

TITLE:

Pregnancy and Parental Leave for Members of Council Policy

POLICY NO.:

ADM/022

REVISIONS:

EFFECTIVE DATE:

June 27, 2018

APPLIES TO:

Members of Council

POLICY STATEMENT

The United Counties of Prescott and Russell (the “UCPR”) recognize a Member of Council’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 section 270 of the *Municipal Act, 2001*.

DEFINITION

Pregnancy 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 subsection 259(1.1) of the *Municipal Act, 2001*.

PURPOSE

This Policy provides guidance on how the UCPR address a Member’s pregnancy or parental leave in a manner that respects a Member’s statutory role as an elected representative.

APPLICATION

In accordance with section 270 of the *Municipal Act, 2001*, this Policy applies to Members of Council.

POLICY REQUIREMENTS

The UCPR support a Member of Council’s right to pregnancy or parental leave in keeping with the following principles:

1. A Member of Council is elected to represent the interests of his or her constituents;
2. A Member’s pregnancy or parental leave does not require Council approval and his or her office cannot be declared vacant as a result of the leave;
3. Legislative and administrative matters requiring action during a Member’s pregnancy or parental leave should be addressed in a manner that is consistent with the Member’s wishes; and
4. A Member of Council on pregnancy or parental leave shall reserve the right to exercise his or her delegated authority at any time during their leave.

Notwithstanding the foregoing and subject to the provisions of the Delegation of Authority By-law, at any point in time during a Member’s pregnancy or parental leave, the Member reserves the right to exercise his or her delegated authority on matters within the UCPR. However, the Member shall provide written notice to the UCPR’s Clerk of his or her intent to lift any of the Council-approved, temporary delegations and exercise his or her statutory role or delegated authority.

TEMPORARY VACANCY AND REPLACEMENT

A Member of Council on pregnancy or parental leave may appoint an alternate Member. Sections 267 and 268 of the *Municipal Act, 2001*, as well as section 79 of the Procedure By-law set out the process for the temporary assignment of the Member's alternate.

RESPONSIBILITIES

Members of Council and UCPR's staff are responsible for adhering to the parameters of this Policy.

MONITORING/CONTRAVENTIONS

The UCPR's Clerk shall be responsible for monitoring the application of this Policy and for receiving complaints and concerns relating to this Policy.

LEGISLATIVE AUTHORITY

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

REFERENCES

- Procedure By-law
- Delegation of Authority By-law
- *Municipal Act, 2001*, S.O. 2001, Chapter 25

Stéphane P. Parisien
Chief Administrative Officer