

From: [Sue Bernardi](#)
To: [Sue Bernardi](#)
Subject: Fw: ELECTRONIC VOTE REQUESTED- Retirement / Recognition Policy Update
Date: March 8, 2023 9:09:14 AM
Attachments: [REVISED RETIREMENT POLICY - Approved March 7 2023.pdf](#)
Sensitivity: Confidential

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Sue Bernardi has shared a OneDrive for Business file with you. To view it, click the link below.

 [REVISED RETIREMENT POLICY - Approved March 7 2023.pdf](#)

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From: Sue Bernardi <Sue.Bernardi@CobourgPSB.com>
Sent: Wednesday, March 8, 2023 7:24 AM
To: Sue Bernardi <Sue.Bernardi@CobourgPSB.com>; Adam Bureau (Councillor) <abureau@cobourg.ca>; Dean Pepper <Dean.Pepper@cobourgpolicenonmicrosoft.com>; Nicole Beatty (Deputy Mayor) <nbeatty@cobourg.ca>; Ron Kerr <Ron.Kerr@CobourgPSB.com>; Sean Graham <Sean.Graham@CobourgPSB.com>
Subject: RE: ELECTRONIC VOTE REQUESTED- Retirement / Recognition Policy Update

Good morning Members of the Board,
Please be advised of the following responses to the call for a vote on the above noted item:

Dean Pepper	Read: 2023-03-06 11:24 AM	Yes: 2023-03-06 11:25 AM
Ron Kerr	No receipt acknowledged	Yes: 2023-03-06 9:24 PM
Adam Bureau (Councillor)	No receipt acknowledged	Yes: 2023-03-06 3:38 PM
Nicole Beatty (Deputy Mayor)	No receipt acknowledged	Yes: 2023-03-07 9:30PM
Sean Graham	No receipt acknowledged	Yes: 2023-03-07 3:08 PM

As per policy, a simple majority is required to carry the motion. All responses have been received and the motion is CARRIED unanimously to adopt the revised Retirement / Recognition Policy as circulated. The vote will be reflected on the next regularly scheduled meeting of March 21, 2023 to confirm the adopted Motion as CARRIED for the record.

Chair Kerr and Vice-Chair Pepper will now schedule a mutually acceptable time with the Association to present the updated new policy.
Thank you for your time and attention to this time sensitive matter.
Kindest,

Sue Bernardi (she/her)

Executive Assistant
Cobourg Police Services Board

739 D'Arcy Street
Cobourg, ON K9A 0G1
905-372-1971 or 905-372-6821 ext 2271
Sue.Bernardi@cobourgpsb.com

From: Sue Bernardi
Sent: Monday, March 6, 2023 11:19 AM
To: Adam Bureau (Councillor) <abureau@cobourg.ca>; Dean.Pepper@CobourgPSB.com; Nicole Beatty (Deputy Mayor) <nbeatty@cobourg.ca>; Ron.Kerr@CobourgPSB.com; Sean.Graham@CobourgPSB.com
Subject: ELECTRONIC VOTE REQUESTED- Retirement / Recognition Policy Update
Importance: High
Sensitivity: Confidential

To the Members of the Board, a message below from Chair Kerr:

Vice- Chair Pepper and I have reviewed and revised the current Retirement and Recognition policy.
Please find attached the following:

- The current Policy
- The new Policy and
- The Diamond Recognition Program

The only significant change is that under the old Policy, the retiring member was to receive a watch valued at \$300, regardless of their years of service. Under the Diamond Program they will receive a monetary credit based on their years of service, which they can use to select their own reward. This affords the member the ability to select reward of their preference.
This matter is time sensitive, as the ceremony is scheduled for May and arrangements must be made.

Moved by Chair Kerr:

Seconded by Vice Chair Pepper:

"Be it Resolved that the Board approve the new Retirement and Recognition Policy."

As per our Governance and Procedure Policy, I am requesting an electronic vote on the following motion. Below is reminder on the Procedure policy provisions to

electronically vote:

21.2 When conducting the poll, the Board Secretary must:

- (a) contact all Board members collectively via e-mail;*
- (b) clearly and concisely outline the purpose of the poll and the subject motion, as well as the reason for urgency;*
- (c) provide to all Members of the Board electronically the supporting report / information / documentation with a clear, written recommendation for the Board's consideration with a request for a response within the prescribed time line;*
- (d) when conducting the poll, provide the same information to all members, without comment and without sharing the results of how others have voted;*
- (e) the Board Members shall receive instruction on how to place their vote electronically by email poll, and shall respond either in the affirmative (Yes), or negative (No). All responses shall be received by the Executive Assistant who shall be responsible for tallying and communicating the results of the electronic email vote to all Members of the Board as "ADOPTED" or "DEFEATED"; and*
- (f) place the subject motion on the agenda for the next regular meeting to confirm its ratification.*

The electronic voting is by email with only two options, "YES" or "NO". Board members will see above the "TO" line, a blue message bar identifying the email includes voting buttons, and Members should click on the "Click here to Vote".

The options of "YES" and "NO" will appear; make your selection and the following dialog box will appear – you can send your selection, or edit the response before sending (graphics below to demonstrate). Once sent, the Executive Assistant as the author, receives your responses and individual responses are not shared or viewed by other Board members during the voting process. Once all responses are received, the Executive Assistant will tally the votes, and respond to the Board with a message showing the result as either, "ADOPTED" or "DEFEATED" with a summary of the vote. The E.A. will acknowledge the vote at the next regular meeting for the record.

Your responses are requested no later than end of day tomorrow, March 7, 2023.
Thank you.

Sue Bernardi (she/her)
Executive Assistant
Cobourg Police Services Board

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