

**TOWN OF DRUMHELLER  
LIVERY TRANSPORT BYLAW 15.12**

**A BYLAW OF THE TOWN OF DRUMHELLER TO LICENSE AND REGULATE TAXI AND LIMOUSINE BUSINESSES**

Whereas the MGA provides that Council may pass bylaws respecting business, business activities and persons engaged in business and the safety, health and welfare of people;

And whereas the purposes of this bylaw are:

- a. To ensure public safety, service quality and consumer protection for customers and service providers in the livery industry;
- b. To establish a system of licensing livery vehicles, drivers and brokerages;
- c. To establish a system for the inspection of livery vehicles
- d. To create and maintain an enduring livery industry that considers the interests of service providers and meets the needs of the travelling public in the town;
- e. To provide the administrative and regulatory mechanisms to administer a controlled entry licensing system and ensure sufficient industry support to meet consumer demand.

Therefore the Council of the Town of Drumheller enacts as follows:

**1. INTERPRETATION AND DEFINITIONS**

- 1.1 This bylaw may be cited as the LIVERY TRANSPORT Bylaw.
- 1.2 Nothing in this bylaw relieves a person from complying with any federal, provincial law or regulation, other bylaw or any requirements of any lawful permit, order or other direction.
- 1.3 Where this bylaw refers to a person or thing with reference to gender or the gender neutral the intention is to read the bylaw with the gender applicable to the circumstances.
- 1.4 References to the plural include the singular as applicable.
- 1.5 The words include, includes and including are to be read as not limiting the phrases of descriptions that precede them.
- 1.6 Any reference to specific laws already in force and applicable in the province of Alberta as at the same time that this bylaw was enacted will be stipulated and referred to as such in the bylaw. Provincial laws will be referenced as to the relevant chapter of the Revised Statutes of Alberta 2000, as amended from time to time including succeeding legislation. Federal laws will be referenced as to the

relevant chapter of the Revised Statutes of Canada 1985 as amended from time to time including succeeding legislation.

- 1.7 Any reference in this bylaw to a clause, section or part unless otherwise stipulated is a reference to a clause, section or part in this bylaw.
- 1.8 Wherever a word is used in this bylaw the meaning of that word is as specified in the definitions section of this bylaw. Words not specified in the definitions section will have their regularly applied meaning in the English language.
- 1.9 Any clause, section or part of this bylaw that may be declared invalid for any reason by a court of competent jurisdiction will be disengaged from the bylaw and all other provisions of this bylaw shall remain enforceable and valid.
- 1.10 Documents attached to this bylaw and marked as schedules shall form part of this bylaw.
- 1.11 This bylaw does not apply to:
  - a) A motor vehicle that has the capacity to carry 15 or more passengers including the operator.
  - b) Any motor vehicle owned by the Town of Drumheller.
  - c) A motor vehicle other than a taxi or limousine that is carrying passengers in accordance with a contract with a school board.
  - d) A motor vehicle that is carrying passengers in accordance with a contract with the Town of Drumheller.
  - e) Any non motorized vehicle, a conveyance propelled by human muscular power or animal power, an implement of husbandry, a vehicle that operates on treads, tracks or rails.
  - f) Any service where the passenger is driven in his own motor vehicle.
  - g) A motor vehicle carrying passengers who pay a fee or fare for the service and the passenger is picked up outside the limits of the Town of Drumheller.
  - h) A motor vehicle used in the course of providing care to clients who require personal assistance with the activities of daily living and the arrangement or provision of that transportation is not the primary business of the person providing the service and no fee is collected for the provision of that transportation.

## **2. DEFINITIONS**

2. In this bylaw the following terms will have the following definitions:
  - a) "Application" means a written application for a broker license, taxi license or chauffeur license and includes an application to renew, transfer for amend any of the above noted licenses.
  - b) "Broker" means an individual or company who owns and operates a livery service in the Town.
  - c) "Broker License" means a license issued to a broker by the Town permitting the operation of a car service.

