



MEMORANDUM

TO: MAYOR AND COUNCIL **DATE:** FEBRUARY 20, 2017
FROM: COMMUNITY DEVELOPMENT DIVISION **FILE NO:** 4320-01
SUBJECT: PROPOSAL FOR NEW TAXI LICENCE

The purpose of this memorandum is to advise Mayor and Council of a request received from Ripe Holdings Inc. (Ripe TX), who have made application to the Passenger Transportation Board for 150 new Taxi Licences, 27 of which will be wheelchair accessible vehicles, to service the Metro Vancouver region.

The Passenger Transportation Board requires that applicants send their request to all municipalities where they are seeking to provide the service, for an opportunity for the municipalities to provide comments.

Taxi and Limousine services are provincially regulated by the Passenger Transportation Board who administer and enforce the *Passenger Transportation Act* to protect public interest and safety. As per the Township's Licencing Policy No. 07-406 (copy attached), the Township may issue business licences to companies or individuals who wish to provide service only within the boundaries of the Township, upon verification that a Passenger Transportation Licence has been authorised and issued by the Passenger Transportation Board.

Section 3.3.1 of the Township's Licencing Policy states that upon receipt of written notice of an application before the Board and any related documentation (collectively, the "Application"), Council may do one or more of the following:

- a) receive the Application for informational purposes;
- b) comment upon the Application; and
- c) refer the Application to staff for further consideration or action.

Furthermore, Section 3.3.2 of the Policy states that without fettering Council's discretion to do so in a specific case, Council will generally not comment upon an application.

Unless specified, the Licence Inspector will send the information to the Passenger Transportation Board without recommendation or endorsement; stating that the request has been received by the Township and is being forwarded for Passenger Transportation Board's consideration.

Attachment A Ripe Holdings Inc. Service Plan
 Attachment B Passenger Transportation Board Application
 Attachment C Township of Langley Licencing Policy No. 07-406



Ripe TX

#215 – 1080 Mainland Street
Vancouver, BC V6B 2T4
Work: [604 971 6200](tel:6049716200)
www.riperides.ca

G.1
Attachment A

Township of Langley
20338 – 65 Avenue
Langley, BC V2Y 3J1
January 25, 2017
Attention: Municipal Clerk

Our company, Ripe Holdings Inc. (license no. 72137), is applying to the Passenger Transportation Board (PTB) for 150 new taxi licenses that will be able to pickup and drop-off from anywhere in the Greater Vancouver Regional District. These taxis will all be digitally dispatched, meaning no top lights, flagging, or use of taxi stands.

Included with this letter are our completed forms that were submitted to the PTB.

Regards,

Ripe Holdings Inc.
215 – 1080 Mainland Street
Vancouver, BC V6B 2T4



RIPE HOLDINGS INC. ACCESSIBLE SERVICE PLAN

COMPANY INFORMATION

Ripe Holdings Inc. dba Ripe Rides is looking to introduce a new form of taxi passenger transportation in British Columbia, Ripe TX. Our service will be fully dispatched digitally through our smartphone application for iOS and Android. This means no top lights, flagging, or cash-for-hire transactions. Our intention is to be the first taxi company to service the entire Greater Vancouver Regional District and eliminate existing jurisdictional boundaries to address common passenger complaints/concerns about going to and from the suburbs to downtown Vancouver.

1. VEHICLES

Our application is for 150 licenses. Of the 150 licenses, 27 will be accessible taxis accounting for 18% of the total fleet. All of our accessible taxis will have flip seats. We will be purchasing on lease hybrid energy efficient vehicles for our fleet. The wheelchair accessible vehicles (WATs) will be newer (2015 or above) minivans, most likely Toyota Siennas or Honda Odysseys.

2. VEHICLE USAGE

We intend our wheelchair accessible vehicles to be used in equal proportion to our regular vehicles.

