

CITY OF ST. ALBERT

BYLAW 32/2022

PARENTAL LEAVE FOR COUNCILLORS BYLAW

A Bylaw to provide for parental leave for members of Council

WHEREAS, pursuant to section 144.1 of the Act a municipality may by bylaw establish whether Councillors are entitled to take Leave prior to or after the birth or adoption of their child, provided that such a bylaw contains provisions respecting the length of Leave and other terms and conditions of the Leave entitlement and addressing how the municipality will continue to be represented during the periods of Leave;

AND WHEREAS Council believes that municipal government is enhanced when a diversity of individuals seek election as Councillors;

AND WHEREAS a barrier to entry for potential candidates for Council may be reduced by establishing an entitlement to Leave for Councillors to enable them to attend to their responsibilities for a newly born or newly adopted child without concern as to whether their absence for that purpose may result in their disqualification from Council;

NOW THEREFORE, the Council of the City of St. Albert ENACTS AS FOLLOWS:

TITLE

1. This bylaw may be referred to as the “Parental Leave for Councillors Bylaw”.

DEFINITIONS

2. In this bylaw:
 - a. “Act” means the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto;
 - b. “Chief Administrative Officer” or “CAO” means the individual appointed by Council to the position of Chief Administrative Officer of the City under section 205 of the *Municipal Government Act*;
 - c. “City” means the municipal corporation of the City of St. Albert;

- d. "Council" means the municipal Council of the City;
- e. "Councillor" means a member of Council including the Mayor;
- f. "Deputy Mayor" means the Councillor appointed as deputy chief elected official pursuant to the Act;
- g. "Leave" means Parental Leave;
- h. "Mayor" means the chief elected official of the City;
- i. "Parental Leave" means a period of time applicable to any parent regardless of gender upon or after the birth or adoption of a child, during which an eligible Councillor may be absent from Council and Council Committee meetings and from any other duties assigned to the Councillor by Council; and
- j. "Remuneration" means a Councillor's base salary amount.

MAYOR'S LEAVE

- 3. If the Mayor takes Leave, all references in this bylaw to the duties or functions of the Mayor in relation to a Councillor taking Leave shall be deemed to be references to the Deputy Mayor.

ENTITLEMENT TO LEAVE

- 4. A Councillor is entitled to take Parental Leave prior to or after the birth or adoption of their child.
- 5. During a period of Leave, a Councillor is not required to:
 - a. participate in Council meetings, Council committee meetings or meetings of other bodies to which they have been appointed by Council; or
 - b. perform any other duties imposed on the Councillor by the Act, by any other enactment or bylaw or by resolution of Council.
- 6. In accordance with section 174(2)(b) of the Act a Councillor who takes Leave shall not be disqualified from Council due to their absence from regular Council meetings during the period of Leave.

LENGTH OF LEAVE

7. The maximum length of a Parental Leave shall not exceed 16 consecutive weeks.
8. Parental Leave may commence prior to or after the birth or adoption of the Councillor's child, but must commence no earlier than 12 weeks prior to the estimated date of delivery or adoption of the child, and no later than 12 weeks after the day that child is born or adopted by the Councillor.

NOTICE OF LEAVE

9. Unless exigent circumstances exist a Councillor shall provide at least six weeks' written notice to the Mayor and CAO that the Councillor intends to take Leave.
10. The written notice shall include:
 - a. The start date of the Leave;
 - b. The anticipated length of time of the Leave, including a date of return; and
 - c. If due to exigent circumstances the Councillor was unable to provide six weeks' written notice in accordance with section 10, an explanation of the general nature of those circumstances.
11. The CAO shall publish a Councillor's notice of intention to take Leave on the City's website.

REPRESENTATION DURING LEAVE

12. During a Councillor's period of Leave the other Councillors shall continue to represent the City and its residents in their capacity as Councillors at large.
13. If a Councillor taking Leave is a Council-appointed member of a board, committee or other body, Council shall, subject to any restrictions in the governing documents of the board, committee, or other body, pass a motion to appoint an interim representative to serve on the committee, board or other body during the Councillor's period of Leave.

REMUNERATION AND BENEFITS DURING LEAVE

14. During Parental Leave, a Councillor shall be entitled to the same Remuneration and benefits in accordance with Council Policy C-CC-03 from the City as they would have received at their normal rate if they had not taken a Parental Leave.

EFFECTIVE DATE

15. This Bylaw comes into effect on July 1, 2023.

READ a First time this 6th day of September 2022.

READ a Second time this 6th day of September 2022.

READ a Third time this 20th day of June 2023.

SIGNED AND PASSED this 23 day of June 2023.



MAYOR



Marta Caufield (Jun 23, 2023 11:30 MDT)

CHIEF LEGISLATIVE OFFICER