business Arising from Last Meeting**

N/A

**8. Communications**

**8.a Correspondence, Egis and LEA Consulting Ltd. 'Notice of Completion - Detail Design and Environmental Assessment for Replacement of the Choate Road Bridge and Ganaraska River Bridge on Highway 401, Port Hope (GWP 4068-14-00)**

**Committee Resolution 2024-09-30-650**

Moved by Warden Brian Ostrander

Seconded by Councillor John Logel

"**That** the Public Works Committee receive the correspondence from Egis and LEA Consulting Ltd. regarding 'Notice of Completion of the Detail Design and Environmental Assessment for Replacement of the Choate Road Bridge and Ganaraska River Bridge on Highway 401, Port Hope' for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**8.b Correspondence, Municipality of Whitewater Region 'Ineligible Sources Recycling'**

**Committee Resolution 2024-09-30-651**

Moved by Councillor John Logel

Seconded by Warden Brian Ostrander

"**That** the Public Works Committee receive the correspondence from the Municipality of Whitewater regarding 'Ineligible Sources Recycling' for information, noting that County Council previously considered and supported correspondence regarding this subject matter at the April 17, 2024 County Council meeting; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**9. Staff Reports**

**9.a Report 2024-122, 'Transfer of Thompson Bridge from Northumberland County to the Municipality of Trent Hills'**

Denise Marshall, Director Public Works

**Committee Resolution 2024-09-30-652**

Moved by Warden Brian Ostrander

Seconded by Councillor John Logel

"**Whereas** County Council postponed the consideration of By-law 06-2024 being a By-law to Transfer Ownership of and Jurisdiction over the Thompson Bridge from the Corporation of the County of Northumberland to the Corporation of the Municipality of Trent Hills to fall 2024 at the January 24, 2024 County Council meeting;

**Now Therefore Be It Resolved That** the Public Works Committee having considered Report 2024-122 'Transfer of Thompson Bridge from Northumberland County to the Municipality of Trent Hills', recommend that County Council approve the transfer of Thompson Bridge from the County of Northumberland to the Municipality of Trent Hills; and

**Further Be It Resolved That** the Committee recommend that County Council enact a by-law at the October 16, 2024 Council meeting to transfer the Thompson Bridge from the County of Northumberland to the Municipality of Trent Hills.”

**Carried**

**9.b Northumberland Radio Tower Project Update - Presentation**

Carol Coleman, Associate Director Engineering

**Committee Resolution 2024-09-30-653**

Moved by Councillor John Logel

Seconded by Warden Brian Ostrander

“**That** the Public Works Committee receive the presentation regarding 'Northumberland Radio Tower Project Update' for information; and

**Further That** the Public Works Committee recommend that County Council receive the PowerPoint presentation for information.”

**Carried**

**9.c Joint Operations Base Feasibility Needs Study - Presentation**

Denise Marshall, Director Public Works

Adam McCue, Associate Director Operations

Willie Reyns, Project Manager

Rob O'Neil, Facilities Manager

**Committee Resolution 2024-09-30-654**

Moved by Warden Brian Ostrander

Seconded by Councillor John Logel

“**That** the Public Works Committee receive the presentations regarding 'Joint Operations Base (JOB) Feasibility / Needs Study' for information; and

**Further That** the Public Works Committee recommend that County Council receive the PowerPoint presentations for information.”

**Carried**

**10. Other Matters Considered by Committee**

**10.a Cobourg Yard Fuel System - Verbal**

Chair Scott Jibb

Denise Marshall, Director Public Works

**Committee Resolution 2024-09-30-655**

Moved by Councillor John Logel

Seconded by Warden Brian Ostrander

"**That** the Public Works Committee having considered the verbal update regarding 'Cobourg Yard Fuel System', recommend that County Council direct staff to bring forward a report to a future Committee / Council meeting."

**Carried**

**11. Media Questions**

**12. Closed Session**

N/A

**13. Motion to Rise and Result from Closed Session**

N/A

**14. Next Meeting - Monday, November 4, 2024 at 1:00 p.m.**

**15. Adjournment**

- The meeting adjourned at 2:12 p.m.



## **The Corporation of the County of Northumberland**

### **Social Services Committee**

#### **Minutes**

**October 2, 2024, 9:30 a.m.**

**Council Chambers**

**555 Courthouse Road, Cobourg, ON K9A 5J6**

**Hybrid Meeting (In-Person and Virtual)**

Members Present: Chair John Logel  
Warden Brian Ostrander  
Deputy Warden Olena Hankivsky

Council Members

Present (Non-Voting): Councillor Lucas Cleveland  
Councillor Robert Crate (*attended virtually*)  
Councillor Mandy Martin (*attended virtually*)

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#### **1. Notices**

##### **1.a Accessible Format**

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##### **1.b Meeting Format**

This Committee Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

#### **2. Call to Order**

Chair John Logel called the meeting to order at 9:31 a.m.

**2.a Territorial Land Acknowledgement**

**3. Approval of the Agenda**

**Committee Resolution 2024-10-02-684**

**Moved By** Warden Brian Ostrander

**Seconded By** Deputy Warden Olena Hankivsky

"**That** the agenda for the October 2, 2024 Social Services Committee be approved."

**Carried**

**4. Disclosures of Interest**

- No disclosures

**5. Delegations**

**5.a Delegation, James Bisson 'Homelessness and Encampment Response Report'**

*[Committee recessed at 9:50 a.m. until 10:00 a.m.]*

**Committee Resolution 2024-10-02-685**

**Moved By** Warden Brian Ostrander

**Seconded By** Deputy Warden Olena Hankivsky

"**That** the Social Services Committee receive the presentation from James Bisson regarding 'Homelessness and Encampment Response Report' for information; and

**Further That** the Committee recommend that County Council receive the PowerPoint presentation for information."

**Carried**

**6. Business Arising from Last Meeting**

N/A

**7. Communications**

**7.a Correspondence, Township of Whitewater Region 'Mental Health Addictions'**



**Committee Resolution 2024-10-02-686**

**Moved By** Deputy Warden Olena Hankivsky

**Seconded By** Warden Brian Ostrander

"**That** the Social Services Committee receive the correspondence from the Township of Whitewater Region regarding 'Mental Health Addictions' for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**7.b Correspondence, Segal Construction 'Authorization of Municipal Housing Development'**

**Committee Resolution 2024-10-02-687**

**Moved By** Warden Brian Ostrander

**Seconded By** Deputy Warden Olena Hankivsky

"**That** the Social Services Committee receive the correspondence from Segal Construction regarding 'Authorization of Municipal Housing Development' for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**7.c Correspondence, City of Cambridge 'Mental Health and Addictions Crisis'**

**Committee Resolution 2024-10-02-688**

**Moved By** Deputy Warden Olena Hankivsky

**Seconded By** Warden Brian Ostrander

"**That** the Social Services Committee receive the correspondence from the City of Cambridge regarding 'Mental Health and Addictions Crisis' for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

## 8. Staff Reports

### 8.a Encampment Response and Progress on 310 Division Street, Cobourg Update - Presentation

Rebecca Carman, Associate Director Housing & Homelessness  
*[Committee recessed at 10:13 a.m. until 10:30 a.m.]*

#### Delegation(s)

#### 8.a (1)

##### **Committee Resolution 2024-10-02-689**

**Moved By** Warden Brian Ostrander

**Seconded By** Deputy Warden Olena Hankivsky

"**That** the Social Services Committee receive the verbal delegation(s) from the following individual(s) regarding the 'Encampment Response and Progress on 310 Division Street, Cobourg Update – Presentation' for information:

- Vivan Vandehazel."

**Carried**

#### 8.a (2)

##### **Committee Resolution 2024-10-02-690**

**Moved By** Warden Brian Ostrander

**Seconded By** Deputy Warden Olena Hankivsky

"**That** the Social Services Committee, having considered the presentation regarding 'Encampment Response and Progress on 310 Division Street, Cobourg Update', recommend that County Council direct staff to bring forward a feasibility report to a future Committee / Council meeting regarding next steps for sheltering services once 310 Division Street, Cobourg is fully operational, including options and financial resources available for expanding shelter services and other social services across Northumberland County's Member Municipalities, and also include an accounting of the costs incurred by the Town of Cobourg."

**Carried**

### 8.b Report 2024-127, 'Northumberland County Housing Corporation (NCHC) Purchase Services Agreement'

Rebecca Carman, Associate Director Housing & Homelessness

**Committee Resolution 2024-10-02-691**

**Moved By** Deputy Warden Olena Hankivsky

**Seconded By** Warden Brian Ostrander

**“That** the Social Services Committee, having considered Report 2024-127 ‘Northumberland County Housing Corporation (NCHC) Purchase Services Agreement’, recommend that County Council direct staff to execute the agreement between the Northumberland County Housing Corporation (NCHC) and the County of Northumberland in accordance with the terms outlined in the agreement.”

**Carried**

**8.c Report 2024-128 'Northumberland County as Sole Member of Halcyon Place'**

Rebecca Carman, Associate Director Housing & Homelessness

**Committee Resolution 2024-10-02-692**

**Moved By** Deputy Warden Olena Hankivsky

**Seconded By** Warden Brian Ostrander

**“That** the Social Services Committee, having received Report 2024-128 ‘Northumberland County as Sole Member of Halcyon Place’, recommend that County Council adopt option number two, being the ‘NCHC Model’, as outlined in this report; and

**Further That** the Committee recommend that County Council approve calling a meeting of the member for the purpose of confirming the directors, approving the audited financial statements, and approving the revised by-laws of Halcyon Place; and

**Further That** the Committee recommend that County Council approve the Director of Health and Human Services to be named as the County’s delegate for the next scheduled meeting of the member and that the Financial Planning Services Manager be named to the Board of Directors of Halcyon Place as the staff appointment; and

**Further That** the Committee recommend that County Council direct staff to update Halcyon Place’s By-Laws to be updated to reflect this change in addition to requiring sixty (60) day’s notice for a meeting of the member.”

**Carried**

**8.d Report 2024-129 'Ontario Works Centralized Intake Expansion'**

Jennifer Glover, Ontario Works Manager

**Committee Resolution 2024-10-02-693**

**Moved By** Warden Brian Ostrander

**Seconded By** Deputy Warden Olena Hankivsky

**“That** the Social Services Committee receive Report 2024-129 ‘Ontario Works Centralized Intake Expansion’, for information; and

**Further That** the Committee recommend that County Council receive the report for information.”

**Carried**

**8.e Childcare Spaces - Verbal Update**

Glenn Dees, Director Health & Human Services

**Committee Resolution 2024-10-02-694**

**Moved By** Warden Brian Ostrander

**Seconded By** Deputy Warden Olena Hankivsky

**“That** the Community Health Committee receive the verbal update regarding ‘Childcare Spaces’ for information, noting that staff will bring forward a report to the October 16, 2024 County Council meeting for further discussion.”

**Carried**

**9. Other Matters Considered by Committee**

**9.a Proclamations**

**Committee Resolution 2024-10-02-695**

**Moved By** Deputy Warden Olena Hankivsky

**Seconded By** Warden Brian Ostrander

**“That** the Social Services Committee recommend that County Council proclaim the following list of proclamations at the October 16, 2024 County Council meeting:

- Child Care Worker and Early Childhood Educator Appreciation Day - October 24, 2024; and
- Dress Purple Day - October 25, 2024."

**Carried**

**10. Media Questions**

**11. Closed Session**

**Committee Resolution 2024-10-02-696**

**Moved By** Warden Brian Ostrander

**Seconded By** Deputy Warden Olena Hankivsky

"**That** this Committee proceed with the next portion of the meeting being closed to the public at 12:02 p.m.; and

**Further That** the meeting is closed to the public as permitted under the Municipal Act Sections 239.(2.c) and (2.k) in order to address matters pertaining to a proposed or pending acquisition or disposition of land by the municipality or local board and confidential negotiations (sale of property – C&SS), and that Jennifer Moore, Glenn Dees, Rebecca Carman, Darrell Mast, Matthew Nitsch, Denise Marshall, Dwayne Campbell, Carol Coleman, Maddison Mather, and Cheryl Sanders remain present."

**Carried**

**12. Motion to Rise and Result from Closed Session**

*[Deputy Warden Hankivsky left the meeting during Closed Session at 12:27 p.m.]*

**Committee Resolution 2024-10-02-697**

**Moved By** Warden Brian Ostrander

**Seconded By** Chair John Logel

"**That** this Committee rise from Closed Session at 12:31 p.m.; and

**Further That** the confidential resolution moved in Closed Session regarding matters pertaining to a proposed or pending acquisition or disposition of land by the municipality or local board and confidential negotiations (sale of property – C&SS), is hereby referred to the Social Services Committee, which refers it to County Council for adoption."

**Carried**

**13. Next Meeting - Wednesday, November 6, 2024 at 9:30 a.m.**

**14. Adjournment**

- The meeting adjourned at 12:32 p.m.

Good morning Chairman,

The presentation submitted for today's delegation was scheduled to be presented at the last Committee meeting. That meeting was cancelled due to lack of agenda items which seems strange given the situation regarding emergency housing in Northumberland. Given the number of developments since then, this delegation will reference the report presented to County Council by staff on August 14<sup>th</sup> as well related items that have been made public since then.

Having read the report, I agree with the position taken by Councillor Cleveland. The report does not address the current crisis, contains no data regarding the Encampment, nor does it contain any plan to deal with an eviction of the Encampment which we now know from MPP Picinni will take place no later than November 13.

Once again, the County has failed to respond appropriately to what many in Cobourg consider a crisis. For 400 days, the residents at the Encampment have lived in tents with no heat, electricity, sanitation, or running water. For 400 days we have lived through crime, overdoses, shootings, rampant drug use, violence, theft, fires, drug trafficking, and countless acts of civil disobedience. For 400 days, we've heard sirens day and night. For 400 days, the County and the Town of Cobourg have been unable to collaborate and find a solution. For 400 days, the County has had the same plan and expects a different result.

In a crisis, we expect our governments to work together and lead for the good of all the people they represent. As the inevitable eviction approaches with each passing day, the County insists it's doing everything it can and will do nothing other than react to whatever happens. In fact, Cobourg is the problem for not supporting 310 Division and Transition House by passing by-laws to protect their community.

What about 310 Division and Transition House?

At this time Chairman, I would like to enter into the public record the following:

- A transcript of my delegation
- Documents obtained from the County of Northumberland through Freedom of Information (FOI) requests
- Documents obtained from the public domain

I informed this Committee during my last delegation that I would be holding the County accountable for its response to emergency sheltering. Over the last 6 months I have reviewed: dozens of documents related to FOI requests, hours of video of official proceedings, the official meeting minutes from the NCHC Board, staff and consultant reports, and financial records of various entities. I have also reviewed public statements

from County officials, County press releases, media reports from local news, as well as social media platforms containing local content. I've sought input from Cobourg officials, business owners, taxpayers, and residents of the Encampment to ensure due diligence in providing the facts, not my personal feelings.

A person of significant interest is the recently announced former Housing Services Manager/General Manager of Northumberland County Housing Corporation, known as NCHC. I find it interesting that he resigned less than a week before my appearance today as there are many, many questions regarding his roles in the last 12 months. Fortunately, the record speaks for him, and those questions are left to be answered by Council and the CAO.

The documents indicate that from November 15<sup>th</sup> to December 15<sup>th</sup>, 2023, a series of communications, meetings, decisions, and transactions were made by Staff to achieve a predetermined outcome with respect to the purchase of 310 Division. This involved the former GM who during that time was:

1. the Treasurer of the Board of Northumberland County Housing Corporation
2. the chairperson of TH,
3. the acting executive director of TH,
4. an applicant for a management posting with the County

**Council Procedural By-Law 39-2023** was left unaddressed by the CAO, the past Warden, and the past Deputy Warden, who currently serves as Warden and was on the Board of NCHC rd at the time these events took place.

According to internal emails, on November 16<sup>th</sup>, 2023, County Council was informed by staff of the 310 Division project. Staff proceeded to make an offer 2 days later, closing the purchase on December 8<sup>th</sup> at a cost of \$2.3 million. Internal emails also indicate that Staff were moving ahead as quickly as possible on a property that was not listed for sale publicly, that they were using reserve funds with the County giving title to TH in exchange for a mortgage held by the County, and that they had no plan other than buying 310 Division on behalf of TH.

As chairperson and acting ED of TH, the former GM negotiated and signed the MOU on behalf of TH on December 6<sup>th</sup>. The following week, on December 15<sup>th</sup>, he was in a job interview with County staff he had negotiated with, worked with, and who had reported to the NCHC Board he sat on as Treasurer. On January 10<sup>th</sup>, he was offered the position, beating out 11 applicants, 3 of which were interviewed, **Council Procedural By-Law 39-2023**

The financial records reviewed clearly indicates that the County provides funding to TH with preference and no accountability. In fact, 2024 is the 3<sup>rd</sup> year in a row that TH received



more than it spent for a cumulative total almost \$600,000 in surplus funding. This unconventional funding approach impacts all other community partners who have strong governance and are effective including Cornerstone that turns away over 100 women and children in crisis due to lack of resources. The relationship between the County and TH seems preferential and simply crosses the line normally in place between two arm's length entities.

There is no question in my mind that all of this is not circumstantial. I have reviewed the records thoroughly and without prejudice and **Council Procedural By-Law 39-2023**

[REDACTED]

[REDACTED]

[REDACTED] The facts indicate that there is little to no oversight or accountability.

Therefore, I submit to you Chairman, 3 simple recommendations to be put before a full, open session of County Council to restore public trust in this level of government:

- That an investigation be launched by an arm's length, 3<sup>rd</sup> party entity with authority to hold leadership accountable
- That the Warden step down during the investigation
- That a comprehensive performance review be conducted regarding the CAO actions over the last 12 months by an outside 3<sup>rd</sup> party chosen by majority of County Council

Should this Committee choose to vote against advancing my delegation to full Council for a public debate at an open session, I will seek redress through official channels and coordinate a public response to hold County leadership accountable.

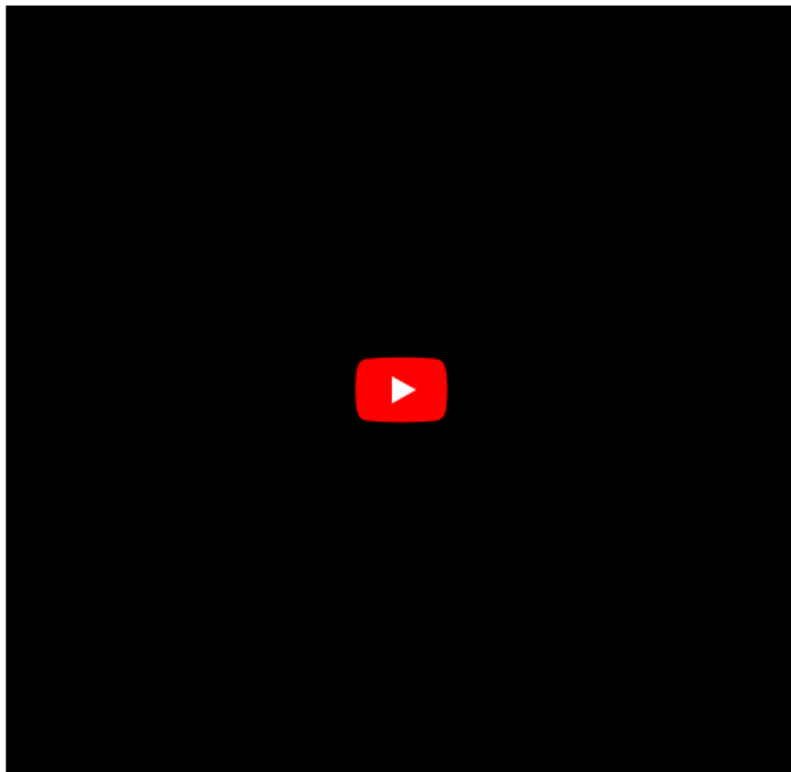
## Last County Delegation Summary

- ✓ Demand delegation findings be brought to full County Council to provide official public response by next Council Meeting.
- ✓ Complaint to the Integrity Ombudsman regarding Council Code of Conduct
- ✓ Access to Information Request requiring all documents, meetings, and notes regarding the lead up and outcome of the September 26, 2023 eviction notice at Brookside.
- ✓ Access to Information Request for all documents and actions related to the Emergency Shelter Review.
- ✓ Access to Information Request regarding all funding received from the Provincial government regarding homelessness, its allocations, and outcomes.
- Investigation regarding process related to emergency sheltering and the purchase of 310 Division



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Rev. Neil Ellis from St. Andrew's Presbyterian Church in Cobourg is leaving his position and taking on a new role with Northumberland County as Housing Services Manager.

Ellis made the announcement at the Sunday service on January 21, 2024.

Ellis was the 23rd minister to serve at St. Andrew's Church and started in September, 2014.

Choking back tears, Ellis said, "I will be resigning as Minister of St. Andrews," stating he has felt God has been calling him, "to something else."

Through time and prayer and contemplation, Ellis said he has been trying to figure out what that is.