- d) "Business Location" means the premises used or occupied by any person in the conduct of a business.
- e) "Bylaw Violation Tag" is a ticket or summons issued for an allegation of a bylaw infraction and is issued by a peace officer and only enforceable in the Town.
- f) "CAO" means the Chief Administrative Officer of the Town.
- g) "Car Service" means a business engaged in the transport of persons that uses a with motor vehicle four wheels and at least three doors including the trunk or hatchback.
- h) "Certified Mechanic" means a person who holds a valid and subsisting certificate of proficiency as a journeyman motor mechanic or heavy duty mechanic issued by the province of Alberta.
- i) "Chauffeur" means a person who drives a taxi or limousine.
- j) "Chauffeur License" means the permit issued by the Town permitting a person to operate a livery vehicle in the Town.
- k) "Chief License Inspector" means the CAO of the Town or his designate.
- l) "Community Standards Appeal Board" means the general appeal board of the Town.
- m) "Criminal Record Check" means a criminal record check obtained from the Royal Mounted Police or another Police service in the province of Alberta and includes a "vulnerable sector" search as part of the criminal record check.
- n) "Criminal Record Information" means the information obtained, but not limited to, the information provided by the Royal Canadian Mounted Police, by way of a search of the central repository of criminal records at RCMP headquarters Ottawa, in a criminal record check .
- o) "Driving Record" also referred to as driver abstract means the driving record of a person issued by the province of Alberta or by the authority of another province in Canada.
- p) "Garage" means a facility licensed to repair motor vehicles and employs certified mechanics for that purpose
- q) "Hail" means to call out, yell or gesture to get the attention of a livery vehicle operator.
- r) "Highway" means a highway as defined in the Traffic Safety Act of Alberta.
- s) "Inspection Certificate" means documentation provided by a mechanic indicating a livery vehicle is in good repair and safe for highway use.
- t) "License Inspector" means the CAO or his designate.
- u) "Limousine" means a motor vehicle used to convey persons for a fee with at least four doors, not equipped with a taximeter and having standard seating capacity for at least five adult persons not including the operator and does not include a van or light truck or bus.
- v) "Limousine" service means a business conducting the operation of limousines.
- w) "Livery Vehicle" means a taxi or limousine.
- x) "Livery Vehicle License" means a license issued in accordance with the provisions of this bylaw allowing the use of a livery vehicle for hire.
- y) "Livery Service" means a business engaged in the transport of persons that uses a motor vehicle with four wheels and at least three doors including the trunk or hatchback.

- z) "Motor Vehicle" means a motor vehicle as defined in the Traffic Safety Act of Alberta.
- aa) "Operator" means the chauffeur or driver of a motor vehicle.
- bb) "Owner" means a person or body corporate named as the registered owner of the livery vehicle by the province of Alberta.
- cc) "Peace Officer" means any member of bylaw enforcement or community enforcement of the Town of Drumheller or any member of the Royal Canadian Mounted Police.
- dd) "Person" means a natural person or a body corporate and includes a partnership, a group of persons acting in concert or an association.
- ee) "Service Animal" means an animal that has been trained and certified to assist a person with disabilities.
- ff) "Taxi" means a motor vehicle equipped with a taximeter used to transport persons for a fee.
- gg) "Taxi Commission" means a committee comprised of two Town Councillors and the CAO or his designate.
- hh) "Taxi Meter" means a device which calculates the fare for services provided by a taxi and will display the cost and total hired distance of a trip and will record the total hired distance, total distance travelled and total number of all trips.
- ii) "Town" means the Town of Drumheller and the entire area within its corporate boundaries.
- jj) "Violation Ticket" means a violation ticket as defined in the Provincial Offences Procedure Act of Alberta or a Bylaw Violation Tag.

### **3. BROKER LICENSES**

- 3.1 No Broker shall operate a livery service in the Town unless that Broker is in possession of a valid Town Business License.
- 3.2 No Broker shall operate a livery service in the Town unless that Broker is in possession of a valid Broker License issued by the Town.
- 3.3 All Broker Licenses shall expire on December 31<sup>st</sup> of each year.
- 3.4 An applicant for a Broker License shall provide to the License Inspector:
  - a) A list of the livery vehicles to be used by the livery service.
  - b) The name and applicable policy number, or numbers if more than 1 insurance policy is involved, of the insurance provider used by the Broker for all livery vehicles in his or her fleet.
  - c) A list of all chauffeurs to be employed by the applicant including their full names addresses and Alberta Driver's License numbers.
  - d) The applicable broker license fee as set out in schedule 'B'.
  - e) Any other information required by the License Inspector.

