

Municipality of Chatham-Kent

Corporate Services

Municipal Governance

To: Mayor and Members of Council
From: Nancy Havens, Manager, Licensing Services
Date: April 15, 2020
Subject: Vehicle for Hire By-law Licence Extension and Other Licensing Matters

Recommendation

It is recommended that:

1. The vehicle for hire licences issued during the 2019 renewal process be extended to expire on June 30, 2020 rather than April 30, 2020.

Background

The purpose of this report is to recommend the extension of the renewal dates for all vehicle for hire licences, and to inform Council of other licensing matters due to the affects of COVID-19.

Council passed the Vehicle for Hire By-law on June 18, 2018.

Comments

Vehicle for Hire By-law

A licence under the Vehicle for Hire By-law is issued for a one year term ending on May 1st of each year. The licence types include: Vehicle for Hire Drivers licences, Vehicle for Hire Owner licences (plate renewals), Broker licences, Private Transportation Companies licence. The effects of COVID-19 have affected certain requirements such as the ability to get safeties on vehicles, and sworn affidavits used to update police checks.

In addition, the issue of COVID-19 has greatly reduced the vehicle for hire business. Less vehicles are being utilized, and some drivers have chosen to not work during these times.

On April 6, 2020 Council deferred all business licence fees until June 30, 2020. Similarly, administration recommends extending the 2019 licence renewal deadlines to June 30, 2020 for 2020 only to align with the licence fee payment extension date.

Lottery Licensing

Both bingo halls in Chatham-Kent closed mid March due to COVID-19. Licensing Services has not been issuing any new lottery licences with the exception of Nevada licences as these sales continue in variety stores and such. Licensing Services has been working with charitable organizations that had existing lottery licences that have been affected by COVID-19 and are working with the charities on a case-by-case basis.

Business Licensing

Although business licences are still required, Council deferred all business licence fees and waived late payment charges until June 30. It is expected, following the COVID-19 crisis, all business licences will be issued for the months passed and invoices for the licences will be sent. Business licences are being issued if all by-law requirements are met, for businesses that are considered essential.

Animal Control

The Municipality's animal control provider, Pet and Wildlife Rescue (PAWR) has closed the shelters to the public. However, they are still offering stray drop off and reclaims, quarantine services, adoptions by appointment. Animal control (enforcement of the municipal by-law) is unaffected.

Dog Tags

Dog tag due date for dog owners has been moved to June 30 before the late fee comes into effect on July 1.

Dog tags may be purchased through the mail or over the phone (519-360-1998) with credit card and tags will be mailed out to purchasers. PAWR has recently implemented an online opportunity to purchase dog tags through its website using PayPal.

Marriage Licences

Deputy Issuers continue to issue marriage licences by appointment only for Chatham-Kent residents who have an emergency situation (illness, immigration etc.). Applicants' information is prescreened by email prior to the appointment time to ensure all documentation and requirements are met in order to make the process quicker thereby shortening the appointment time.

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

- Economic Prosperity:
Chatham-Kent is an innovative and thriving community with a diversified economy

- A Healthy and Safe Community:
Chatham-Kent is a healthy and safe community with sustainable population growth
- People and Culture:
Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- Environmental Sustainability:
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

- Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

Consultation

Courtesy Cabs was consulted about the renewal time lines, and requested consideration be given to moving the renewal date to June 30, 2020.

Financial Implications

The impacts of COVID-19 on Licensing Services is unknown at this time.

Prepared by:

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Reviewed by:

Reviewed by:

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Director, Municipal Governance/Clerk

Cathy Hoffman, MPA, CHRL
General Manager, Corporate Services/
Chief Human Resource Officer

Attachment: None

- c. Courtesy Cabs
- Blueline Services Ltd.
- Tam's Taxi
- Urider

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