"An opportunity was put in front of me in the Fall. I prayed over it and gave it some thought and spoke with some colleagues and decided...(the video appears to have been edited at that point.)"

Ellis' final Sunday with the church will be on February 11.

Later that month he will be taking on the role as Housing Services Manager.

"Moving into an area that I've had not a lot of work with."

"This congregation has said, "go and serve upon the community," and God I think has lead me on that path."

Ellis, was Chair for the Board of Directors at Transition House and previously acting executive director.

Before his time at St. Andrew's Church, Ellis was a financial advisor specializing in investments and mortgages.

Northumberland County has yet to announce the appointment.

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**Cobourg Police Bi-Weekly Update**

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**Salvation Army Community and Family Services in Cobourg On The Move - Again**



**PETE FISHER**

Has been a photojournalist for over 30-years and have been honoured to win numerous awards for photography and writing over the years. Best selling author for the book Highway of Heroes - True Patriot Love

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You may also read!



Video – SARTECS Drop in to Victoria Beach in Cobourg Kicking Off Ribfest

Preparations for 310 Division Opening Include a CLC

Northumberland County Social Services Prepares for Brookside Sale

# Source: CRA - T3010 Registered Charity Information Return

TRANSITION HOUSE COALITION OF NORTHUMBERLAND (865909386RR0001)

Revenue	2023		2022		2021		2020
<b>Total eligible amount of all gifts for which the charity issued tax receipts (\$)</b>	<b>\$</b>	<b>31,618.00</b>	<b>\$</b>	<b>16,422.00</b>	<b>\$</b>	<b>31,640.00</b>	<b>\$ 25,344.00</b>
Total eligible amount of tax-receipted tuition fees (\$)	\$	-	\$	-	\$	-	\$ -
Total amount of 10 year gifts received (\$)	\$	-	\$	-	\$	-	\$ -
Total amount received from other registered charities (\$)	\$	-	\$	2,240.00	\$	400.00	\$ 25,700.00
Total other gifts received for which a tax receipt was not issued by the charity (excluding)	\$	336,406.00	\$	21,730.00	\$	4,106.00	\$ 46,105.00
Total revenue received from federal government (\$)	\$	-	\$	213,880.00	\$	166,164.00	\$ 4,300.00
Total revenue received from provincial / territorial governments (\$)	\$	-	\$	-	\$	-	\$ -
<b>Total revenue received from municipal / regional governments (\$)</b>	<b>\$</b>	<b>1,378,547.00</b>	<b>\$</b>	<b>1,099,249.00</b>	<b>\$</b>	<b>866,841.00</b>	<b>\$ 388,677.00</b>
Total tax-receipted revenue from all sources outside of Canada (government and non-g	\$	-	\$	-	\$	-	\$ -
Total non tax-receipted revenue from all sources outside Canada (government and non	\$	-	\$	-	\$	-	\$ -
Total interest and investment income received or earned (\$)	\$	1,267.00	\$	343.00	\$	39.00	\$ -
Gross proceeds from disposition of assets (\$)	\$	-	\$	-	\$	-	\$ -
Net proceeds from disposition of assets (\$)	\$	-	\$	-	\$	-	\$ -
Gross income received from rental of land and/or buildings (\$)	\$	-	\$	-	\$	-	\$ -
Total non tax-receipted revenues received for memberships, dues and association fees	\$	-	\$	-	\$	-	\$ -
Total non tax-receipted revenue from fundraising (\$)	\$	-	\$	-	\$	1,125.00	\$ 4,883.00
Total revenue from sale of goods and services (except to any level of government in Car	\$	-	\$	-	\$	-	\$ -
Other revenue not already included in the amounts above (\$)	\$	-	\$	158,769.00	\$	66,778.00	\$ 72,739.00
Specify type(s) of revenue included in the amount reported at 4650	n/a		n/a		grants		grant, gift cards and wage subsidy
<b>Total revenue (\$)</b>	<b>\$</b>	<b>1,747,838.00</b>	<b>\$</b>	<b>1,512,633.00</b>	<b>\$</b>	<b>1,137,093.00</b>	<b>\$ 567,748.00</b>

## Source: CRA - T3010 Registered Charity Information Return

TRANSITION HOUSE COALITION OF NORTHUMBERLAND (865909386RR0001)

Expenses	2023		2022		2021		2020	
Advertising and promotion (\$)	\$	-	\$	5,842.00	\$	5,213.00	\$	298.00
Travel and vehicle expenses (\$)	\$	-	\$	-	\$	-	\$	-
Interest and bank charges (\$)	\$	4,217.00	\$	5,634.00	\$	6,193.00	\$	5,163.00
Licences, memberships, and dues (\$)	\$	-	\$	-	\$	-	\$	-
Office supplies and expenses (\$)	\$	28,711.00	\$	66,442.00	\$	35,945.00	\$	16,992.00
Occupancy costs (\$)	\$	55,047.00	\$	140,365.00	\$	213,234.00	\$	97,867.00
Professional and consulting fees (\$)	\$	65,863.00	\$	36,344.00	\$	38,581.00	\$	24,216.00
Education and training for staff and volunteers (\$)	\$	8,576.00	\$	64,959.00	\$	1,661.00	\$	8,975.00
Total expenditure on all compensation (enter the amount reported at line 390 in Schedule 3, if applicable) (\$)	\$	791,274.00	\$	855,329.00	\$	797,599.00	\$	518,538.00
Fair market value of all donated goods used in charitable activities (\$)	\$	-	\$	-	\$	-	\$	-
Purchased supplies and assets (\$)	\$	562,376.00	\$	140,048.00	\$	25,749.00	\$	15,798.00
Amortization of capitalized assets (\$)	\$	11,014.00	\$	11,852.00	\$	12,821.00	\$	13,949.00
Research grants and scholarships as part of charitable activities (\$)	\$	-	\$	-	\$	-	\$	-
All other expenditures not included in the amounts above (excluding gifts to qualified donees) (\$)	\$	19,003.00	\$	1,255.00	\$	2,068.00	\$	1,117.00
Specify type(s) of expenditures included in the amount reported at 4920	fundraising		fundraising		fundraising		fundraising	
Total expenditures before gifts to qualified donees (\$)	\$	1,546,081.00	\$	1,328,070.00	\$	1,139,064.00	\$	702,913.00
Total grants made to non-qualified donees (grantees) — question only asked from 2022 onward (\$)	\$	-	\$	-	n/a	n/a		
Total expenditures (\$)	\$	1,546,081.00	\$	1,328,070.00	\$	1,139,064.00	\$	702,913.00

# Source: CRA - T3010 Registered Charity Information Return

TRANSITION HOUSE COALITION OF NORTHUMBERLAND (865909386RR0001)

Assets	2023		2022		2021		2020
Cash, bank accounts, and short-term investments (\$)	\$	400,234.00	\$	419,109.00	\$	94,412.00	\$ 9,938.00
Amounts receivable from non-arm's length persons (\$)	\$	-	\$	77,471.00	\$	-	\$ -
Amounts receivable from all others (\$)	\$	52,215.00	\$	-	\$	134,456.00	\$ 24,973.00
Investments in non-arm's length persons (\$)	\$	-	\$	-	\$	-	\$ -
Long-term investments (\$)	\$	-	\$	-	\$	-	\$ -
Inventories (\$)	\$	-	\$	-	\$	-	\$ -
Land and buildings in Canada (\$)	\$	302,594.00	\$	556,892.00	\$	556,892.00	\$ 556,892.00
Other capital assets in Canada (\$)	\$	7,290.00	\$	38,626.00	\$	38,626.00	\$ 38,626.00
Capital assets outside Canada (\$)	\$	-	\$	-	\$	-	\$ -
Accumulated amortization of capital assets (\$)	\$	-	-\$	274,620.00	-\$	262,768.00	-\$ 249,947.00
Other assets (\$)	\$	12,377.00	\$	11,026.00	\$	-	\$ -
<b>Total assets (\$)</b>	<b>\$</b>	<b>774,710.00</b>	<b>\$</b>	<b>828,504.00</b>	<b>\$</b>	<b>561,618.00</b>	<b>\$ 380,482.00</b>

**Source: CRA - T3010 Registered Charity  
Information Return**

TRANSITION HOUSE COALITION OF NORTHUMBERLAND (865909386RR0001)	2023		2022		2021		2020	
Liabilities	\$	68,490.00	\$	55,048.00	\$	62,070.00	\$	32,683.00
Accounts payable and accrued liabilities (\$)	\$	29,531.00	\$	286,227.00	\$	185,075.00	\$	-
Deferred revenue (\$)	\$	-	\$	-	\$	-	\$	20,000.00
Amounts owing to non-arm's length persons (\$)	\$	97,343.00	\$	109,640.00	\$	121,447.00	\$	132,802.00
Other liabilities (\$)	\$	195,364.00	\$	450,915.00	\$	368,592.00	\$	185,485.00
Total liabilities (\$)								



## Source: CRA - T3010 Registered Charity Information Return

TRANSITION HOUSE COALITION OF NORTHUMBERLAND (865909386RR0001)

Staff	2023	2022	2021	2020	2019
Full-time employees (#)	31	16	15	14	9
Part-time or part-year employees (#)	0	0	0	0	0
Total compensation (\$)	\$ 791,274.00	\$ 855,329.00	\$ 797,599.00	\$ 518,538.00	\$ 257,717.00
Part-time or part-year compensation (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Professional and Consulting Fees (\$)	\$ 65,863.00	\$ 36,344.00	\$ 38,581.00	\$ 24,216.00	\$ 15,895.00

**Source: CRA - T3010 Registered Charity Information Return**

Last Name	First Name	Middle Name Initial	Position	At Arm's Length	Appointed	Ceased
Beaumont	Brad		director	Y	9/24/2022	
Bouman	Ashley		director	Y	6/24/2021	1/26/2023
Ciponi	Madison		director	Y	6/24/2021	
Ciponi	Madison		vice chair	Y	2/9/2023	
Curle	Lisa		treasurer	Y	6/24/2021	11/27/2022
Doidge	Tracey		director	Y	12/1/2021	
Durham	Duane	J	chair	Y	6/24/2021	1/26/2023
<b>Ellis</b>	<b>Neil</b>		<b>chair</b>	<b>Y</b>	<b>2/23/2023</b>	
Lester	Alison		secretary	Y	2/23/2023	
Linney	John		director	Y	6/24/2021	11/1/2021
MacDonald	Meaghan		treasurer	Y	2/23/2023	
McPhee	Alexandra		director	Y	12/1/2021	
Phillips	Tracy		director	Y	11/27/2022	
Reycraft	Anne		director	Y	6/24/2021	1/26/2023
Smith	Donna		director	Y	6/24/2021	
Taipale	Karen		director	Y	6/24/2021	9/30/2021
Taylor	Nelson		vice-chair	Y	10/1/2018	1/26/2023
Warmland	Alyssa		director	Y	6/24/2021	10/31/2021
Wheeldon	Jeff		chair	Y	6/23/2020	6/24/2021

# Northumberland County Freedom of Information (FOI) Request Document

## 310 Division Street - Operationalization Budget

	Description	Cost	
Capital Repairs			
General	Main Area Painting/Patching	\$	80,000.00
	Flooring	\$	20,000.00
	Lighting Upgrade	\$	100,000.00
	Main Drain Replacement	\$	300,000.00
	Fire Seperation Repair	\$	150,000.00
	Replace Bathroom Exhaust Fans (client space and general)	\$	20,000.00
Addressing Barriers			
	Accessible Ramp installation	\$	250,000.00
	Accessible Doors	\$	25,000.00
	Secure Smoking Area/Outdoor Pet Area	\$	25,000.00
	Accessible Main Washroom/Shower/Laundry	\$	60,000.00
Security			
	Law enforcement	\$	40,000.00
	Law enforcement (MFIPPA s.8)	\$	50,000.00
	Law enforcement (MFIPPA s.8)	\$	2,000.00
		\$	15,000.00
	Law enforcement (MFIPPA s.8)	\$	50,000.00
Total Capital Improvement Budget		\$	1,187,000.00
Programming			
Emergency Sheltering	35 units		
	drywall/paint	\$	350,000.00
	furniture	\$	50,000.00
Transitional Housing	10 units		
	Kitchen Installation	\$	130,000.00
	drywall and paint	\$	100,000.00

	Fixture Upgrade (bathroom)	\$	200,000.00
	Furniture/Appliances	\$	25,000.00
24/7 Drop In			
	Furniture	\$	25,000.00
Client Programming			
	Programming Space (kitchen/programming)	\$	60,000.00
	Resource Centre	\$	35,000.00
	Health Care Services Space	\$	20,000.00
	Community Kitchen	\$	25,000.00
Administration			
	Staff Offices/Client Meeting Spaces	\$	8,000.00
	Staff Wellness/Breakroom	\$	15,000.00
	Board Room - Social Enterprise	\$	15,000.00
	<b>Programming Total</b>	<b>\$</b>	<b>1,058,000.00</b>
	<b>Total Hard Costs</b>	<b>\$</b>	<b>2,245,000.00</b>
	<b>10% contingency</b>	<b>\$</b>	<b>224,500.00</b>
	<b>Total Cost for full operations</b>	<b>\$</b>	<b>2,469,500.00</b>



## Agreement of Purchase and Sale Commercial

This Agreement of Purchase and Sale dated this 20th day of November, 2023

**BUYER:** The Corporation of the County of Northumberland, agrees to purchase from  
(Full legal names of all Buyers)

**SELLER:** Cobourg Retirement Residence Facility Inc., the following  
(Full legal names of all Sellers)

### REAL PROPERTY:

Address 310 Division Street

fronting on the East side of Division Street

in the City of Cobourg

and having a frontage of 42.48 feet more or less by a depth of 164.88 feet more or less

and legally described as Pt Lt 9 Blk E PL Caddy (Formerly LT 16 CON A Hamilton) Cobourg PT LT 10 BLK E PL Caddy

(Formerly LT 16 CON A Hamilton) Cobourg As In CB134843 Town of Cobourg (the "property")  
(legal description of land including easements not described elsewhere)

### PURCHASE PRICE:

Two Million Three Hundred Thousand Dollars Dollars (CDN\$) 2,300,000.00

**DEPOSIT:** Buyer submits Upon Acceptance  
(Herewith/Upon Acceptance/as otherwise described in this Agreement)

Twenty Thousand Dollars Dollars (CDN\$) 20,000.00

by negotiable cheque payable to The Seller's Lawyer in Trust "Deposit Holder"  
to be held in trust pending completion or other termination of this Agreement and to be credited toward the Purchase Price on completion. For the purposes  
of this Agreement, "Upon Acceptance" shall mean that the Buyer is required to deliver the deposit to the Deposit Holder within 24 hours of the acceptance  
of this Agreement. The parties to this Agreement hereby acknowledge that, unless otherwise provided for in this Agreement, the Deposit Holder shall place  
the deposit in trust in the Deposit Holder's non-interest bearing Real Estate Trust Account and no interest shall be earned, received or paid on the deposit.

Buyer agrees to pay the balance as more particularly set out in Schedule A attached.

**SCHEDULE(S) A** attached hereto form(s) part of this Agreement.

**1. IRREVOCABILITY:** This offer shall be irrevocable by Seller until 4:00 pm on  
23 (Seller/Buyer) (a.m./p.m.)  
the 22nd day of November, 2023, after which time, if not accepted, this  
offer shall be null and void and the deposit shall be returned to the Buyer in full without interest.

**2. COMPLETION DATE:** This Agreement shall be completed by no later than 6:00 p.m. on the 8th day of December  
23, 2023. Upon completion, vacant possession of the property shall be given to the Buyer  
unless otherwise provided for in this Agreement.

INITIALS OF BUYER(S):

MM MN

INITIALS OF SELLER(S):

MM

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- 3. NOTICES:** ~~The Seller hereby appoints the Listing Brokerage as agent for the Seller for the purpose of giving and receiving notices pursuant to this Agreement. Where a Brokerage (Buyer's Brokerage) has entered into a representation agreement with the Buyer, the Buyer hereby appoints the Buyer's Brokerage as agent for the purpose of giving and receiving notices pursuant to this Agreement. Where a Brokerage represents both the Seller and the Buyer (multiple representation), the Brokerage shall not be appointed or authorized to be agent for either the Buyer or the Seller for the purpose of giving and receiving notices.~~ Any notice relating hereto or provided for herein shall be in writing. In addition to any provision contained herein and in any Schedule hereto, this offer, any counter-offer, notice of acceptance thereof or any notice to be given or received pursuant to this Agreement or any Schedule hereto (any of them, "Document") shall be deemed given and received when delivered personally or hand delivered to the Address for Service provided in the Acknowledgement below, or where a facsimile number or email address is provided herein, when transmitted electronically to that facsimile number or email address, respectively, in which case, the signature(s) of the party (parties) shall be deemed to be original.

FAX No.: .....  
(For delivery of Documents to Seller)

FAX No.: **613-966-2866** .....  
(For delivery of Documents to Buyer)

Email Address: .....  
(For delivery of Documents to Seller)

Email Address: **mnoble@tmlegal.ca vmcpeake@tmlegal** .....  
(For delivery of Documents to Buyer)

**4. CHATELS INCLUDED:** .....

All appliances in any of the units or common areas or basement of the Property

Unless otherwise stated in this Agreement or any Schedule hereto, Seller agrees to convey all fixtures and chattels included in the Purchase Price free from all liens, encumbrances or claims affecting the said fixtures and chattels.

**5. FIXTURES EXCLUDED:** .....

None

- 6. RENTAL ITEMS (Including Lease, Lease to Own):** The following equipment is rented and **not** included in the Purchase Price. The Buyer agrees to assume the rental contract(s), if assumable:

None

The Buyer agrees to co-operate and execute such documentation as may be required to facilitate such assumption.


- 7. HST: If the sale of the property (Real Property as described above) is subject to Harmonized Sales Tax (HST), then such tax shall be in addition to the Purchase Price.** The Seller will not collect HST if the Buyer provides to the Seller a warranty that the Buyer is registered under the Excise Tax Act ("ETA"), together with a copy of the Buyer's ETA registration, a warranty that the Buyer shall self-assess and remit the HST payable and file the prescribed form and shall indemnify the Seller in respect of any HST payable. The foregoing warranties shall not merge but shall survive the completion of the transaction. If the sale of the property is not subject to HST, Seller agrees to certify on or before closing, that the transaction is not subject to HST. Any HST on chattels, if applicable, is not included in the Purchase Price.

INITIALS OF BUYER(S):



INITIALS OF SELLER(S):



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8. **TITLE SEARCH:** Buyer shall be allowed until 6:00 p.m. on the 4th day of December, 2023, (Requisition Date) to examine the title to the property at Buyer's own expense and until the earlier of: (i) thirty days from the later of the Requisition Date or the date on which the conditions in this Agreement are fulfilled or otherwise waived or; (ii) five days prior to completion, to satisfy Buyer that there are no outstanding

work orders or deficiency notices affecting the property, and that its present use [retirement facility] may be lawfully continued and that the principal building may be insured against risk of fire. Seller hereby consents to the municipality or other governmental agencies releasing to Buyer details of all outstanding work orders and deficiency notices affecting the property, and Seller agrees to execute and deliver such further authorizations in this regard as Buyer may reasonably require.

