

SYNOPSIS

MATERNITY, PARENTAL AND ADOPTION LEAVE POLICY AMENDMENTS

Since the last review of this policy in 2007, there have been significant legislative changes for employees entitled to leave to care for newborn or adopted children, making much of the language and provisions in the existing policy obsolete and inaccurate.

This review was completed to ensure we are in compliance with legislation, to align with best practices observed in other municipalities, but to also underscore our commitment to positioning ourselves as a progressive and inclusive employer by supporting our employees during pivotal moments of their personal lives.

Several revisions to the policy are therefore recommended:

1. Removal of all now-obsolete leave periods to comply with current legislation;
2. Introduction of a supplemental salary top-up for employees eligible to take maternity, parental and/or adoption leave with the following provisions:
 - a. The employee must provide proof of employment insurance benefit entitlement and the amount they will receive while on employment insurance benefits for the duration of their leave;
 - b. The employee agrees to sign an agreement to return to work for at least six (6) months following the end of their leave;
 - c. The employee agrees to repay the supplemental salary top-up if they fail to return to work; and
 - d. If the conditions are met, the Town shall supplement the employee's employment insurance payments so that the employment insurance benefits and the top-up amount equal to 90% of the employee's gross salary, to a maximum of 52 weeks.
3. The addition of eligibility to receive supplemental salary top-up for employees who experience a loss of pregnancy after 19 week's gestation;
4. Providing clarity to the administration of the employee's group insurance/benefit coverages, pension contributions and vacation entitlements while they are on leave;
5. A review of the terminology in the policy to ensure inclusive and unbiased language with several revisions from "she/her" and "him/his" to "they/their".

MOTION:

That Council approve the amendments to the Maternity, Parental and Adoption Leave Policy.