The distribution plan at the beginning of our operations will be to have the vehicles spread strategically across the region with the distribution proportionate to the density of the area. Below is a map that demonstrates the approximate number of WATs per area. Within each of these cities and municipalities we will place the cars strategically based off of population data – for example, in Surrey/White Rock we will have more of the WATs near typical retirement communities to anticipate their need for accessible vehicles.



Our app and technology will allow us to dynamically capture real-time information to be able to serve the region better, meaning on an ongoing basis we will be optimizing our fleet distribution to ensure each municipality's needs are met based on demand.

When a customer opens the Ripe TX app, they have a few options for requesting a vehicle. If a customer simply puts in their pickup and drop-off locations, their request will go to the closest available vehicle, which could be a regular four-seater or a wheelchair accessible vehicle. A customer could also select a specific driver based on their aggregated ratings or based off personal preferences, again which could result in either a four-seater or WAT vehicle. These requests will be placed in the order they are received on a 'first-come, first served' basis.

A customer could also further filter their requests, which will cause the 'matching' algorithm to prioritize. The most relevant distinction for our accessible service plan will be requests for vehicles that can accommodate more than 6 passengers and those who specifically need a WAT. If a customer selects they need a vehicle that can transport 6 or more passengers, then only WATs will display on the map. They will then be placed in the queue for one of these vehicles. Similarly, if a customer specifies they need a WAT, then only those vehicles will appear on the map. Once the request is inputted, it will automatically go above all other ride requests to the closest available WAT.

3. HOURS OF SERVICE

We plan to have all of our wheelchair accessible taxis to be available as close to 24/7 as possible. These will be the same hours of service as our regular vehicles.

Within the first 6 months of obtaining our licenses, we will have at least 75 total vehicles on the road operating, with 14 of those being wheelchair accessible. On a daily basis this number may be bigger depending on special events and customer demand.

4. TRAINING

Drivers, Driver Support, Day and Night Driver Managers, and Logistics Managers will all receive training for serving passengers with disabilities and wheelchair accessible taxis specifically. This is to ensure at multiple levels of the organization we can meet the needs of customers who need accessible taxis.

All drivers will be required to complete the TaxiHost Pro program offered by the Justice Institute of BC, as stipulated by the PTB. As a part of the TaxiHost program, drivers go through the WorldHost and Serving Customers with Disabilities course. This course goes through (in a classroom-setting), amongst other things, serving customers with disabilities. It also reviews appropriate language for discussing the eight major disabilities (mobility, vision, hearing, etc)ⁱ.

In addition to the TaxiHost program, drivers will be required to go through hands on training for operating the actual equipment used in WATs. This includes how to tie down a wheelchair, using the loading ramp, and more. We are currently in the progress of setting up such a program with various organizations in the Lower Mainland who service those with disabilities. We hope to set up a program similar to the 'Ask-Listen-Act' program run by the Vancouver Taxi Associationⁱⁱ. The General Manager and the Day and Night Managers will also be required to go through TaxiHost Pro as well as the hands on training to ensure they can train other staff members.

Other staff members will also be required to go through training for serving those with accessibility needs. For the majority of staff, training will be conducted by the General Manager. For Logistics Managers, the General Manager will do live demonstrations with the vehicle as well as provide the owners' manuals so that these staff members can communicate to drivers and customers when needed. For the drivers (including Driver Managers and Driver Support staff), the General Manager will follow the same procedures, but will also add in a couple of test scenarios to ensure the drivers are comfortable operating the additional features of a wheelchair accessible vehicle.

Any drivers that are driving a wheelchair accessible taxi are required to go through live scenarios with the General Manager before they go on shift.

PRIORITY DISPATCH PLAN

1. DISPATCH SYSTEM

Our wheelchair accessible taxis will be dispatched using the same system as our regular vehicles. The primary method is through our app, where customers can input their pickup and drop-off locations to request a vehicle. A customer can also select a specific driver by tapping on them first. Additionally, a customer can first filter the vehicle options by selecting 'Accessible' or a 6+ vehicle, and then inputting



their location information. There is also a 'Pooling' feature whereby customers input their pickup and drop-off locations as well as approximate trip start time, and the app automatically matches them with other customers travelling along a similar route and time window.

