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Report 2025-007

Report Title: 310 Division Street, Cobourg Community Liaison Committee (CLC) Update

Committee Name: Social Services

Committee Meeting Date: January 8, 2025

Prepared by: Rebecca Carman
Associate Director, Housing and Homelessness
Community and Social Services

Reviewed by: Glenn Dees
Director, Health and Human Services
Community and Social Services

Approved by: Jennifer Moore, CAO

Council Meeting Date: January 22, 2025

Strategic Plan Priorities: Innovate for Service Excellence
 Ignite Economic Opportunity
 Foster a Thriving Community
 Propel Sustainable Growth
 Champion a Vibrant Future

Information Report

“That the Social Services Committee receive Report 2025-007 ‘310 Division Street, Cobourg Community Liaison Committee (CLC) Update’ for information; and

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

Purpose

The purpose of this report is to provide County Council with an update on the Community Liaison Committee.

Background

The attached interim progress report for the Community Liaison Committee (CLC) for 310 Division Street, Cobourg outlines the process taken to select members of the CLC. The report outlines the timeframe, interview questions and selection criteria in the formation of the CLC.

The CLC held its first meeting on December 17, 2024. This meeting was facilitated by Chris Gorman, OrgCode Consulting Inc. The CLC members discussed their hoped accomplishments for the CLC in 2025 and framework of how the committee is hoping to work together.

A draft Terms of Reference was reviewed and some changes sought to them that would be presented at the next meeting. The Committee agreed, through a consensus process, that the second meeting would be a workshop style meeting of a longer duration with the aim of foundation and framework for the Committee moving forward.

Consultations

External consultations took place with the Community Liaison Committee and Chris Gorman, OrgCode Consulting Inc..

Legislative Authority / Risk Considerations

There is no legislative requirement to establish a CLC, however through the creation of this CLC, Northumberland County is seeking to implement widely recognized approaches that emphasize the importance of community engagement in successfully integrating emergency shelters. Community Liaison Committees are used across various sectors, including housing, healthcare, environmental management, law enforcement, and private industry, to foster two-way communication, address community concerns, and strengthen relationships with local stakeholders. By providing a forum for dialogue and collaboration, these committees help organizations build trust, enhance transparency, and ensure their operations are seen as valued assets within the communities they serve.

Discussion / Options

The composition of the Community Liaison Committee (CLC) intentionally brings together individuals with diverse perspectives, varied professional and lived experiences, and deep ties to the Cobourg community. From immediate neighbours of 310 Division Street to representatives from key sectors such as health, mental health, law enforcement, faith-based organizations, local business, and the Town of Cobourg, the committee reflects the community's breadth and strength. Transition House leadership ensures alignment between the CLC's advisory role and shelter operations, while county representatives provide critical regional context.

This carefully balanced group fosters a collaborative, inclusive environment for addressing community concerns and supporting the successful integration of the shelter. By drawing on the unique expertise and insights of its members, the CLC is well-positioned to build trust, promote transparency, and serve as a model for constructive dialogue between residents, stakeholders, and leadership.

24 interviews were held with community members interested in moving forward with the interview process for the 310 Division Street CLC, with twelve members of the public selected to the committee, this is in addition to the 9 members from delegated agencies, along with County representatives. The members of the 310 Division Street CLC are:

- Community Members
 - Hillary Allen
 - Beth Bellaire
 - Chloe Craig
 - Kim Gay
 - Liz Greaves
 - Rob James
 - Erisa Katona
 - Bob LeDrew
 - Kendra Simmons
 - Sheri Syer
 - Catherine White
 - Brenda Whitehead

- Delegates
 - Jennifer Bogart, Downtown Business Improvement Association
 - Chris Challenger, Town of Cobourg
 - Daniel Gaito, Trinity United Church
 - Meaghan Macdonald, Board Chair, Transition House
 - Janice MacDonald, Cobourg Police Services
 - Ike Nwibe, Executive Director, Transition House
 - Carolyn Rutherford, Community Health Centres of Northumberland
 - Emma Taylor, Northumberland Hills Hospital Community Mental Health
 - Kim Wilkinson, Community Paramedics

- County Representatives
 - Rebecca Carman, Associate Director, Housing and Homelessness
 - Bill Smith, Manager, Homelessness Services

Financial Impact

There is no financial impact associated with this report

Member Municipality Impacts

N/A

Conclusion / Outcomes

It is recommended that County Council receive this report for information and read the Interim Progress Report prepared by Orgcode Consulting Inc.

Attachments

- 1) Report 2025-007 ATTACH 1 'Northumberland County Initial Progress Report for CLC'
- 2) Reort 2025-007 ATTACH 2 'Presentation – CLC Progress Report'