### **4. CHAUFFEUR LICENSES**

- 4.1 An applicant for chauffeur license shall present his application for chauffeur licensing in person to the License Inspector along with:

- a) An RCMP criminal record check dated not more than three weeks prior to date of this application.
  - b) Driving record abstracts from Alberta and any other province the applicant has resided in during the past five years prior to this application.
  - c) Head and shoulders photo of the applicant.
  - d) Proof of eligibility to work in Canada if requested by the License Inspector.
  - e) The applicable chauffeur license fee as set out in Schedule 'A'.
  - f) Any other pertinent information requested by the License Inspector.
- 4.2 A chauffeur license shall contain a photo of the chauffeur, be laminated in plastic and be displayed in the livery vehicle at all times so as to be visible to all passengers.
- 4.3 No person shall operate a livery vehicle unless that person is in possession of a valid class 4 Alberta driver's license and a valid chauffeur license.
- 4.4 Each broker is responsible for each chauffeur in his employ operating a livery vehicle to be in possession of a valid class 4 Alberta driver's license and a valid chauffeur license.
- 4.5 All chauffeur licenses expire on December 31 of each year.
- 4.6 No one shall be issued a chauffeur license without their suitability being assessed by the License Inspector. This shall include the driving record, criminal record, character, state of health and any other information available to the License Inspector who shall in his or her sole discretion refuse or approve the chauffeur license.
- 4.7 New pertinent information, not previously considered and coming to the attention of the License Inspector, about a person who has been issued a chauffeur license may be assessed by the License Inspector. This assessment may lead to the determination that the chauffeur license be revoked by the license Inspector.
- 4.8 No chauffeur license or renewal shall be issued to any person who:
- a) Has been convicted under the Criminal Code within the 5 year period immediately preceding the date of application of:
  - b) A sexual offence or offence relating to the corruption of public morals.
  - c) An offence relating to homicide, assault, kidnapping, arson, robbery, extortion or criminal negligence.
  - d) An offence relating to operating a motor vehicle with excess blood alcohol or refusing to provide samples of breath or dangerous driving or criminal negligence in the operation of a motor vehicle or driving while suspended.
  - e) Has been convicted under the Controlled Drugs and Substances Act within the 5 year period immediately preceding the date of application.
  - f) At the discretion of the Town is deemed unsuitable to operate a livery vehicle in the Town.

## **5. LIVERY VEHICLE LICENSES**

- 5.1 No livery vehicle shall operate in the Town unless it is possession a valid Town Livery Vehicle License.
- 5.2 All Livery Vehicle Licenses shall expire on midnight of December 31 of each year.
- 5.3 A Livery Vehicle License may be issued by the Town for a period of less than 1 year.
- 5.4 An applicant for a Livery Vehicle License shall provide to the Town:
  - a) The name of the registered owner, proof of motor vehicle registration and proof of insurance for each vehicle to be used in the business
  - b) An inspection certificate attesting to the mechanical fitness of each vehicle completed within one month prior to the application date.
  - c) Proof that the taximeter has been calibrated and sealed by a person or company approved by the License Inspector within one month prior to the application date.
  - d) The Livery Vehicle License fee as set out in Schedule 'C'.
  - e) A Livery Vehicle License shall be carried in the livery vehicle at all times and shall be produced by the broker or chauffeur upon request of the License Inspector or a Peace Officer.
  - f) Any other pertinent information required by the License Inspector.
- 5.5 Notwithstanding any other provision of this Livery Bylaw a motor vehicle belonging to a livery service of which there is not a valid Livery License may be operated in Town providing that:
  - a) Any passengers in the livery vehicle are picked up outside the Town and
  - b) The operation of the livery vehicle is limited to entering Town, taking passengers to their destination in Town and then leaving Town.

## **6. LIVERY VEHICLE INSPECTIONS**

- 6.1 A livery vehicle license shall be carried in the livery vehicle at all times and shall be produced by the broker or chauffeur upon request of the License Inspector or a Peace Officer.
- 6.2 The License Inspector or a Peace Officer may at any time inspect a livery vehicle to determine:
  - a) The validity of the Livery Vehicle License.
  - b) The validity of the Driver's License of the chauffeur.
  - c) A Livery Vehicle License shall be carried in the livery vehicle at all times and shall be produced by the broker or chauffeur upon request of the License Inspector or a Peace Officer.
  - d) The mechanical and physical condition of the livery vehicle.
  - e) The accuracy of the taximeter in a taxi.
  - f) The cleanliness and state of repair of the interior.