For the visually impaired, our app can work in conjunction with other reading applications or software to direct the customer what to press.

In addition to our smartphone app, customers can order a taxi by logging on to our website. The process is very similar to the app where a customer can filter available cars to specifically select an accessible taxi.

Thirdly, we will have customer service representatives / office workers at the Ripe office who can assist with teaching customers how to book using the app. These customer service employees are not acting as dispatchers; they are simply acting as educators and assisting with operating the app similar to how Ripe Rides' office staff currently operates.

During everyday operations, our WATs will be available on the general map for anyone to book. If a customer inputs their pickup and drop-off locations without any vehicle preferences and a WAT is the closest one available, then that vehicle will be dispatched automatically through the app. If a customer inputs they would like an accessible vehicle, then this supersedes any other requests and puts that customer at the top of the ride queue.

Customers also have the option to request a vehicle that accommodates more than 6 passengers, including for pooling services. If a customer requests an accessible vehicle, which are also the same as 6+ vehicles, then this accessible request will override the 'regular' 6+ request in the app.

If there are multiple requests for WATs, they will be digitally dispatched on a first-come, first served basis above the regular taxi requests. We will also implement a few checks and balances on the technology side to ensure there are WATs available as much as possible. Primarily this will be done by ensuring at least 30% of our WATs are available for accessibility needs at all times. This means that if there are only 9 active WATs available, a customer would only be able to book them if they specifically request an accessible vehicle. Therefore, if there are only 9 WATs available at a given time, a customer would not be able to book one of them as a regular taxi even if it is the closest available vehicle to their pickup location. Instead in that scenario the customer's request would be sent to the next closest 4-seater vehicle. The moment the number of WATs available goes back to 10 or more, they would be repopulated to the main TX map and be able to be booked by anyone (with priority still to accessible requests).

A customer's GPS location or inputted pickup location is used to determine where to dispatch wheelchair accessible taxis. If a customer inputs their current location or a specific location in the app, this information is automatically relayed to the driver's app. The same occurs if a customer requests a vehicle via our website. Regardless of if a customer is requesting a regular vehicle or a WAT, the app will always calculate the closest available vehicle to their pickup location. Then once a trip request is actually sent through, the app tracks the driver in real-time as they make their way towards the customer. This adds another level of assurance and transparency for customers that is not currently available in the taxi



marketplace. With this feature, customers know 100% once they've ordered a Ripe TX vehicle, it is coming for them specifically.

If a customer requests a larger vehicle, whether for a large group of customers or just due to preference, then this is noted in the app by the options 6-6+. This is recorded differently in our system than an accessible vehicle even though for practicality purposes they are the same vehicle type.

If there are requests for a wheelchair accessible taxi and none are available, the customer will automatically receive a popup in their app informing them. The customer could then try ordering a vehicle at a later time. Our system automatically records requests that aren't met due to lack of available cars, and management as well as dispatch can rearrange driver schedules to meet this demand in the future.

2. DISPATCHERS

Our policies and procedures for wheelchair accessible taxis are the same as for our regular vehicles; our company does not discriminate on any basis.

Our system is automatically built to prioritize any accessible vehicle requests made through the app or website. The technology is built so that any time someone inputs they would like an accessible vehicle, their request automatically goes to the top of the queue for the closest available driver. Our Logistics Managers are trained as well to analyze and create reports based on trip data, which includes accessible vehicle requests. This way they can plan and anticipate what times of day may need more accessible vehicles on shift, which areas might need more accessible vehicles than others, and etcetera.

Our customer service / office staff are trained to prioritize accessible vehicle requests as well. Similar to app and website requests, as soon as customer service staff receives a call for an accessible vehicle, they prioritize this over other customer requests and assist the customer with ordering the vehicle through the Ripe TX app.

