



REPORT N° CLERK2019-11

Date	04/09/2019
Submitted by	Monique Ouellet, Clerk
Subject	Civil Marriage Solemnization Services
File N°	

1) **NATURE/GOAL :**

The purpose of this report is to propose that the City of Clarence-Rockland provide the services of civil marriage solemnization.

2) **DIRECTIVE/PREVIOUS POLICY :**

n/a

3) **DEPARTMENT'S RECOMMENDATION :**

THAT the Committee of the Whole recommends that Council adopt a by-law to authorize the Clerk to perform civil marriages in accordance with Regulation 285/04 made under the Marriage Act.

QUE le Comité plénier recommande que le Conseil adopte un règlement pour autoriser la greffière à célébrer des mariages civils conformément au règlement 285/04 issue de la Loi sur le mariage.

4) **BACKGROUND :**

The Marriage Act, Ontario Regulation 285/04, provides municipal clerks with the authority to solemnize marriages. The legislation is discretionary and municipalities are able to choose whether or not they wish to offer this service.

5) **DISCUSSION :**

In order to be able to offer Civil marriage solemnization services without requiring additional staff resources in the Clerk's Department, it is recommended that the services be initially offered one day per month. Up to four (4) ceremonies could be held in one day. The said ceremonies would be held in the Principal Boardroom at 1560 Laurier Street.

In addition to this set schedule, civil marriage solemnization services would be offered outside regular office hours, subject to availability, with the approval of the Clerk.

6) **CONSULTATION:**

n/a

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

n/a

8) **FINANCIAL IMPACT (expenses/material/etc.):**

Other than the purchase of a proper robe for the wedding officiant, and the cost of the initial training for staff, there is no cost to offer the services of civil marriage solemnization.

This is a revenue generating service.

At \$350.00 per ceremony, should the one day per month be fully booked, this service should generate \$1,400 per day. Therefore, an amount of \$8,400, which represents 50% of these potential revenues could be included in the 2020 Budget, as the demand for the service is unknown.

9) **LEGAL IMPLICATIONS :**

Link to Regulation 285/04 made under the Marriage Act:
<https://www.ontario.ca/laws/regulation/900738>

10) **RISK MANAGEMENT :**

n/a

11) **STRATEGIC IMPLICATIONS :**

n/a

12) **SUPPORTING DOCUMENTS:**

- Proposed By-law
- Proposed Guidelines and Fees