- 6.3 The License Inspector can at any time issue an order verbally or in writing requiring a livery vehicle to be inspected by a certified mechanic and the broker or chauffeur shall deliver the livery vehicle in question to the garage as directed by the License Inspector. The costs of the mechanical inspection shall be paid by the broker.
- 6.4 Upon inspecting a livery vehicle the License Inspector or Peace Officer acting on reasonable grounds that a livery vehicle is deficient and unsafe for highway travel may;
- a) Seize the vehicle and cause it to be removed from the highway and stored at a suitable location. Towing and storage costs shall be paid by the broker.
  - b) Issue an order to remedy to correct the deficiency and/or bylaw violation tag or provincial violation ticket.
  - c) A Peace Officer shall forthwith advise the License Inspector of action taken under this bylaw.
- 6.5 A Broker shall provide to the License Inspector proof of repair, by way of inspection certificate completed by a designated garage, to any livery vehicle ordered inspected before the livery vehicle will be permitted to resume operation as a livery vehicle in the Town.
- 6.6 A broker shall provide to the License Inspector proof of mechanical fitness of each livery vehicle in his or her fleet by way of an inspection certificate completed by a designated garage yearly and submitted by December 31 of each year.

## **7. CHAUFFEUR AND BROKER RESPONSIBILITIES**

- 7.1 Each chauffeur shall be civil and polite to customers and passengers.
- 7.2 Each chauffeur shall be clean and neat about their person and clothing.
- 7.3 Each chauffeur shall maintain a log book in a manner that may be prescribed by the License Inspector.
- 7.4 Each chauffeur shall deliver all passengers by the most direct route available to their destination.
- 7.5 Each chauffeur shall keep all appointments or promises made in relation to requests from persons for transport and to not promise any service that the car service is incapable of keeping.
- 7.6 A chauffeur shall not refuse service to a person accompanied by a service animal.
- 7.7 A chauffeur shall assist a passenger upon a passenger's reasonable request for assistance including the loading and unloading of a passenger's mobility aid.

- 7.8 A chauffeur is entitled to refuse service to a person if that person:
- a) Is impaired by alcohol or drugs.
  - b) Is indebted to the chauffeur or broker to which the livery vehicle is associated.
  - c) Requests that the chauffeur transport an animal in the livery vehicle other than a service animal.
  - d) Requests that the chauffeur carry baggage in the livery vehicle which can be detrimental to the cleanliness, sanitary condition or repair of the livery vehicle.
  - e) Requests that the chauffeur carry any passengers or baggage which the livery vehicle cannot reasonably carry.
  - f) Is disorderly or abusive to the driver.
  - g) Insists on smoking or attempts to smoke in the livery vehicle.
- 7.9 A chauffeur is not obligated to accept a passenger if the livery vehicle is not in service.
- 7.10 A chauffeur shall not transport more passengers than for which there are seats in a livery vehicle.
- 7.11 A chauffeur must not allow consumption of alcohol by any passenger in a livery vehicle unless the livery vehicle is otherwise so licensed to permit same.
- 7.12 A chauffeur shall not drive a livery vehicle while under the influence of alcohol or any other impairing substance.
- 7.13 A chauffeur shall not knowingly misinform any person as to the time, date or place of arrival or departure of any livery vehicle or the location of any building, place or site.
- 7.14 A chauffeur shall not influence any person to hire his livery vehicle or any other livery vehicle by false representation.
- 7.15 A chauffeur's only use of a cell phone while carrying passengers shall be the cell phone used in concert with a device commonly known as a "hands free" device.
- 7.16 A chauffeur or broker upon being requested by the license inspector shall advise the address of any place to or from which any passenger has been driven.
- 7.17 A broker shall upon the request of the License Inspector advise the name and address of the chauffeur of any taxi owned by the broker.
- 7.18 A chauffeur at his or her discretion may request a cash deposit of not more than \$40.00 to be applied to the taximeter fare from any person and shall provide a receipt for this amount to a person seeking transport, prior to the commencement of the transport, that begins and ends in Town.



