

**THE CORPORATION OF THE TOWNSHIP OF TUDOR AND CASHEL  
BY-LAW NO. 2019-07**

A By-law to adopt a policy with respect to pregnancy leaves and parental leaves of members of council.

**WHEREAS** the Section 270 of the *Municipal Act, 2001*, S.O. 2001, c.25 provides that every municipality shall establish policies with respect to pregnancy leaves and parental leaves of members of council;

**AND WHEREAS** the Council of The Corporation of the Township of Tudor and Cashel recognizes a Member of Council's right to take leave for the Members' pregnancy, the birth of the Member's child or the adoption of a child by the Member in accordance with the *Municipal Act, 2001*.

**NOW THEREFORE** the Council of The Corporation of the Township of Tudor and Cashel enacts as follows:

1. THAT the Council of The Corporation of the Township of Tudor and Cashel hereby confirm that the policies set out in Schedule 'A' attached hereto, shall constitute the policy as required by Section 270(1)8 of the *Municipal Act, 2001*;
2. THAT the Policy attached hereto as Schedule "A" constitutes an integral part thereof;
3. THAT this By-law shall come into effect on the day of passing hereof.

PASSED this 05<sup>th</sup> day of February, 2019

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**REEVE: LIBBY CLARKE**

**SEAL**

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**CLERK: BERNICE CROCKER**

**Schedule 'A'**  
**to By-law 2019-07**  
**Pregnancy Leaves and Parental Leaves**  
**of Members of Council**

**Purpose**

This policy provides guidance on how the Township of Tudor and Cashel addresses a Council Member's pregnancy or parental leave in a manner that respects a Member's statutory role as an elected representative, in accordance with Section 270 of the *Municipal Act, 2001*.

**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*.

**Procedures**

1. The Township of Tudor and Cashel supports a Member of Council's right to pregnancy and/or parental leave in keeping with the following principles:
  - a. A Member of Council is elected to represent the interests of their constituents.
  - b. A Member's pregnancy and/or parental leave does not require Council approval and their office cannot be declared vacant as a result of the Pregnancy and/or Parental Leave.
  - c. The Member is entitled to continue to receive communication from the Township (Council packages, email, meeting invitations), as if the Member were not on Leave, in accordance with the wishes of the Member.
  - d. A Member of Council on Pregnancy and/or Parental Leave reserves the right to participate as a Member at any time during their leave.
  - e. A Member of Council on Pregnancy and/or Parental Leave shall continue to be paid and continue to have expenses paid in accordance with any Township expense policy.
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 Clerk outlining the expected duration of leave including a potential start date and return date.
3. It is understood that under emergency 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 Pregnancy and/or Parental Leave. The Clerk will provide the Reeve and CAO with a copy of any written notice.

4. The Reeve shall make temporary appointments to fill any vacancies of the Member to Committees, Boards or other meetings or activities of the Member.
5. Notwithstanding, at any point in time during a Member's Pregnancy and/or Parental Leave, the Member can provide written notice to the Clerk of their intent to lift any of the Council-approved, temporary appointments. The Member shall inform the Clerk with proper notice, on any changes regarding their return date.

### **Exclusions**

This policy does not apply to staff or members of Local Boards or Committees.

### **Consequences of Non-Compliance**

The Clerk shall be responsible for monitoring the application of this policy.

### **Review Cycle**

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