

Parental Leave Bylaw Comparison by Key Provisions

Item	Regularity
Terms used	
Parental leave	6
Pregnancy and Parental Leave	4
Maternity and Parental Leave	2
Length of time allowed	
20 weeks	5
16 weeks	3
26 weeks	2
15 weeks of Maternity Leave, and 26 weeks Parental Leave (maximum 26 weeks)	1
16 weeks of Maternity leave, Parental Leave up to 10 weeks, combined 26 weeks max	1
Limitation on time allowed	
No earlier than 12 weeks prior or 12 weeks after child is born/adopted	5
20 weeks before the expected date of delivery, or before the date when a child has come into the care, custody or control of a parent for the first time	1
Not considered	6
Remuneration	
A Councillor will continue to receive the full remuneration and any other benefits program afforded to Members of Council	4
55% percent of the base monthly honorarium, as well as receive or participate in any benefits program or package available	3
During the first 10 weeks of leave, a Councillor will receive the full remuneration that the Councillor would have otherwise received. For any weeks following the first 10 weeks, a Councillor will receive a percentage of the remuneration that the Councillor would have otherwise received as follows: <ul style="list-style-type: none"> • 0% if the Councillor does not perform any duties • 30% if the Councillor prepares for and attends, either in person or using a communication facility, all meetings of Standing Committees that the Councillor is a member • 30% if the Councillor prepares for and attends, either in person or using a communication facility, all Council meetings • 25% if the Councillor attends constituency events and regularly responds to constituency matters by telephone or electronic mail • 15% if the Councillor prepares for and attends meetings of all City agencies, boards, or commissions, or Council initiatives, that the Councillor has been assigned to by Council • If a Councillor continues to perform any duties during the leave, full benefits will continue to be provided on behalf of the city. • If a Councillor does not perform any duties during the leave, the Councillor will be responsible for the cost 	2
100% for the first six weeks (eight weeks in the case of caesarian delivery). For the remainder of the leave, the Member shall be paid an amount equal to the current Employment Insurance maximum benefit entitlement.	1
Parental leave is allowed for up to 26 weeks, remuneration is an amount equal to the current Employment Insurance maximum benefit entitlement, and benefits upon paying	1

premiums bi-weekly. During maternity leave, remuneration is 100% the first week, and 95% subsequent weeks of her base salary	
Not included/considered	1
Required notice	
Written notice must be provided at least six weeks prior to date including: <ul style="list-style-type: none"> • Start date of the leave • Anticipated length of leave, including a date of return • Estimated date of delivery or adoption of the child, or if the child has already been born or adopted at the time written notice is given, the actual date of the child's birth or adoption (or if the child in question has already been born/adopted at the time that written notice is given, the actual date of the birth/adoption) • If unable to provide six week's written notice, the general nature of the exigent circumstance 	4
Notice is required six weeks before the leave, including: <ul style="list-style-type: none"> ○ Start date of the leave ○ Anticipated length of the leave ○ If the Councillor was unable to provide six week's written notice, the general nature of the exigent circumstance 	4
Request must be provided to City Clerk at least eight weeks prior to commencing leave	1
Notification must be made to the City Clerk of intent to take leave within two weeks before the start of the leave. Notice should include: <ul style="list-style-type: none"> ○ Start date and expected return date ○ Information about which duties, if any, will continue to be undertaken by the Member during the leave 	1
Prior to taking maternity leave or parental leave, a Member, other than the Mayor, must give 6 weeks' written notice to the Mayor and to the City Manager of their intention to do so. Prior to taking maternity leave or parental leave, the Mayor must give 6 weeks' written notice to the City Manager of their intention to do so.	1
Not considered	1
Parental Leave Agreements (or Written Commitment)	
An Agreement must be provided, including: <ul style="list-style-type: none"> • Identify any tasks/duties that the Councillor intends to continue to perform during all or part of the leave • Describes how tasks/duties will be performed during the leave (i.e. Administration or another Councillor) • If the agreement contemplates Administration performing certain tasks/duties during the leave, the agreement must also be signed by the CAO to confirm that Administration is able to perform the tasks/duties in question • If the agreement contemplates another Councillor performing certain tasks/duties during the leave, the agreement must also be signed by the Councillor providing coverage to confirm that Councillor's acceptance of the responsibilities in question 	4
A commitment to the Mayor and County Commissioner must also be submitted, including: <ul style="list-style-type: none"> ○ Processes that will be implemented to ensure the member's constituents are represented during the leave, which may include another member providing 	2

