



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

**April 1, 2025, 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

Members Regrets: Councillor Scott Jibb

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

1. Notices

1.a Accessible Format

If you require this information in an alternate format, please contact the Accessibility Coordinator at 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 Robert Crate called the meeting to order at 2:00 p.m.

2.a Territorial Land Acknowledgement

3. Approval of the Agenda

Committee Resolution 2025-04-01-266

Moved by Warden Brian Ostrander

Seconded by Chair Bob Crate

"**That** the agenda for the April 1, 2025 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, The Regional Municipality of Durham 'Protecting Canadian Values - Ban the Nazi Swastika in Canada'

Committee Resolution 2025-04-01-267

Moved by Warden Brian Ostrander

Seconded by Chair Bob Crate

"**That** the Corporate Support Committee, having considered the correspondence from The Regional Municipality of Durham regarding 'Protecting Canadian Values - Ban the Nazi Swastika in Canada', recommend that County Council support this correspondence and direct staff to send a copy of this resolution to key stakeholders."

Carried

7.b Correspondence, Eastern Ontario Wardens' Caucus (EOWC) 'Ontario 2025 Election Priorities - Ready to Work, Ready to Grow'

Committee Resolution 2025-04-01-268

Moved by Warden Brian Ostrander

Seconded by Chair Bob Crate

"That the Corporate Support Committee receive the correspondence from the Eastern Ontario Wardens' Caucus (EOWC) regarding 'Ontario 2025 Election Priorities - Ready to Work, Ready to Grow' for information; and

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

Carried

8. Staff Reports

8.a Report 2025-061, Communications 'Commemorative Observances, Proclamations, and Flags Policy Update'

Kate Campbell, Director Communications & Information Technology
Cara Timmermans, Digital and Document Accessibility Specialist

Committee Resolution 2025-04-01-269

Moved by Warden Brian Ostrander

Seconded by Chair Bob Crate

"That the Corporate Support Committee, having considered Report 2025-061 'Commemorative Observances, Proclamations and Flags Policy', recommend that County Council adopt the revised 'Commemorative Observances, Proclamations and Flags Policy' at the April 16, 2025 County Council meeting."

Carried

8.b Report 2025-062, Corporate Services '2024 Accessibility Annual Status Report'

Andrea Nicholson, Human Resources and Accessibility Coordinator

Committee Resolution 2025-04-01-270

Moved by Warden Brian Ostrander

Seconded by Chair Bob Crate

“That the Corporate Support Committee, having considered Report 2025-062 ‘2024 Accessibility Annual Status Report’, recommend that County Council approve the ‘2024 Accessibility Annual Status Report and updated 2022-2025 Multi-Year Accessibility Plan.”

Carried

8.c Report 2025-063, Corporate Services 'Revised Standing Committee Terms of Reference'

Maddison Mather, Clerk / Manager Legislative Services

Committee Resolution 2025-04-01-271

Moved by Warden Brian Ostrander

Seconded by Chair Bob Crate

“That the Corporate Support Committee, having considered Report 2025-063 ‘Revised Standing Committee Terms of Reference’, recommend that County Council approve the revised Standing Committee Terms of Reference documents for Northumberland County’s 6 Standing Committees at the April 16, 2025 County Council meeting.”

Carried

8.d Report 2025-064, Corporate Services '2025 Non-Union Cost of Living Adjustment'

Kirsty Brown, Human Resources / Payroll Manager

Committee Resolution 2025-04-01-272

Moved by Warden Brian Ostrander

Seconded by Chair Bob Crate

“That the Corporate Support Committee receive Report 2025-064 ‘2025 Non-Union Cost of Living Adjustment’ for information; and

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

Carried

9. Other Matters Considered by Committee

9.a Proclamations

Committee Resolution 2025-04-01-273

Moved by Warden Brian Ostrander

Seconded by Chair Bob Crate

"That the Corporate Support Committee recommend that County Council proclaim the following list of proclamations at the April 16, 2025 County Council meeting:

- Earth Day - April 22, 2025;
- Administrative Professionals' Day - April 23, 2025;
- National Day of Mourning - April 28, 2025;
- National Volunteer Week - April 27 - May 3, 2025
- Emergency Preparedness Week - May 4 - 10, 2025;
- Safety and Health Week - May 5 - 10, 2025;
- Community Living Month - May 2025."

Carried

9.b Northumberland Accessibility Advisory Committee - Meeting Minutes

Committee Resolution 2025-04-01-274

Moved by Warden Brian Ostrander

Seconded by Chair Bob Crate

"That the Corporate Support Committee receive the minutes from the January 9, 2025 and February 13, 2025 meeting 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

N/A

12. Motion to Rise and Results from Closed Session

N/A

13. Next Meeting - Tuesday, May 6, 2025 at 2:00 p.m.

14. Adjournment

- The meeting adjourned at 2:17 p.m.