



Policy Amendments on Leave of Absence for Public Members of City Boards

2022 October 25



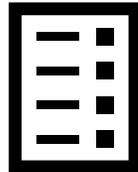
Administration Recommendations

That Council:

1. Adopt proposed amendments to the Council policy on *Code of Conduct for Citizen Members Appointed to Council Established Boards, Commissions and Committees* (CC045) outlined in Attachment 1; and
2. Adopt proposed amendments to the Council policy on *Governance and Appointments of Boards, Commissions and Committees* (CP2016-03) outlined in Attachment 2.

Highlights

This report proposes amendments to two Council policies to allow for Public Members to take a leave of absence from their appointed position on a Council-established Board, Commission or Committee (“BCC”):



***Code of Conduct for
Public Members
Appointed to Council
Established BCCs
(CC045)***

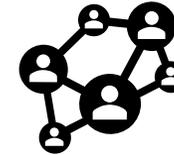
Provides clarity and alignment of leave of absence provisions



***Governance and
Appointment of Boards,
Commissions and
Committees (CP2016-03)***

Provides the framework and parameters for a leave of absence by a Public Member

Policy Framework Proposal



Intent of Leave of Absence

- Treat all Public Members with fairness, equity and respect
- Ability to temporarily leave a position, return to it and continue to offer expertise and skills.
- Safeguard the BCCs' ability to achieve their mandate

Broad Applicability

- Applies to Public Members within the scope of the Code of Conduct policy (CC045)
- Eligible – Leaves of absence to address personal circumstances such as maternity or parental leave
- Ineligible – Leaves to advance professional or personal education opportunities

Policy Framework Proposal



Leave of Absence Features

- Short term leave (between 0 – 16 weeks) with simple notification to Chair
- Long term leave (over 16 weeks) with option for BCC to seek Interim Member appointment
- Leave of absence can occur at start, middle or near the end of the appointment term



Term Length

- Service of a Public Member whose absence exceeds half of their term of appointment will not count toward maximum limit
- Service of Interim Member which is less than half a full appointment term will not count toward maximum limit
- Both the Public Member on leave of absence and the Interim Member are invited to re-apply at the end of the term



Administration Recommendations

That Council:

1. Adopt proposed amendments to the Council policy on *Code of Conduct for Citizen Members Appointed to Council Established Boards, Commissions and Committees* (CC045) outlined in Attachment 1; and
2. Adopt proposed amendments to the Council policy on *Governance and Appointments of Boards, Commissions and Committees* (CP2016-03) outlined in Attachment 2.