<p>coverage or any other processes that the member taking the leave determines appropriate</p> <ul style="list-style-type: none"> ○ The duties the member intends to continue to perform during all or part of the leave ○ Any workplace accommodations requested by the member to balance their role as a parent with their responsibilities as a member of Council during or following the leave (must also be signed by the County Commissioner to confirm the County is able to provide such accommodations) ○ If the commitment includes another member providing coverage during the leave, the commitment must also be signed by the member providing coverage to confirm that member's acceptance of responsibilities on behalf of the member taking leave 	
<p>Commitment required in writing that includes:</p> <ul style="list-style-type: none"> ○ Processes that will be implemented to ensure constituents are represented ○ Duties the Councillor intends to perform during their leave ○ Any workplace accommodations that are required ○ If the agreement contemplates another Councillor performing certain tasks/duties during the leave, the agreement must also be signed by the Councillor providing coverage to confirm that Councillor's acceptance of the responsibilities on behalf of the Councillor taking parental leave 	1
<p>An Agreement must be provided, including:</p> <ul style="list-style-type: none"> ○ Identifies the tasks and duties, if any, that the Councillor intends to continue to perform during all or part of the leave ○ Describes how the Councillor's tasks/duties will be performed during the leave. This may include another Member providing coverage, representation, or any other required process deemed appropriate 	1
Not considered	4
Responsibilities of the Council Member during leave	
<p>A Member of Council who takes leave pursuant to this bylaw is not required to, during the leave:</p> <ul style="list-style-type: none"> ○ Participate in Council meetings and Council committee meetings and meetings of other bodies to which they are appointed by Council; or ○ Perform any other duties imposed on the Member by the MGA, by any other enactment or bylaw or by Council 	2
Members of Council may attend Council, Committee, Agency and Board meetings or constituent meetings and/or events at their discretion, and may cast a vote on any matter before Council, a Committee, Agency or Board to which the Member has been appointed at any meeting they attend.	1
Members may choose to continue to manage their office during the leave, and may also delegate some administrative oversight to the City Clerk (or the Deputy Mayor in the case of a Mayor's leave). Despite being on a pregnancy or parental leave, a Member may attend any meeting of City Council, a local board or a committee of either and exercise all rights and privileges of office.	1
Members shall participate in events, conferences, committee meetings, constituent meetings or respond to communications at the level they determine, utilizing an out of office email feature to identify they are on leave, the level of service offered and an	1

alternative contact if required, and is exempt from attending meetings of council and any other committee to which the member has been appointed.	
A Member of Council on pregnancy and/or parental leave shall reserve the right to exercise their delegated authority at any time during their leave.	1
A Member who intends to take a parental leave may: be absent from all Council meetings, committee of the whole meetings, and any other meetings or related activities of bodies to which they are appointed; and be free from any tasks and duties associated with the Member's role pursuant to the MGA, any other legislative requirements, or by Council.	1
Included in Parental Leave agreement	5
Notes on forfeiture of office	
The office of a member of Council shall not become vacant if a member is absent for 20 consecutive weeks or less if the absence is a result of a leave	2
A Member who takes leave pursuant to this Bylaw shall not be disqualified from Council by being absent from Council meetings during their leave.	2
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 leave.	1
In accordance with section 174(2)(b) of the Municipal Government Act, a Member of Council who takes leave pursuant to this Bylaw shall not be disqualified from Council by being absent from Council meetings during the leave.	1
Not considered	6
Management of a Member's Office during Leave (separate from agreement)	
If a Councillor taking Parental Leave is a Council appointed member of a committee, board of other body, and the Councillor's Parental Leave Agreement does not provide that the Councillor will continue to serve as a member of the committee, board or other body during Parental Leave, Council shall, subject to any restrictions in the governing documents of the committee, board or other body, ensure that an alternate representative is appointed to the committee, board or other body during the Councillor's Parental Leave.	4
Members may choose to continue to manage their office during their leave, but may also delegate some administrative oversight to the City Clerk, Strategic Integration and Excellence, or to the Deputy Mayor in the case of a Mayor's leave. Any delegation should be communicated in advance of the leave and in writing.	1
During a period of Parental Leave, the Councillors not taking Parental Leave shall continue to represent the Summer Village at-large in their capacity as Councillors.	1
If the Member's written commitment includes another Member providing coverage during maternity leave or parental leave, the written commitment must also be signed by the Member providing coverage to confirm that Member's acceptance of responsibilities on behalf of the Member taking maternity leave or parental leave.	1
A Member on Pregnancy or parental leave shall be exempt from attending Council, Committee Agency or Board meetings, which the Member has been appointed.	1
A Member of Council who takes maternity leave or parental leave pursuant to this Bylaw is not required to: (a) participate in Council meetings and Council committee meetings and meetings of other bodies to which they are appointed by Council; or (b) perform any other duties imposed on the Member by the Municipal Government Act, by any other enactment or bylaw or by Council; during the leave.	1

When a Member taking Parental Leave has been appointed to represent other bodies, Council shall ensure than an alternate Member is appointed to that body during the leave.	1
Not considered	2
Municipality type/elected official time commitment	PT/FT
Cities	9
Counties	1
Towns	2
Part time commitment	4
Full time commitment	8