9. **FUTURE USE:** Seller and Buyer agree that there is no representation or warranty of any kind that the future intended use of the property by Buyer is or will be lawful except as may be specifically provided for in this Agreement.
10. **TITLE:** Provided that the title to the property is good and free from all registered restrictions, charges, liens, and encumbrances except as otherwise specifically provided in this Agreement and save and except for (a) any registered restrictions or covenants that run with the land providing that such are complied with; (b) any registered municipal agreements and registered agreements with publicly regulated utilities providing such have been complied with, or security has been posted to ensure compliance and completion, as evidenced by a letter from the relevant municipality or regulated utility; (c) any minor easements for the supply of domestic utility or telecommunication services to the property or adjacent properties; and (d) any easements for drainage, storm or sanitary sewers, public utility lines, telecommunication lines, cable television lines or other services which do not materially affect the use of the property. If within the specified times referred to in paragraph 8 any valid objection to title or to any outstanding work order or deficiency notice, or to the fact the said present use may not lawfully be continued, or that the principal building may not be insured against risk of fire is made in writing to Seller and which Seller is unable or unwilling to remove, remedy or satisfy ~~or obtain insurance save and except against risk of fire (Title Insurance) in favour of the Buyer and any mortgagee, (with all related costs at the expense of the Seller),~~ and which Buyer will not waive, this Agreement notwithstanding any intermediate acts or negotiations in respect of such objections, shall be at an end and all monies paid shall be returned without interest or deduction and Seller, Listing Brokerage and Co-operating Brokerage shall not be liable for any costs or damages. Save as to any valid objection so made by such day and except for any objection going to the root of the title, Buyer shall be conclusively deemed to have accepted Seller's title to the property.
11. **CLOSING ARRANGEMENTS:** Where each of the Seller and Buyer retain a lawyer to complete the Agreement of Purchase and Sale of the property, and where the transaction will be completed by electronic registration pursuant to Part III of the Land Registration Reform Act, R.S.O. 1990, Chapter L4 and the Electronic Registration Act, S.O. 1991, Chapter 44, and any amendments thereto, the Seller and Buyer acknowledge and agree that the exchange of closing funds, non-registrable documents and other items (the "Requisite Deliveries") and the release thereof to the Seller and Buyer will (a) not occur at the same time as the registration of the transfer/deed (and any other documents intended to be registered in connection with the completion of this transaction) and (b) be subject to conditions whereby the lawyer(s) receiving any of the Requisite Deliveries will be required to hold same in trust and not release same except in accordance with the terms of a document registration agreement between the said lawyers. The Seller and Buyer irrevocably instruct the said lawyers to be bound by the document registration agreement which is recommended from time to time by the Law Society of Ontario. Unless otherwise agreed to by the lawyers, such exchange of Requisite Deliveries shall occur by the delivery of the Requisite Deliveries of each party to the office of the lawyer for the other party or such other location agreeable to both lawyers.
12. **DOCUMENTS AND DISCHARGE:** Buyer shall not call for the production of any title deed, abstract, survey or other evidence of title to the property except such as are in the possession or control of Seller. If requested by Buyer, Seller will deliver any sketch or survey of the property within Seller's control to Buyer as soon as possible and prior to the Requisition Date. If a discharge of any Charge/Mortgage held by a corporation incorporated pursuant to the Trust And Loan Companies Act (Canada), Chartered Bank, Trust Company, Credit Union, Caisse Populaire or Insurance Company and which is not to be assumed by Buyer on completion, is not available in registrable form on completion, Buyer agrees to accept Seller's lawyer's personal undertaking to obtain, out of the closing funds, a discharge in registrable form and to register same, or cause same to be registered, on title within a reasonable period of time after completion, provided that on or before completion Seller shall provide to Buyer a mortgage statement prepared by the mortgagee setting out the balance required to obtain the discharge, and, where a real-time electronic cleared funds transfer system is not being used, a direction executed by Seller directing payment to the mortgagee of the amount required to obtain the discharge out of the balance due on completion.
13. **INSPECTION:** Buyer acknowledges having had the opportunity to inspect the property and understands that upon acceptance of this offer there shall be a binding agreement of purchase and sale between Buyer and Seller. **The Buyer acknowledges having the opportunity to include a requirement for a property inspection report in this Agreement and agrees that except as may be specifically provided for in this Agreement, the Buyer will not be obtaining a property inspection or property inspection report regarding the property.**
14. **INSURANCE:** All buildings on the property and all other things being purchased shall be and remain until completion at the risk of Seller. Pending completion, Seller shall hold all insurance policies, if any, and the proceeds thereof in trust for the parties as their interests may appear and in the event of substantial damage, Buyer may either terminate this Agreement and have all monies paid returned without interest or deduction or else take the proceeds of any insurance and complete the purchase. No insurance shall be transferred on completion. If Seller is taking back a Charge/Mortgage, or Buyer is assuming a Charge/Mortgage, Buyer shall supply Seller with reasonable evidence of adequate insurance to protect Seller's or other mortgagee's interest on completion.

INITIALS OF BUYER(S):

INITIALS OF SELLER(S):



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- 15. PLANNING ACT:** This Agreement shall be effective to create an interest in the property only if Seller complies with the subdivision control provisions of the Planning Act by completion and Seller covenants to proceed diligently at his expense to obtain any necessary consent by completion.
- 16. DOCUMENT PREPARATION:** The Transfer/Deed shall, save for the Land Transfer Tax Affidavit, be prepared in registrable form at the expense of Seller, and any Charge/Mortgage to be given back by the Buyer to Seller at the expense of the Buyer. If requested by Buyer, Seller covenants that the Transfer/Deed to be delivered on completion shall contain the statements contemplated by Section 50(22) of the Planning Act, R.S.O. 1990.
- 17. RESIDENCY:** (a) Subject to (b) below, the Seller represents and warrants that the Seller is not and on completion will not be a non-resident under the non-residency provisions of the Income Tax Act which representation and warranty shall survive and not merge upon the completion of this transaction and the Seller shall deliver to the Buyer a statutory declaration that Seller is not then a non-resident of Canada;  
(b) provided that if the Seller is a non-resident under the non-residency provisions of the Income Tax Act, the Buyer shall be credited towards the Purchase Price with the amount, if any, necessary for Buyer to pay to the Minister of National Revenue to satisfy Buyer's liability in respect of tax payable by Seller under the non-residency provisions of the Income Tax Act by reason of this sale. Buyer shall not claim such credit if Seller delivers on completion the prescribed certificate.
- 18. ADJUSTMENTS:** Any rents, mortgage interest, realty taxes including local improvement rates and unmetered public or private utility charges and unmetered cost of fuel, as applicable, shall be apportioned and allowed to the day of completion, the day of completion itself to be apportioned to Buyer.
- 19. TIME LIMITS:** Time shall in all respects be of the essence hereof provided that the time for doing or completing of any matter provided for herein may be extended or abridged by an agreement in writing signed by Seller and Buyer or by their respective lawyers who may be specifically authorized in that regard.
- 20. PROPERTY ASSESSMENT:** The Buyer and Seller hereby acknowledge that the Province of Ontario has implemented current value assessment and properties may be re-assessed on an annual basis. The Buyer and Seller agree that no claim will be made against the Buyer or Seller, or any Brokerage, Broker or Salesperson, for any changes in property tax as a result of a re-assessment of the property, save and except any property taxes that accrued prior to the completion of this transaction.
- 21. TENDER:** Any tender of documents or money hereunder may be made upon Seller or Buyer or their respective lawyers on the day set for completion. Money shall be tendered with funds drawn on a lawyer's trust account in the form of a bank draft, certified cheque or wire transfer using the Lynx high value payment system as set out and prescribed by the *Canadian Payments Act* (R.S.C., 1985, c. C-21), as amended from time to time.
- 22. FAMILY LAW ACT:** Seller warrants that spousal consent is not necessary to this transaction under the provisions of the Family Law Act, R.S.O. 1990 unless the spouse of the Seller has executed the consent hereinafter provided.
- 23. UFFI:** Seller represents and warrants to Buyer that during the time Seller has owned the property, Seller has not caused any building on the property to be insulated with insulation containing urea formaldehyde, and that to the best of Seller's knowledge no building on the property contains or has ever contained insulation that contains urea formaldehyde. This warranty shall survive and not merge on the completion of this transaction, and if the building is part of a multiple unit building, this warranty shall only apply to that part of the building which is the subject of this transaction.
- 24. LEGAL, ACCOUNTING AND ENVIRONMENTAL ADVICE:** ~~The parties acknowledge that any information provided by the brokerage is not legal, tax or environmental advice, and that it has been recommended that the parties obtain independent professional advice prior to signing this document.~~
- 25. CONSUMER REPORTS:** ~~The Buyer is hereby notified that a consumer report containing credit and/or personal information may be referred to in connection with this transaction.~~
- 26. AGREEMENT IN WRITING:** If there is conflict or discrepancy between any provision added to this Agreement (including any Schedule attached hereto) and any provision in the standard pre-set portion hereof, the added provision shall supersede the standard pre-set provision to the extent of such conflict or discrepancy. This Agreement including any Schedule attached hereto, shall constitute the entire Agreement between Buyer and Seller. There is no representation, warranty, collateral agreement or condition, which affects this Agreement other than as expressed herein. For the purposes of this Agreement, Seller means vendor and Buyer means purchaser. This Agreement shall be read with all changes of gender or number required by the context.
- 27. ELECTRONIC SIGNATURES:** The parties hereto consent and agree to the use of electronic signatures pursuant to the *Electronic Commerce Act*, 2000, S.O. 2000, c17 as amended from time to time with respect to this Agreement and any other documents respecting this transaction.
- 28. TIME AND DATE:** Any reference to a time and date in this Agreement shall mean the time and date where the property is located.

INITIALS OF BUYER(S):



INITIALS OF SELLER(S):




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**29. SUCCESSORS AND ASSIGNS:** The heirs, executors, administrators, successors and assigns of the undersigned are bound by the terms herein.

SIGNED, SEALED AND DELIVERED in the presence of:

(Witness)

(Witness)

IN WITNESS whereof I have hereunto set my hand and seal:

The Corporation of the County of Northumberland  
by its authorized signing officers Maddison Mather & Matthew Nitch

DocuSigned by:  
Buyer  
Maddison Mather  
DocuSigned by:  
Matthew Nitch  
DEA53C9DA254B3 C69E6B7AA33A4AB

11/23/2023

(Seal) (Date)

11/23/2023

(Seal) (Date)

I, the Undersigned Seller, agree to the above offer. Hereby irrevocably instruct my lawyer to pay directly to the brokerage(s) with whom I have agreed to pay commission, the unpaid balance of the commission together with applicable Harmonized Sales Tax (and any other taxes as may hereafter be applicable), from the proceeds of the sale prior to any payment to the undersigned on completion, as advised by the brokerage(s) to my lawyer.

SIGNED, SEALED AND DELIVERED in the presence of:

(Witness)

(Witness)

IN WITNESS whereof I have hereunto set my hand and seal:

Coburg Retirement Residence Facility Inc.  
by its authorized signing officer Dan Kanak

(Seller)

(Seller)

(Seal) (Date)

(Seal) (Date)

NOV. 21, 2023

**SPOUSAL CONSENT:** The undersigned spouse of the Seller hereby consents to the disposition evidenced herein pursuant to the provisions of the Family Law Act, R.S.O.1990, and hereby agrees to execute all necessary or incidental documents to give full force and effect to the sale evidenced herein.

(Witness)

(Spouse)

(Seal) (Date)

**CONFIRMATION OF ACCEPTANCE:** Notwithstanding anything contained herein to the contrary, I confirm this Agreement with all changes both typed and written was finally accepted by all parties at \_\_\_\_\_ this \_\_\_\_\_, 20\_\_\_\_.

(a.m./p.m.)

DocuSigned by:  
Maddison Mather  
DocuSigned by:  
Matthew Nitch  
DEA53C9DA254B3

(Signature of Seller or Buyer)

#### INFORMATION ON BROKERAGE(S)

Listing Brokerage

(Tel.No.)

(Salesperson/Broker/Broker of Record Name)

Co-op/Buyer Brokerage

(Tel.No.)

(Salesperson/Broker/Broker of Record Name)

#### ACKNOWLEDGEMENT

I acknowledge receipt of my signed copy of this accepted Agreement of Purchase and Sale and I authorize the Brokerage to forward a copy to my lawyer:

(Seller)

(Date)

(Seller)

(Date)

Address for Service

(Tel. No.)

Seller's Lawyer John Atchison - Gardiner Roberts

Address 22 Adelaide Street West, Suite 3600, Toronto Ontario M5H 4H3

Email jatchison@grllp.com

416 865-6647

(Tel. No.)

416 865-6636

(Fax. No.)

I acknowledge receipt of my signed copy of this accepted Agreement of Purchase and Sale and I authorize the Brokerage to forward a copy to my lawyer:

(Buyer)

(Date)

(Buyer)

(Date)

Address for Service

(Tel. No.)

Buyer's Lawyer Mark Noble - Templeman LLP

Address 205 Dundas Street East Suite 200 Belleville Ontario K8N 5A2

Email mnoble@tmlegal.ca vmcpeake@tmlegal.ca

613 966-2620

(Tel. No.)

613 966-2866

(Fax. No.)

#### FOR OFFICE USE ONLY

#### COMMISSION TRUST AGREEMENT

To: Co-operating Brokerage shown on the foregoing Agreement of Purchase and Sale:

In consideration for the Co-operating Brokerage procuring the foregoing Agreement of Purchase and Sale, I hereby declare that all moneys received or receivable by me in connection with the Transaction as contemplated in the MLS® Rules and Regulations of my Real Estate Board shall be receivable and held in trust. This agreement shall constitute a Commission Trust Agreement as defined in the MLS® Rules and shall be subject to and governed by the MLS® Rules pertaining to Commission Trust.

DATED as of the date and time of the acceptance of the foregoing Agreement of Purchase and Sale.

Acknowledged by:

(Authorized to bind the Listing Brokerage)

(Authorized to bind the Co-operating Brokerage)

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**Form 500**

for use in the Province of Ontario

**Schedule A****Agreement of Purchase and Sale – Commercial**

This Schedule is attached to and forms part of the Agreement of Purchase and Sale between:

**BUYER:** The Corporation of the County of Northumberland, and

**SELLER:** Cobourg Retirement Residence Facility Inc.

for the purchase and sale of 310 Division Street

dated the 20th day of November, 2023

Buyer agrees to pay the balance as follows:

to the Seller, subject to adjustments on completion of this transaction with funds drawn on the Buyer's lawyer's trust account by wire transfer using the Lynx high value payment system as set out and prescribed by the Canadian Payments Act (RSC 1985, c C-21) as amended.

Schedule "A" continues on next page.

This form must be initialed by all parties to the Agreement of Purchase and Sale.

INITIALS OF BUYER(S):

INITIALS OF SELLER(S):



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## SCHEDULE "A"

1. The Seller represents and warrants to the Buyer that:

- (a) this Agreement have been authorized by all requisite corporate and/or other proceedings of the Seller and constitute legal, valid and binding obligations of it enforceable against it in accordance with their terms.

2. The Buyer represents and warrants to the Seller that:

- (a) this Agreement have been authorized by all requisite corporate and/or other proceedings of the Buyer and constitute legal, valid and binding obligations of it enforceable against it in accordance with their terms.

The representations and warranties in Sections 1 and 2 of this Schedule "A" shall survive closing for a period of 12 months following Closing.

3. The Buyer acknowledges and agrees that:

- (a) on Closing, title to the property shall be subject to the permitted encumbrances listed in Schedule "B" of this Agreement (the "**Permitted Encumbrances**"); and
- (b) the property is being purchased and assumed by the Buyer on an "as is, where is" basis as of the Closing Date and except as specifically set out herein, without any express or implied agreement, representation or warranty of any kind whatsoever as to the title, condition, area, suitability for development, physical characteristics, profitability, use or zoning, the existence of latent defects, any environmental matter, the quality thereof or as to the accuracy, currency or completeness of any information or documentation supplied or to be supplied in connection with the property and without limiting the foregoing, any and all conditions or warranties expressed or implied pursuant to the Sale of Goods Act (Ontario) will not apply and are waived by the Buyer.

The provisions of this Section 3 shall not merge on, but shall survive, Closing.

Initials of Buyer(s):

Initials of Seller(s):

## **SCHEDULE "B"**

### **PERMITTED ENCUMBRANCES**

Title to the Property is, and on the Closing Date shall be subject to the following encumbrances (the "**Permitted Encumbrances**"): .

1. Instrument No. CAD1 registered November 17, 1878 being a plan of subdivision
2. instrument No. CB142912 registered March 24 1988 being a development agreement between the Corporation of the Town of Cobourg and 681707 Ontario Limited; and
3. Instrument No. CB158305 registered May 16, 1990 being an encroachment agreement between the Corporation of the Town of Cobourg and Alert Care Corporation

Initials of Buyer(s):



Initials of Seller(s):



Properties

PIN 51099 - 0067 LT Interest/Estate Fee Simple  
Description PT LT 9 BLK E PL CADDY (FORMERLY LT 16 CON A HAMILTON) COBOURG; PT LT 10 BLK E PL CADDY (FORMERLY LT 16 CON A HAMILTON) COBOURG AS IN CB134843; TOWN OF COBOURG  
Address 310 DIVISION ST COBOURG

Chargor(s)

The chargor(s) hereby charges the land to the chargee(s). The chargor(s) acknowledges the receipt of the charge and the standard charge terms, if any.

Name TRANSITION HOUSE COALITION OF NORTHUMBERLAND  
Acting as a company  
Address for Service 10 Chapel Street, Cobourg, Ontario K9A 1H9  
A person or persons with authority to bind the corporation has/have consented to the registration of this document.  
This document is not authorized under Power of Attorney by this party.

Chargee(s) Capacity Share

Name THE CORPORATION OF THE COUNTY OF NORTHUMBERLAND  
Acting as a company  
Address for Service 555 Courthouse Road, Cobourg, Ontario K9A 5J6

Statements

The text added or imported if any, is legible and relates to the parties in this document.

Provisions

Principal \$2,300,000.00 Currency CDN  
Calculation Period  
Balance Due Date  
Interest Rate  
Payments  
Interest Adjustment Date  
Payment Date  
First Payment Date  
Last Payment Date  
Standard Charge Terms 200033  
Insurance Amount Full insurable value  
Guarantor

Additional Provisions

See Schedules

File Number

Chargee Client File Number : 60417

## SCHEDULE TO CHARGE

1. The Mortgagor hereby agrees to grant this Mortgage as continuing collateral security for the payment and satisfaction to the Mortgagee of obligations, debts and liabilities present or future, direct or indirect, absolute or contingent, matured or not, extended or renewed at any time owing by the Mortgagor to the Mortgagee or remaining unpaid by the Mortgagor to the Mortgagee heretofore or hereafter incurred or arising and whether incurred by or arising from any agreement or dealings between the Mortgagee and the Mortgagor or any other agreement or dealings with any third party by which the Mortgagee may be or become in any manner whatsoever a creditor of the Mortgagor or howsoever incurred or arising anywhere within or outside of Canada and whether the Mortgagor be bound alone or with another or others and whether principal or surety and any ultimate unpaid balance thereof and whether the same is from time to time reduced and thereafter increased or entirely extinguished and thereafter incurred again including under a security agreement given by the Mortgagor to the Mortgagee dated as of the date hereof, including pursuant to a promissory note (the "Note") given by the Mortgagee to the Mortgagor as payment for the transfer of the Property known municipally as 310 Division Street Cobourg Ontario (the "Mortgaged Property") (collectively referred to hereinafter as the "Liabilities").
2. Provided that the Mortgagor, when not in default, shall have the privilege of paying the whole or any part of the Note without notice or bonus.
3. All costs and expenses relating to such consents, discharges, assurances, easements, and acknowledgements by the Mortgagee shall be borne by the Mortgagor.
4. The Mortgagor hereby covenants and agrees that it will give immediate notice in writing to the Mortgagee of any damage caused by fire, or any other casualty to the premises or the Mortgagor.
5. The Mortgagor covenants and agrees that the Mortgage Property will be kept at all times in good and proper repair and in compliance with all applicable laws.
6. The Mortgagor shall not dispose of or encumber the Mortgaged Property or any part thereof, or affect a change of voting control without the prior written consent of the Mortgagee which may be withheld by the Mortgagor in its discretion.
7. Provided that the herein described Mortgage together with the principal sum secured hereunder and all accrued interest shall immediately become due and payable in full at the exclusive option of the Mortgagee if the Mortgage Property secured hereunder or any part thereof or interest therein is sold, transferred, conveyed, foreclosed, exchanged, assigned, mortgaged, leased or otherwise disposed of or destroyed or the Mortgagor enters into an agreement to effect of the foregoing whether by registered or unregistered instrument and whether for valuable or nominal consideration. The exercise of the said option by the Mortgagee shall not be valid unless expressed in writing and signed by an officer of the Mortgagee, under the Mortgagee's seal.
8. If the Mortgagor defaults in the performance or observance of any covenant, term or proviso herein including default in the payment of the Note and any amount due hereunder, then the Mortgagee may at its option, declare the whole of the principal hereby secured to be forthwith due and payable together with accrued interest thereon.
9. All monies owing pursuant to this Mortgage shall, at the option of the Mortgagee become forthwith due and payable, and all the rights and remedies hereby conferred in respect of the Mortgaged Property shall become immediately enforceable and any and all additional and collateral securities for payment of this Mortgage shall become immediately enforceable upon the happening of any of the following events:
  - (a) if the Mortgagor commits any act of bankruptcy as defined in the Bankruptcy Act (Canada) or becomes an "insolvent person" within the meaning of the said Act;
  - (b) if any proposal is made or any petition is filed by the Mortgagor under any law having for its purpose the extension of time for payment, composition or compromise of the liabilities of the Mortgagor;

- (c) if any receiver, administrator or manager of the Mortgaged Property, assets or undertaking of the Mortgagor is appointed pursuant to the terms of any trust deed, trust indenture, debenture or similar instrument or by or under any judgment or order of any court;
  - (d) if any encumbrance affecting the Mortgaged Property becomes enforceable thereon, any execution, distress or other process of any court becomes enforceable against any of the Mortgaged Property of the Mortgagor or a distress or like process is levied upon any of such property;
  - (e) the failure of the Mortgagor to pay any Liabilities when due;
  - (f) the failure of the Mortgagor to fully comply with and perform any and all terms, covenants, and agreements of this Mortgage.
  - (g) If the Mortgagor ceases to operate a homeless shelter from the Mortgaged Property that is secured by this Mortgage
  - (h) If the Mortgagor defaults in its obligations pursuant to the Mortgagee pursuant to any other agreement between the Mortgagor and Mortgagee including pursuant to any contribution agreement(s).
11. The Mortgagor agrees that upon default hereunder the Mortgagee may appoint a receiver of the land and of the rents and profits therefrom and in making such appointment the Mortgagee shall be deemed to be acting as the attorney for the Mortgagor.
  12. The receiver may be vested with any of the powers of the Mortgagee, and the Mortgagee may fix the remuneration of the receiver and direct the payment thereof out of the money arising from the sale, leasing or other dealing with the land. The receiver shall be deemed the agent of the Mortgagor and not the agent of the Mortgagee. All money received by the receiver shall be disbursed by the receiver as follows:
    - (a) In discharge of all taxes, insurance premiums and accounts payable affecting the land;
    - (b) In payment of the receiver's fee and expenses;
    - (c) In keeping in good standing any encumbrances prior to this Mortgage;
    - (d) In payment of the amounts due hereunder and the balance, if any, shall be paid to the Mortgagor.
  13. In addition to the Standard Charge Terms adopted hereunder the Mortgagor and Mortgagee agree that the following shall apply: Upon Default in payment of principal or interest under the Mortgage or in performance of any of the terms and conditions hereof the Mortgagee may enter into and take possession of the Mortgaged Property hereby charged free from all manner of former conveyances, mortgages, changes or encumbrances without the let, suit, hindrance, interruption or denial of the Mortgagor or any other person whatsoever.
  14. The Mortgagor hereby assigns to the Mortgagee, all leases and contracts already in existence and to be created in the future, together with all rents to become due under existing or future leases and, upon an event of default as hereunder provided, confers upon the Mortgagee herein the exclusive power, to be used or not used in its sole discretion, to act as agent, or to appoint a third person to act as agent for the Mortgagor, with power to take possession of and collect all rents and profits arising from the mortgaged premises and to apply such rents and profits at the option of the Mortgagee to the payment of the mortgage debt, interest, insurance, taxes, cost of maintenance and operation, repairs and other expenses similar to the foregoing in such order of priority as the Mortgagee may in its sole discretion determine.
  15. The Mortgagor will immediately insure, unless already insured, and during the continuance of the Mortgage keep insured against loss or damage by fire, in such proportions upon each building as may be required by the Mortgagee, the buildings on the land to the amount of not less than their full insurable value on a replacement cost basis in dollars of lawful money of Canada. Buildings shall include all buildings whether now or hereafter erected on the land, and such insurance shall include "all risks" insurance. Policies of insurance herein required shall provide that loss, if any, shall be payable to the Mortgagee as his interest may appear, subject to the standard form of mortgage clause.

