



# The Corporation of the Town of Tecumseh

## Policy Manual

**Policy Number:** 100

**Effective Date:** February 12, 2014

**Supersedes:** N/A

**Approval:** RCM XX/19 - February 12, 2019

**Subject:** **Pregnancy and Parental Leave for Members of Council**

### Policy Statement

- 1.0 The Corporation of The Town of Tecumseh (Corporation) recognizes a Member of Council's right to take leave for a Member's pregnancy, the birth of the Member's child, or the adoption of a child by the Member.

### Definitions

- 2.0 **Pregnancy and 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* (Leave).
- 3.0 **Member** - a Member of the Council of The Corporation of the Town of Tecumseh.

### Purpose

- 4.0 This Policy provides guidance on how the Town will address a Member's Pregnancy and Parental Leave in a manner that respects his/her statutory role as an elected representative.

## Application

- 5.0 In accordance with Section 270 of the *Municipal Act, 2001*, this Policy applies to all Members of Council.

## Procedures

- 6.0 Where a Member of Council will be absent due to a Pregnancy and Parental Leave, the Member shall provide written notice to the Director Corporate Services & Clerk, or designate, indicating his/her expected start and end dates.
- 7.0 The Mayor may make temporary appointments to any committees and boards etc., that are constituted by the Corporation and where the Member is the only Member of Council on that committee or board.
- 8.0 A Member's Pregnancy and Parental Leave does not require Council approval and his or her office cannot be declared vacant as a result of the Leave. Council will be advised of the Pregnancy and Parental Leave and the expected start and end dates.
- 9.0 A Member will continue to receive communications from the Corporation as if the Member were not on Leave.
- 10.0 A Member reserves the right to participate as an active Member at any time during his or her Leave.
- 11.0 A Member shall continue to receive all remuneration, reimbursements and benefits afforded to all Members of Council.
- 12.0 Members on Pregnancy and Parental Leave shall continue to have access to all equipment supplied to a regular Member, including but not limited to, access to the Town Hall, information technology equipment and elected officials staff support.
- 13.0 Notwithstanding, at any point in time during a Pregnancy and Parental Leave, the Member may provide written notice to the Director Corporate Services & Clerk, or designate, of their intent to lift any of the temporary appointments to exercise their statutory role or any changes to their return date.

## Responsibilities

- 14.0 Members and staff are responsible for adhering to the parameters of this Policy.
- 15.0 The Director Corporate Services & Clerk is responsible for communicating this Policy to all Members of Council and for ensuring compliance to this Policy.