

<b>SECTION:</b> <b>ADMINISTRATION</b>	<b>SUBJECT:</b> <b>CIVIL MARRIAGE SOLEMNIZATION</b>	<b>Pg. 1 of 2</b>
		<b>DATE: December 15, 2004</b>

**A. DELEGATION OF AUTHORITY**

1. The Director of Corporate Services / Clerk is authorized to solemnize marriages in the Town of Kirkland Lake as set out under Ontario Regulation 285/04 and the Marriage Act, R.S.O. 1990, Chapter M.3 for the Province of Ontario.
2. The Clerk may delegate the authority to provide civil marriage solemnization services.

**B. FEE**

1. That the fees for civil marriages be as follows:  
Civil Marriage Solemnization Services                      \$250.00

**C. TIME AND LOCATION**

1. If the ceremony is to be held during the week and during regular working hours then the ceremony will be held in the Council Chambers unless the parties request the ceremony be held at another location. The municipality will collect the fee for this situation.
2. If the ceremony is to be held during the weekend then the parties must find their own location and the fee will be paid directly to Marriage Officiate.

Approved By: Bylaw #04-71  
Date: December 21, 2004  
Delegated To: P. Allison, Director of Emergency Services