

1. Policy Statement

The Municipality of Trent Lakes 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 in accordance with the *Municipal Act, 2001*.

2. Purpose

This policy provides guidance on how the Municipality of Trent Lakes addresses a Member's pregnancy or parental leave in a manner that respects a Member's statutory role as an elected representative.

3. Definitions

Pregnancy and/or Parental Leave – means an absence of twenty (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 in accordance with Section 259(1.1) of the *Municipal Act, 2001*.

4. Scope

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

5. Policy

Municipal Council supports a Member of Council's right to pregnancy and/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 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 is entitled to continue to receive communication from the Municipality as if the Member were not on leave, in accordance with the wishes of the Member.
4. A Member of Council on pregnancy and/or parental leave reserves the right to participate as a Member at any time during their leave.
5. A Member of Council on pregnancy and/or parental leave shall continue to receive all remuneration and reimbursements in accordance with the Council Conferences

and Expense Claims Policy.

Where a Member of Council will be absent due to a pregnancy and/or parental leave, the Member shall provide the Clerk with written notice outlining the expected duration of leave including a potential start date and return date. The Clerk will provide the Mayor and Human Resources with a copy of any written notice.

Council shall make temporary appointments to fill any vacancies of the Member to Committees, Boards, or other meetings or activities of the Member.

Notwithstanding, at any point in time during a Member's pregnancy and/or parental leave, the member may provide written notice to the Clerk of their intent to lift any of the Council approved temporary appointments. The Member shall also inform the Clerk, with proper notice, on any changes regarding their return date.

6. Responsibilities

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

7. Contraventions

The Municipal Clerk shall be responsible for monitoring the application of this policy and for receiving complaints and/or concerns related to this policy. The Integrity Commissioner may investigate complaints against members related to this policy.

8. Review Cycle

This policy will be reviewed on an as needed basis.

9. Repeals

This Policy repeals a previous version, and all revisions.

This Policy was previously referred to as AD-64.

10. Related Information

Revisions to this document may impact the following policies, procedures, and/or by-laws.

#	Document Title
Policy 2.08	Employee Expense Claims
B2019-015	A by-law to adopt a policy respecting pregnancy leaves and parental leaves of members of Council

11. Policy Revisions

Version	Date Approved	Council Resolution
1	February 5, 2019	R2019-118