## Northumberland County Freedom of Information (FOI) Request Document

**From:** [Moore, Jennifer](#)  
**To:** [Campbell, Kate](#); [Mast, Darrell](#); [Carman, Rebecca](#); [Horne, Lisa](#); [Nitsch, Matthew](#); [Dees, Glenn](#)  
**Cc:** [Smith, Bill](#)  
**Subject:** RE: Time Sensitive: Draft MOU for Transition House - 310 Division  
**Date:** Wednesday, November 29, 2023 9:42:45 AM  
**Attachments:** [image001.jpg](#)  
[image002.png](#)  
[image003.jpg](#)  
[image004.jpg](#)

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Hi

I am good with the agreement in general once the various comments are addressed. The one section that I would like to see added is **Advice or recommendations (MFIPPA s.7)**

Regards,  
Jennifer

Jennifer Moore CPA, CMA  
Chief Administrative Officer  
Northumberland County

---

**From:** Campbell, Kate <[campbellk@northumberland.ca](mailto:campbellk@northumberland.ca)>  
**Sent:** Tuesday, November 28, 2023 5:16 PM  
**To:** Mast, Darrell <[MastD@northumberland.ca](mailto:MastD@northumberland.ca)>; Carman, Rebecca <[carmanr@northumberland.ca](mailto:carmanr@northumberland.ca)>; Moore, Jennifer <[moorej@northumberland.ca](mailto:moorej@northumberland.ca)>; Horne, Lisa <[HorneL@northumberland.ca](mailto:HorneL@northumberland.ca)>; Nitsch, Matthew <[nitschm@northumberland.ca](mailto:nitschm@northumberland.ca)>; Dees, Glenn <[deesg@northumberland.ca](mailto:deesg@northumberland.ca)>  
**Cc:** Smith, Bill <[smithb@northumberland.ca](mailto:smithb@northumberland.ca)>  
**Subject:** RE: Time Sensitive: Draft MOU for Transition House - 310 Division

Added one comment on page 2.

K

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**From:** Mast, Darrell <[MastD@northumberland.ca](mailto:MastD@northumberland.ca)>  
**Sent:** Tuesday, November 28, 2023 4:59 PM  
**To:** Carman, Rebecca <[carmanr@northumberland.ca](mailto:carmanr@northumberland.ca)>; Moore, Jennifer <[moorej@northumberland.ca](mailto:moorej@northumberland.ca)>; Horne, Lisa <[HorneL@northumberland.ca](mailto:HorneL@northumberland.ca)>; Nitsch, Matthew <[nitschm@northumberland.ca](mailto:nitschm@northumberland.ca)>; Dees, Glenn <[deesg@northumberland.ca](mailto:deesg@northumberland.ca)>  
**Cc:** Smith, Bill <[smithb@northumberland.ca](mailto:smithb@northumberland.ca)>; Campbell, Kate <[campbellk@northumberland.ca](mailto:campbellk@northumberland.ca)>  
**Subject:** RE: Time Sensitive: Draft MOU for Transition House - 310 Division

Comments/edits on the draft attached.



Darrell.

---

**From:** Carman, Rebecca <[carmanr@northumberland.ca](mailto:carmanr@northumberland.ca)>

**Sent:** Monday, November 27, 2023 4:56 PM

**To:** Moore, Jennifer <[moorej@northumberland.ca](mailto:moorej@northumberland.ca)>; Mast, Darrell <[MastD@northumberland.ca](mailto:MastD@northumberland.ca)>; Horne, Lisa <[HorneL@northumberland.ca](mailto:HorneL@northumberland.ca)>; Nitsch, Matthew <[nitschm@northumberland.ca](mailto:nitschm@northumberland.ca)>; Dees, Glenn <[deesg@northumberland.ca](mailto:deesg@northumberland.ca)>

**Cc:** Smith, Bill <[smithb@northumberland.ca](mailto:smithb@northumberland.ca)>; Campbell, Kate <[campbellk@northumberland.ca](mailto:campbellk@northumberland.ca)>

**Subject:** Time Sensitive: Draft MOU for Transition House - 310 Division

Hi everyone,

Please find attached a draft MOU that Bill and I have developed today to begin discussions with Transition House.

If I do not hear from the group prior to end of day Wednesday, we will circulate this to Transition House in order to begin to navigate the discussions with Transition House.

Recognizing that we are trying to work to a publication date of December 13 – I am hoping that we can begin discussions with Transition House at the end of this week.

I am asking that you review the draft MOU and confirm that you are comfortable with it and us going public with the purchase upon the signing of the agreement.

One question – [REDACTED] Economic and Other Interests s 11(a) MFIPPA

[REDACTED]

- I am of two minds here – Advice or recommendations (MFIPPA s.7) and Economic and other interests (MFIPPA s.11)
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
- [REDACTED]

Thanks,  
Rebecca

**Rebecca Carman (she / her / hers)**  
**Associate Director, Housing and Homelessness &**  
**Northumberland County Housing Corporation General Manager**

555 Courthouse Road, Cobourg, ON, K9A 5J6  
T. 905-372-3329 ext. 2286 | **Toll Free** 1-800-354-7050 ext 2286 | **Fax** 905-372-6701  
[Northumberland.ca](http://Northumberland.ca) | **Facebook:** [@ncounty](https://www.facebook.com/ncounty) | **Twitter:** [@nthld\\_county](https://twitter.com/nthld_county)



# Northumberland County Freedom of Information (FOI) Request Document

**From:** [Nitsch, Matthew](#)  
**To:** [Carman, Rebecca](#); [Moore, Jennifer](#); [Horne, Lisa](#); [Dees, Glenn](#); [Mast, Darrell](#)  
**Cc:** [Smith, Bill](#)  
**Subject:** RE: 310 Division Street - Vendor Takeback Mortgage  
**Date:** Wednesday, January 10, 2024 10:14:00 AM  
**Attachments:** [image001.jpg](#)  
[image002.png](#)  
[image003.jpg](#)  
[image004.jpg](#)

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Hi Rebecca,

We can borrow money from IO today at **Economic or Other Interests s 11(a) MFIPPA** – I’m assuming. I can do some digging on current **Economic and Other Interests s 11(a) MFIPPA** and I can also talk to our investment advisors and see what we would **Economic and Other Interests s 11(a) MFIPPA** today because that is our opportunity cost of not having that money to invest.

Would it be possible to get Marks thoughts also if he is going to put the mortgage together?

Thanks,  
Matthew

Matthew Nitsch, MBA, CPA, CMA  
Director of Finance / Treasurer  
County of Northumberland  
555 Courthouse Road  
Cobourg, ON  
K9A 5J6

(905) 372-3329 Ext. 2246  
1-800-354-7050  
[nitschm@northumberlandcounty.ca](mailto:nitschm@northumberlandcounty.ca)

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**From:** Carman, Rebecca <carmanr@northumberland.ca>  
**Sent:** Monday, January 8, 2024 4:36 PM  
**To:** Moore, Jennifer <moorej@northumberland.ca>; Horne, Lisa <HorneL@northumberland.ca>; Nitsch, Matthew <nitschm@northumberland.ca>; Dees, Glenn <deesg@northumberland.ca>; Mast, Darrell <MastD@northumberland.ca>  
**Cc:** Smith, Bill <smithb@northumberland.ca>  
**Subject:** 310 Division Street - Vendor Takeback Mortgage

Hi all,

I am going to be giving direction to Mark Noble from Templeman for the vendor takeback mortgage for 310 Division. I am **Advice or Recommendations s 7 MFIPPA**

I am proposing that we **Advice or Recommendations s 7 MFIPPA**

This Contribution Agreement would allow for us to ensure that our **Advice or Recommendations s 7 MFIPPA**

Through this methodology we could also seek a **Advice or Recommendations s 7 MFIPPA**

The only thing I think I need is the anticipate **Advice or Recommendations s 7 MFIPPA** We are looking for the **Advice or Recommendations s 7 MFIPPA** as this will determine both the interest rate **Advice or Recommendations s 7 MFIPPA**

Thanks,  
Rebecca

**Rebecca Carman (she / her / hers)**  
**Associate Director, Housing and Homelessness &**  
**Northumberland County Housing Corporation General Manager**

555 Courthouse Road, Cobourg, ON, K9A 5J6  
T. 905-372-3329 ext. 2286 | **Toll Free** 1-800-354-7050 ext 2286 | **Fax** 905-372-6701  
[Northumberland.ca](http://Northumberland.ca) | **Facebook:** [@ncounty](https://www.facebook.com/ncounty) | **Twitter:** [@nthld\\_county](https://twitter.com/nthld_county)



# Northumberland County Freedom of Information (FOI) Request Document

**Mather, Maddison**

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**From:** Carman, Rebecca  
**Sent:** Wednesday, November 29, 2023 3:14 PM  
**To:** Campbell, Kate  
**Subject:** RE: Info for 310 planning

Sorry for the delay, see below

**Rebecca Carman (she / her / hers)**  
**Associate Director, Housing and Homelessness & Northumberland County Housing Corporation General Manager**

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**From:** Campbell, Kate <campbellk@northumberland.ca>  
**Sent:** Monday, November 27, 2023 1:46 PM  
**To:** Carman, Rebecca <carmanr@northumberland.ca>  
**Subject:** Info for 310 planning

Hi Rebecca -

1) As time permits, can you please respond to the below questions as best you're able and flip this back to me to support development of the communications strategy as quickly as possible? Where questions relate to timing, even seasons would be fine (spring, summer etc) if that's all we're able to say.

2) I also sent an email to the group last week (possibly Friday?) with an initial list of target audiences and proposed tactics. Can you please review and let me know if I'm missing anyone/anything from your perspective?

**Will do this immediately after**

**Advice or recommendations (MFIPPA s.7)**



**We spoke on this**

Thanks for your help.  
Kate

\*Question\*

- do we have an approximate timeline for when we will transition from TH to the new facility?

**We will work in collaboration and partnership with Transition House to identify the best way to transition services to the new location. We imagine it will likely be phased.** **Advice or recommendations (MFIPPA s.7)**



- we said in closed session presentation approximately 35 shelter beds - is that still accurate? Will it open with that many beds, or fewer to start?

- **We will transfer the beds that are currently in the system from the shelter and overflow (everything outside family diversion)**
- **We will have to open it likely in a phased approach**
- will the warming hub transition to the site first, or shelter beds first (or simultaneous)?
- **Likely warming hub if we can pull it off this winter**
- do we have a sense of when we might consider shifting to 24-7 services, understanding budget, recruitment, training etc would all be required?

**no**

- what was final purchase price?

**\$2,300,000 (not including closing costs)**

- was November 16 the first council officially heard of this? What were the dates: offer was made, offer was accepted, closing?

**Yes, we found out about it on November 8 and presented on the 16<sup>th</sup> (to give a sense of how quickly we've moved)  
Offer made on November 18, we revised it and submitted a revised offer on the 20th, it was accepted on the 21<sup>st</sup>  
Closing is December 8<sup>th</sup> at 6PM**

- how will the funding arrangement work with transition house?

**We are entering into an MOU to declare our intentions, we will then enter into a vendor takeback mortgage whereby the County acts as the lender and Transition House is the borrower.**

Advice or recommendations (MFIPPA s.7) and Economic and other interests (MFIPPA s.11)



**Housing Services Manager/ GM of NCHC Interview Schedule**

**Interview Panel: Rebecca Carman, Lisa Horne, Glenn Dees & Kirsty Brown**  
**Location: Committee Room A**

**Friday, December 15, 2023 (9:00am - 3:30pm)**

**9:00 am : Neil Ellis**

**10:30 am : REDACTED INFORMATION**

**----- BREAK 12:00pm-1230pm-----**

**12:30 pm : REDACTED INFORMATION**

**2:00 pm : REDACTED INFORMATION**



## Employment Opportunity

Located an hour east of Toronto, the thriving Southeastern Ontario community of Northumberland County has a rich history of agricultural production, world-class manufacturing, and economic viability. As the upper tier of municipal government, we weave together seven diverse yet complementary municipalities.

Currently, we are looking to fill the following existing vacancy:

### **Housing Services Manager/General Manager of Northumberland County Housing Corporation (NCHC)**

Permanent, Full-Time

Reporting to the Associate Director of Housing and Homelessness, the Housing Services Manager/General Manager of the Northumberland County Housing Corporation (NCHC) is responsible for the oversight of Housing Services Division in the delivery of community housing and affordable housing initiatives. The Housing Services Manager/General Manager of the NCHC will be part of a dynamic team working to grow housing stock in our community while also preserving current stock and ensure it is in a good state of repair.

The Housing Services Manager/General Manager of the NCHC will be a key contributor and leader of the implementation of critical County housing strategies including the Community Housing Master Plan, Affordable Housing Strategy, 10-year Housing and Homelessness Plan, NCHC 5-year Strategic Plan, and the NCHC Asset Management Plan. In the role of the General Manager of the NCHC, this position is responsible to direct the operations of the NCHC under the guidance of a skills-based Board of Directors.

#### **Duties & responsibilities:**

As Housing Services Manager, this position will be responsible for:

- Develop annual business plans for the Housing Services Division that sets budget priorities, workplan and targets that fit with the County's strategic priorities and address future direction.
- Collaborate with stakeholders (clients, colleagues and community) to design, develop, and implement integrated programs within an accountability framework (programs could include staff engagement, poverty reduction initiatives, communications strategies, homelessness, Early Years, income and employment).
- Participate as a member of the department leadership team and assist with the development of department priorities.
- Assume periodic emergency social service responsibilities.
- Lead the implementation of the Affordable Housing Strategy, including networking and working with member municipalities, developers and other partners, including County-funded programs.
- Responsible for ensuring adherence to all aspects of relevant legislation, including the Housing Services Act, 2011, assessing household eligibility for RGI and specific priority areas – Special Priority (victims fleeing family violence) and Modified Unit requirements.
- Directing and leading delivery of public, non-profit and co-operative housing within the County. Ensure housing providers are adhering to provincial legislation meeting their obligations in compliance with the Provincial Housing legislation and regulations, County policies directives and policies and standards, various social housing program operating agreements and other applicable legislation.
- Implement the Community Housing Master Plan, review strategies, negotiating new agreements with existing providers, consider strategies to expand number of providers delivering community housing.



As General Manager of the NCHC (registered Officer of the Corporation), this position will be responsible for:

- Manage shareholder relationship in leading communication between County Council and the Board of the NCHC.
- Oversee the successful implementation of the Purchased Services Agreement between the County and NCHC.
- Act as instructing client for legal counsel on matters of litigation and contracts – providing direction on behalf of the Board.
- Oversee the adherence to relevant legislation, corporate by-laws, NCHC policies and County policies and directives.
- Support the governance of the Board of Directors through developing agendas, coordination with other departments, developing business plans and annual budgets, monitoring budgets and make recommendations to the Board.
- Ensure Training of cross-departmental staff to ensure adherence to legislation and best practices in housing retention.
- Development, Implementation and Actioning of the NCHC 5-year Strategic Plan and the NCHC Asset Management Plan.
- Lead and ensure client-centred approaches are being carried out by all County staff and contractors serving the NCHC, foster communities that are based in Equity Diversity and Inclusion.
- Lead and manage unionized staff within Social Services
- Oversee the housing services division to manage the full lifecycle of tenancies, from offer of housing, lease signing, annual inspections, maintenance concerns, neighbour issues, etc. through to end of tenancy, including post-tenancy.
- Support the development and implementation of a growth strategy and targets for the NCHC to support the County in meetings its Affordable Housing Strategy.
- Support the creation of unique affordable housing opportunities that serves households at risk of homelessness, or experiencing homelessness, negotiate partnership agreements with support service providers.

### **Qualifications & Skills:**

- College and/or University degree in Public Administration, Social Services, or a related field of study.
- 3-5 years of progressive leadership experience in social services and/or housing experience in a municipal or broader public, private or voluntary sector.
- Previous experience in a supervisory role would be an asset for this position. Expertise in supervisory/management techniques and principles to contribute to and build upon a healthy work environment (i.e., relationship management, team building, mentoring, etc.)
- Knowledge and understanding of and the ability to interpret complex legislation and funding information (including the Municipal Freedom of Information and Protection of Privacy Act, the Housing Services Act, Residential Tenancies Act, Human Rights Code, Ontarians with Disability Act, Workplace Health and Safety.)
- Comprehensive knowledge of the community needs and services.
- Knowledge of housing legislation, policies, trends, and issues, including eviction prevention and housing retention processes and application to coach staff responses to tenants, clients and applicants who may be hard to house.
- Demonstrated ability to coach and mentor frontline staff, community housing providers and other service deliverers on expectations related to housing retention and adherence to Service Manager Directives.
- Strong verbal and written communication, presentation skills are required for this position.

- Understanding of corporate and municipal governance protocols and practices would be an asset.
- Demonstrated political acuity in navigating emerging issues with a wide range of audiences is an asset.
- Policy analysis experience would be considered an asset for this position.
- Expert and collaborative problem solving and relationship building skills are required.
- Demonstrated ability to exercise discretion and tact to maintain a high degree of confidentiality.
- Demonstrated customer service skills at a level to develop and maintain cooperative and collaborative working relationships with the public, staff, inter-departmental and external agencies.
- Comfort around exercising innovation and assessing risk; ability to demonstrate initiative with commitment to continuous improvement.
- Knowledge of municipal government, budget processes, and accounting principles, purchasing and procurement processes.
- Demonstrated proficiency in Microsoft Office and any other related software. Experience in Yardi, eScribe, and other relevant systems are considered an asset.
- Strong interpersonal and organizational skills demonstrated time management skills with the ability to prioritize workloads and meet deadlines with minimal supervision.
- Valid Class G drivers' licence and access to a vehicle with an ability to travel within Northumberland County and throughout Ontario as required. **An acceptable driver's abstract must be submitted with your application.**

We thank all applicants for their interest, however, only those selected for an interview will be notified. The successful candidate will be required to submit a satisfactory criminal background check, including a vulnerable sector screen, prior to the commencement of employment.

When emailing your application, please ensure your cover letter, résumé and any other supporting documents are submitted in one file (preferably MS Word (.docx) or Adobe (.pdf)). We invite you to submit your application **by 4:30pm on Monday, November 20, 2023, to:**

Human Resources  
 County of Northumberland  
 555 Courthouse Road  
 Cobourg, ON K9A 5J6  
**Email:** [hr@northumberland.ca](mailto:hr@northumberland.ca)  
**Fax:** 905-372-3046

Please note that accommodations are available, upon request, to support applicants with disabilities throughout the recruitment process. Please e-mail your request to [accessibility@northumberland.ca](mailto:accessibility@northumberland.ca) or call 905-372-3329 ext. 2327. Alternative formats of this job posting are available upon request.

Personal information collected through the recruitment process will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information and Protection of Privacy Act.