- 7.19 No broker or chauffeur shall monitor any radio traffic of a competing car service by any electronic means or device.
- 7.20 A broker shall advise the License Inspector of any collision involving any of the broker's vehicles within 5 business days of the event. Any livery vehicle needing repair from a collision shall be regarded as unfit for duty and shall not be reengaged into service until proof of repair and mechanical fitness has been provided to the License Inspector.
- 7.21 A broker or chauffeur shall take all reasonable steps to return any property left in a livery vehicle to the owner. If such steps are unsuccessful then the property shall be turned over to the License Inspector within 48 hours of the property being found.
- 7.22 A Broker shall within 5 business days from the date of change inform the License Inspector of any additions or deletions to any list furnished regarding livery vehicles or Chauffeurs.
- 7.23 Every Broker shall within the first 5 business days of each month provide to the License Inspector a list of Chauffeurs employed by the Broker during the entire previous month.
- 7.24 A Broker shall ensure that all livery vehicles operating in his livery service have a clean interior in good condition and that all livery vehicles are mechanically maintained, safe for the carriage of customers and certified fit for highway use.
- 7.25 A person shall not make a false statement in a document, application, statement, declaration, or report required or made under this bylaw.
- 7.26 A person shall not make any false or misleading statements through any advertising media with respect to any services provided by a livery vehicle.

## **8. LIMOUSINES**

- 8.1 No person operating a limousine shall operate on a fixed or recurring scheduled route.
- 8.2 No limousine broker or limousine chauffeur shall:
- a) stand his or her limousine in any public place or parking lot except while under hire
  - b) stand his or her limousine in any taxi stand for the purpose of soliciting or obtaining passengers.
- 8.3 The chauffeur of a limousine shall always have a current written contract that was previously agreed upon with a client who is present in the limousine and shall produce the contract upon request of a Peace Officer or the License Inspector. See template marked as Schedule "G".

8.4 A limousine will not be licensed to operate with a taximeter.

## **9. TAXIMETERS**

9.1 The broker of a taxi service shall ensure that each taxi is equipped with a taximeter that has been calibrated annually and sealed.

9.2 It is an offence if the License Inspector or Peace Officer acting upon reasonable grounds finds a taximeter with a broken seal this shall be considered grounds to have the taximeter calibrated and resealed immediately.

9.3 The broker shall install the taximeter in such a position inside the taxi so that the fare on the meter can be read at any time of the day by a passenger in either a front or rear seat.

9.4 The taximeter shall be tested by a Town approved person or firm and if on reasonable grounds an order is issued, either verbally or in writing, by the License Inspector the broker shall comply and provide proof within one month of the order that the taximeter has been repaired and has been resealed.

9.5 All costs for testing and repairing a taximeter shall be the responsibility of the broker.

9.6 A taximeter shall be turned on and determining a fare while transporting a person within the Town limits.

## **10. TAXI RATES**

10.1 A livery vehicle shall measure the fare charged to the passenger on the basis of:

- a) The distance travelled;
- b) The amount of time for which the vehicle was hired; or
- c) A combination of distance travelled and the amount of time for which the vehicle is hired.

10.2 The chauffeur shall collect the fares and charges pursuant to a metered rate in a taxi or in the case of a limousine a contract or flat rate.

10.3 The meter rate fares to be charged for the hire of a taxi shall be decided upon with input from local brokers and subject to yearly review by Town Council.

10.4 Taxi rates may be amended from time to time by Town Council resolution.

10.5 For taxi rates please refer to Schedule "E".

## **11. GRATUITIES/DISCOUNTS/EXTRA CHARGES**

11.1 A broker or chauffeur may offer a discount as his or her discretion to any passenger.

11.2 A chauffeur may accept gratuities.

11.3 No extra charge shall be levied against any passenger for additional assistance provided by a chauffeur to assist a person with disabilities or pursuant to Section 43 of this Bylaw.

## **12. TAXI IDENTIFICATION**

12.1 Each taxi shall prominently display on both sides of its exterior the name and phone number of the broker/taxi company.

12.2 Each taxi shall prominently display a taxi identification number.

12.3 No person shall operate a motor vehicle in Town which has markings, decals or equipment identifying it as a taxi unless that vehicle has a valid livery license.

12.4 Each taxi shall prominently display on each rear passenger window the current taxi fares determined by the taxi meter and methods of payment.

12.5 Each taxi shall display on its exterior a notice indicating that the chauffeur at his or her discretion may request a person pay a deposit of \$40.00 before commencing any transport that begins and ends in Town.

## **13. TAXI ADVERTISING**

13.1 All roof units and signs must be standard commercially manufactured equipment.

13.2 Any illumination of the roof display shall be non flashing and not exceed 40 watts.

13.3 The color of a livery vehicle or the color scheme of more than one livery vehicle owned by a broker is the choice of the broker.

