

## POLICY

**POLICY TITLE:** Pregnancy & Parental Leave for Members of Council

**POLICY NUMBER:** PLCY-2019-XXXX

**DATE:** TBD

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### **POLICY STATEMENT:**

The Town of Halton Hills recognizes a Member of Council's right to take a 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*.

### **PURPOSE:**

This policy provides guidance on how the Town of Halton Hills addresses a member's pregnancy or parental leave in a manner that respects a member's statutory role as an elected representative.

### **SCOPE:**

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

This policy applies to a member of Council absent from meetings of council for three months or more as a result of the member's pregnancy, the birth of the member's child or the adoption of a child by the member.

### **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*.

## **APPENDIX A to Report No. ADMIN-2019-0001**

### **POLICY DETAILS:**

1. The Town of Halton Hills supports a member of Council's right to pregnancy and/or parental leave in keeping with the following principles:
  1. A member is elected to represent his or her constituents.
  2. A member's pregnancy and/or parental leave does not require Council approval and his or her office cannot be declared vacant as a result of the leave.
  3. A member will continue to receive communication from the Town as if the member were not on leave.
  4. A member reserves the right to participate as an active member of Council at any time during his or her leave.
  5. A member shall continue to receive all remuneration, reimbursements and benefits afforded to all members of Council.
2. Where a member of Council will be absent due to pregnancy and/or parental leave, the member shall provide written notice to the Town Clerk and the Mayor indicating the expected start and end dates.
3. The Mayor may make temporary appointments to any committees, boards, task forces that are constituted by the Town of Halton Hills and where the member is the only member of Council on that body.
4. Notwithstanding, at any point in time during a member's pregnancy or parental leave, the member may provide written notice to the Town Clerk and the Mayor of their intent to lift any of the temporary appointments to exercise their statutory role. The member shall provide written notice to the Town Clerk and the Mayor of any changes to the return date.

### **RESPONSIBILITIES:**

Members of Council and Town staff are responsible for adhering to the parameters of this policy.

Staff are authorized and directed to take the necessary action to give effect to this policy.

### **POLICY REVIEW:**

This policy will be reviewed in each term of Council or as required due to legislative changes.