



# Civil Marriage Solemnization Workshop

Tuesday, Mar 19, 2024, 9:00am - 1:00pm

**Type**

Workshop

**Location**

Zoom

**Member Price**

\$359.00+HST

**Non-Member Price**

\$449.00+HST

The *Marriage Act* has many regulations under which an "Officiant" - clerk or designate, must be familiar with and able to perform and administer civil marriage solemnization. In addition, regulations identified under the *Municipal Act* must be respected. This workshop will review all the critical components of both the *Marriage Act* as well as the *Municipal Act* and the legal obligations that must be addressed within each ceremony. Participants will review the full process – everything from first contact with potential clients up to and until the ceremony has been performed and completed. Participants will also learn about other judicial elements that may not be within the *Act*, but that are nevertheless critical to the effective process – this includes details around events, documents, venues, and other specific situations.

## Learning Objectives

- Identify the right questions to ask and answer including communicating important information couples need to know before the wedding date
- Understand how to navigate various ceremony situations that may arise
- Identify key processes and timelines
- Understand potential duties that may be asked of you outside of legal obligations
- Identify the appropriate language to perform ceremonies in

## Who Should Attend

- Municipal clerks and staff within the clerk's department
- Individuals who aspire to work with municipalities under the clerk's delegation and/or what can be expected as a contract agreement.

## Speaker

Denise Labelle-Gelinas  
City Clerk (Retired), City of Cornwall

### Image



Denise, a retired City Clerk with over 40 years in municipal work, is credentialed by the National Association of Parliamentarians (NAP) and is recognized as a Certified Municipal Officer with AMCTO. Having graduated from St. Lawrence College in Business Management and Administration, she served as the Federation of Canadian Municipalities' (FCM) Parliamentarian for a decade. Denise shares her expertise across various governance levels and offers online training on Parliamentary Procedures. She's actively involved with the City of Toronto's French Language Advisory Committee and has conducted civil wedding services since 2005, uniting around 60 couples annually.