



Pregnancy Leaves and Parental Leaves of Members of Council

Intent

The City of Clarence-Rockland recognizes a Member of Council's right to take leave for the Members' pregnancy, the birth of the Member's child or the adoption of a child by the Member in accordance with the Municipal Act, 2001.

This policy provides guidance on how the City of Clarence-Rockland addresses a Member's pregnancy or parental leave in a manner that respects a Member's statutory role as an elected representative.

In accordance with Section 270 of the Municipal Act, 2001, this policy applies to Members of Council.

Definitions

Pregnancy and/or Parental Leave: an absence of 20 consecutive weeks or less as a result of a Member's pregnancy, the birth of a Member's child or the adoption of a child by the Member in accordance with Section 259 (1.1) of the *Municipal Act, 2001*.

General Guidelines

City Council supports a Member of Council's right to pregnancy and/or parental leave in keeping with the following principles:

1. A Member of Council is elected to represent the interests of their constituents.
2. A Member's pregnancy and/or parental leave does not require Council approval and their office cannot be declared vacant as a result of the Pregnancy and/or Parental Leave.
3. The Member is entitled to continue to receive communication from the City (Council packages, email, meeting invitations), as if the Member were not on Leave, in accordance with the wishes of the Member.
4. A Member of Council on Pregnancy and/or Parental Leave reserves the right to participate as a Member at any time during their leave.
5. A Member of Council on Pregnancy and/or Parental Leave shall continue to be paid and continue to have expenses paid in accordance with any Council expense policy.

Where a Member of Council will be absent due to a Pregnancy and/or Parental Leave the Member shall provide written notice to the City Clerk outlining the expected duration of leave including a potential start date and return date.



It is understood that under emergent circumstances, a Member may not be able to submit the appropriate notice before the Leave commences. Each Member shall nonetheless endeavour to provide the appropriate notice in advance of any Leave or as soon as possible after commencing the Pregnancy and/or Parental Leave. The City Clerk will provide the Mayor/Designate and Human Resources with a copy of any written notice.

Council shall make temporary appointments to fill any vacancies of the Member to Committees, Boards, Task Force, Project Teams or other meetings or activities of the Member.

Notwithstanding, at any point in time during a Member's Pregnancy and/or Parental Leave, the Member can provide written notice to the City Clerk of their intent to lift any of the Council-approved, temporary appointments. The Member shall inform the City Clerk, with proper notice, on any changes regarding their return date.

Exclusions

This policy does not apply to City Staff, or Members of Local Boards/Committees, or The Clarence-Rockland Public Library Board.

Consequences of Non-Compliance

The City Clerk shall be responsible for monitoring the application of this policy.

Acknowledgement and Agreement

I, (Employee Name), acknowledge that I have read and understand the Pregnancy Leaves and Parental Leaves of Members of Council policy of the City of Clarence Rockland. I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules set forth by this policy, I may face disciplinary action up to and including termination of employment.

Name: _____

Signature: _____

Date: _____

Witness: _____