



The Corporation of the
Town of Cobourg

Resolution

Moved By	<u>S. Séguin</u>	Resolution No.:
Last Name Printed	<u>SEGUIN</u>	055 - 2019
Seconded By	<u>Emily Chorley</u>	Council Date:
Last Name Printed	<u>CHORLEY</u>	February 25, 2019

WHEREAS the Committee of the Whole has considered a report from the Municipal Clerk/Manager of Legislative Services, regarding the Pregnancy and Parental Leave Policy for Members of Municipal Council;

NOW THEREFORE BE IT RESOLVED THAT Council approve the Pregnancy and Parental Leave of Members of Council Policy attached hereto as Appendix "A".

CORPORATION OF THE TOWN OF COBOURG



Division: Corporate Services	Effective Date:
Department: Legislative Services	Approval Level: Council
Policy Title: Pregnancy and Paternal Leave of Members of Council Policy	Section # 3-3 Policy # LEG-ADM19

Purpose

The Town of Cobourg recognizes 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 as required by and in accordance with Section 270 of the Municipal Act, 2001.

Policy

This policy provides guidance on how the Town of Cobourg addresses a Member's pregnancy or parental leave in a manner that respects a Member's statutory role as an elected representative of the Corporation of the Town of Cobourg Municipal Council.

1.0 Application

- 1.1 Town Council 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 the citizens and ratepayer of the Municipality of the Town of Cobourg.
 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 of Cobourg 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 their leave.
 5. A member shall continue to receive all remuneration, reimbursements and benefits afforded to all members of Council.
- 1.2 Where a Member of Council will be absent due to a Pregnancy and/or Parental Leave the Member shall provide written notice to the Municipal Clerk outlining the expected duration of leave including a potential start date and return date.



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- 1.3 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 Town Clerk will provide the Mayor/Designate and Human Resources with a copy of any written notice.
- 1.4 They Mayor and Members of Municipal Council may make temporary appointments to any committees, boards where necessary, that are constituted by the Town of Cobourg and where the member is the only member of Council on that Committee or Board.
- 1.5 Notwithstanding, at any point in time during a Member's Pregnancy and/or Parental Leave, the Member can provide written notice to the Municipal Clerk of their intent to lift any of the Council approved, temporary appointments. The Member shall inform the Municipal Clerk, with proper notice, on any changes regarding their return date.
- 2.0 COMPLIANCE**
- 2.1 The Town of Cobourg appointed Municipal Integrity Commissioner may investigate complaints against members related to this Policy, pursuant to the Town of Cobourg Code of Conduct Policy.

Definitions

"Pregnancy and/or Parental Leave" shall mean an absence of 26 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.

Scope

Members of Council and Municipal Staff are responsible for adhering to the parameters of this policy, and the policy shall apply to all Members elected or appointed to Town of Cobourg Municipal Council.



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Administration

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

The Municipal Clerk or Chief Administrative Officer or designates are delegated the authority to make administrative changes to this policy that may be required from time to time due to legislative changes or if, in the opinion of them, the amendments do not change the intent of the policy and shall be brought to Council for approval.

Cross Reference

Policy #

Procedure #

Resolution #	Revision Description:	Signature/Municipal Clerk:	Council Approval Date:
#		_____	