April 23, 2024

James Bisson

Personal Information - MFIPPA

**Access Request: Northumberland County File # 2024-08**

Dear Mr. Bisson,

Further to the letter to you dated April 16, 2024, from Deputy Clerk Cheryl Sanders, and your FOI Request # 2024-08 which we received on April 16<sup>th</sup>, a search has been conducted and the responsive records have been reviewed.

A decision has been made to grant access to the responsive records, in part. Information on one of the records has been redacted pursuant to Section 14 of the *Municipal Freedom of Information and Protection of Privacy Act*.

The *Act* allows an organization to charge fees for processing an FOI request, including search time, records preparation, and photocopying. In this case, there will be no charges to you for the records.

You requested the following information:

“Hiring of Neil Ellis

- Copy of the posting for the position with the dates it was opened and closed for applications.
- Number of candidates who applied for the position.
- Dates of interviews with list of those interviewing.
- Date of Hire
- Commencement Date”

**555 Courthouse Road, Cobourg, Ontario K9A 5J6  
phone 905-372-3329 • fax 905-372-1696**

Below is a list of the responsive records included with this letter, and/or the information you seek. All information was received from the County's Human Resources Department.

- Position posting, including the closing date of November 20, 2023.
  - "Employment Opportunity Housing Services Manager/General Manager of Northumberland County Housing Corporation (NCHC)", attached
- The position posting was made available (opened) on November 1, 2023.
- 12 applications were received.
- 4 individuals were interviewed.
- Candidates were interviewed on December 15, 2023 - see attached "Interview Schedule"
  - In accordance with Section 14 of the *Act*, the names of the candidates are not provided.
  - Section 14 of the *Act* states in part (excerpt only):

**" Personal privacy**

**14 (1)** A head shall refuse to disclose personal information to any person other than the individual to whom the information relates except,

- (a) upon the prior written request or consent of the individual, if the record is one to which the individual is entitled to have access;

**Presumed invasion of privacy**

(3) A disclosure of personal information is presumed to constitute an unjustified invasion of personal privacy if the personal information,

- (d) relates to employment or educational history;"

- Date of Hire: a verbal offer of employment was made to Neil Ellis on January 10, 2024, and verbally accepted on January 11, 2024.
- Commencement Date of successful candidate: February 26, 2024

**555 Courthouse Road, Cobourg, Ontario K9A 5J6  
phone 905-372-3329 • fax 905-372-1696**

You may request Ontario's Information and Privacy Commissioner to review this decision within thirty days from the date of this letter. The Commissioner's address is:

Suite 1400, 2 Bloor Street East  
Toronto, ON M4W 1A8

Should you wish to appeal this decision, the Information and Privacy Commissioner charges a fee of \$25.00.

If you have any questions, please contact me, and reference FOI File # **2024-08**.

The County now considers FOI File #2024-08 as Closed.

Sincerely,



Maddison Mather  
Manager, Legislative Services / Clerk

attach.

**MEMORANDUM OF UNDERSTANDING**

This Agreement made on this 6 day of December, 2023

**BETWEEN:**

**Transition House Coalition of Northumberland ("Transition House")**

**-and-**

**The Corporation of the County of Northumberland (The "County")**

**SUBJECT: Emergency Shelter and Warming Space Services – 310 Division Street,  
Cobourg, Ontario**

**PREAMBLE:**

Homelessness is at a critical point in Northumberland County. Northumberland County has taken necessary steps in partnering with Transition House Coalition of Northumberland to expand its services with the purchase of 310 Division St in Cobourg. This aligns with the recommendations from the County's 2023 Sheltering System Report.

This will expand the current capabilities of the sheltering system and serve as a community hub where people that are experiencing homelessness or at risk can find shelter, food, and resources for their individual needs. This response will not only add valuable beds to our community's shelter system but have the capacity to operate 24 hours a day, making certain everyone can come in from the elements.

**WHEREAS:**

1. Northumberland County wishes to partner with Transition House to provide the relevant services to our homeless and at-risk populations.
2. Northumberland County has purchased the property known municipally as 310 Division Street, Cobourg Ontario ("310 Division" or the "Property") with the intention that it be further transferred to Transition House for the purpose of a centralized emergency sheltering hub.
3. It is the intention of the parties to enter into a Vendor Takeback Mortgage to support all or part of Transition House's purchase of 310 Division from the County for the purposes of redeveloping the property as a centralized emergency sheltering hub.

**NOW, THEREFORE:**

In consideration of the mutual covenants herein, and for the sum of Two Dollars (\$2.00) Canadian currency duly paid by each party to the other, the receipt and sufficiency of

which is hereby confirmed, and for other good and valuable consideration, the parties hereby agree as follows:

**A. AGREEMENTS IN PRINCIPLE**

1. The parties hereby agree in principle that:

a. Transition House shall:

- i. Agree to purchase the Property from the County on the same terms as the County did when it acquired the Property, including but not limited to purchasing the Property 'as-is, where-is', accepting chattels remaining in the property, as well as all existing encumbrances.
- ii. Adhere to the terms of a renegotiated service agreement for centralized emergency sheltering services that include the following:
  - a) Provide emergency shelter services to primarily unhoused adults in Northumberland County.
  - b) Provide programs and services related to housing and homelessness.
  - c) Provide a temporary warming space and food to individuals in need.
  - d) Provide temporary/transitional housing to eligible individuals until permanent housing can be attained.
  - e) Work with community groups to provide needed in house services (mental health, health, housing, and addictions).
  - f) Meet quarterly with the County to discuss collaborative opportunities and enhance our working relationship.
- iii. Agree to sell the current Transition House building, subject to the approval of the County acting reasonably, with proceeds supporting the purchase of 310 Division Street.
- iv. Agree to begin fundraising campaign to support the acquisition of 310 Division Street and programming requirements.
- v. Agree to work with the County to determine communication strategy, including public disclosure and consultation.

b. The County Shall:

- i. Enter into a Vendor Takeback Mortgage with Transition House as the lender subject to reasonable terms that align with the objectives stated herein, to support the purchase of the Property by Transition House.
- ii. Commit to establishing mortgage terms that do not 'profit' the County but limit to a cost recovery basis, including potential lost interest revenue.
- iii. Review 2024 Service Agreement structure for the delivery of services at 310 Division.
- iv. Work with Transition House to support the successful transfer of the property and delivery of homelessness services.
- v. Partner with Transition House as the lead point for coordinated entry into homelessness services, including:
  - a) Negotiation of Service Agreement and Programs.
  - b) Provide support to Transition House in providing the services.
  - c) Seek the guidance and expertise from Transition House to develop homelessness specific programs and processes.
  - d) The lead contact for the Service Agreement will be the Manager of Homelessness Services.

## B. **CONFIDENTIALITY**

2. In this Part B, "confidential information" includes any non-public information, in any form, whether written, oral, or electronic, that a party disclosing that information identifies as confidential or that, by its nature, a reasonable person would understand to be confidential, including, without limitation, trade secrets, proprietary information such as intellectual p[roperty, financial information, customer information, business plans, technical data, and "personal information" as defined in the *Municipal Freedom of Information and Protection of Privacy Act* and "personal health information" as defined in the *Personal Health Information Protection Act* and all other information that the parties are obliged not to disclose, or has the discretion not to disclose under provincial or federal legislation or otherwise at law.
3. Each party agrees not to divulge to any third party or to use or to disclose even to their agents or within their organization except in connection with, and as reasonably necessary for, the performance of its obligations hereunder:
  - a. any confidential information of the other party's business or clients, or any information relating to tenants or potential tenants, learned in the course hereof;



- b. any confidential information contained in any documents provided to pursuant to this Agreement.
- 4. The obligations in section 3, above, shall not apply to any information which is already in the public domain, is already known to the other party, has been obtained from a third party without the violation of any duty to the other party, where the receiving party can demonstrate to have been independently developed by that party without any use of confidential information, or where disclosure is require by law.
- 5. The parties agree to take all commercially reasonable steps to protect any confidential information received pursuant to this agreement, and shall at a minimum take the same care to prevent the disclosure of the other party's confidential information as they would take with respect to their own confidential information.
- 6. Where any party determines that the disclosure of confidential information obtained from the other party is required by law it shall take all reasonable steps to limit the disclosure of confidential information to the minimum extent required to meet the requirement, and shall immediately notify the other party of the requirement to disclose so that party may take steps to limit or prevent the disclosure including but not limited to seeking injunctive or other relief from the Courts.
- 7. Despite anything to the contrary in this Agreement, the parties hereby agree that the obligations in this Part B are binding on the parties and any permitted assigns, and shall survive the termination of this Agreement for any reason.

#### **C. TERM AND TERMINATION**

- 8. This Agreement shall be in force from the date first noted above until the \_\_ day of \_\_\_\_\_, 20\_\_ or until it is superseded or replaced by a subsequent agreement (Vendor Takeback Mortgage) or is terminated in accordance with this Agreement.
- 9. Either party may terminate this Agreement in the event the other party is in breach of the Agreement upon thirty (30) days' prior written notice, unless the party receiving notice corrects the default to the satisfaction of the non-defaulting party, acting reasonably, within such thirty (30) day period
- 10. Either party may terminate this Agreement immediately upon written notice to the other party upon the bankruptcy, insolvency or placing into receivership of the other party.
- 11. Either party to this Agreement may terminate this agreement at any time by giving (90) days prior written notice to the other party.

#### **D. COMMUNICATIONS**

- 12. The Communication Protocol associated with this Agreement is appended to this Agreement as Schedule A. Both parties hereby agree to adhere to this protocol with respect to the matters referred to within this Agreement.

**E. GENERAL**

13. Any written notices required by this Agreement will be deemed to have been properly served if mailed or delivered to the following addresses:

**FOR Transition House Coalition of Northumberland:**

10 Chapel Street  
Cobourg ON  
K9A 1H9  
Attention: Neil Ellis, Interim Executive Director

**FOR Northumberland County:**

555 Courthouse Road  
Cobourg On  
K9A 5J6  
Attention: Rebecca Carman, Associate Director, Housing and Homelessness

Or as amended by either party in writing from time to time.

14. Neither party may assign or otherwise transfer this Agreement without the prior written consent of the other party.
15. This Agreement shall enure to the benefit of and bind the parties hereto and their respective legal representatives, successors, and assigns.
16. This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the Federal laws of Canada applicable therein.
17. This document, including the preamble and any Schedules, sets forth the entire agreement between the parties with respect to the subject matter hereof and shall be amended only by a written amendment signed by both parties.
18. If any provision of this agreement is determined by a court of competent jurisdiction to be illegal, invalid or unenforceable, that provision will be severed from this agreement and the remaining provisions will continue in full force and effect, without amendment.
19. No provision of this Agreement shall be amended, altered, or waived except by a further written agreement between the parties. No waiver of a provision of this Agreement shall operate as a waiver of any other provision or of the same provision on a future occasion.
20. The parties hereby acknowledge and agree that nothing in this Agreement is intended to fetter, nor shall it be construed or interpreted as to fetter, any discretion or authority of the Council for the County which authorized this Agreement on

behalf of the County, nor any successor Councils thereto. Without limiting the forgoing, the Parties acknowledge that they will not receive any special consideration by virtue of having entered into this Agreement or by virtue of the existence of this Agreement except as may be expressly set out herein.

21. The parties agree that this Agreement may be executed in counterpart and transmitted by electronic means and that the reproduction of signatures in counterpart by way of electronic means will be treated as though such reproduction were executed originals.

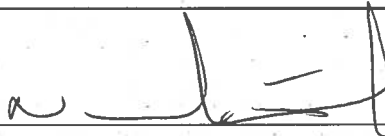
**[Signature Page Follows]**

**IN WITNESS WHEREOF** the parties have duly executed this Agreement as of the date first written above.

**Signed, Sealed and Delivered**

**TRANSITION HOUSE COALITION OF  
NORTHUMBERLAND**

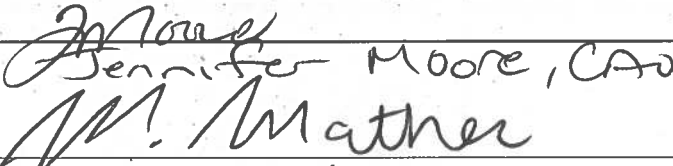
Per: \_\_\_\_\_



Per: NEIL ELMS  
I/We have authority to bind the corporation.

**CORPORATION OF THE COUNTY OF  
NORTHUMBERLAND**

Per: \_\_\_\_\_



Per: Maddison Mather  
We have authority to bind the corporation.

**Meeting of Board of Directors  
Minutes**

**January 31, 2024**

**1:30 p.m. – 3:00 p.m.**

Northumberland County Zoom Video Conference

**Board Members Present (Virtual):**

Cathy Borowec, Neil Ellis, Councillor John Logel, Maryam Mohajer-Ashjai, Jacqueline Pennington, Lindsey Reed, Anneke Russell.

**Board Members' Present (In-Person):** Chair Victor Fiume, Steve Gilchrist, Councillor Mandy Martin, Jennifer Moore.

**Board Members' Regrets:** Lou Rinaldi

**Staff:**

- Rebecca Carman, General Manager (Appointed by Board)
- Denise Marshall, Director Public Works
- Darrell Mast, Municipal Solicitor
- Mathew Nitsch, Director Finance / Treasurer
- Christopher Reuse, Manager Major Capital Projects
- Willie Reyns, Project Manager
- Cheryl Sanders, Deputy Clerk
- Kimberley O'Leary, Financial Planning Manager
- Adam McCue, Associate Director Public Works

**1. Call to Order**

- Chair Victor Fiume called the meeting to order at 1:30 p.m.

**2. Territorial Land Acknowledgement**

Victor Fiume

*[Maryam Mohajer-Ashjai joined the meeting at 1:34 p.m.]*

**3. Approval of the Agenda**

**Moved by: Anneke Russell**

**Seconded by: Neil Ellis**

**"That** the agenda for the January 31, 2024 regular meeting of the Northumberland County Housing Corporation Board of Directors be approved."

Disposition: **Carried**

**4. Declaration of Interest**

- No declarations.

**5. Approval of Minutes**

**5.1 Minutes of November 22, 2023 Regular Board Meeting**

**Moved by: Steve Gilchrist**

**Seconded by: Anneke Russell**

**“That** the minutes of the November 22, 2023 Regular Meeting of the Board of the Northumberland County Housing Corporation be approved.”

Disposition: **Carried**

**6. Resignation of Council Representative – Warden Brian Ostrander**

- Chair Fiume advised the Board that Warden Brian Ostrander has submitted his letter and resignation as Council Representative Member of the NCHC Board. Councillor Mandy Martin has been appointed as Council Representative in his place.

**Moved by: John Logel**

**Seconded by: Lindsey Reed**

**“That** the NCHC Board of Directors receive the resignation of Warden Brian Ostrander.”

Disposition: **Carried**

**7. Elgin Park Redevelopment Project Update**

- Willie Reyns provided a detailed update regarding construction progress to date on the Elgin Park Redevelopment Project, noting that Phase 1 has reached substantial performance and all major deficiencies have been corrected and emergency backup sump pump systems and basement storage cage installations are complete.
- Phase 2 abatement and demolition has been completed for the 4 remaining duplex's that were onsite. Soil analysis has been completed and overburden soils will need to be disposed at Brighton landfill due to high sodium absorption rate in the soils.
- Willie provided an additional detailed update regarding change orders.

*[Jacqueline Pennington joined the meeting at 1:43 p.m.]*

**Moved by: Steve Gilchrist**

**Seconded by: Anneke Russell**

**“That** the NCHC Board of Directors receive the Elgin Park Redevelopment project update for information.”

Disposition: **Carried**

**8. Revised Chargeback Policy**

- Rebecca Carman provided a detailed update regarding the Revised Chargeback Policy, noting that revisions to the policy are intended to incorporate loss of NCHC staff time and non-emergency usage of the after-hours emergency line. In the event that willful damage, neglect, loss of NCHC staff time, non-emergency usage of the after-hours emergency line is identified, appropriate action will be taken.
- Rebecca further noted that this policy is intended to be used sparingly and would never be applied on the first call. If calls are of a repetitive nature, then the policy would be applied. In this circumstance, education on what is deemed an emergency would be provided to the tenant, as needed.

**Moved by: John Logel**

**Seconded by: Lindsey Reed**

**“That** the NCHC Board of Directors approve the amended Chargeback Policy.”

Disposition: **Carried**

**9. Update on Faces and Facts Social Media Campaign**

- Rebecca Carman provided a verbal update regarding the Faces and Facts Social Media Campaign noting that a second phase of the media campaign is under development. This campaign will include quotes with interviewees faces and other facts, and will launch in late Spring 2024.

**Moved by: Jennifer Moore**

**Seconded by: Cathy Borowec**

**“That** the NCHC Board of Directors receive the verbal update on the Faces and Facts social media campaign for information.”

Disposition: **Carried**

## 10. NCHC General Manager Recruitment Update

- Rebecca Carman provided a verbal update to the Board regarding NCHC General Manager Recruitment, noting that Neil Ellis has been successfully recruited for the position of Housing Services Manager / General Manager of the NCHC. Neil Ellis will be joining the County effective February 26, and will assume the position of General Manager at the 2024 Annual General Meeting.

**Moved by: Jennifer Moore**

**Seconded by: John Logel**

**“That** the NCHC Board of Directors receive the verbal update on the NCHC General Manager Recruitment for information.”

Disposition: **Carried**

*[Chair Fiume introduced new Board Members Maryam Mohajer-Ashjai, Jacqueline Pennington and County Councillor Mandy Martin]*

## 11. Correspondence – Township of Cramahe Planning Notice

- Rebecca Carman provided an update regarding correspondence that was received from the Township of Cramahe advising of a proposed Zoning By-law Amendment to the southwest intersection of Trent Valley Road and Little Lake Road. No anticipated impact is expected to NCHC property.

**Moved by: Neil Ellis**

**Seconded by: Mandy Martin**

**“That** the NCHC Board of Directors receive the correspondence from the Township of Cramahe for information.”

Disposition: **Carried**

## 12. New Business

### 12.1 Support from Maryam Mohajer-Ashjai - 473 Ontario Street, Condo Budget

- Rebecca Carman provided a verbal update to the Board advising that NCHC is proceeding with the partnership on 473 Ontario Street and Maryam Mohajer-Ashjai will be engaged in discussions in consideration of her expertise in this area.

## 13. Move to Closed Session



**Moved by: Anneke Russell**  
**Seconded by: Cathy Borowec**

**"That** the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at 2:06 p.m.; and

- (1) **Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239 (2e) in order to address matters pertaining to litigation, including matters before administrative tribunals, affecting the municipality or local board and that Denise Marshall, Chris Reuse, Willie Reyns, Darrell Mast, Rebecca Carman, and Cheryl Sanders remain present; and
- (2) **Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239 (2c) and (2.k) in order to address matters relating to a proposed or pending acquisition or disposition of land by the municipality or local board and confidential negotiations regarding community housing and that Cheryl Sanders, and Rebecca Carman remain present; and
- (3) **Further That** the meeting is closed to the public as permitted under the Municipal Act Section 239 (2b) in order to address four personal matters about an identifiable individual, including municipal or local board employees (Landlord Tenant Board) and that Cheryl Sanders, and Rebecca Carman remain present."

Disposition: **Carried**

#### **14. Motion to Rise and Results from Closed Session**

##### **Recommendation Motion (1):**

**Moved by: John Logel**  
**Seconded by: Jennifer Moore**

**"That** the NCHC Board of Directors rise from Closed Session at 3:08 p.m.; and

**Further That** the confidential resolutions moved in Closed Session regarding matters pertaining to litigation or potential litigation are hereby referred to this open session of the NCHC Board of Directors for adoption."

Disposition: **Carried**

**Recommendation Motion (2):**

**Moved by: Mandy Martin**

**Seconded by: Cathy Borowec**

**"That** the confidential resolution moved in Closed Session regarding a proposed or pending acquisition or disposition of land by the municipality or local board and confidential negotiations regarding community housing are hereby referred to this open session of the NCHC Board of Directors for adoption."

Disposition: **Carried**

**Recommendation Motion (3):**

**Moved by: Steve Gilchrist**

**Seconded by: Anneke Russell**

**"That** the confidential resolutions moved in Closed session regarding four personal matters about an identifiable individual, including municipal or local board employees (Landlord Tenant Board) are hereby referred to this open session of the NCHC Board of Directors for adoption."

Disposition: **Carried**

**15. Next Meeting**

- Wednesday, February 28, 2024

**16. Adjournment**

**Moved by: Anneke Russell**

**Seconded by: Neil Ellis**

**"That** the meeting be adjourned at 3:09 p.m."

Disposition: **Carried**

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## Report 2024-134

**Report Title:** Canada-wide Early Learning and Child Care Expansion Plan Update

**Prepared by:** Lesley Patterson  
Manager, Early Years  
Community and Social Services

Jim Burkitt  
Data Analysis Coordinator, Early Years  
Community and Social Services

Christopher Lunn  
Financial Officer, Early Years,  
Finance

**Reviewed by:** Glenn Dees  
Director, Health and Human Services  
Community and Social Services

**Approved by:** Jennifer Moore, CAO

**Council Meeting Date:** October 16, 2024

**Report Not Considered by  
Standing Committee Because:**

- ☐ Time-sensitive Issue (information received too late for Committee consideration)
- ☐ Urgent Matter (issue arose after this month's Committee meeting)
- ☒ Other

**Strategic Plan Priorities:** ☐ Innovate for Service Excellence  
☐ Ignite Economic Opportunity  
☒ Foster a Thriving Community  
☐ Propel Sustainable Growth  
☐ Champion a Vibrant Future

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### Recommendation

**"That** County Council receive Report 2024-134 'Canada-Wide Early Learning and Child Care Expansion Plan Update', for information."

