

Meeting Date: September 16, 2019
Department: Chief Administrative Officer
Prepared By: Greg McClinchey, Chief Administrative Officer
SUBJECT: **Driver Training By-Law**

RECOMMENDATION: It is recommended that Council enact #60-19 Driver Training By-Law (Ontario Driver Certification Program).

PURPOSE

The attached by-law is intended to delegate the administrative responsibilities associated with a Driver Training Program, and to satisfy the related requirements of the Ontario Driver Certificate Program as described by the Ministry of Transportation (MTO).

Specifically, the proposed by-law clarifies that the Corporation of the Municipality of Strathroy-Caradoc recognizes that the Corporation of the Township of Malahide (Malahide Fire Services) is part of the same Elgin/Middlesex Training Group as Strathroy-Caradoc Fire Department for the purposes of the administration of a Driver Training Program.

The proposed by-law relates to Fire Services only.

SUMMARY HIGHLIGHTS

While not required under the Strathroy-Caradoc Establishing and Regulating By-Law, this by-law is required by the MTO if Strathroy-Caradoc is to collaborate in the manner described with the Elgin/Middlesex Training Group for the purposes of the administration of a Driver Training Program.

The proposed by-law details the delegation of the Chief's responsibilities, only as they relate to a Driver Training Program, as described below:

- That the Corporation of the Township of Malahide (Malahide Fire Services) will secure and manage all information and driving records received as a consequence of this delegation, as per the *Municipal Freedom of Information and Protection of Privacy Act* R.S.O. 1990, and any other relevant statute or regulation;

- That, for the purposes of the Driver Training Program only, a named firefighter with the Malahide Fire Service will be the signing authority for the Strathroy-Caradoc Fire Services; and
- That the CAO/Clerk of the Corporation of the Township of Malahide will be the Recognized Authority for the Municipality of Strathroy-Caradoc, for the purposes of the MTO's Ontario Driver Certification program.

CONSULTATION

The following have been consulted:

- The Director of Legal and Legislative Services; and
- The Strathroy Caradoc Fire Chief.

There are no outstanding concerns relating to the proposed by-law.

FINANCIAL IMPLICATIONS

While the exact financial figures are unknown at this time, collaborating is expected to yield a cost reduction when compared to the costs of establishing and managing a stand-alone service of a comparable nature. This assertion can be made because, should this by-law not be passed, Strathroy-Caradoc would be required to establish its own program for which it would pay all costs. Collaborating in the manner described permits multiple municipalities to share certain costs associated with driver training.

The general costs of this program are expected to be accommodated within the existing training budget of the Fire Service.

ATTACHMENTS

By-law 60-19

**THE CORPORATION OF
THE MUNICIPALITY OF STRATHROY-CARADOC**

BY-LAW NO. 60-19

**BEING A BY-LAW TO DELEGATE THE ADMINISTRATIVE RESPONSIBILITIES
FOR A DRIVER TRAINING PROGRAM TO SATISFY THE REQUIREMENTS
OF THE ONTARIO DRIVER CERTIFICATION PROGRAM.**

WHEREAS Corporation of the Municipality of Strathroy-Caradoc has deemed it appropriate to delegate the administrative responsibilities associated with a Driver Training Program, and to satisfy the related requirements of the Ontario Driver Certificate Program as described by the Ministry of Transportation;

**NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE
CORPORATION OF THE MUNICIPALITY OF STRATHROY-CARADOC AS
FOLLOWS:**

1. **THAT:** the Corporation of the Municipality of Strathroy-Caradoc hereby recognizes that the Corporation of the Township of Malahide (Malahide Fire Services) is part of the same Elgin/Middlesex Training Group as Strathroy-Caradoc Fire Department for the purposes of the administration of a Driver Training Program.
2. **THAT:** the delegation described herein is made with the expectation and explicit understanding the Corporation of the Township of Malahide (Malahide Fire Services) will secure and manage all information and driving records received as a consequence of this delegation, as per the Municipal Freedom of Information and Protection of Privacy Act. R.S.O. 1990, and any other relevant statute or regulation.
3. **THAT:** That Firefighters Dennis Johnson Identification No. # 32-2-04-02, Ruben Wiebe Identification No. 32-2-04-09 or H. Brent Smith Identification No. 32-2-04-08 will be the Signing Authorities, under the Ontario Driver Certification Program, for both fire departments.
- 4.
5. **THAT:** That CAO/Clerk of the Corporation of the Township of Malahide (currently Michelle Casavecchia-Sommers) will be the Recognized Authority for Municipality of Strathroy-Caradoc for the purposes of the Ministry of Transportation's Ontario Driver Certification program.

Read a FIRST, SECOND AND THIRD TIME AND FINALLY PASSED IN OPEN COUNCIL this 16th day of September, 2019.

Mayor

Clerk