



20 October 2011

City Council Committee Report

To: Mayor and Council

Fr: Joanne L. McMillin, City Clerk

Re: Renewal of Marriage Commissioner Contracts

Recommendation:

That Council give three readings to a by-law to authorize the execution of Marriage Commissioner Contracts with Jane Van Toen and Jan Fletcher, under the same terms and conditions for the provision of Civil Marriage Solemnization Services for the period commencing January 1, 2012 to December 31, 2014.

Background:

In 2007 the City contracted out Civil Marriage services as delegated by the City Clerk's Office for a two year period and the contracts were renewed for a further two year term to December 31, 2011. On average we conduct about 30 ceremonies per year, and the City's revenue portion is approximately \$4,000 annually with typically few or no expenses.

The numbers, which have been rising annually, reflect this is a well needed service, not only by our residents in the community but we have many couples returning to, or coming to Kenora to be married. As well, our Commissioners have performed ceremonies in various areas outside our municipality such as Sioux Narrows, Sioux Lookout, and Richmond Hill as well as in the immediate unincorporated area.

The two Commissioners on contract are willing to continue under the same terms and conditions as their present contract; however I would suggest the contracts be provided on the basis of a three (3) year period. At this point I am not recommending any increase to our civil marriage fees as they are in keeping with what is available in our sister-municipalities of Fort Frances and Dryden, and across the province for that matter. The Commissioners are very comfortable with their duties and responsibilities which have come with the experience of each performing a number of ceremonies and we have not had any conflicts or difficulties in being able to accommodate the many requests we receive; we are already booking into next year.

Budget:

To be included in the budgets for the applicable years; 2012, 2013, 2014.

Communication Plan/Notice By-law Requirements:

No notice provisions apply; continue to publicly advertise this service.