

RE: Application Details for Taxi Cab & Limousine Drivers

The Municipality has adopted Vehicle for Hire By-law 61-2020, on September 22, 2020. Council has determined that it is appropriate and desirable to licence vehicles for hire, drivers, brokers and private transportation companies for the purposes of ensuring the health and safety of both passengers and drivers.

Please read the information below as well as By-law 61-2020 before applying for a licence.

Every application for a licence and renewal licence shall provide the following to the licence issuer.

- a) Completed application form.
 - i. If the Applicant is a partnership, the application must also include information of each partner.
 - ii. If the Applicant is a corporation, all contact information must be included in accordance with section 2.2.1 of the by-law.
- b) If Applicant is an individual, proof of identity and over the age of 18 years.
 - i. If Applicant is a partnership or corporation provide documents in accordance with 2.2.1 of the by-law.
- c) Payment of applicable fees in accordance with Lakeshore's User Fee By-law.
- d) Proof of insurance as required by section 2.3 of the by-law.
- e) Police Clearance and Vulnerable Sector Check.

Vehicle for Hire Drivers – Licence Application and Renewals

In addition to the requirements listed above, an applicant for a Vehicle for Hire shall also submit:

- a) documentation showing proof of Canadian citizenship, Landed Immigrant status, or a work permit to work as a Driver issued by the Government of Canada;
- b) a valid Provincial Driver's licence;
- c) valid birth certificate or passport;
- d) Police record check dated no later than 60 days prior to the application.
- e) a Ministry of Transportation Driver's Record (Abstract) dated no later than 30 days prior to the application.

Vehicle for Hire Owners – Licence Application and Renewals

A person who is the owner of one or more Vehicles for Hire shall take out a separate Licence and Owner Plate for each vehicle.

In addition to the requirements in Section 2.2 of the By-law 61-2020, the Applicant for the owner of the vehicle shall;

- a) provide proof that the vehicle to be plated has a current motor vehicle permit that is in good standing issued under the *Highway Traffic Act* and is either registered in the Applicant's name or leased by the Applicant;
- b) provide a Safety Standards Certificate issued within the previous 60 days; and
- c) submit the vehicle to be plated for inspection and approval by the Licence issuer.



Vehicle for Hire – Broker Licence Application and Renewals

In addition to the requirements in By-law 61-2020 section 2.2, an applicant for a Broker Licence shall file with the Licence Issuer proof that the Applicant has a system for receiving requests for Service and Dispatching Vehicles for Hire.

A Broker shall also keep a record of all Vehicles for Hire associated with the Broker including make, model, and VIN for each vehicle, the Owner’s name and contact information; and a copy of the Owner’s Licence.

A Broker must ensure that every Driver or Owner in association with the Broker complies with all provisions of By-law 61-2020, including and ensuring that the Driver or Owner is licenced.

The Broker shall maintain an accurate record for at least one year of all Requests for Service for a Vehicle for Hire including the items found in section 3.12.1 part (c) of the by-law.

Upon request, inform each passenger of the anticipated length of time for a vehicle to arrive at the pick-up location.

The Broker must notify the Licence Issuer within 72 hours of any addition to or deletion of a Vehicle for Hire from the fleet.

Vehicle for Hire Licences and Fees (fees are subject to change with amendment of User Fee by-law.)

In accordance with the Municipality’s User Fee By-law 11-2023 the following fees for Vehicle for Hire apply:

Vehicles for Hire Driver	\$	55.00
Vehicles for Hire Driver-renewal	\$	44.00
Vehicle for Hire Owner (per vehicle)	\$	110.00
Private Vehicles for Hire Driver	\$	55.00
Private Vehicles for Hire Driver-renewal	\$	44.00
Private Vehicle for Hire Owner-per vehicle	\$	110.00
Private Transportation Company	\$	328.00
Limousine Driver	\$	55.00
Limousine Driver-Renewal	\$	44.00



Limousine Owner-per vehicle	\$	110.00
Broker	\$	55.00
Replacement of Owner Plate	\$	28.00

If you have any questions regarding Municipality of Lakeshore’s Vehicle for Hire application process, please contact clerk@lakeshore.ca.