

Proposed Policy Approach to Addressing BCC Feedback/Suggestions

FEEDBACK/SUGGESTION	APPROACH TO ADDRESSING FEEDBACK/SUGGESTION
General	
Use of the word 'citizen'	Replacement with alternative terms/phrases in alignment with The City's inclusive language plan.
Use of the word 'stakeholder'	Replacement with alternative terms/phrases in alignment with The City's inclusive language plan.
Allow Public Member on Leave of Absence to attend BCC activities	Allowing Public Members to carry out some BCC duties and responsibilities while they are on a Leave of Absence is inconsistent with the intent of permitting Public Member Leaves of Absence on what would otherwise be protected grounds and may introduce uncertainty respecting BCC resourcing.
Limit number of Leaves of Absence per Member, per term	A limitation on Leaves of Absence was deemed to be contrary to the intent of permitting Public Member Leaves of Absence (remove barriers while supporting inclusion, flexibility and diversity on BCCs).
Complexity of managing multiple Leaves of Absence	Complexities are reduced by proposed Council policy guidance on the meaning, length of and permitted reasons for Leaves of Absence and by the ability to fill gaps for longer Leaves of Absence with interim appointments.
Broad scope of proposed Leave of Absence Council policy provisions	The proposed Council policy would apply only to Public Members appointed to BCCs established by Council. A proposed provision stating that this Council policy does not supersede legislation or bylaws, and which excludes corporations, quasi-judicial tribunals and other external BCCs from the scope, are intended to address potential conflicts between the proposed policy and other governance and legal frameworks.
Promoting retention of Members who may otherwise resign	The proposed policy provides greater flexibility to Public Members appointed to serve on a BCC to temporarily leave their position, while not impacting their ability to return and continue to offer their expertise, commitment, and contributions.
Applicability of Leave of Absence Council policy provisions	<p>The proposed Council policy provides clear guidance on eligibility for Leave of Absence:</p> <ul style="list-style-type: none"> • Eligible – Leave of Absence related to a personal matter such as maternity or parental leave

FEEDBACK/SUGGESTION	APPROACH TO ADDRESSING FEEDBACK/SUGGESTION
	<ul style="list-style-type: none"> Ineligible – Leave of Absence to advance professional or personal education opportunities.
Impact to BCC operations when Chair requests Leave of Absence	The proposed Council policy allows for Leaves of Absence for a BCC Chair. There is also an existing policy provision for a BCC Chair to delegate their responsibilities to their Vice-Chair. Delegation can be effectively managed through succession planning practices.
Specific to Short-Term Leave of Absence	
Concern for ability to maintain meeting quorum	Leaves of Absence of short duration are already permissible on BCCs. Quorum concerns can be effectively addressed through amendments to terms of reference rather than through policy – e.g., BCC Composition can be enlarged, or BCC Terms of Reference can specify that quorum be a percentage of active Public Members.
Establish minimum service between multiple short-term Leaves of Absence	This was deemed to be contrary to the intent of permitting Public Member Leaves of Absence (remove barriers while supporting inclusion, flexibility and diversity on BCCs).
Specific to Long-Term Leave of Absence	
Concern for ability to maintain meeting quorum	<p>Quorum concerns due to Leaves of Absence of longer duration can be partially addressed through amendments to terms of reference rather than through policy – e.g., BCC Composition can be enlarged, or BCC Terms of Reference can specify that quorum be a percentage of active Public Members.</p> <p>For longer Leaves of Absence, the Chair may fill vacancies with Interim Members, where permissible in governance documents.</p>
Limited availability of subject matter experts	Addressing skill gaps resulting from term expiries, mid-term resignations and Leaves of Absence can be effectively managed through processes (gap analysis, screening, recommendation for appointment, and adequate Reserve Lists) rather than through Council policy.
BCC's legislation prevents the appointment of interim member	Proposed Council policy does not supersede existing legislation or bylaw. BCCs could pursue revisions to limiting legislation or bylaw to the extent desired or practical or implement parallel policies where feasible.

FEEDBACK/SUGGESTION	APPROACH TO ADDRESSING FEEDBACK/SUGGESTION
<p>Continuous onboarding, strain on new and existing members and Administrative resource staff</p>	<p>The City Clerk’s Office will engage with BCCs and monitor the implementation of the Leaves of Absence policy provisions. Any necessary adjustments will be addressed in future amendments.</p>
<p>Privacy of Member requesting Leave of Absence/acceptable grounds for Leave of Absence</p>	<p>City Clerk’s Office will pilot a standard application form for use by BCCs.</p> <p>The Public Member requesting a Leave of Absence will only have to provide the following information:</p> <ul style="list-style-type: none"> • general category of Leave of Absence (e.g., bereavement, family responsibility, maternity, parental, caregiver, or medical leave) • anticipated start and end date <p>No personal details will be provided to the BCC Chair.</p>
<p>Grant BCCs the ability to fill vacancy with past Members and Reserve List Members</p>	<p>The proposed Council policy contains existing provisions on how Public Members may be recruited, and Council retains the authority to appoint Interim Members.</p>
<p>Align maximum duration of Long-Term Leave of Absence with job-protected leaves</p>	<p>Public Members on Leave of Absence whose appointment terms expire during the Leave of Absence may choose to reapply during the next recruitment campaign. The City Clerk’s Office will invite them to reapply.</p>