## **14. COMPLAINTS AND INVESTIGATIONS**

14.1 The License Inspector or any Peace Officer may receive a complaint regarding livery vehicle service.

14.2 All complaints related to the specifics of the bylaw will be referred to, and investigated by, the License Inspector.

14.3 Complaints related to allegations of violations of other laws will be referred to the appropriate authority by the License Inspector.

14.4 Any investigation conducted by the License Inspector will, unless extenuating circumstances prevail, be completed within 30 days.

14.5 The investigational report will be provided to the Taxi Commission and /or Community Standards appeal board immediately.

14.6 When the License Inspector, or Peace Officer, believes on reasonable and probable grounds that an offence has been committed under this bylaw in relation to a livery vehicle the License Inspector or Peace Officer may:

- a) Seize the livery vehicle and cause it to be removed and stored at a suitable location; and
- b) Suspend and seize the chauffeur's license and livery vehicle license; and/or
- c) Issue an order to remedy and give the chauffeur or broker a provincial Traffic Violation Notice noting the violations or livery vehicle deficiencies and time permitted to correct same. Inspection certificate to be provided to the License Inspector upon completion of repair.
- d) In addition to, or in place of, action authorized under part a) and b) of this section, issue a Province of Alberta violation ticket in part 2 or a bylaw violation tag to the offender.

If any authority noted previously in this section, other than the License Inspector, takes any of the above noted action, that authority shall forthwith advise the License Inspector of the action taken.

- e) The broker shall be responsible for all towing and storage costs of a livery vehicle seized.
- f) No livery vehicle seized shall be permitted to return to service until, proof of repair and an inspection certificate attesting to the mechanical fitness of the livery vehicle have been received by the License Inspector, and, all costs for towing and storage owed to a third party have been satisfied.

## **15. BYLAW VIOLATION TAG/PROVINCIAL VIOLATION TICKET**

15.1 A Peace Officer is authorized to issue a bylaw violation tag to any person that the Peace Officer believes on reasonable and probable grounds has contravened any provision of this bylaw.

- a) Notwithstanding any other provision of this bylaw a Peace Officer is authorized to immediately issue a Province of Alberta violation ticket pursuant to the Provincial Offences Procedure Act.
- b) A bylaw violation tag may be issued to an accused personally, or by mailing a copy to the accused at his or her last known address.
- c) Nothing in this bylaw shall prevent a Peace Officer from issuing a bylaw violation tag or provincial violation ticket for the mandatory court appearance of any person who contravenes any provision of this Bylaw.
- d) If the penalty specified on the bylaw tag served to a person is not paid within a prescribed time period, then a Peace Officer is authorized to issue a provincial violation ticket pursuant to the Provincial Offences Procedures Act.

## **17. PENALTIES**

17.1 Any person who contravenes any provision of this Bylaw is guilty of a summary conviction offence punishable by a fine, not less than two hundred and fifty dollars and not exceeding five thousand dollars or to imprisonment for a period not exceeding one year or both.

17.2 Specific fine penalties for offences of this bylaw are listed in schedule 'F'.

17.3 Offences for each day or part of a day that the offence continues.

## **18. APPEALS**

18.1 Any decision of the License Inspector, not including the issuance of a violation ticket, can be appealed in writing to the Community Standards Appeal Board of the Town, by filing written notice with the Town Clerk within 14 days of the License Inspector's decision.

18.2 The Appeal Board may confirm, revoke or modify the decision of the License Inspector.

18.3 Any order to remedy issued by the License Inspector or a Peace Officer, may be appealed to the Community Standards Appeal Board.

## **19. REPEAL**

Town of Drumheller Bylaw number 15.00 is hereby repealed.

## **20. COMMENCEMENT**

This bylaw shall become effective on the date of the final passing thereof.

**TOWN OF DRUMHELLER  
SCHEDULE 'A' TO BYLAW 15.12  
CHAUFFEUR APPLICATION FORM**

To be completed and signed by the applicant. Please complete form as complete and accurately as possible. Failure to do so will result in delays in the licensing process and may result in refusal of this application and any existing chauffeur's license in the name of the application being rescinded. The applicant must submit an Alberta Motor Vehicle Branch Driver's Abstract and an RCMP Criminal Record Check, including vulnerable sector checks, completed and dated not more than 3 weeks prior to the date of this application. If the applicant has resided outside of Alberta at any time in the previous 5 years, a Driver's Abstract from the Province of residency must accompany this application. The applicant must provide proof of eligibility to work in Canada, if so requested by the License Inspector.

