

Committee of the Whole (2) Report

DATE: Tuesday, December 10, 2024

WARD(S): ALL

TITLE: MARRIAGE LICENCE MODERNIZATION

FROM:

Michael Genova, Deputy City Manager, Strategic Initiatives

ACTION: DECISION

Purpose

To authorize the City Clerk to enter into an agreement with the Province for the purposes of participating in the Office of the Registrar General's Marriage Licence Modernization program.

Report Highlights

- The Office of the Registrar General initiated Phase 2 of the Marriage Licence Modernization in 2022.
- The Marriage Licence Modernization program will allow applicants for marriage licences to apply using a provincial portal and schedule appointments with City of Vaughan staff to receive the licence.
- This portal will reduce the volume of manual tasks required by Registration Services staff to process applications for marriage licences.

Recommendations

1. That the City Clerk be authorized to enter into an agreement with the Province of Ontario for the purposes of participating in the Marriage Licence Modernization program.

Background

The Office of the Registrar General of Ontario (ORG) initiated Phase 2 of a Marriage Licence Modernization program in 2022. This program established an online portal that allows members of the public to prepare and submit marriage licences electronically

directly to the municipality for processing. This program has been rolled out in a staged manner, with additional municipalities onboarded over the last two years. The City of Vaughan has now been invited to join the program in Q1 2025.

Previous Reports/Authority

N/A

Analysis and Options

Participation in the Marriage Licence Modernization program will allow the City of Vaughan to benefit from the robust and comprehensive marriage licence application portal hosted by the ORG. This portal will allow applicants to complete the entire application electronically, including supplying identification and supporting documents through a secure online process. This electronic process will also reduce the amount of time applicants are required to spend at City Hall to receive their licence.

For Registration Services staff, the portal will replace manual data entry of marriage licence applications, allow applications to be reviewed before the applicant arrives for an appointment, and reduce the amount of physical documentation held by the division.

In order for the City of Vaughan to participate in this program, an agreement with the Province of Ontario will be required to be signed.

Financial Impact

There are no financial impacts associated with this report.

Operational Impact

There are no impacts to other departments associated with this report.

Broader Regional Impacts/Considerations

There are no regional impacts associated with this report.

Conclusion

With Council's approval, the City Clerk will authorize the agreement with the Province to permit the City's Registration Services division to begin full participation in Phase 2 of the ORG's Marriage Licence Modernization program. The City's participation in the program will enhance the experience of marriage licence applicants and reduce the administrative burden on Registration Services staff who process and issue marriage licences.

For more information, please contact: Evan Read, Manager, Election, Registration and Protocol Services, ext.8241

Attachments

N/A

Prepared by

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