

The Corporation of the City of Kawartha Lakes
Committee of the Whole Report

Report Number CLK2019-008

Date: February 12, 2019
Time: 1:00 p.m.
Place: Council Chambers

Ward Community Identifier: All

Title: Civil Marriage Solemnization

Description: Authorizing a By-law to conduct Civil Marriage Ceremonies in the City of Kawartha Lakes

Author and Title: Cathie Ritchie, City Clerk

Recommendation(s):

That Report CLK2019-008, **Civil Marriage Solemnization**, be received;

That the City provides Civil Marriage Solemnization services;

That the recommended Civil Marriage Solemnization Service Charges be approved and added to the Consolidated Fees By-law;

That a By-law to conduct Civil Marriage Ceremonies be brought forwarded to Council for adoption; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The Ontario Regulation 285/04 provides the Clerk or designate of a local municipality with the authority to solemnize marriages under the authority of a licence.

As per Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a single-tier municipality may provide any service that the municipality considers necessary or desirable for the public.

As per Section 228 (4) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the clerk may delegate in writing to any person, other than a member of council, any of the clerk's power and duties under this and any other Act.

The City of Kawartha Lakes currently does not provide Civil Marriage Solemnization Services.

Rationale:

The majority of cities and towns in the Province of Ontario provide Civil Marriage Solemnization services.

Over the last 5 years the City of Kawartha Lakes has issued an average of 246 marriage licences annually.

For 45% of the licenses issued, applicants had an interest in booking their ceremony at City Hall. When informed that the City does not provide this service, they request a list of Officiants found elsewhere.

Financial/Operation Impacts:

Revenue: Fees and Service Charges

Civil Marriage Ceremony

\$250.00 if held at City Hall during regular business hours.

\$300.00 if held at City Hall outside of regular business hours.

\$350.00 if held off-site plus mileage at the city rate.

Draft Guidelines for the Provision of Civil Marriage Ceremonies or Related Services is attached to this report.

Officiants' will utilize "flex arrangements" to account for any overtime incurred.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

Municipal service excellence and enhanced citizen accessibility to government services.

Review of Accessibility Implications of Any Development or Policy:

The Victoria Room is accessible by elevator. Offsite ceremonies would bring the service to the customer.

Servicing Implications:

The Clerk and the two Deputy Clerks would be appointed Officiants.

Consultations:

Attachments:

Appendix A - Guidelines for the Provision of Civil Marriage Ceremonies or Other Related Services



Guidelines for the
Provision of Civil Marri

Appendix B – By-Law 2019-___ A By-law to authorize the Civil Marriage Solemnization Service in the City of Kawartha



By-law 2019-XX Civil
Marriage Solemnizatic

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Department Head: Ron Taylor