The completed form is to be submitted, in person, by the applicant to the License Inspector or any member of Drumheller Bylaw/Community Enforcement.

**THIS APPLICATION MUST BE ACCOMPANIED BY A FEE OF \$25 AND A HEAD AND SHOULDERS PHOTO OF THE APPLICANT.**

NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

ADDRESS \_\_\_\_\_

LIST ALL ADDRESSES WHERE HAS APPLICANT HAS RESIDED IN PAST 5 YEARS

\_\_\_\_\_  
\_\_\_\_\_

HOME TELEPHONE NUMBER \_\_\_\_\_

CELL TELEPHONE NUMBER \_\_\_\_\_

ALBERTA DRIVER'S LICENSE # \_\_\_\_\_ EXPIRY DATE \_\_\_\_\_

CLASS \_\_\_\_\_

RESTRICTIONS \_\_\_\_\_

APPLICANT'S HEIGHT \_\_\_\_\_ APPLICANT'S WEIGHT \_\_\_\_\_

APPLICANT'S HAIR COLOUR \_\_\_\_\_

NAME OF BROKER WHO IS APPLICANT'S EMPLOYER \_\_\_\_\_

\_\_\_\_\_

HAVE YOU BEEN CONVICTED IN THE PAST FIVE YEARS OF ANY CRIMINAL OFFENCE? \_\_\_\_\_

HAVE YOU BEEN CONVICTED IN THE PAST THREE YEARS OF ANY PROVINCIAL TRAFFIC OFFENCE? \_\_\_\_\_

I, \_\_\_\_\_ DO HEREBY STATE:

The information provided by me on this application form is true and accurate to the best of my knowledge. I agree to abide by the all provisions and requirements of the Town of Drumheller Livery Transport bylaw.

SIGNATURE OF APPLICANT:

SIGNATURE OF BROKER CONFIRMING APPLICANT'S EMPLOYMENT:

DATE:

---

FOR TOWN USE ONLY:

Application for Livery Transport Chauffeur license is:

APPROVED:

NOT APPROVED:

DATE:

\_\_\_\_\_  
(License Inspector)

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**TOWN OF DRUMHELLER  
SCHEDULE 'B' TO BYLAW 15.12  
BROKER APPLICATION FORM**

NAME OF COMPANY \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

NAME, ADDRESS AND PHONE NUMBER OF BROKERAGE OWNER

\_\_\_\_\_

PLEASE LIST YEAR, MAKE, VIN NUMBER AND LICENSE PLATES OF ALL TAXI OR LIMOUSINES OWNED AND OPERATED IN TOWN BY THIS BROKERAGE:

\_\_\_\_\_

A PHOTOCOPY OF THE REGISTRATION DOCUMENTS FOR EACH TAXI OR LIMOUSINE IS ACCEPTABLE IN LIEU OF LISTING SAME BELOW.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PLEASE PROVIDE PHOTO COPY OF INSURANCE PINK CARD THAT STIPULATES NAME OF INSURANCE PROVIDER, POLICY NUMBER AND INSURANCE EXPIRY DATE, FOR ALL MOTOR VEHICLES LISTED ABOVE. PLEASE PROVIDE PROOF THAT THE BROKER'S POLICY INCLUDES THE PUBLIC PASSENGER VEHICLE ENDORSEMENT. (SAME CAN BE ATTACHED TO THIS APPLICATION FORM.)

PLEASE PROVIDE PROOF OF MECHANICAL FITNESS, COMPLETED IN THE LAST 30 DAYS, OF EACH LIVERY VEHICLE. (SAME CAN BE ATTACHED TO THIS APPLIATION FORM.)

I, the Broker, possess a valid Town Chauffeur License.(circle one) YES NO

DATE OF APPLICATION:

SIGNATURE OF BROKERAGE OWNER:

\_\_\_\_\_



DOCUMENTS/FEEES TO BE ATTACHED:

- A) Copy of Town of Drumheller Business License.
  - B) List of all Chauffeurs to be employed by Broker.
  - C) Copy of RCMP Criminal Record (if not already submitted through chauffeur application)
  - D) Broker Application Fee - \$150.00
  - E) Schedule of fees to be charged – taxi rates of limousine hire fees.
-

**TOWN OF DRUMHELLER  
SCHEDULE 'C' TO BYLAW 15.12  
LIVERY VEHICLE LICENSE APPLICATION**

NAME OF BROKER: \_\_\_\_\_

PLEASE PROVIDE COPY OF REGISTRATION FOR LIVERY VEHICLE LICENSE  
PLATE NUMBER: \_\_\_\_\_

PLEASE PROVIDE PROOF OF INSURANCE (\$2,000,000 LIABILITY AND PUBLIC  
PASSENGER VEHICLE ENDORSEMENT) FOR EACH LIVERY VEHICLE.

