

**GENERAL PURPOSE OF POLICY**

88.1 It shall be the policy of Region of Queens Municipality to permit members of council to undertake a parental accommodation due to the pregnancy of the council member, the birth of a child of a council member, or the adoption of a child by a council member.

**POLICY APPLICATION**

88.2 This policy applies to all members of Region of Queens Municipality council who undertake a parental accommodation as defined in Section 3(aya) of the *Municipal Government Act*.

**INTERPRETATION**

88.3 In this policy:

- a. **“Municipal Government Act”** means the *Municipal Government Act* of Nova Scotia, Chapter 18 of the Statutes of 1998, and any amendments thereto.
- b. **“member of council”** means a member of Region of Queens Municipality council and not municipal staff.

**PURPOSE**

88.4 The purpose of this policy is to ensure that the most widespread access for residents of Queens County is being provided to represent their community through the provision of being elected to municipal council.

**POLICY DETAILS**

88.5 Subject to this policy, a member of council may take a leave of absence (“parental accommodation leave”) commencing during a pregnancy or commencing within six (6) months of a birth or adoption.

88.6 A parental accommodation leave permitted by this policy may not exceed fifty-two (52) consecutive weeks.

88.7 The member of council shall endeavour to provide two (2) weeks’ written notice to the Mayor and Chief Administrative Officer that the member of council intends to take parental accommodation leave.

88.8 The written notice shall include the start date and anticipated end date of the leave.

**Policy Subject / Title - PARENTAL ACCOMMODATIONS FOR MEMBERS OF COUNCIL**

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88.9 A member of council who is absent due to parental accommodation leave shall continue to receive remuneration as prescribed in Administrative Policy 27 Respecting Remuneration for Mayor and Councillors 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 leave shall continue while on parental accommodation leave.

88.10 A member of council who is absent for fifty-two (52) or fewer consecutive weeks due to parental accommodation leave shall continue to be qualified to serve as a member of council.

**CONTINUED SERVICE ON COMMITTEES**

88.11 A person appointed by council as a member of a board, commission or committee pursuant to the *Municipal Government Act* or any other Act of the Legislature who is absent for fifty-two (52) or fewer consecutive weeks due to parental accommodation leave shall continue to be qualified to serve as a member.

**DETERMINING RESPONSIBILITIES WHILE ON LEAVE**

88.12 The member of council on parental accommodation leave may determine their level of involvement during the leave. This may include attendance at some council or committee meetings, responding to calls, emails, or letters, and meeting with constituents.

88.13 The member of council is encouraged to submit a signed written commitment to the Mayor and Chief Administrative Officer that includes:

- a. 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 determines appropriate; and
- b. the duties that the member of council intends to continue to perform during all or part of the parental accommodation leave.

88.14 A member of council may revise their written commitment during parental accommodation leave by submitting a revised written commitment to the Mayor and Chief Administrative Officer.

88.15 If the member of council's written commitment includes another member of council providing coverage during parental accommodation leave, the written commitment must also be signed by the member of council providing coverage to confirm that member's acceptance of responsibilities on behalf of the member taking leave.

**MUNICIPAL COUNCIL RESPONSIBILITIES**

88.16 Municipal Council shall provide parental accommodations for members of council in good faith and in a way that is consistent with the *Municipal Government Act* and this policy, including accepting additional responsibilities as needed.