Ultimately what makes our application distinct from current providers in the region is that all dispatch is done through the app. The technology will be built to ensure accessible vehicle requests are prioritized, minimizing human error and/or discrimination.

If Logistics managers or other staff are found to be disregarding our policies on service to all customers, it will be cause for termination.

3. DRIVERS

Our policies and procedures for wheelchair accessible taxis are very similar to our regular vehicles; drivers are not to discriminate on any basis.

Drivers of accessible vehicles are required to go through live scenarios with the General Manager before they go on shift, as mentioned above. Once on shift, an accessible taxi driver will automatically appear on our system as such. If all customer requests have no filtering, these vehicles will be placed regularly



on the queue, which is by time/distance in relation to the customer's pickup location. If a customer filters the vehicles for wheelchair accessible, then these drivers will automatically be first to receive this request.

Drivers who operate WATs will be offered a lower lease rate and higher commission rate on trip revenues than drivers who operate regular vehicles. This will be offered not only to incentivize drivers, but also to combat the higher vehicle operational costs associated with WATs.

If drivers are found to be disregarding our policies on service to all customers, it will be cause for termination.

4. VEHICLE LOCATIONS & CONTRACTS

All of our vehicles are spread across the GVRD strategically with the distribution proportionate to the density of the area in the beginning of our operations. Once real-time trip data is available, we can serve the region better, meaning we will be optimizing our fleet distribution on an ongoing basis to meet demand. Our wheelchair accessible vehicles will be similarly distributed; first based off of population density and then based off of real-time trip requests.

In many of the areas where our wheelchair accessible taxis are located, they will be parked near the end of transportation lines. Examples include at YVR airport, near the end of the Expo Line in Surrey, Lougheed Station, and Waterfront Station. Customers still have to order these vehicles through the app; they wouldn't be able to just hop in from a taxi stand or from the street. We would have our vehicles parked in these areas to anticipate demand, as it is more likely customers who need accessible vehicles would also be taking transit services.

COMMUNITY INFORMATION

1. LOCAL OPTIONS FOR WHEELCHAIR ACCESSIBLE SERVICES

As we will be serving the entire GVRD, there are many wheelchair accessible services available including TransLink, handyDART, and more.

2. COMMUNITY OUTREACH

We will do our best to meet with each municipality in the GVRD to communicate the introduction of our service which includes wheelchair accessible vehicles. We are in regular contact already with many local committees and government counselors.

Additionally, we are in the process of reaching out to various care facilities to educate and inform about our proposed service. This will help to reach those who will be using WATs on a regular basis and to go over the app functionality. We also intend to start setting up some pre-arranged trips with these groups once we are in service, especially for frequently occurring events. For example, if a care facility does a



biweekly outing to grocery shop, we could arrange these trips in advance and distribute our fleet accordingly.

<https://catalogue.jibc.ca/Lists/Courses/CustomDispForm.aspx?ID=872&InitialTabId=Ribbon.Read>

<http://vancouver.ca/news-calendar/new-taxi-driver-training-program-for-customers-with-disabilities-and-seniors-launches-in-vancouver.aspx>



Municipal Notice | Taxi Applications PT Board Form 4

About this Form:

The form has 2 pages. It must be completed by:

- ✓ Licensees applying to operate taxis in a new municipality (see Part 1)
- ✓ Licensees applying to add more taxis to their fleet (see Part 1)
- ✓ New applicants applying to start a taxi service (see Part 2)

Applicants must:

- (a) send completed forms to each municipality where they are licensed or seek a licence to pick up passengers, and
- (b) include copies of completed forms in their application package.

Note: The Passenger Transportation Board sends applicants a copy of any negative comments it receives from a municipality. Applicants have an opportunity to comment.

NOTICE

To: Chief Administrative Officer

Langley Township

Name of Municipality

November 18 2016

Date

Please be advised that the Licensee or New Applicant listed on page 2 of this Notice is applying to the Passenger Transportation Board to provide taxi service in your municipality.