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BROKER UNIT NUMBER: \_\_\_\_\_

TAXIMETER CALIBRATED AND SEALED ON: \_\_\_\_\_  
BY: \_\_\_\_\_

PLEASE ATTACH PROOF OF MECHANICAL FITNESS COMPLETED IN LAST 30  
DAYS.

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TOWN OF DRUMHELLER  
SCHEDULE 'D' TO BYLAW 15.12  
BROKER/CHAUFFEUR/LIVERY LICENSE APPLICATION FEE YEARLY

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BROKER	\$150.00
CHAUFFEUR	\$ 25.00
LIVERY- PER VEHICLE	\$ 50.00

**TOWN OF DRUMHELLER  
SCHEDULE 'E' TO BYLAW 15.12  
FARES/RATES/CHARGES**

PICK UP FEE - \$3.50 AND \$0.10 PER 70 METERS OF TRAVEL

WAITING CHARGE - \$30.00 PER HOUR

**TOWN OF DRUMHELLER  
SCHEDULE 'F' TO BYLAW 15.12  
VOLUNTARY PAYMENT FINES SECTION**

SECTION 14 - OPERATING WITHOUT BROKER'S LICENSE, BUSINESS LICENSE	\$500.00
SECTION 19 – OPERATE LIVERY VEHICLE WITHOUT CHAUFFEUR LICENSE	\$500.00
SECTION 25 - OPERATE LIVERY VEHICLE WITHOUT LIVERY LICENSE	\$500.00
SECTION 34-35 - BROKER FAIL TO SUPPLY LICENSE INSPECTOR WITH CERTIFICATE OF MECHANICAL FITNESS FOR LIVERY VEHICLE	\$250.00
SECTION 36-42 – CHAUFFEUR FAIL TO MAINTAIN RESPONSIBILITIES	\$250.00
SECTION 45 – OPERATE LIVERY VEHICLE WITH EXCESS PASSENGERS	\$250.00
SECTION 55 – BROKER FAIL TO REPORT LIVERY VEHICLE COLLISION TO INSPECTOR	\$250.00
SECTION 56 – BROKER FAIL TO TURN FOUND PROPERTY OVER TO LICENSE INSPECTOR	\$250.00
SECTION 57-58 – BROKER FAIL TO COMPLY WITH REQUIRED MONTHLY REPORT	\$250.00
SECTION 59 – OPERATE UNSAFE LIVERY VEHICLE	\$500.00
SECTION 61 – MAKE FALSE STATEMENT ON APPLICATION	\$500.00
SECTION 64 – OPERATE LIMOUSINE WITH PASSENGERS WITHOUT SUBSISTING CONTRACT IN POSSESSION OF CHAUFFEUR	\$250.00
SECTION 66 – OPERATE TAXI WITHOUT TAXIMETER	\$500.00
SECTION 67 – OPERATE TAXI WITHOUT TAXIMETER PROPERLY SEALED	\$500.00
SECTION 80-84 – IMPROPER/INADEQUATE TAXI IDENTIFICATION, MARKINGS, DECALS	\$250.00
SECTION 93 – FAIL TO COMPLY WITH ORDER TO REMEDY / DIRECTION OF LICENSE INSPECTOR	\$500.00
VOLUNTARY PENALTY FOR VIOLATION OF ALL OTHER OFFENCES	\$250.00
SECOND CONVICTION ALL OFFENCES WITHIN 12 MONTHS	\$750.00

**TOWN OF DRUMHELLER  
SCHEDULE 'G' TO BYLAW 15.12  
LIMOUSINE CONTRACT TEMPLATE**

(NAME OF CARRIER)

DATE:

PASSENGER NAME:

TRANSPORT FROM:

TRANSPORT TO:

START TIME:

END TIME:

TOTAL CHARGES: GST AND LIMOUSINE FEE