



Township of Brock Interoffice Memorandum

To: Mayor and Member of Council
From: Fernando Lamanna, Clerk/Deputy CAO & Janean Currie, Deputy Clerk
Subject: Civil Marriage Solemnization – By-Law Number 3137-2022
Date: Tuesday, February 21, 2023

On June 27, 2022, By-law Number 3137-2022 was received by Council with the following resolution:

BE IT RESOLVED THAT By-law 3134-2022, 3135-2022, 3136-2022, 3137-2022, and 3138-2022 be taken as read, enacted and signed by the Mayor and Municipal Clerk.

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Brock enacts the following:

1. THAT Council does hereby direct that the civil marriage solemnization service be implemented in the Township of Brock;
2. THAT the Municipal Clerk may, at their discretion, solemnize civil marriages at times and locations which are agreeable to both parties;
3. AND THAT Council recognizes that Fernando Lamanna, Municipal Clerk/Deputy CAO is authorized to solemnize marriages as set out under O.Reg. 285/04, and the Marriage Act, R.S.O. 1990, Chapter M.3, for The Corporation of the Township of Brock for the duration of his term of office as Clerk.

The Township of Brock currently issues marriage licences and will begin to offer Civic Marriage services including Civil Marriage Solemnization and a Marriage licence/Ceremony Package as an additional service. For a marriage to be valid, it must be solemnized by an **officiant recognized by law and authorized to solemnize marriages**.

This requirement applies to all marriages, whether the ceremony is civil or religious.

The Municipal Clerk has the ability to delegate the responsibility to perform these marriages to any person, other than a member of council, under the authority of Subsection 228(4) of the Municipal Act.

Ontario Regulation 285/04 has authorized clerks of local municipalities to perform civil marriages and municipalities across Ontario have been the go-to point for thousands of couples who wish to have their ceremonies performed under a civil performance. Offering non-religious civil ceremonies is an elevated resident service that the Township of Brock is capable of offering.

As written in the Township of Brock's Fees By-law, the Clerk's Department is prepared to offer Civil Marriage Solemnization for a fee of \$450.00, or a Marriage Licence/Ceremony Package for \$555.00.

This is an additional revenue for the Township as well as an elevated service for Brock's residents.

Once trained, the Clerks Department are initiating the option for Civil Marriage Solemnization under Ontario Regulation 285/04. This will provide couples with the option of a non-religious civil ceremony in the Township of Brock, performed by Clerks Staff, Monday – Friday, 9:00 am – 4:00 pm by appointment at the Municipal Administration Building.

It takes approximately 20-25 minutes to obtain a marriage licence for a fee of \$140.00. The marriage licence expires in 90 days of issue without the Marriage Solemnization Ceremony. As a convenience for the constituent, The Township of Brock can issue the marriage licence and perform the ceremony for a cost of \$555, a ceremony typically takes approximately 30 minutes.

End of Memorandum

Respectfully submitted,

Janean Currie
Deputy Clerk