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## Purpose

The purpose of this report is to provide an update on the progress of Northumberland County's Access and Inclusion Direct Growth Strategy Expansion Plan's projects.

## Background

Ontario's vision for the Canada-Wide Early Learning and Child Care (CWELCC) system is for more families in Ontario to have access to high quality, affordable, flexible, and inclusive early learning and child care no matter where they live. Under the CWELCC agreement with the Government of Canada, Ontario has been funded to support the creation of 86,000 new licensed child care spaces (relative to 2019) by December 2026. Since 2019, 33,000 new spaces have become operational, with another 53,000 spaces to be created.

Under the Access and Inclusion Framework, the Ministry of Education (MEDU) developed a model to allocate funding for new spaces for children aged 0-5 with a focus on improving equity of access by working toward a common provincial access ratio of 37%. The MEDU tasked each Social Service Manager (SSM) to complete a CWELCC Directed Growth Plan on December 19<sup>th</sup>, 2022 with the plan due to MEDU by January 20<sup>th</sup>, 2023.

As per MEDU direction, Northumberland's Directed Growth Plan identified priority neighbourhoods for targeted licensed child care expansion. The plan was based on available data and incorporates such factors as existing child care capacity, demographics, socio-economic indicators, official language minorities, and capacity for growth. The rankings for each factor were combined to determine where to prioritize new child care spaces. As per the Directed Growth Plan, the neighbourhood rankings for Northumberland County, from highest to lowest priority, are:

- Cobourg
- Trent Hills
- Port Hope
- Brighton
- Alnwick/Haldimand
- Cramahe
- Hamilton

In May 2023, the MEDUs initial notional space allocation for Northumberland County was to create 310 spaces (74 school based and 236 community based). As per MEDU practice, this allocation has since been updated to 404 spaces (59 school based and 345 community based).

While Northumberland County recognizes that all of our communities have unique needs and demands relating to child care, this expansion program is meant to prioritize spaces to neighborhoods that have been traditionally underserved and/or have high populations of Ministry identified groups. However, all opportunities will be reviewed to consider all options that best serve our communities while being economically feasible. The creation of centre-based spaces is subject to the availability of existing buildings within the priority areas that meet the requirements of a licensed child care program. Details relating to the building requirements for licensed child care centres can be found in the *Child Care and Early Years Act (CCEYA)* and are subject to the approval of licensing, municipal by-laws, public health requirements as well as building and fire codes. While the focus is on the priority neighbourhoods, it is understood that

some areas will have more opportunity to grow within Northumberland's allocated 404 CWELCC funded spaces. Northumberland's Directed Growth Plan further indicates that operators with active service agreements with the County will receive first consideration for expansion.

### **Ministry Impacts to the Implementation of the Directed Growth Expansion**

- It was difficult for the operators and the Early Years Team to plan for new sites with the uncertainty of the new MEDU funding model. Specifically, the uncertainty regarding funding amounts and direction for capital and ongoing programming costs. The incomplete guidelines for the new funding model were released to SSMs on August 1<sup>st</sup>, 2024 and to operators on September 9<sup>th</sup>. The Team is examining the model to determine financial projections in absence of the complete funding guidelines. The County Believes based on updated costing, there will be sufficient funding available to support the new programs. However, the 2025 funding guidelines have not been fully released leaving a component of uncertainty.
- There are limited staff resources for supporting the oversight of the expansion projects. County staff who are involved with the planning and execution of these projects are assuming unsustainable increases in workload. This is further impacted by the continual changes to administration funding that is often one-time or time restrictive. With the restrictive administrative funding it is difficult to hire and train skilled staff. SSMs have requested that MEDU consider providing regular ongoing funding to support the implementation and ongoing management of the CWELCC program to sustain growth in the sector.
- Frequent changes to Ministry guidelines and updates to allocated funding make it difficult to plan future projects. Initial decisions for expansion projects are based on point-in-time guidelines and available funding. Allocated funds for the expansion projects were initially considered to be fair and equitable per space. However, it was acknowledged that some projects required additional funding that the Early Years Team and the operators would need to secure from other sources. As such, the initial Start Up Grant funding allocated for these projects has been updated multiple times based on changes to project needs and MEDU funding.
  - Initial Start Up Grant Funding and guidelines were announced in June 2023. Service agreement amendments were made with associated providers by December 31 to secure the 2023 funding.
  - In November 2023, the MEDU released the 2024 funding and updated guidelines.
  - In March 2024, additional funding and more updates to the guidelines were provided to SSMs.
  - Originally, eligible centre-based applicants had an opportunity to receive a grant of up to \$90 per square foot of new licensed space, capped at \$350,000 for every 50 child care spaces created (i.e., \$7,000 per space). The Start Up Guidelines have been updated since their first release with the last update being March 2024. The \$90 per square foot cap has been removed. The \$350,000 cap per 50 spaces has now been reduced to \$350,000 per 20 spaces (i.e., \$17,500 per space). Although, MEDU is using the \$9,000 per space, not the \$17,500 to calculate SSM funding. Currently. As per the Financial Impact section table below, projects are estimating at \$15,000 per

space leaving a shortfall in Start Up Grant Funding. This aligns with the Ministry's direction that Start Up Grant was to provide assistance to expansion projects and not to cover all expenditures.

- Northumberland operators were made aware that new expansion projects may be funded differently based on available funding and guidelines at the time of initial project approval.

It is difficult for SSMs and partner agencies to adequately plan with funding and guidelines continually changing even if the updates are positive.

### Completed, In Progress and Under Consideration Expansion Overview

CWELCC Approved Spaces				
Year	Spaces	License Setting	Municipality	Operator
2023	10	School-based	Brighton	Brighton Children's Centre
2024	70	Community	Port Hope	Ganarska Child Care Centre
	47	Community	Trent Hills	YMCA
	15	Community	Cobourg	YMCA *
2026	49	School-based	Cobourg	Conseil scolaire catholique MonAvenir
Total	191			
Remaining	213			
In Consideration				
Year	Spaces	License Setting	Municipality	Operator
2024	35	Community	Port Hope	Kinderlinx
2025	49	Community	Port Hope	YMCA
Submitted to MEDU for consideraion				
Year	Spaces	License Setting	Municipality	Operator
	49		Cobourg	Not yet approved - PVNCCDSB

\* In NCIS but not school board led

### Completed Update

The expansion of 10 infant spaces at Brighton Children's Centre (BCC) was approved prior to the implementation of CWELCC. However, these spaces will count towards the County's Directed Growth plan as they are new CWELCC funded spaces. The application to the MEDU for the Brighton capital expansion was a partnership between the Kawartha Pine Ridge District School Board (KPRDSB) and the County. The project was managed and funded primarily through the KPRDSB. The County provided operational flex funding to support toys and equipment for the new room. This expansion opened September 2023.

## **Overview of Capital Expansion Projects in Progress or Under Consideration**

### **Update Northumberland Centre for Individual Studies (NCIS) – YMCA Operator**

Similar to the expansion of the BCC, the NCIS 15 space family age grouping centre was approved prior to the implementation of CWELCC. The County is funding this project through operational flex funding. The centre was created as an outcome from the cancelation of the Young Moms Program that was a partnership with the KPRDSB, the County, the YMCA and other community partners. This new 15 space site will support both mothers and fathers by offering child care spaces and connections to programs and supports such as EarlyON Child and Family Centres. Students who are parents will have priority access to the spaces to support their completion of high school.

This project experienced some setbacks as initially the centre was to be incorporated as part of the school. Due to security concerns, the KPRDSB requested that the centre be self-contained. This meant additional renovations to incorporate a staff room and a staff washroom. The anticipated start date is Fall 2024.

### **Highlight of General Challenges Affecting Current Identified Expansion Projects Ruth Clarke - Ganaraska Child Care Operator, Warkworth and Canton – YMCA Operator**

The MEDU impacts to the implementation of the Directed Growth Expansion Plan have been previously highlighted. These identified impacts affected the planning and development of all expansion projects requiring capital funding.

Initially, in spring 2023, the YMCA and Ganaraska Child Care (GCC) applied for Start Up Grant funding to support three projects. The Municipality of Port Hope (MPH) is the landlord for two of these projects, Ruth Clarke and Canton. In addition, YMCA purchased a building in Warkworth as the third project. Through initial discussions with the MPH, the YMCA and GCC, these three projects were deemed to be potentially viable projects. All three projects started design work to submit floor plans to be approved by the MEDU in November/December 2023.

2023 Start Up Funding was initially allocated equally based on proposed spaces as per architect designs and MEDU parameters. Start Up Funding and operational flex funding were allocated to achieve the recommended \$7,000 per space as per MEDU guidelines at the time. All parties were aware additional funding and /or resources would be required to complete the projects once all design work, approvals and official quotes were received. The County was aware the 2024 MEDU budget would include additional Start Up Grant funding available to support the projects as well as flex funding through the Early Learning and Child Care (ELCC) and One-time pockets of funding. The projects were deemed feasible with initial estimates and budgets, and all parties moved forward in good faith with County funding flexibility, operator contributions, and support from the MPH and other partners.

These projects experienced unanticipated issues after original quotes were received and in some cases after work had started. These issues needed to be addressed before planned construction could progress. These changes were due to MEDU licensing requirements, local public health requirements, fire and building codes and inspection approvals by all levels of government and Ministries. The Ruth Clarke and Warkworth projects had already started construction with issues arising that caused delays in construction and additional funding. While cost overages were anticipated, all parties have worked together to ensure the two projects were able to move forward.

It should be noted that both projects officially started the renovation processes in summer 2023. Both projects have similar trajectories and similar issues in being re-purposed for licensed child care. The MPH and GCC are still working through the lease. They are expected to open fall 2024 (before the end of the year). The goal was to open these spaces sooner, but it took longer than anticipated because of the identified challenges with construction, inspections and legislative requirements of several levels of government and Ministries. Ultimately the goal is to open licensed child care spaces that offer programs that are of high quality in a safe, secure and welcoming environment.

Two buildings in MPH were identified for possible child care expansion and initial focus was on the Ruth Clarke site as it was deemed to require the least amount of work to complete. The initial quote for Canton was received in August 2024. As noted on the chart above, the quote only involved lease hold improvements required for the interior of the building. There is still testing to be done on the water system as well as discussion regarding the septic system. Other exterior work includes such things as accessible sidewalks, retaining walls, concrete slabs for sheds, sheds, etc.

The County, the YMCA and the MPH require all information regarding the scope and cost of the work for the entire project to make an informed decision on its viability. Once the information is received, all parties will need to decide who funds each aspect, who completes work and if it is feasible. Discussion is required because several of these updates will support the entire building. As identified in the chart, this project already represents the highest cost per space, without including any of the exterior work.

All parties remain excited about the prospect of the Canton project. However, now that focus has moved to the Canton site, many unforeseen challenges are being identified due to the age and location of the building (building code, health, fire, etc.), as well as child care licensing requirements. This is making the project potentially cost prohibitive and unattainable. Communication has gone out from the MPH and the County indicating that this space was being considered for child care with the hopes to open in winter 2025. It would be unfortunate if the project is deemed unfeasible. The ultimate goal is to maximize funding to open spaces across all of Northumberland. The spaces will still need to be added whether in another location in Port Hope or somewhere else in the County.



## **Kinderlinx**

Another location in Port Hope seeking approval to operate CWELCC funded spaces is Kinderlinx Child Care Centre operated by Officelinx. Kinderlinx is a for profit licensed child care centre that opened in 2023. It is licensed for 35 spaces for toddler/preschool aged children. Since the centre initially opted out of CWELCC, families pay unsubsidized fees. As a current operator in Northumberland, a completed Kinderlinx application would be considered once received. Also, as it is an already established centre, no Start Up or additional funding would be required. These 35 spaces, although not new, would count towards Northumberland's Directed Growth Plan as they would now be CWELCC funded spaces.

## **Conseil scolaire catholique MonAvenir**

The Conseil scolaire catholique MonAvenir was approved to build a new school in Cobourg with a plan to open in 2026 that will include 49 CWELCC child care spaces for children infant to preschool.

## **Peterborough, Victoria, Northumberland, Clarington Catholic District School Board (PVNCCDSB)**

PVNCCDSB has applied to the MEDU to either build a new school or add on to Notre Dame Catholic School in Cobourg. Part of the request included 49 child care spaces for infant, toddler and preschool. If approved, the spaces might be built after the 2026 deadline for the Growth Plan although important to mention the exciting possibility.

## **Consultations**

The Early Years Team and the Early Years Financial Analyst continue to work closely with Northumberland's current early learning and child care partners on implementing the Directed Growth Plan. This is done through ongoing community consultations, targeted focus groups, and one-on-one discussions. The Early Years Team has ongoing discussions with the Director of Health and Human Services and the CAO. The Team is also seeking guidance with members of the Planning and Economic Development Team, Public Works Team, and Legal Counsel regarding renovation, construction, and lease negotiations. The Early Years Team and Early Years Partners continue to engage member municipalities, public agencies, and private companies regarding space and funding supports.

The County will be sending correspondence to MEDU requesting funding flexibility, to avoid potential claw back of 2023 Start Up funding. The three projects (Ruth Clarke, Canton and Warkworth) have service agreements signed in 2023, which per the 2023 guidelines requires them to be complete and open by the end of 2024. This request will be for direction to avoid claw back by securing 2023 funding to 2025 due to uncontrollable construction delays.

## **Legislative Authority / Risk Considerations**

Early Years Services are governed by the *Early Years and Child Care Act*.

## **Discussion / Options**

The goal of Northumberland's CWELCC Directed Growth Plan is to open 404 spaces by the end of 2026. Priority neighbourhoods will have first consideration, although all areas that have an available space that may be suitable for child care will be investigated. As identified in this report and previous reports to Council, the Start Up funding allocated has consistently been insufficient to support the renovation of spaces to the standard required to operate a licensed child care. The MEDU is aware and has communicated that Start Up funding was never meant to cover the full cost of renovating all allocated spaces. The flexibility the County currently has within certain funding pockets that are used to support expansion projects may be eliminated with the new funding model. Therefore, future expansion projects may need to access funds from carry over funding and/or reserve funding. Even though Northumberland's operators have been warned there may be less funds moving forward to support expansion. Wherever possible, the plan would be for the County to try to have some consistency of funding between projects to support all expansion projects across the County.

## **Financial Impact**

Expansions projects are currently being managed by Start Up Grant Funding, operational flex funding, operator funding, and in-kind contributions. In 2025, it is anticipated that operational flex funding will not be available due to the new Ministry funding model.

## Overview of Capital Expansion Projects in Progress or Under Consideration

Project	May 2024			October 2024			
	Expected Spaces	Start-Up Funding	Projected Budget	Start-Up + Flexible EY Funding	Operator funding	Projected Budget	Cost per unit
Ruth Clarke	70	\$476,172	\$634,000 *	\$680,000	\$30,000	\$710,000	\$10,143
Canton Hub	49	\$370,054	\$598,000 *	\$672,343	\$100,000 ***	<b>\$772,343**</b>	<b>\$15,762**</b>
Warkworth	47	\$364,488	\$434,000 *	\$473,000	\$249,188	\$722,188	\$15,366
NCIS	15			\$223,907		\$223,907	\$14,927
Total	181	\$1,210,715	\$1,666,000 *	\$2,049,250	\$379,188	\$2,428,438	

\* Awaiting final quotations and budgets

**\*\* Not including quote for exterior work - including septic system**

\*\*\* Under negotiation with operator

**Member Municipality Impacts**

Continue to seek opportunities to collaborate with member municipalities (space, funding support, etc.) to expand CWELCC allocated licensed child care spaces.

**Conclusion / Outcomes**

This report is provided for information purposes.

**Attachments**

N/A

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## Report 2024-135

**Report Title:** Forest By-Law Enforcement Officer Appointment

**Prepared by:** Lisa Ainsworth  
Director Corporate Services  
Corporate Services

Darrell Mast  
Municipal Solicitor

**Approved by:** Jennifer Moore, CAO

**Council Meeting Date:** October 16, 2024

**Report Not Considered by  
Standing Committee Because:**

- ☒ Time-sensitive Issue (information received too late for Committee consideration)
- ☐ Urgent Matter (issue arose after this month's Committee meeting)
- ☐ Other

**Strategic Plan Priorities:** ☒ Innovate for Service Excellence  
☐ Ignite Economic Opportunity  
☒ Foster a Thriving Community  
☐ Propel Sustainable Growth  
☐ Champion a Vibrant Future

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### Recommendation

**"That** County Council having considered Report 2024-135 'Forest By-law Enforcement Officer Appointment', refer the enactment of a by-law to Appoint Municipal Law Enforcement Officers for the County of Northumberland as Authorized Under the Provision of the Community Safety and Policing Act, 2019 to Enforce By-law 21-10 and to Repeal By-Law 23-2024, to the Enactment By-laws portion of the October 16, 2024 County Council agenda."

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### Purpose

To seek Council authorization of By-Law XX-2024, appointing Alnwick Haldimand Township By-Law Enforcement Officers for the purposes of enforcing County By-law 21-10.

### Background

Through the collaborative work between County staff and staff from the Township of Alnwick Haldimand ("Township") in updating the Forest Land Use Agreement, staff held discussions about by-law enforcement in the County Forest.

The lands within the County Forest are a myriad of County owned and Township owned properties. Township by-law enforcement staff have knowledge of the forest and its trail network. In addition to monitoring Township by-law enforcement, Township staff have also offered to provide by-law enforcement support in enforcing the County's Forest Use by-law 21-10.

### **Consultations**

County staff met with staff from the Town of Cobourg and Alnwick Haldimand to discuss by-law enforcement at the County Forest.

Municipal services have direct experience and understanding of by-law enforcement in a municipal setting inclusive of appropriate user engagement and education.

### **Legislative Authority / Risk Considerations**

The County is required to enforce by-law 21-10, governing use in the county forest.

Motorized season closes on November 1, 2024 to permit time to transition signage etc. for winter use and to negate significant damage to the trail system during significant freeze/thaw and rainy periods. Not having by-law enforcement present to ensure unauthorized users are not using the forest presents a significant risk to the ecology and trail system in the forest.

### **Discussion / Options**

Historically, utilizing external security agencies to conduct by-law enforcement has been fraught with significant challenges. Continuing to utilize private firms/resources is not recommended.

Based on the Land Use Agreement, currently under revision, and the partnerships established with Township staff through this process, it is recommended that Township staff be appointed as by-law enforcement for the forest.

### **Financial Impact**

Enforcement will be provided for approximately \$600 per week. With hours primarily worked on Saturday and Sundays.

### **Member Municipality Impacts**

There is no direct impact to member municipalities.

### **Conclusion / Outcomes**

Council approve By-Law XX-2024 as attached.

### **Attachments**

1. Report 2024-135 ATTACH 1 'By-Law XX-2024 – A By-law to Appoint Municipal Law Enforcement Officers for the County of Northumberland'

2. Report 2024-135 ATTACH 2 'By-Law 21-10 - Govern Use of Lands known as Northumberland Forest'



## By-law ##-2024

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### **A By-law to Appoint Municipal Law Enforcement Officers for the County of Northumberland as Authorized Under the Provision of the Community Safety and Policing Act, 2019 to Enforce By-law 21-10 and to Repeal By-Law 23-2024**

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**Whereas** By-law 21-10 governs the use of lands known as the Northumberland County Forest; and

**Whereas** pursuant to section 55 of the Community Safety and Policing Act, 2019 S.O. 2019, c. 1, Sched. 1, as amended, a municipality may appoint persons to enforce the by-laws of the municipality, who are peace officers as defined in that Act the purpose of enforcing the by-laws of the municipality; and

**Whereas** Section 9 of the Municipal Act, 2001, S.O. 2001, c. M.25, provides that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under the Act; and

**Whereas** Section 11 of the Municipal Act, 2001, provides that an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction set out therein; and

**Whereas** Council for the County of Northumberland deems it expedient to cross-appoint municipal by-law officers of the Township of Alnwick-Haldimand for the purpose of enforcing by-law 21-10;

**Now Therefore Be It Enacted** as a by-law of the Council of the Corporation of the County of Northumberland as follows:

1. **That** any persons duly appointed by any By-law of the Township of Alnwick Haldiman (the Township) to enforce the by-laws of that Township are hereby, during the term of appointment, appointed as municipal by-law officers of the County for the purposes of the enforcement of the County's by-laws in the area



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known as the Northumberland County Forest, as more specifically defined in By-law 21-10; and

2. **That** all appointments made pursuant to this by-law shall expire June 1, 2015 at 12:01am local time in the County of Northumberland; and
3. **That** notwithstanding anything to the contrary in this By-law, authority is hereby delegated to the County's Natural Heritage Manager to revoke, suspend or restrict any appointment(s) made pursuant to this by-law, without any need to amend this by-law; and
4. **That** by-law 23-2024 is hereby repealed, and any appointments of municipal by-law officers made or extended pursuant to that by-law are hereby revoked as of the date the By-law comes into effect; and
5. **That** this by-law will come into effect on the day of its passing.

