



STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG

Corporate, Finance, and Legislative Standing Committee

Report to: Mayor, Deputy Mayor, and Councillors
From: Adam Giddings, Treasurer/Director of Corporate Services
Standing Committee Date: October 9, 2025
Report Number: COR-2025-022
Council Meeting Date: October 29, 2025
Subject: **Northam Industrial Park – Northumberland Fare Share Food Bank**

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1. Recommendation:

WHEREAS the Committee adopt the following recommendation and refer to Regular Council for final approval.

NOW THEREFORE BE IT RESOLVED THAT THAT Council authorize staff to execute a lease agreement with Northumberland Fare Share Food Bank for 4,195 square feet.

2. Executive Summary:

The Northumberland Fare Share Food Bank (Food Bank) has been a tenant at the Northam Industrial Park since 1998 and has occupied Building #19 under its current lease terms since 2019. The lease, which expired in October 2024, provides 3,864 square feet.

This continued partnership underscores the Town's commitment to social responsibility, sustainability, and effective municipal asset management, ensuring that vital community services remain accessible to those in need.

3. Background

The Northumberland Fare Share Food Bank has been serving the Cobourg and Port Hope communities since 1987, striving to alleviate hunger by providing access to food for those in need. In Cobourg, the food bank operates at Building #19, 700 D’Arcy Street. They offer a shopping model that allows clients to select the items they need, promoting dignity and reducing waste.

The Food Bank relies on community support through food and financial donations. As of August 2024, they had 2,626 visits and delivered to 677 households and had 91 new users. Further, 12% of Cobourg’s population is using the services currently.

4. Discussion:

The Northumberland Fare Share Food Bank initially operated in Building #17 (south side), occupying 2,000 square feet. In November 2019, the Food Bank relocated to Building #19 under the current lease terms.

5. Financial Impact and Budget

Northam operates as a standalone entity, separate from the Town’s general finances. Any subsidy provided is absorbed within Northam’s financial structure and does not require additional funding from taxpayers.

6. Relationship to Council’s Strategic Plan Priorities 2023 to 2027 and beyond:

Thriving Community

Service Excellence

Providing affordable space for the Food Bank ensures that essential food assistance remains available to residents in need. By maintaining a reasonable rental rate, the Town helps support an organization that plays a vital role in addressing food insecurity in our community.

Sustainability

The Food Bank plays a key role in redistributing surplus food to those in need, preventing it from being discarded and contributing to landfill waste. By continuing to support their operations, the Town indirectly promotes waste reduction and sustainable food management practices within the community.

Utilizing the existing Town-owned infrastructure to house the Food Bank ensures that resources are used efficiently. Rather than requiring new construction or additional investment, this approach maximizes the value of municipal assets while meeting an essential community need.

7. Public Engagement:

Public engagement is not considered necessary for the continuation of the Northumberland Fare Share Food Bank's lease agreement at Northam Industrial Park. The Food Bank has been a long-standing tenant since 1998, and the proposed renewal maintains the existing rental terms, ensuring continuity of service without any new financial impact on the Town's budget or tax levy.

8. Attachments:

None