



Township of Brock Interoffice Memorandum

To: Mayor and Member of Council
From: Stefanie Stickwood, Clerks Assistant & Assistant to the CAO/Mayor
Subject: Civil Ceremonies Update
Date: Monday, April 8, 2024

Marriage ceremonies can only be performed in Ontario by an authorized individual under Ontario's [Marriage Act](#) as a Marriage officiant. There are two categories for marriage officiants within Ontario: registered marriage officiants and civil marriage officiants.

The Township of Brock falls into the later category of civil marriage officiants which is defined as either a municipal clerk and/or delegate authorized to perform civil marriages in Ontario, a judge, an Ontario associate judge, and an Ontario justice of the peace.

On June 27, 2022, Council approved By-law Number 3137-2022 which approves the implementation of civil ceremonies as an new service offered by the Township, as well as appoints the Clerk/Deputy CAO to perform civil ceremonies as authorized under Ontario Regulation 285/04 and the [Marriage Act](#).

The introduction of Civil Ceremonies began in Q2 of 2023, where three staff members were trained and delegated authority, in addition to the Clerk, to conduct ceremonies which saw the successful execution of five civil ceremonies (5).

Communications have increased in 2024 to inform the public of the additional service which can be booked by contacting clerks@brock.ca Ceremonies are by appointment only at the Municipal Administration Building from Monday – Friday 9:00 a.m. – 4:00 p.m. The fee for a civil marriage ceremony is \$466.00 or members of the public can opt for the marriage licence/ceremony package of \$575.00.

For additional information on marriage ceremonies in Brock Township, please visit <https://www.townshipofbrock.ca/marriage-ceremonies/>