
Municipality of Cumberland Policy 20-02

Parental Accommodation for Elected Officials Policy

Purpose

1. The Municipality of the County of Cumberland supports Council members taking leave for pregnancy, birth, or adoption, and is committed to supporting elected officials during that time. This Policy establishes the entitlements members of Council have relative to Parental Accommodations, work in a family-supportive environment, and a permitted leave for up to one year.

Scope

2. This Policy applies to all Council members of the Municipality of the County of Cumberland who are undertaking a Parental Accommodation, as defined in s.3(aya) *Municipal Government Act* (MGA) for pregnancy, birth of child, or adoption of a child.

Policy Directives

3. The Municipality shall take measures to be a family-friendly workplace for all members of Council without limitations, this will include:
 - Promoting and ensuring a workplace culture that supports and encourages families;
 - Supporting balance and respecting boundaries between work and family;
 - Promoting and providing spaces for breastfeeding;
 - Providing space for family care including changing stations in washrooms;
 - Embracing parents bringing their infants to Council and Municipal Committee meetings;
 - Making flexible working arrangements for families at all stages; and
 - Advocating for and accommodating the needs of all families.

Principle of Non-Penalty

4. Any member of Council taking a Parental Accommodation shall not be penalized in any way for their absence from Councillor Committee meetings. Without limitation, this includes deductions for missed meetings, salary decreases, any other financial penalty, or exclusions from Council events.

Notice of Leave

5. Any Council member planning a Parental Accommodation shall endeavor to provide two weeks notice of any leave to the Warden and Municipal Clerk.

Compensation and Additional Benefits

6. While on a Parental Accommodation, any member of Council shall continue to receive remuneration as prescribed in Remuneration For Members of Council Policy 15-01. Policy and any benefits they have opted to receive. That is, any benefits or deductions the member of Council was receiving prior to their Parental Accommodation shall continue while on a Parental Accommodation.

Length of Leave

7. Any member of Council may take up to 52 consecutive weeks of leave during a pregnancy or leave within a year of a birth or adoption.
8. Per s.17(4)(a) MGA, a Warden or Councillor who is absent for 52 or fewer consecutive weeks due to Parental Accommodation during a pregnancy or leave commenced within a year of a birth or adoption may not be disqualified to serve as Warden or Councillor.

Determining Responsibilities While on Leave

9. The member of Council going on leave is entitled to determine their level of involvement during parental leave. This may include attendance at some Councillor Committee meetings, responding to calls or emails, and meeting with constituents.
10. The member of Council is encouraged to submit a signed written commitment to the Warden and CAO that includes:
 - the processes that will be implemented to ensure that the member of Council's constituents remain represented during parental accommodation leave, which may include another member of Council providing coverage or any other process that the member of Council taking leave determined appropriate; and
 - The duties that the member of Council intends to continue to perform during all or part of the parental accommodation leave.
11. A member of Council may revise their written commitment during parental Accommodation leave by submitting a revised written commitment to the Warden and CAO.

Interim Representation and Continued Service on Committees

12. Interim representation on committees shall be arranged prior to Parental Accommodation beginning. The Council member going on leave will determine the need for interim representation on Committees to which they have been appointed. If necessary, the Nominating Committee may assist in arranging interim representation on Committees.
13. The Council member(s) providing interim representation for the member of Council on leave shall also sign the written commitment per section 3.B to confirm their acceptance of responsibilities on behalf of the member taking leave.
14. Per 5.25(1)(a) MGA, any member of Council who goes on Parental Accommodation may not be removed as a member of committees, commissions, and boards.

Leave for Pregnancy Loss

15. In the case of a pregnancy loss experienced by a member of Council after the 19th week of pregnancy, it shall be the intention of Council to provide a leave of up to 17 weeks. In these cases, leave shall be considered a Parental Accommodation as set out in Section 9 of this Policy.

Responsibilities

16. Municipal Council will:
- ensure that the Municipality of the County of Cumberland has a comprehensive Parental Accommodations Policy in place: and
 - provide for parental supports for elected officials in a way that is consistent with the MGA and this Policy, including accepting additional responsibilities if needed.
17. The Chief Administrative Officer will:
- administer and implement this Policy; and
 - propose amendments to this Policy as needed.

Clerk's Annotation for Official Policy Book

Date of Notice to Council Members of Intent to Consider (7 days minimum): April 15, 2020

Date of Passage of Current Policy: May 6, 2020

I certify that this Policy was adopted by Council as indicated above.

Clerk

Date