A municipality may send comments about this application or taxi services in general to the Passenger Transportation Board by:

Fax: (250) 953-3788

E-mail: ptboard@gov.bc.ca

Mail: PO Box 9850 STN PROV GOVT
Victoria British Columbia V8W 9T5

We recommend that municipalities comment **within 30 days** of receipt of this notice. This should ensure that comments are received on time.

After an applicant sends its municipal notices and submits its application, the Board publishes the application in the Board's "Weekly Bulletin." Bulletins are published on Wednesdays. They may be viewed online at: <http://www.th.gov.bc.ca/ptb/bulletins.htm>. The Board will consider any comments received up until 10 days after publication in the "Weekly Bulletin".

To confirm whether the comment period is still open, municipal representatives can call the Board office at 250-953-3777 or email ptboard@gov.bc.ca.

Part 1: To be completed by PT Licensees

Licensee

Legal Name: _____

Trade Name: _____

PT Licence Number: _____

Operating Area (check one)

☐ I operate in this municipality _____

☐ I am applying to operate in this municipality _____

My total originating area is: _____

Fleet Size (Taxis only)

What is the maximum number of taxis you can operate in this municipality now? _____

How many accessible taxis do you operate in this municipality now? _____

How many taxis do you want to operate in this municipality? _____

How many taxis will be wheelchair accessible taxis? _____

Part 2: To be completed by new applicants

Applicant

Legal Name: Ripe Holdings Inc.

Trade Name: Ripe TX

Fleet Size Requested

Number of Conventional Taxis: 123

Number of Wheelchair Accessible Taxis: 27

Operating Area

The originating area I'm applying for is:
(please list all municipalities and areas)

Greater Vancouver Regional District



TRANSPORTATION BOARD

202- 940 BLANSHARD STREET • PO BOX 9850 STN PROV GOVT • VICTORIA BC V8W 9T3

PDV Proposed Terms and Conditions of Licence PT Board Form 2

About this Form:

Submit this form when you are applying:

- ✓ for a new PDV special authorization
- ✓ to amend your service area

Related Information

- Reference Sheet 10: Sample Terms & Conditions for Special Authorization Licences
- Operational Policy III.4: Originating Areas: Passenger Directed Vehicles

Part A: Taxis

Service Area

Service

Originating Area:

(This is where you want to pick up passengers.)

Transportation of passengers may only originate from:

Greater Vancouver Regional District

Note

Originating areas may be stated in terms of municipalities, regional districts or highway corridors. The Board will not accept an originating area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you must include it as an originating area.

Destination Area:

(This is where you want to drop off passengers)

Transportation of passengers may terminate at:

Greater Vancouver Regional District

Note

Destination areas may be stated in terms of municipalities, regional districts or highway corridors. The Board will not accept a destination area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you may need to include it as a destination area.

If you have more than one service area, please complete another sheet.

Hours of Operation:



