

7 September 2011



## City Council Committee Report

**To: Mayor & Council**

**Fr: Joanne L. McMillin, City Clerk**

**Re: Surcharge for issuing Marriage Licenses After Hours**

### **Recommendation:**

That Council give three readings to a by-law to amend Tariff of Fees & Charges By-law Number 147-2007 to provide for a \$200 surcharge for issuing Marriage Licenses After Hours over above the cost of paying for an additional Marriage License; and further

That public notice is hereby given that Council intends to adopt the amending by-law at its September 19, 2011 meeting at which time the applicable fee will come into effect on a forward basis.

### **Background:**

Recently a couple from Winnipeg getting married in Kenora by a Marriage Commissioner on a Saturday realized prior to the service they had forgotten their Ontario marriage license in Winnipeg. While the Deputy Clerk was able to re-issue a second license (which they were required to pay for), there is no fee in place to cover such scenario. I believe this is the first time an after-hours re-issue has been necessary but had Union Staff been available to issue the license that day there would have been a call-out provision to be paid in accordance with the Collective Agreement. The onus is on the couple to ensure they have all the required documentation at their service however our Commissioners regularly remind couples to have their license at the ceremony as well. It should be noted this issue could potentially arise for any license we issue and is not limited to services performed by our Marriage Commissioners. I am confident that with implementing this type of surcharge, and providing couples with the information both in our marriage package and at the time licenses are issued will result in very few call-outs after-hours, but in any event is something that should be in place.

### **Budget:**

The \$200 surcharge essentially would cover the call-out for Union staff to attend after-hours as the first contact, as well as for Non-Union staff as the case may be.

### **Communication Plan/Notice By-law Requirements:**

In accordance with Notice By-law.