



PUBLIC MEETING AGENDA

Revised: December 10, 2019

December 12, 2019, 10:00AM to 11:15AM

TransLink, Room 427/428, 400 – 287 Nelson’s Court, New Westminster, BC

Chair: Mayor Jonathan X. Coté **Vice-Chair:** Mayor Jack Froese

Note that times for each agenda item are estimates only. This meeting will be livestreamed and available afterwards on the Mayors’ Council’s [Facebook](#) page.

10:00AM	1. PRELIMINARY MATTERS	
	1.1. Adoption of agenda	Page 1
	1.2. Approval of Minutes (October 25, 2019)	2
	Item re-ordered:	
10:05AM	2. ELECTION OF MAYORS’ COUNCIL 2020 CHAIR AND VICE-CHAIR	6
10:15AM	3. PUBLIC DELEGATE PRESENTATIONS	7
10:30AM	4. REPORT OF THE NEW MOBILITY PLANNING COMMITTEE	
	4.1. Approach for Regional Coordination of Ride-hailing	8
11:05AM	5. REPORT OF TRANSLINK MANAGEMENT	ORAL
11:15AM	6. OTHER BUSINESS	
	6.1. Next Meeting – January 30, 2020 at 9:00AM	
11:15AM	7. ADJOURN to closed session	

MEETING OF THE MAYORS' COUNCIL ON REGIONAL TRANSPORTATION PUBLIC MEETING MINUTES

Minutes of the Public Meeting of the Mayors' Council on Regional Transportation (Mayors' Council) held Friday, October 25, 2019 at 9:00 a.m. in Rooms 427/428, TransLink Head Office, 400 – 287 Nelson's Court, New Westminster, BC.

PRESENT:

Mayor Jonathan Coté, New Westminster, Chair
Mayor Jack Froese, Langley Township,
Vice-Chair
Chief Ken Baird, Tsawwassen First Nation
Mayor Neil Belenkie, Belcarra
Mayor Malcolm Brodie, Richmond
Councillor Craig Cameron, West Vancouver
(alternate)
Mayor Mike Hurley, Burnaby
Mayor Meghan Lahti, Port Moody
Mayor Mike Little, North Vancouver District
Mayor Doug McCallum, Surrey

Director Jen McCutcheon, Electoral Area A
Mayor John McEwan, Anmore
Mayor Ron McLaughlin, Lions Bay
Mayor Mike Morden, Maple Ridge
Councillor Alison Morse, Bowen Island
(alternate)
Mayor Kennedy Stewart, Vancouver
Mayor Richard Stewart, Coquitlam
Mayor Val van den Broek, Langley City
Mayor Darryl Walker, White Rock
Mayor Brad West, Port Coquitlam

ALSO PRESENT:

Mike Buda, Executive Director, Mayors' Council Secretariat
Geoff Cross, Vice-President, Transportation Planning and Policy, TransLink
Kevin Desmond, Chief Executive Officer, TransLink
Daniel Freeman, Senior Manager, Bus Priority Programs, TransLink
Sarah Ross, Director, System Planning, TransLink

PREPARATION OF MINUTES:

Christine McLenan, Recording Secretary, Raincoast Ventures Ltd.

CALL TO ORDER

A quorum being present, the meeting was called to order at 9:02 a.m.

1. PRELIMINARY MATTERS

1.1 Adoption of Agenda

Draft Agenda for the October 25, 2019 Public Meeting of the Mayors' Council on Regional Transportation, version dated October 18, 2019.

It was MOVED and SECONDED

That the Mayors' Council on Regional Transportation adopts the agenda for its Public meeting scheduled October 25, 2019, version dated October 18, 2019.

CARRIED

1.2 Adoption of the Minutes

Draft Minutes of the September 20, 2019 Public Meeting of the Mayors' Council on Regional Transportation.

It was MOVED and SECONDED

That the Mayors' Council on Regional Transportation adopts the minutes of its Public meeting held September 20, 2019, as circulated.

CARRIED

2. PUBLIC DELEGATE PRESENTATIONS

Report dated October 11, 2019, from Mike Buda, Executive Director, Mayors' Council Secretariat titled "Item 2 – Public Delegate Presentations."

Luca Maletic

Represents a group of University of British Columbia (UBC) economic students concerned about overcrowding on the 99 B-Line along Broadway to UBC. It was suggested to increase efficiency along that corridor by creating a Broadway Express to serve as a short-term solution while TransLink's other plans are in process.

It was noted that this matter would be under the purview of the TransLink Board and would be a relevant issue to present to the Board.

Greg Pettipas

Discussed the use of rotary induction motors that allow more capacity as they run on existing track; whereas linear induction have double the motors and require more cabling. Additionally, comments were offered on the implications that building a subway will have on SkyTrain.

It was MOVED and SECONDED

That the Mayors' Council on Regional Transportation receive this report.

CARRIED

3. REPORT OF REGIONAL TRANSPORTATION PLANNING COMMITTEE

3.1 Bus Delay Due to Congestion

Report dated October 10, 2019, from Sarah Ross, Director, System Planning, titled "Item 3.1 – Bus Delay Due to Congestion".