All taxis will be available 24 hours, 7 days a week. If not,

_____ (#) taxis will be available 24 hours, 7 days a week

_____ (#) taxis will be available at the days and following times

Part A: Taxis (continued)		
Return or Reverse Trips		
Please check the appropriate box if you are asking for any of the following terms and conditions. Your application package should explain why you require these authorizations.		
<input checked="" type="checkbox"/>	Return Trips - allows you to pick up passengers in a destination area in very limited circumstances	Standard Wording The same passengers may only be returned from where their trip terminates in the destination area to any point in the originating area if the return trip is arranged by the time the originating trip terminates.
<input checked="" type="checkbox"/>	Reverse Trips (limited) - allows you to pick up passengers in a destination area in very limited circumstances	Standard Wording Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area and the cost of the trip is billed to an active account held by the licence holder that was established before the trip was arranged.
<input type="checkbox"/>	Reverse Trips (unlimited) - allows you to pick up passengers in a destination area. ! Note: This is not a common term and condition of licence, especially for vehicles operating in urban areas.	Standard Wording Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area.
Taxi Authorizations		
Please check the appropriate box if you are asking for any of the following authorizations. These are common terms and conditions on taxi licences.		
<input checked="" type="checkbox"/>	(i) Taxi meters	
<input type="checkbox"/>	(ii) Top lights	
<input type="checkbox"/>	(iii) Pick up passengers who hail or flag the vehicle	
<input checked="" type="checkbox"/>	(iv) Flip Seats (Complete <u>Board Form 3</u> .)	
Other Terms and Conditions		
Please check the appropriate box if you are asking for any of the following authorizations		
<input type="checkbox"/>	To take passengers out of BC	
<input type="checkbox"/>	To provide transportation services under a contract to a company (Attach a copy of the contract or agreement to enter a contract)	
<input checked="" type="checkbox"/>	Other terms and conditions (Please describe any other term and condition that you would like.)	

Use of smartphone app as dispatch, fare tracker, and meter

Part B: Limousines and Other Passenger Directed Vehicles

Service Area

Service # _____

Originating Area: Transportation of passengers may only originate from:

(This is where you want to pick up passengers.)

! Note

Originating areas may be stated in terms of municipalities, regional districts or highway corridors. The Board will not accept an originating area of "anywhere in British Columbia" if you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you must include it as an originating area.

Destination Area: Transportation of passengers may terminate at:

(This is where you want to drop off passengers)

! Note

Destination areas may be stated in terms of municipalities, regional districts or highway corridors. The Board will accept a destination area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you may need to include it as a destination area.

If you have more than one service area, please complete another sheet

Return or Reverse Trips

Please check the appropriate box if you are asking for any of the following terms and conditions. Your application package should explain why you require these authorizations.

<input type="checkbox"/>	Return Trips - allows you to pick up passengers in a destination area in very limited circumstances	Standard Wording The same passengers may only be returned from where their trip terminates in the destination area to any point in the originating area if the return trip is arranged by the time the originating trip terminates.
<input type="checkbox"/>	Reverse Trips (limited) - allows you to pick up passengers in a destination area in very limited circumstances	Standard Wording Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area and the cost of the trip is billed to an active account held by the licence holder that was established before the trip was arranged
<input type="checkbox"/>	Reverse Trips (unlimited) - allows you to pick up passengers in a destination area. ! Note: This is not a common term and condition of licence, especially in urban areas.	Standard Wording Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area.

Part B: Limousines and Other Passenger Directed Vehicles (continued)	
Other Terms and Conditions	
<i>Please check the appropriate box if you are asking for any of the following authorizations</i>	
<input type="checkbox"/>	To take passengers out of BC
<input type="checkbox"/>	To provide transportation services under a contract to a company (Attach a copy of the contract or agreement to enter a contract)
<input type="checkbox"/>	Other terms and conditions (Please describe any other term and condition that you would like.)



COUNCIL POLICY

Subject: Licencing

Policy No: 07-406

Previous Policy No's: 07-610

07-611

07-612

Approved by Council: 04-25-2016

Revised by Council: 05-30-2016

1. Background & Purpose

1.1 General

- 1.1.1 This policy repeals Policy No. 07-610 [Business Licencing], Policy No. 07-611 [Business Licensing: Application Referral to RCMP], and Policy No. 07-612 [Business Licence –Taxi & Limousine Service] and replaces those policies with a single, consolidated and updated policy.

1.2 Police Record Checks

- 1.2.1 In accordance with section 4.1(5) of Licensing Bylaw 2016, No. 5192 (the **"Licensing Bylaw"**), every Licence Application must expressly authorize the Licence Inspector to obtain a police record check for the owner of the Business.
- 1.2.2 This policy prescribes the circumstances in which the Licence Inspector will obtain a police record check for the owner of a Business.

