



City of  
**Peterborough**

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**To: Members of the Accessibility Advisory Committee**

**From: John Kennedy, City Clerk**

**Meeting Date: May 1, 2024**

**Report: Licensing of Driving Services, Report AAC24-012**

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## **Subject**

A report to update the Accessibility Advisory Committee on the transfer of the licensing of Driving Services, which includes taxis, limousines and transportation network companies or rideshare vehicles from the Police Service Board to the Clerk's Office and to consult with the committee on accessible taxicabs.

## **Recommendations**

That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC24-012 dated May 1, 2024 of the City Clerk as follows:

- a) That the report be received for information; and
- b) That the AAC provide feedback regarding the demand for accessible taxicabs in the community.

## **Executive Summary**

- Subject to City Council's approval of a by-law to regulate Driving Services, the Clerk's Office will assume responsibility for the administration of the licensing of taxis, limousines and transportation network companies or rideshare vehicles in the second quarter of 2024.
- Staff seek input from AAC related to the demand for accessible taxicabs in the community.

## Background

Council through Report CLSCLK23-006, dated March 13, 2023 approved the following:

- a) That, at the request of the Peterborough Police Services Board, Council approve the transfer of the administration of the licensing of Transportation Network Companies, Taxis and Limousines from Peterborough Police Services to the Clerk's Office.
- b) That staff be directed to provide a subsequent report to Council with recommendations to implement the licensing program, including the appropriate by-laws and the timing of the transfer of responsibilities.

The Peterborough Police Service Board (PSB) has licensed, regulated and governed the owners and drivers of taxicabs within the City of Peterborough for many years by delegation of the authority from Council. In 2011 the PSB received inquiries about licensing limousine operators. The PSB sought delegated authority from Council at that time to license this sector. Limousine operators are subject to the same licensing provisions as taxicabs. The City of Peterborough received a subsequent request from the PSB in January 2019 to extend the delegation to the licensing of transportation network companies (TNC's), sometimes referred to as ride shares. Council at its meeting in May of 2019 delegate the authority to the PSB to license TNC's.

The PSB's request in 2023 for City staff to administer the licensing of these services was to assist the Police Service in directing their resources towards ensuring the safety and wellbeing of the community. Further, the **Comprehensive Ontario Police Services Act, 2019** which is in force effective April 1st indicates the duty to provide "adequate and effective policing" will expressly not include enforcement of municipal by-laws although a Police Services Board or the OPP (presumably for a fee) could determine to do so if it wished. Following Council's direction outlined in recommendation a) of Report CLSCLK23-006, staff began the development of a new electronic system to assist in the administration of the licensing system and began to exchange information with staff from Police Service.

Section 79 of Ontario Regulation 191/11, Integrated Accessibility Standards, under the **Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11**, requires that a municipality consult with its Accessibility Advisory Committee to determine the portion of on-demand accessible taxicabs required in the community. Further, municipalities will identify the progress made toward meeting the need for on-demand accessibility taxicabs in its accessibility plan. As staff consider the licensing program and prepare for the transition of the licensing responsibilities from the PSB to the Clerk's Office, receiving input from AAC is important to better understand the demand for accessible taxicabs in the community.

At present, the licensing program with the PSB includes one taxicab company, two TNC or ride share companies and several limousine-type companies. Staff are communicating with these companies to exchange information on the transfer of licensing responsibilities to the Clerk's Office and to better understand their operational practices as they relate to any licensing provisions.

## Next Steps

Following input from AAC, staff intend to convene a meeting with the owners of the various driving services companies to provide updated information. Upon completion of the draft licensing by-law, staff will present the proposed regulation to Council at the May 13, 2024 meeting. Subject to final approval of the by-law by Council on May 21, 2024 staff will work with the various owners on a plan to transition the administration of the licensing to the Clerk's Office.

## Strategic Plan

Strategic Pillar: Governance & Fiscal Sustainability

Strategic Initiative: Support review / update of City's By-laws to make them effective and efficient, meeting the needs of our growing City

Implementing a licensing system will assist in the efficient regulation of private driving services involving taxis, limousines and ride shares companies.

## Budget and Financial Implications

The software application to assist in the administration of the existing Business License and Driving Services License programs in the Clerk's Office are part of the Amanda Approvals On-Line Portal Project, involving the Infrastructure, Planning & Growth Management Department. The enhancements to the software application to facilitate the licensing program can be accommodated through the Amanda Approvals On-Line Portal Project. Starting in 2025, the Clerk's Office operating budget will require some funds for software licensing fees, maintenance and support of the database functions related to the Clerk's Office programs.

Submitted by,

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