**That** By-law XX-2024 be introduced and be deemed to be read a first, second and third time, passed, signed and sealed this 16<sup>th</sup> day of October, 2024.

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**Brian Ostrander, Warden**

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**Cheryl Sanders, Deputy Clerk**

## THE CORPORATION OF THE COUNTY OF NORTHUMBERLAND

### BY-LAW 21-10

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#### A BY-LAW TO GOVERN THE USE OF LANDS KNOWN AS THE NORTHUMBERLAND COUNTY FOREST

**WHEREAS** Section 11 (3.5) of the *Municipal Act 2001 S.O. c.25*, provides that a municipality is authorized to pass by-laws with respect to matters within the sphere of jurisdiction of culture, parks, recreation and heritage;

**AND WHEREAS** by the passing of resolutions #202:07:09 CC and #59-02-10 CC County Council deems it desirable to prepare rules and regulations for governing the use of lands designated by the County as County Forest;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the County of Northumberland hereby enacts as follows:

##### 1. Definitions

1.1 In this by law:

**"agreement"** means an agreement with the County and a person, user group or organization outlining requirements for use of a County Forest including special events;

**"all terrain vehicles" or ATV's** means a vehicle described or referred to as an off-road vehicle in the *Off-Road Vehicles Act R.S.O. 1990, c. O.4* and included within the definition of off-road vehicle under this By-law;

**"authorized parking area"** means an area of the County Forest designated, set aside for or established for the parking of a vehicle, which may have posted regulations with respect to the use of the area;

**"Cobourg Scout Reserve"** means that area which is leased to the Scouts Canada White Pine Council as identified on Schedules A, B, C and D attached to this By-law;

**"County"** means The Corporation of the County of Northumberland;

**"County Forest" or "Northumberland County Forest"** means the land owned by the County of Northumberland and designated by the County as the "Northumberland County Forest" or any part thereof. The County Forest or Northumberland County Forest is shown on Schedule "A" attached to this By-law. For greater clarity the road allowances of the local municipalities located within or adjacent to the County Forest, including the seasonal and unmaintained road allowances owned by the Township of Alnwick/Haldimand and Hamilton Township are not part of the County Forest;

**"designated"** means a trail or parcel within the County Forest authorized by the County for one or more specific recreational uses and marked, posted or signed for such purposes;

**"gross vehicle weight"** means the weight of the vehicle and load;

**"liquor"** shall have the same meaning as defined in the *Liquor License Act, R.S.O. 1990, c. L-19* as amended from time to time;

**"motor vehicle"** means a motor vehicle as defined in the *Highway Traffic Act, R.S.O. 1990, c H.8*, as may be amended from time to time;

**“motorcycle”** means a self propelled vehicle having a seat or saddle for the use of the driver and designed to travel on not more than 3 wheels in contact with the ground;

**“motorcycle parcel”** means those parts of the County Forest shown and labeled as a motorcycle parcel on Schedules B and D attached to this by-law;

**“snowmobile” or motorized snow vehicle** means a self propelled vehicle designed to be driven primarily on snow as defined in the *Motorized Snow Vehicles Act* R.S.O. 1990 c.M.44;

**“motorized trail”** means a trail designated for the purpose of motorized use by off-road vehicles, motorcycles, or motorized snow vehicles;

**“off-road vehicle”** means an off-road vehicle as defined under the *Off Road Vehicles Act* R.S.O. 1990 c .O. 4;

**“Provincial Offences Officer”** means an employee of the County or any officer included within the definition of “provincial offences officer” in the *Provincial Offences Act*, R.S.O.1990, c.P.33;

**“run at large”** means with reference to a dog, a dog that is not under the control of the owner or not in compliance with the Township of Alnwick/Haldimand By-law 57-2003 Animals Running At Large/License and Regulation

**“special event”** includes any event that takes place in the Northumberland County Forest where person(s) are charged an entry fee or the event is advertised, but does not include organized hikes or nature walks;

**“vehicle”** includes a vehicle as defined in the *Highway Traffic Act*, R.S.O. 1990, c H.8, as may be amended from time to time but excludes a child's wagon, a baby carriage, a child's stroller, and a wheelchair or similar device (motorized or otherwise) used by an individual due to a disability.

## 1.2 Rules of Interpretation

- (a) Wherever this by-law refers to a person or thing with reference to gender or the gender neutral, the intention is to read the by-law with the gender applicable to the circumstances;
- (b) References to items in the plural include the singular, as applicable;
- (c) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

## 2. By-law Applicability

### 2.1 Intent of this By-law

The intent of this By-law is to implement the vision of the Northumberland County Forest as adopted and approved by County Council under resolution #202:07:09 CC “To conserve and enhance the ecology and functions of the Forest, including ground and surface water, soils, vegetation and wildlife while providing opportunities for recreation and other social and economic benefits” and to implement County Council Resolution #59-02-10 CC regulating the permitted Hunting activities in the County Forest.

### 2.2 By-law Applicability

- (a) Lands on which this by-law applies:

This by-law applies to the County Forest and any premises located therein, subject only to the exceptions set out in paragraphs (b) and (c) below;

(b) Exception for Emergency and Maintenance Vehicles:

Notwithstanding any provision of this by-law, vehicles operated on behalf of an ambulance service, fire department, police department, the County or person(s) working under the authority of the County shall be exempt from the provisions of this by-law;

(c) Exception for the Cobourg Scout Reserve:

The provisions of this bylaw do not apply to that part of the County Forest leased to the Scouts Canada White Pine Council and identified on Schedules A, B, C and D as the Cobourg Scout Reserve.

### 3. Prohibited Activities

#### 3.1 Within the County Forest no person shall:

- 1) Litter, dump or dispose of any foreign material or refuse;
- 2) Have open fires;
- 3) Camp overnight;
- 4) Possess or consume liquor;
- 5) Conduct target practice or paintball;
- 6) Cut, prune, dig or gather trees, shrubs, groundcover or firewood;
- 7) Allow a dog to run at large;
- 8) Construct unauthorized structures, tree stands, shelters or permanent structures;
- 9) Remove, deface, alter or destroy any County sign, gate or fence;
- 10) Install an unauthorized sign of any kind;
- 11) Interfere with or disrupt logging operations;
- 12) Construct an unauthorized trail;
- 13) Construct obstacles such as ramps and bridges on any roads or trails without written permission from the County;
- 14) Harvest non wood products such as cedar boughs, mushrooms and tree seed/cones for commercial purposes;
- 15) Harvest or collect the seed of rare plants for personal or commercial use;
- 16) Remain in the County Forest or any part thereof between the hours of 10:00 p.m. (22:00 hours) and 5:00 a.m. (05:00 hours) local time for any purpose without written permission from the County;
- 17) Disobey a posted sign;
- 18) Hike, cycle, snowshoe, horseback ride on, or allow or walk dogs on, the designated cross-country ski trails as shown on "Schedule B" hereto attached on or between December 1 each year and March 31 of the following year;
- 19) Hunt, use firearms or use bows on the lands designated as no hunting zones in "Schedule C" to this By-law;
- 20) Hunt for any game other than deer as established annually under the *Fish and Wildlife Conservation Act* S.O. 1997, c.41;
- 21) Enter onto a trail or into an area that has been closed by the County;
- 22) Enter onto the lands designated as Natural Protected Areas as shown on "Schedule D" to this by-law;
- 23) Operate a motor vehicle in excess of 400 kg gross vehicle weight except in authorized parking areas as shown on Schedule B hereto attached;
- 24) Operate a motor vehicle that is not compliant with the applicable law of the Province of Ontario, including the *Off Road Vehicles Act* R.S.O. 1990 c. O.4;
- 25) Operate a motorcycle other than on the designated motorized trails or in the designated motorcycle parcels as shown on "Schedule B" hereto attached;
- 26) Operate an off road vehicle or snowmobile other than on the designated motorized trails as shown on "Schedule B" hereto attached;
- 27) Operate a snowmobile at any time on or between April 1 and October 31, inclusive, in any year;
- 28) Operate an off-road vehicle or a motorcycle on or between November 1 to May 15, inclusive, in any year;

- 29) Operate a snowmobile without proof of membership in good standing with the Ontario Federation of Snowmobile Clubs or with the Great Pine Ridge Snowmobile Association;
- 30) Operate an off-road vehicle without proof of membership in good standing with the Eastern Ontario Trails Alliance, Ontario Federation of ATV's or with the Northumberland and District ATV Riders;
- 31) Operate a motorcycle without proof of membership in good standing with the Ontario Federation of Trail Riders or with the Northumberland Trail Riders;
- 32) Operate a snowmobile at a rate of speed greater than 50 kilometers per hour;
- 33) Operate an off road vehicle or motorcycle at a rate of speed greater than 30 kilometers per hour.

#### **4. Permitted Activities**

4.1 Subject to Section 3 of this By-law the following activities are permitted:

- (a) Walking, hiking, dog walking;
- (b) Cross country skiing, snowshoeing;
- (c) Orienteering, geocaching;
- (d) Nature appreciation, bird watching, nature study;
- (e) Dog sledding;
- (f) Cycling;
- (g) Horseback riding;
- (h) Harvesting of non wood products such as tree seed/cones, mushrooms for personal use;
- (i) Activities approved through the execution of an Agreement with the County;
- (j) Hunting for deer according to the deer season including the bow, shotgun and muzzle loading seasons as established annually under the *Fish and Wildlife Conservation Act* S.O. 1997, c.41 on the lands designated for the deer hunt on "Schedule C" hereto attached;
- (k) Other activities as approved through the execution of a land use agreement or special event permit obtained from the County.

#### **4.2 Agreements and Special Events**

- (a) An organization that wishes to use a County Forest for the purpose of establishing a designated trail or for such purpose as deemed appropriate by the County is required to enter into an Agreement and provide proof of insurance naming the County as an additional insured ;
- (b) A person or organization that wishes to use a County Forest for the purpose of a special event must obtain an approved Agreement with the Council of the County of Northumberland no less than 8 weeks prior to the date of the special event.
- (c) An Agreement does not give the party named in the request any rights beyond the terms and conditions as stated in the Agreement;
- (d) No person or organization who has entered into an Agreement with the County shall contravene any of the terms and conditions of the Agreement.

4.3 The County has the authority to close any trail or area at any time for any reason at its discretion if it is thought to be causing environmental degradation or pose a hazard.

#### **5. Enforcement and Penalties**

5.1 Every person who uses a County Forest is subject to all Municipal by-laws and all Provincial and Federal laws and regulations and any person violating any by-law or law may be required to leave the County Forest.



5.2 No person shall hinder or obstruct, or attempt to hinder or obstruct, any provincial offences officer or any person exercising a power or performing duty under this by-law.

5.3 Any person who is alleged to have contravened any section of this By-law shall accurately and honestly identify themselves to the provincial offences officer upon request and failure to do so shall be deemed to have hindered or obstructed the officer in the execution of their duties.

5.4 In addition to any other authority they may have, a provincial offences officer is authorized to enforce the provisions of this by-law and to order any persons believed by such provincial offences officer to be contravening or who has contravened any provision of this by-law:

- (a) To desist from the activity constituting or contributing to such a contravention;
- (b) To remove from Northumberland County Forest any thing owned by or in the control of such person which the officer believes is or was involved in such contravention, and;
- (c) To leave the Northumberland County Forest.

5.5 The court in which a conviction has been entered pursuant to this bylaw and any other court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted, and such order shall be in addition to any other penalty imposed by the court on the person convicted.

5.6 Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to a fine or penalty as provided for in the *Provincial Offences Act R.S.O. 1990 c. P. 33*, as may be amended from time to time and to any other applicable penalty.

## 6 Miscellaneous

### 6.1 Short Title

This by-law may be referred to as the County Forest Land Use and Recreation By-Law

### 6.2 Validity/Severability

In the event any Court of competent jurisdiction should adjudge that any section or sections of this by-law may not be valid for any reason, such section or sections shall be deemed to be severable from the remainder of the By-law and the remainder of the by-law shall stand and be enforceable to the same extent as if the offending section or sections had not been included therein

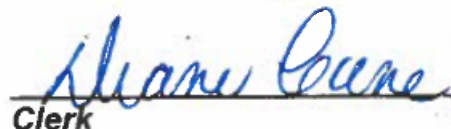
6.3 Schedules A, B, C and D shall form part of this by-law.

6.4 This by-law shall come into full force and effect on the date of passing.

THAT By-law 21 -10 be introduced and be deemed to be read a first, second and third time, be passed and be properly signed and sealed at the Town of Cobourg, this 19<sup>th</sup> day of May, 2010