1.3 Commercial Passenger Vehicles

- 1.3.1 In accordance with section 11.4 of the Licencing Bylaw, every person who operates a Commercial Passenger Vehicle in the Township of Langley must comply with the *Passenger Transportation Act*, SBC 2004, c 39, its regulations and the Licencing Bylaw.
- 1.3.2 Under the *Passenger Transportation Act*, there are three types of Commercial Passenger Vehicles:
 - 1.3.2.1 General Passenger Vehicles (e.g. tour buses and large charter buses);
 - 1.3.2.2 Passenger Directed Vehicles (e.g. taxis, limousines and shuttle vans which accommodate a driver and 11 passengers or less); and

1.3.2.3 Inter-City Buses.

1.3.3 Any person who wishes to operate a Commercial Passenger Vehicle in British Columbia must obtain a passenger transportation licence to do so. In addition:

1.3.3.1 any person who wishes to operate a General Passenger Vehicle must obtain a general authorization from the Registrar of Passenger Transportation to do so; and

1.3.3.2 any person who wishes to operate a Passenger Directed Vehicle or an Inter-City Bus must obtain a special authorization from the Passenger Transportation Board (the “**Board**”) to do so.

1.3.4 A person who has been issued a special authorization to operate a Passenger Directed Vehicle must charge the rates that are approved by the Board.

1.3.5 A person who has been issued a special authorization to operate an Inter-City Bus must operate the routes approved by the Board, at a minimum route frequency approved by the Board.

1.3.6 The Board requires that:

1.3.6.1 taxi operators who submit an application to the Board to change their rates must provide written notice of their application to local governments that will be affected by the proposed change of rates; and

1.3.6.2 Inter-City Bus operators who submit an application to the Board for a route reduction or minimum route frequency reduction must provide written notice of their application to local governments that will be affected by the proposed route reduction or minimum route frequency reduction.

1.3.7 This policy defines the scope of Council's involvement in applications before the Board of which the Township receives notice.

2. **Related Bylaws**

2.1 Licencing Bylaw 2016, No. 5192.

3. **Policy**

3.1 **Definitions**

3.1.1 In this Policy, capitalized terms have the meanings ascribed to them in the Licencing Bylaw or the *Passenger Transportation Act* and its regulations, as applicable.

3.2 **Police Record Checks**

3.2.1 The Licence Inspector will obtain a police record check for:

- 3.2.1.1 the owner of a type of Business listed in Schedule “A” of this policy; and
- 3.2.1.2 the owner of any other type of Business for which the Licence Inspector reasonably believes a police record check is required.

3.3 **Commercial Passenger Vehicles**

- 3.3.1 Upon receipt of written notice of an application before the Board and any related documentation (collectively, the “**Application**”), Council may do one or more of the following:
 - 3.3.1.1 receive the Application for informational purposes;
 - 3.3.1.2 comment upon the Application; and
 - 3.3.1.3 refer the Application to Township staff for further consideration or action.
- 3.3.2 Without fettering Council’s discretion to do so in a specific case, Council will generally not comment upon an Application.

3.4 **Repeal**

- 3.4.1 Policy No. 07-610 [Business Licencing], Policy No. 07-611 [Business Licensing: Application Referral to RCMP], and Policy No. 07-612 [Business Licence –Taxi & Limousine Service are repealed in their entirety.

Schedule A

Type of business for which a police record check is required
Arcades
Auto Brokers
Auto Wreckers
Billiard Parlours
Bowling Alleys
Canvassers
Comic Book Stores
Community Care Facilities/Day Cares
Dance Schools
Driving School
Gymnastic Facilities
Independent Candy Stores & Corner Stores
Junk Dealer
Martial Arts
Passenger Directed Vehicle
Pawn Brokers
Pool Halls
Private Investigator
Pubs
Riding Stables
Salvage Yards
Second Hand Dealers
Security
Skip Tracing
Sports Card Stores
Taxi
Teacher
Teen Entertainment
Towing Companies
Toy Shops