

BYLAW 1092-26
The City of Beaumont Council Parental Leave Bylaw

Whereas, Section 144.1(1) of the *Municipal Government Act*, RSA 2000, c M-26 provides that a council of a municipality may, by bylaw, having regard to the need to balance councillors' roles as parents with their responsibilities as representatives of residents, establish whether councillors are entitled to take leave prior to or after the birth or adoption of their child;

Section 144.1(2) of the *Municipal Government Act*, RSA 2000 c M-26 provides that if a bylaw under subsection 144.1(1) entitles councillors to take leave, the bylaw must contain provisions respecting the length of the leave and other terms and conditions of the leave entitlement and addressing how the municipality will continue to be represented during periods of leave; and

Section 174(2) of the *Municipal Government Act*, RSA 2000 c M-26 provides that a councillor is not disqualified for absence from all regular council meetings held during any period of 60 consecutive days if the absence is in accordance with a bylaw under Section 144.1,

Therefore Council enacts:

PART I – DEFINITIONS, AND INTERPRETATION

Definitions

1 In this bylaw:

- (a) "Act" means the *Municipal Government Act*, RSA 2000, c M-26;
- (b) "Administration" means the administrative and operational arm of the City, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the Chief Administrative Officer (CAO);
- (c) "Allowances" means those allowances as provided for in Council's remuneration policy.
- (d) "Benefits" means a benefit plan which provides payment for, but is not limited to, health, dental, and life insurance-related issues;
- (e) "Chief Administrative Officer" means the chief administrative officer of the City or delegate;
- (f) "City" means the municipal corporation of The City of Beaumont;
- (g) "Constituency Event" means an event that a Councillor attends in their capacity as a member of Council, outside of their regular duties of attending Council, Board or Committee

meetings. Constituency Events include, but are not limited to regional meetings, ceremonial events, openings or anniversaries for local businesses, community events such as Canada Day or Remembrance Day, or other social events in which the Councillor is interacting with constituents;

- (h) "Councillor" means an individual elected to Council, and includes the Mayor;
- (i) "Exigent Circumstances" are situations that require immediate or urgent aid or action, and may include, but are not limited to, medical emergencies related to pregnancy or childbirth, a premature birth, or an unanticipated change to an adoption placement date;
- (j) "Mayor" means the chief elected official, or designate;
- (k) "Parental Leave" means a period of time during which a Councillor may be absent from all Council and Council Committee meetings, and any other duties assigned to the Councillor by Council due to the birth or adoption of a child;
- (l) "Parental Leave Agreement" means a written commitment between the Councillor and City regarding the Councillor's Parental Leave; and
- (m) "Remuneration" means salary, indemnities, and honorariums, but does not include Allowances, paid to a Councillor.

Interpretation

- 2 The following rules apply to interpretation of this bylaw:
 - (a) headings, titles, and margin notes in this bylaw are for ease of reference only;
 - (b) gender-specific words, phrases, and references are intended to be gender-neutral, and the singular includes the plural as the context requires;
 - (c) every provision of this bylaw is independent of all other provisions and if any provision of this bylaw is declared invalid by a Court, all other provisions of this bylaw remain valid and enforceable; and
 - (d) references to bylaws and enactments in this bylaw include amendments and replacement bylaws and enactments, and regulations and orders thereunder.

PART II – PARENTAL LEAVE

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| Mayoral Parental Leave | 3 If the Mayor takes Parental Leave, any references in this bylaw to the Mayor shall be deemed to refer to the Deputy Mayor. |
| Length of Leave | 4 Parental Leave taken under this bylaw shall not exceed 26 consecutive weeks.

5 Parental Leave may commence prior to or after the birth or adoption of the Councillor's child but must commence no earlier than twelve (12) weeks prior to the estimated date of delivery or adoption of the child, and no later than twelve (12) weeks after the day that the child is born or adopted by the Councillor. |
| Notice | 6 Unless exigent circumstances exist, a Councillor must provide six (6) weeks' written notice to the Mayor and Chief Administrative Officer that the Councillor intends to commence Parental Leave.

7 Where a Councillor is unable to provide six (6) weeks' written notice due to exigent circumstances, the Councillor must provide written notice as soon as practicable, and such notice must include:
(a) the start date of Parental Leave;
(b) the anticipated length of Parental Leave, including a date of return; and
(c) the general nature of the exigent circumstance. |
| Parental Leave Agreement | 8 After providing the required written notice, and before commencing Parental Leave, a Councillor must submit a signed Parental Leave Agreement to the Mayor and the Chief Administrative Officer that:
(a) includes the tasks and duties, if any, that the Councillor intends to continue to perform during all or part of the Parental;
(b) describes how tasks and duties that the Councillor does not intend to continue to perform during Parental Leave will be performed during the Parental Leave, which may involve, without limiting the generality of the foregoing, certain tasks or duties being performed by another Councillor; and
(c) includes any workplace accommodations requested for the duration of the leave or following the leave.

9 If a Councillor's Parental Leave Agreement contemplates another Councillor performing certain tasks and duties during Parental Leave, the Parental Leave Agreement must also be signed by the Councillor providing coverage to confirm that Councillor's acceptance of the responsibilities in question.

10 A Councillor may revise their Parental Leave Agreement during Parental Leave by submitting a revised Parental Leave Agreement, |

including the signature of another Councillor as referenced in Section 9, if required, to the Mayor and Chief Administrative Officer.

11 A Councillor shall comply with their Parental Leave Agreement.

Representation of the City

12 During a period of Parental Leave, the Councillors not taking Parental Leave shall continue to represent the City at-large in their capacity as Councillors.

13 If a Councillor taking Parental Leave is a Council appointed member of a committee, board, or 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.

Remuneration and Benefits

14 A Councillor on Parental Leave will receive remuneration equal to the current maximum employment insurance benefit entitlement available to employees of the City.

15 A Councillor who is taking Parental Leave may choose to participate in Council activities or other matters during that time, without receiving additional remuneration beyond the employment insurance equivalent stated above.

16 A Councillor who is taking Parental Leave may choose to attend activities of a body to which they have been appointed. However, honorariums, per diems, or any other remuneration paid by the body shall not be available to the Councillor taking the Parental Leave if an alternate Councillor has been appointed to represent that body during the period of Parental Leave.

17 A Councillor taking Parental Leave will continue to be eligible for their full Allowances.

18 During a Parental Leave, a Councillor will be responsible for paying the full cost of all Benefits, if the Councillor wishes to maintain Benefits.

PART III – GENERAL

Powers of the CAO

19 The Chief Administrative Officer may delegate any power, duty, or function under this bylaw.

20 The Chief Administrative Officer may prepare a form of parental leave agreement as required by this bylaw.

21 The Chief Administrative Officer may publish a written description of the Parental Leave Agreement on the City's website.

Review

22 This bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of Council.

FIRST READING: January 13, 2026

SECOND READING: January 13, 2026

THIRD READING: January 13, 2026

SIGNED THIS 13th day of January, 2026.

Lisa Vanderkwaak
MAYOR

Chelaine Winter
CLERK