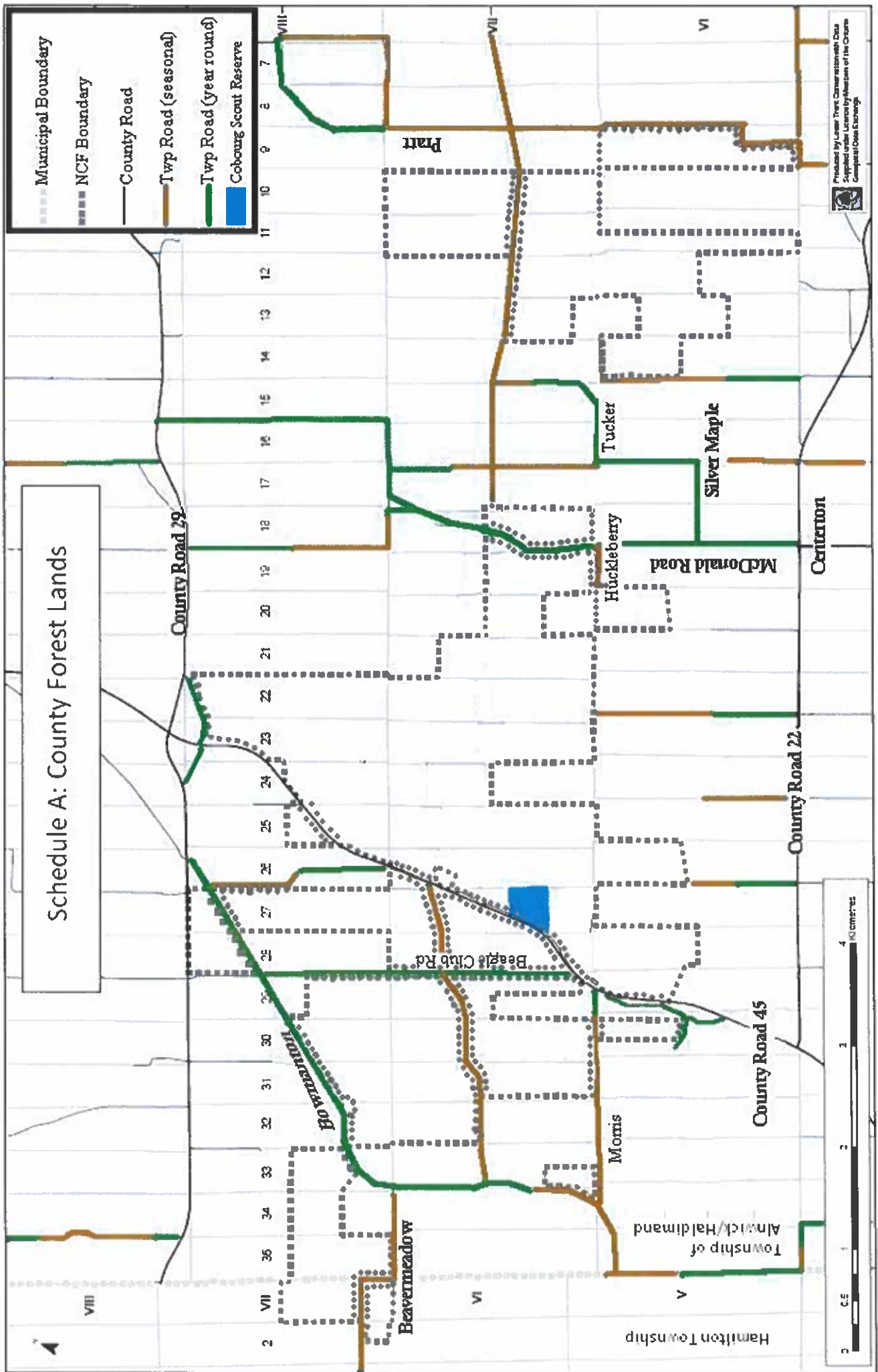
**Amended**

  
Warden

  
Clerk

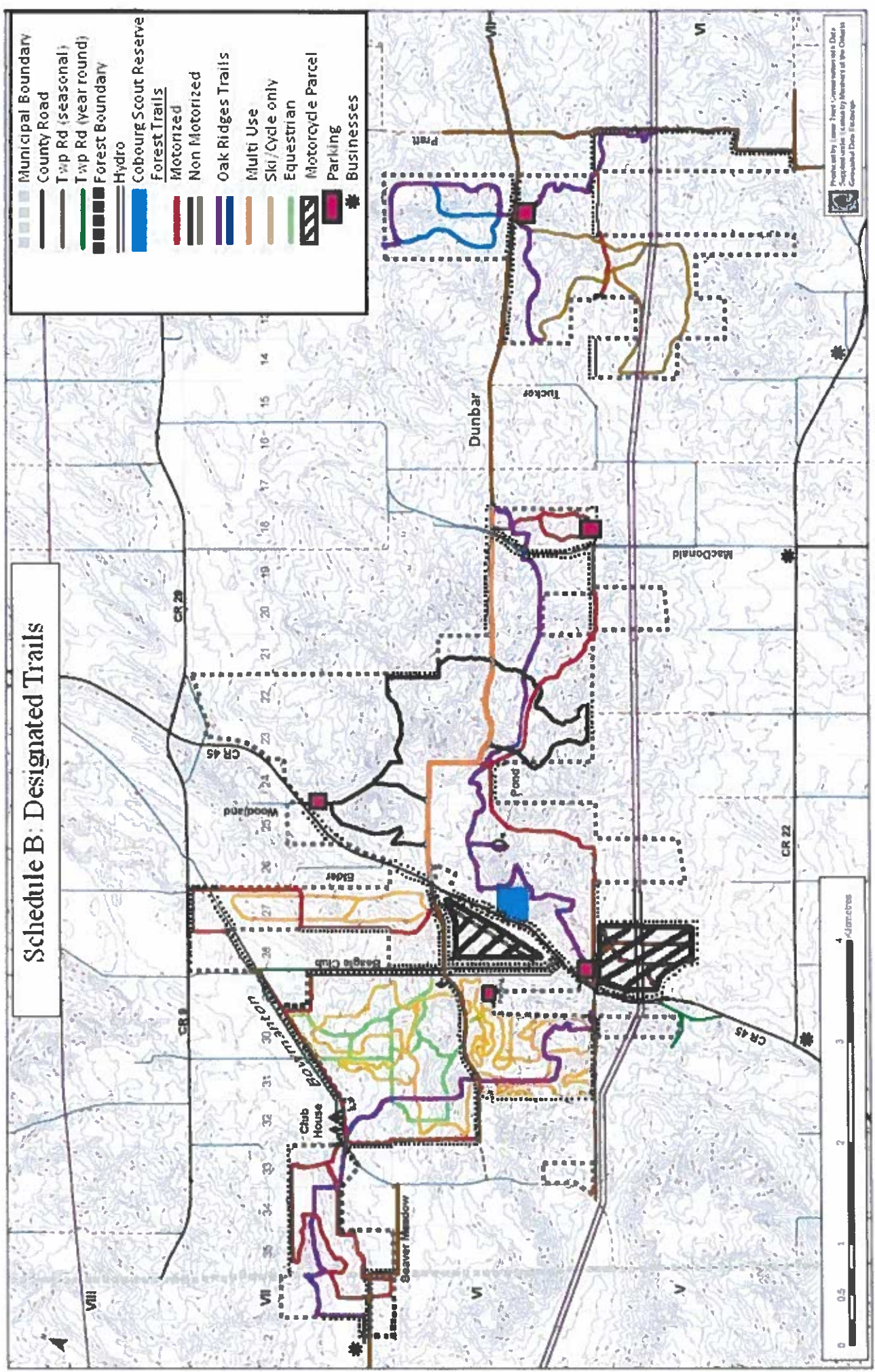
**By - Law No**  
2015-16

Schedule 'A' to BY-law 21-10

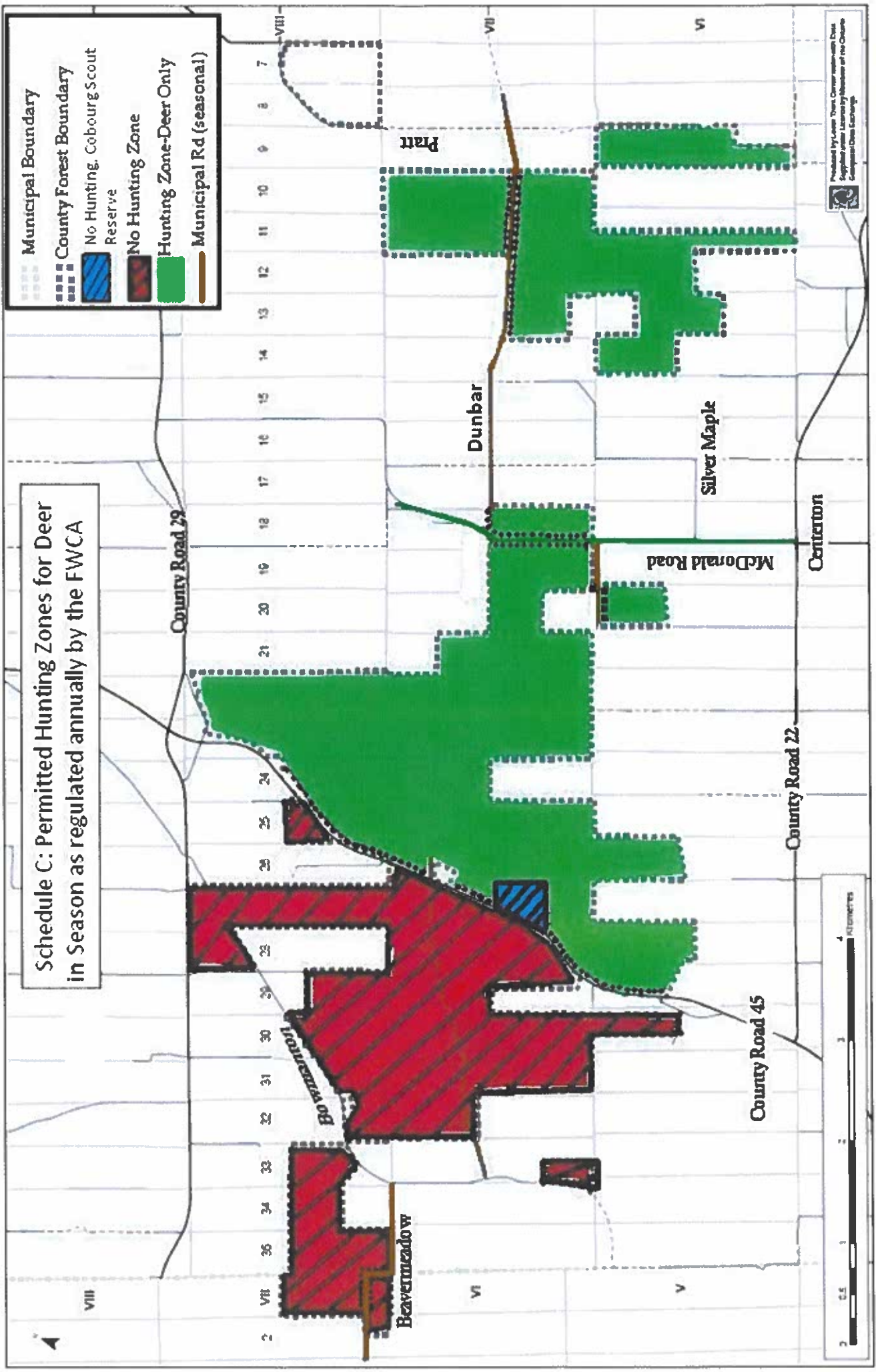




Schedule B to Bx-14w d1-10

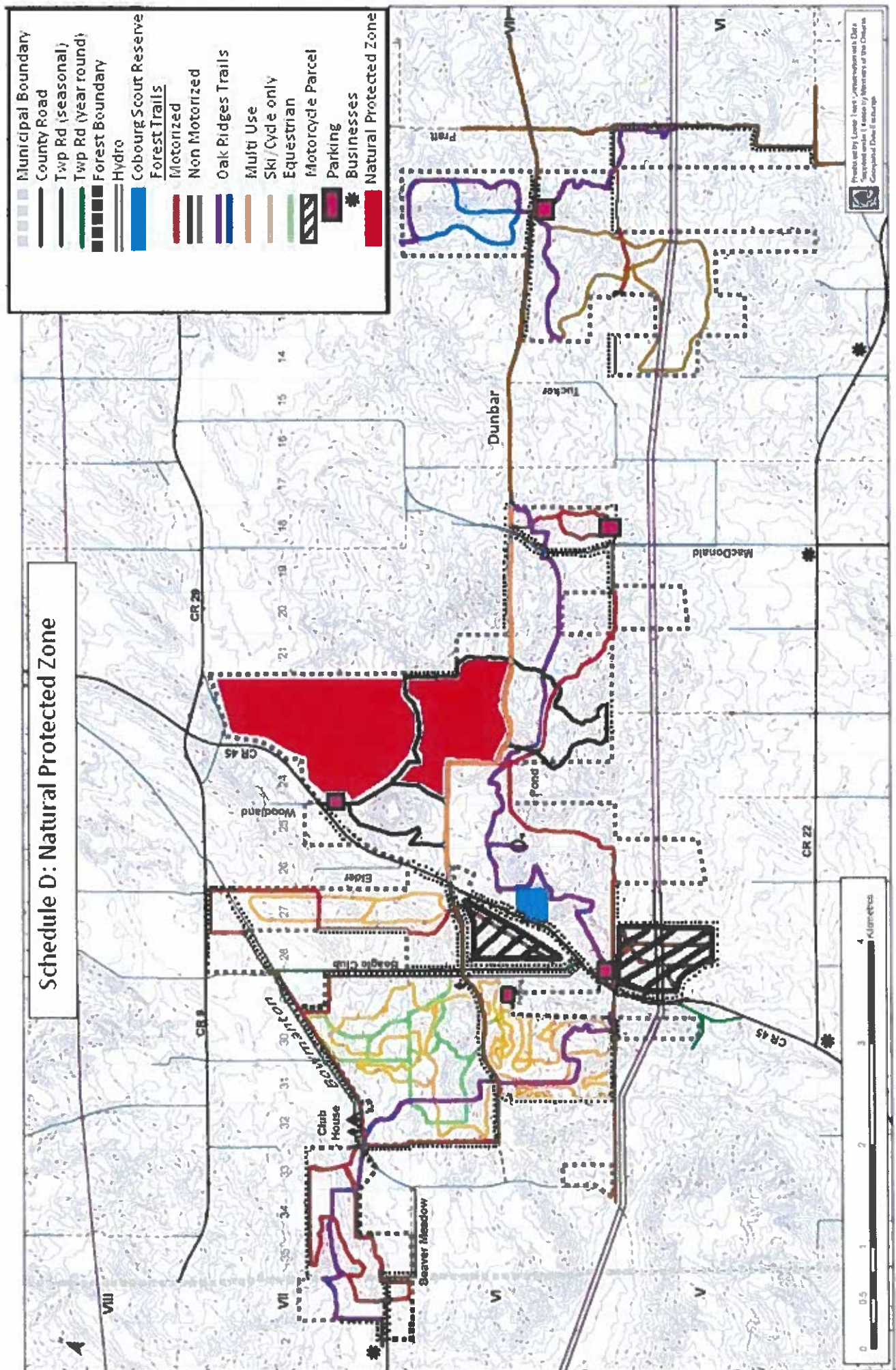








Schedule D to BY-14W 01-10



**By-law #2015-16**

**Schedule "A"**

Section 3.1.20 amended to:

3.1.20) Hunt for any game other than deer and wild turkey as established annually under the *Fish and Wildlife Conservation Act* S.O. 1997, c.41;

Section 3.1 be amended to include:

3.1.34) Discharge a firearm including shotgun, muzzle loader or bow for any purpose other than hunting as permitted by this By-Law.

3.1.35) Discharge a firearm including shotgun, muzzle loader or bow within 50m of a designated trail as shown on Schedule "B" or as indicated by signage in the County Forest.

Section 4.1(j) amended to:

4.1(j) Hunting for deer and wild turkey according to the deer and turkey seasons including the bow, shotgun and muzzle loading seasons as established annually under the *Fish and Wildlife Conservation Act* S.O.1997, c.41 on the lands designated for the deer hunt on "Schedule C" hereto attached;

## By-law 36-2024

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### **A By-law to Transfer Ownership of and Jurisdiction over the Thompson Bridge from the Corporation of the County of Northumberland to the Corporation of the Municipality of Trent Hills**

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**Whereas** Section 11 of the Municipal Act, 2001, S.O. 2001, c.25 provides broad authority to municipalities to pass by-laws respecting certain matters, subject to certain restrictions, including by-laws respecting public assets, highways, and structures; and

**Whereas** Subsection 52(4) of the Municipal Act, 2001, S.O. 2001, c.25 provides an upper-tier municipality may remove a highway, including a boundary line highway, from its system; and

**Whereas** Subsection 52(5) of the Municipal Act, 2001, S.O. 2001, c.25 provides that if a highway is removed from an upper-tier highway system, it is under jurisdiction of the lower-tier municipality in which the highway is located; and

**Whereas** the Municipality of Trent Hills is a lower-tier municipality forming part of the County of Northumberland, which is an upper-tier municipality; and

**Whereas** the County of Northumberland is presently the owner of Thompson Bridge, a public structure including the 30 m of roadway in each direction from the end of the deck, located on Skinkle Road, approximately 1.55 km north of County Road 29 in the Municipality of Trent Hills, located in lot 24 concession 4 of Trent Hills, forming a part of PIN 51189-0051; and

**Whereas** the County has recently completed the replacement of the Thompson Bridge to restore the bridge back to good condition and the County deems it appropriate and necessary to transfer the ownership of and jurisdiction over Thompson Bridge to restore connectivity to the Municipality of Trent Hills' road network; and

**Now Therefore Be It Enacted** as a by-law of the Council of the Corporation of the County of Northumberland as follows:

1) **That** Thompson Bridge, a public structure including the 30 m of roadway in each direction from the end of the deck, located on Skinkle Road, approximately 1.55 km north of County Road 29 in the Municipality of Trent Hills, located in lot 24 concession 4 of Trent Hills, and forming a part of PIN 51189-0051; is hereby transferred to the Municipality of Trent Hills and added to the Municipality's highway system.

2) **That** this By-law shall come into force and take effect on October 16, 2024.

**That** By-law No. 36-2024 be introduced and be deemed to be read a first, second and third time and passed, signed and sealed this 16<sup>th</sup> day of October 2024.

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**Brian Ostrander, Warden**

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**Cheryl Sanders, Deputy Clerk**





## By-law 37-2024

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### **A By-law to Appoint Municipal Law Enforcement Officers for the County of Northumberland as Authorized Under the Provision of the Community Safety and Policing Act, 2019 to Enforce By-law 21-10 and to Repeal By-Law 23-2024**

---

**Whereas** By-law 21-10 governs the use of lands known as the Northumberland County Forest; and

**Whereas** pursuant to section 55 of the Community Safety and Policing Act, 2019 S.O. 2019, c. 1, Sched. 1, as amended, a municipality may appoint persons to enforce the by-laws of the municipality, who are peace officers as defined in that Act the purpose of enforcing the by-laws of the municipality; and

**Whereas** Section 9 of the Municipal Act, 2001, S.O. 2001, c. M.25, provides that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under the Act; and

**Whereas** Section 11 of the Municipal Act, 2001, provides that an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction set out therein; and

**Whereas** Council for the County of Northumberland deems it expedient to cross-appoint municipal by-law officers of the Township of Alnwick-Haldimand for the purpose of enforcing by-law 21-10;

**Now Therefore Be It Enacted** as a by-law of the Council of the Corporation of the County of Northumberland as follows:

1. **That** any persons duly appointed by any By-law of the Township of Alnwick Haldiman (the Township) to enforce the by-laws of that Township are hereby, during the term of appointment, appointed as municipal by-law officers of the County for the purposes of the enforcement of the County's by-laws in the area

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known as the Northumberland County Forest, as more specifically defined in By-law 21-10; and

2. **That** all appointments made pursuant to this by-law shall expire June 1, 2015 at 12:01am local time in the County of Northumberland; and
3. **That** notwithstanding anything to the contrary in this By-law, authority is hereby delegated to the County's Natural Heritage Manager to revoke, suspend or restrict any appointment(s) made pursuant to this by-law, without any need to amend this by-law; and
4. **That** by-law 23-2024 is hereby repealed, and any appointments of municipal by-law officers made or extended pursuant to that by-law are hereby revoked as of the date the By-law comes into effect; and
5. **That** this by-law will come into effect on the day of its passing.

**That** By-law 37-2024 be introduced and be deemed to be read a first, second and third time, passed, signed and sealed this 16<sup>th</sup> day of October, 2024.

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**Brian Ostrander, Warden**

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**Cheryl Sanders, Deputy Clerk**



## Proclamation

Event: Transgender Awareness Week & Transgender Day of Remembrance

Date: November 13 to 20, 2024

**“Whereas** Transgender Awareness Week takes place every year from November 13 to 19 – a week to recognize and centre the voices, contributions, and accomplishments of our gender diverse community, including Transgender, Two Spirit, Non-Binary, and Intersex people; and

**Whereas** Transgender Awareness Week leads up to the Transgender Day of Remembrance on November 20 – a day to remember and honour those who have lost their lives because of violence and oppression against transgender people; and

**Whereas** the stories of transgender people highlight the social and systemic challenges that transgender and gender-diverse communities still face nationwide; and

**Whereas** Northumberland County is dedicated to continued education and fighting transphobia to support diversity and create safe, inclusive communities;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council do hereby proclaim November 13 – 19 to be Transgender Awareness Week and the day of November 20 as Transgender Day of Remembrance in Northumberland County.”

Dated this 16<sup>th</sup> day of October, 2024

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**Brian Ostrander, Warden**



# Proclamation, Lighting and Community Flag Request Form

Throughout the year, Northumberland County commemorates a number of significant dates and events to raise awareness of important cultural celebrations, historic events, and charitable or public awareness initiatives in our community. To learn more about how the County recognizes these commemorative observances, visit our [Commemorative Dates and Observances](#) page. Commemorative dates may be recognized with special requests, including:

- Proclamations to County Council
- Raising a flag on the County's community flagpole, located at County Headquarters in Cobourg
- Coloured light displays at County Headquarters

Submit the application below to request a proclamation to County Council, coloured light display at County Headquarters and/or flag raising on the County's community flagpole in recognition of a commemorative date.

Please note submissions must comply with the Northumberland County '[Commemorative Observances, Proclamations and Flags Policy](#)'.

## Contact Information

**Name of Organization \***

Northumberland County

**Name of Representative**

Cara Timmermans

**Address**

555 Courthouse Road, Cobourg

**Phone Number \***

905-372-3329

**Email**

timmermansc@northumberland.ca

**Organization's Website**

<https://www.northumberland.ca/en/index.aspx>

## Event/Occasion and Organization Details

**Name of Event/Occasion**

Transgender Awareness Week and Transgender Day of Remembrance

**Date or Time Period of Event/Occasion**

November 13th to 20th

**Purpose of the Event/Occasion**

November 13th to 19th is Transgender Awareness week, an opportunity to recognize the experiences of trans and gender diverse people, learn more about inclusion, and to honour lives lost to transphobic violence.

The 'Transgender Flag' is requested to be raised on the County Community Flagpole from November 13 to 19, 2024. Flags will be lowered to half-mast on Wednesday, November 20th in observance of the Transgender Day of Remembrance.

**Please provide a description of the applicant organization including any local, national or international affiliation, brief history and any other relevant information.**

Northumberland County is an upper-tier municipality situated on the north shore of Lake Ontario.

**Please select the request(s) being made**

- ☐ Proclamation
- ☐ Lighting Request
- ☒ Community Flag Raising

# Community Flag Raising Request

Please fill out the fields below to request permission to raise your organization's flag on Northumberland County's community flagpole at the County Headquarters, located at 555 Courthouse Road in Cobourg for a maximum of one (1) week or seven (7) days.

Community flag raisings will be considered for:

- In connection with a particular event by an organization to celebrate achievement; or
- A charitable or non-profit organization to help increase public awareness of their programs and activities; or
- An organization that has achieved national or international distinction or made a significant contribution to the community; or
- A charitable or non-profit organization that has helped to enhance Northumberland County in a positive manner

Requests will not be considered for flags that:

- Represent commercial interests;
- Represent political causes;
- Celebrate religious events; or
- Support groups, organizations or events that promote beliefs contrary to County Core values or any County policy, or pose a reputational risk to the County

Please note that requests for flag raising must be made four (4) weeks prior to the date of the flag raising.

Date of Requested Flag Raising

11/13/2024



Length of Request \* 

November 13 - 19, 2024

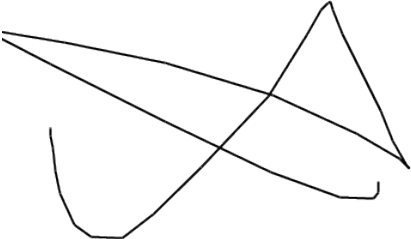
# Acknowledgement

Please fill out the fields below to acknowledge that you have reviewed the relevant policy.

I have read and hereby acknowledge that this application complies with the Northumberland County 'Commemorative Observances, Proclamations & Flag Policy'. \*

☒ I Agree

Authorized Signature \* 



\_\_\_\_\_  
Jennifer Moore, CAO

Date \*

10/8/2024

# Thank You

Your application has been submitted to the County Clerk's office. Once reviewed, a County staff member will contact you to follow up on your application.



## Proclamation

Event: Child Care and Early Childhood Education Appreciation Day

Date: October 24, 2024

**“Whereas** years of research confirms the benefits of high-quality early learning and child care for young children’s intellectual, emotional, social and physical development and later life outcomes; and

**Whereas** child care promotes the well-being of children and responds to the needs of families and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

**Whereas** trained and knowledgeable Registered Early Childhood Educators are the key to quality in early learning and child care programs – in licensed child care, EarlyON Child and Family programs, and full day kindergarten and are champions for children; and

**Whereas** Registered Early Childhood Educators and child care workers will be vital to the success of the Canada-Wide Early Learning and Child Care system;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of Northumberland County Council do hereby proclaim October 24<sup>th</sup>, 2024 to be designated the 24<sup>th</sup> Annual ‘Child Care Worker and Early Childhood Educator Appreciation Day’ in Northumberland County in recognition of the educations, dedication and commitment of child care workers to children, their families, and quality of life to the community.”

Dated this 16<sup>th</sup> day of October, 2024

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**Brian Ostrander, Warden**



## Proclamation

Event: Dress Purple Day

Date: October 25, 2024

**“Whereas** during the month of October, Children’s Aid Societies across the province raise awareness about the important role that individuals and communities play in supporting vulnerable children, youth, and families through the provincially recognized Dress Purple Day campaign (formerly known as Child Abuse Prevention Month); and

**Whereas** Dress Purple Day is marked by a purple ribbon; and

**Whereas** every child is entitled to be loved, cared for, nurtured, and secure and to be free from neglect, as well as from verbal, emotional, sexual and physical abuse; and

**Whereas** Northumberland County faces a continuing need to support community-based programs to prevent child abuse and neglect; and

**Whereas** it is the responsibility of every adult who comes in contact with a child to protect that child’s unconditional right to a safe, nurturing childhood; and

**Whereas** Northumberland has dedicated individuals and organizations who work daily to counter the problem of child abuse and neglect and to help parents obtain the assistance they need; and

**Whereas** our community is stronger when all citizens become aware of child abuse and neglect prevention, and, become involved in supporting parents to raise their children in a safe, nurturing environment;

**Now Therefore Be It Resolved That** I, Warden Brian Ostrander, on behalf of the Northumberland County Council, do hereby proclaim October 25, 2024 as ‘Dress Purple Day’ in Northumberland County, and encourage all citizens to help spread the word that keeping children safe is everyone’s responsibility, and to show your support and help raise awareness by wearing purple on Dress Purple Day.”

Dated this 16<sup>th</sup> day of October, 2024

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**Brian Ostrander, Warden**



## By-law 38-2024

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### **A By-law to Confirm the Proceedings of the Northumberland County Council Meeting held on October 16, 2024**

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**Whereas** Section 248 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides for the adoption of a comprehensive general by-law that consolidates and includes the provisions of any by-law previously passed by the Council;

**Now Therefore Be It Enacted** as a by-law of the Council of the Corporation of the County of Northumberland as follows:

1. The action of Council at its Meeting on Wednesday, October 16, 2024 in respect of each motion, resolution, and other action taken by the Council at its meeting, is, except where the prior approval of the Ontario Land Tribunal is required, hereby adopted, ratified and confirmed.
2. The Warden and proper Officers of the Corporation are hereby authorized and directed to do all things necessary, where required, and the Warden and Chief Administrative Officer are hereby directed to execute all documents necessary in that behalf, and the Clerk shall hereby be authorized and directed to affix the seal of the Corporation to all such documents.

**That** By-law 38-2024 be introduced and be deemed to be read a first, second and third time, passed, signed and sealed this 16<sup>th</sup> day of October, 2024.

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**Brian Ostrander, Warden**

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**Cheryl Sanders, Deputy Clerk**