



## The Corporation of the Town of Tecumseh

Corporate Services & Clerk

**To:** Mayor and Members of Council

**From:** Jennifer Alexander, Deputy Clerk & Manager Legislative Services

**Date to Council:** December 11, 2018

**Report Number:** CS-2018-40

**Subject:** Civil Marriages and Licence Services Update

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### Recommendations

It is recommended:

**That** Report No. CS-2018-40 Civil Marriages and Licence Services Updates **be received** as information.

### Background

On August 8, 2017, Council at their Policies & Priorities Committee Meeting passed Resolution PPC-05/17 which authorized establishing a marriage licence service in the Town of Tecumseh for a fee of \$130.00 for each licence issued.

In conjunction with the issuance of marriage licences, the Town began offering civil marriage ceremonies in March 2018, as approved by Council at their Regular Meeting held on February 13, 2018. This seamless integration of marriage ceremonies demonstrates the Town's efforts to improve and enhance service delivery for residents.

### Comments

This is the first year that the Town has offered marriage licencing services. In consultation with area municipalities, these new services are strongly received by residents, as illustrated in the table below.

<b>Municipality</b>	<b>Number of Marriage Licences Issued</b>	<b>Civil Marriage Ceremonies Performed</b>
Windsor	1,123	294
LaSalle	255	20
Leamington	125	39
Amherstburg	105	19
Tecumseh	94	13
Lakeshore	77	5
Kingsville	70	32

To date, the Town has issued 94 marriage licences and performed 13 civil wedding ceremonies. In reviewing the number of applications for a marriage licence, the table below illustrates a higher volume of service requests in the summer months (May to August). As residents become aware of these new services offered, increased demand for these services is anticipated to continue into 2019.

<b>Month</b>	<b>Number of Marriage Licences Issued</b>
January	5
February	2
March	6
April	7
May	13
June	12
July	11
August	18
September	6
October	5
November	6
<b>Total</b>	<b>94</b>

In contrast, when reviewing the data collected for service requests for Civil Marriage Ceremonies, on a monthly basis, the table below illustrates that this service is steady.

<b>Month</b>	<b>Number of Civil Marriage Ceremonies</b>
March	1
April	1
May	2
June	2
July	1
August	1
September	1
October	1
November	1
December	2
<b>Total</b>	<b>13</b>

The information collected demonstrates a successful year with the launch of these two new marriage services. The Corporate Services Department will continue to steward good governance and improvement of these services as needed.

## Consultations

Area Municipalities

## Financial Implications

The fee for a marriage licence is \$130.00. The fees collected for marriage licences (less the cost to purchase a licence from the Ministry - \$48.00) to date is \$7,708.00

The fees charged for Civil Marriage Ceremonies is \$250 plus H.S.T during office hours and \$350.00 plus H.S.T on evenings and weekends. The Town collects all fees prior and retains a \$75.00 administration fee, when an officiant provides this service. The total administrative fees retained by the Town, to date, is \$975.00.

## Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
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- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.  |
| <input type="checkbox"/>            | Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.  |
| <input type="checkbox"/>            | Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.  |
| <input checked="" type="checkbox"/> | Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.   |
| <input checked="" type="checkbox"/> | Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals. |

## Communications

Not applicable

Website  Social Media  News Release  Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Jennifer Alexander, MPA  
Deputy Clerk & Manager Legislative Services

Reviewed by:

Laura Moy, Dipl. M.M., CMMIII HR Professional  
Director Corporate Services & Clerk

Recommended by:

Tony Haddad, MSA, CMO, CPFA  
Chief Administrative Officer

<b>Attachment Number</b>	<b>Attachment Name</b>
None	None