

	<b>COUNCIL</b>			
	<b>PREGNANCY &amp; PARENTAL LEAVE FOR MEMBERS OF COUNCIL POLICY</b>			
	<b>Policy Number</b>	2-011		
	<b>Approval Date</b>		<b>Revision Date</b>	
	<b>Schedules</b>			

## **A. POLICY STATEMENT**

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

## **B. PURPOSE**

This policy establishes guidelines on how the Town of Tillsonburg manages a Council Member's pregnancy or parental leave in a manner that respects a Member's statutory role as an elected official.

## **C. SCOPE**

This policy applies to any elected official of Tillsonburg Town Council in need of taking a pregnancy or parental leave. An elected official of the Town of Tillsonburg includes the Mayor, Deputy Mayor and Councillors.

## **D. AUTHORITY**

Section 270 of the Municipal Act, 2001, as revised by Bill 68, requires municipalities to adopt and maintain a policy with respect to the pregnancy and parental leaves for Members of Council.

The Town Clerk shall be responsible for monitoring the application of this policy and for receiving complaints and/or concerns related to this policy.

## **E. POLICY**

Council Members are permitted 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 the Municipal Act, 2001. A Council Member has the right to return to their regular duties prior to 20 consecutive weeks of an absence if they desire.

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

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1. A Member of Council is elected to represent the interests of Tillsonburg citizens.
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 leave.
3. A Member of Council on pregnancy and/or parental leave shall reserve the right to exercise his or her delegated authority at any time during their leave.

Council Members are encouraged to submit a written notification to the Town Clerk as soon as possible before taking pregnancy or parental leave so that the Town can plan accordingly.

Where a Council Member must begin their leave immediately due to unforeseen circumstances, such as illness or complications caused by pregnancy, they must inform the Town Clerk of this absence as soon as possible.

While on leave, the Council Member shall still be counted as part of quorum during roll call for any regular or special Council Meetings.

Regular benefit and insurance premiums will be paid during the leave. Remuneration for attending meetings will remain in place while the Member is on leave and returns to their regular schedule of attendance at meetings.

Notwithstanding, at any point in time during a Member's pregnancy or parental leave, the Member reserves the right to exercise his/her statutory role on matters within the Town. The Member shall provide written notice to the Town Clerk of their intent to exercise their statutory role.

There will be no delegation of authority as the Town of Tillsonburg does not operate using a ward system but rather Council is elected at large to represent the interests of the municipality as a whole. Another member shall be appointed on a temporary basis to fill the role of the member on leave for Boards and Committees

In the event, the Member on leave is the Mayor then these additional office-specific responsibilities shall be delegated to the Deputy Mayor until the Member returns.

In the event, the Member on leave is the Deputy Mayor then those additional responsibilities shall be delegated to another Council Member (voted by the remainder of Council Members) until the regular Member returns.