Daniel Freeman, Senior Manager, Bus Priority Programs, TransLink, reviewed a presentation on the issues of bus delay and congestion, and highlighted:

- Impacts on regional transit plans and increased costs to maintain that level of service
- Priority locations for action and identification of delay hotspots across the region
- Development of a tool kit
- Control over solutions is not primarily within TransLink, key elements are included within municipal and Ministry of Transportation and Infrastructure (MOTI) control
- Additional partnerships are needed with municipalities and ministries.

Discussion ensued on:

- Decrease in performance because of limited road networks and increasing congestion
- Need for a sustainable funding model
- Whether TransLink offers lobbying and support for improvement needs at the local level
- Busing has been a core mandate of public transit for most jurisdictions
- Importance of collaboration and partnerships
- Need to consider reasons that potential users are not using the bus
- Lack of communication between TransLink, ministries and municipalities
- Relatable information needed to convey to the public
- Need to be proactive with the province regarding work on the Second Narrows bridge.

In response to questions, staff discussed:

- TransLink has funding for changes to streets to improve transit through various corridors – it is not limited to RapidBus
- Program for cost sharing with municipalities to invest in change that can support improved transit priority
- TransLink's limited involvement in bus access to and from the Second Narrows bridge
- Road design is not within TransLink's agency but at the ministry and municipal level
- Data has been provided to municipal staff on the biggest areas of need and customer impacts
- Ability to provide additional analysis for West Vancouver and Vancouver to support local decision-making
- Subregion maps that show the hotspots are available.

It was MOVED and SECONDED

That the Mayors' Council Regional Transportation:

1. Recommend that the Mayors' Council encourage municipalities to invite TransLink staff to present to their Councils on the issue of delay to buses within their community, and the opportunities to reduce this delay;
2. Request staff to include municipal commitments to supportive transit priority when evaluating potential bus service expansion project on congested corridors for inclusion in the Phase Three Plan;
3. Receive this report and the *2019 Bus Speed and Reliability Report (draft)* and *Transit Priority Toolkit*.

CARRIED

4. REPORT OF MANAGEMENT
This item was not considered

5. OTHER BUSINESS

- 5.1 Next Meeting – Joint Meeting with TransLink Board, November 28, 2019, 9:00 a.m. – 1:00 p.m.**
This item was not considered.

6. ADJOURN TO CLOSED MEETING

It was MOVED and SECONDED

That the Mayors' Council on Regional Transportation Public Meeting held October 25, 2019 adjourned to in-camera.

CARRIED
(9:40 a.m.)

Certified Correct:

Mayor Jonathan X. Coté, Chair

Christine McLenan, Recording Secretary
Raincoast Ventures Ltd.

TO: Mayors' Council on Regional Transportation
FROM: Mike Buda, Executive Director, Mayors' Council Secretariat
DATE: December 4, 2019
SUBJECT: **ITEM 2 – Election of the 2020 Chair and Vice-Chair of the Mayors' Council**

RECOMMENDATION:

That the Mayors' Council on Regional Transportation receive this report.

PURPOSE:

To review the rules and process for electing the 2020 Chair and Vice-Chair of the Mayors' Council

BACKGROUND:

Section 2 of the Mayors' Council's [Rules of Procedure for the Conduct of Meetings](#) is relevant and applies to the election of Chair and Vice-Chair:

ELECTION OF CHAIR AND VICE-CHAIR

- 2.1** The Chair and Vice-Chair are elected at the last meeting of each year of the Mayors' Council.
- 2.2** Any Council Member may be nominated for the positions of Chair and Vice-Chair at the Mayors' Council meeting where the election of the Chair and Vice-Chair is to be considered. The nomination must be seconded by another Council Member and must be accepted by the Council Member so nominated.
- 2.3** If more than one person is nominated for the position of Chair or Vice-Chair, a vote by secret ballot will be taken to determine the outcome at the meeting when the nominations are made. The person who receives the most votes, as determined by the Executive Director and Corporate Secretary, will be the Chair and Vice-Chair.
- 2.4** The election of Chair and Vice-Chair will be determined on the basis of one (1) vote per Council Member and Delegate present at the meeting.
- 2.5** The Chair and Vice-Chair will hold office for a one (1) year term, commencing on January 1 and ending on December 31 of the ensuing year.
- 2.6** The Chair and Vice-Chair should declare their intention to seek re-election by notifying the Council Members by email no later than November 15.
- 2.7** If the office of the Chair or Vice-Chair becomes vacant, the Mayors' Council will elect a new Chair or Vice-Chair at its next meeting, to hold office until December 31.

On November 13, 2019, via emails sent to all members, the current Chair and Vice-Chair declared their intention to seek re-election, as per Section 2.6.

At the will of the body, the election of Chair is typically chaired by the Executive Director, and the election of Vice-Chair is typically chaired by the newly elected Chair. Nominations are accepted from the floor during this item in the agenda, as per Section 2.2. As per Section 2.3, if more than one person is nominated for the position of Chair or Vice-Chair, a vote by secret ballot will be taken, and will follow the standard process outlined in *Robert's Rules of Order*.

TO: Mayors' Council on Regional Transportation
FROM: Gemma Lawrence, Coordinator, Mayors' Council Secretariat
DATE: December 4, 2019
SUBJECT: **ITEM 3 – Public Delegate Presentations**

RECOMMENDATION:

That the Mayors' Council on Regional Transportation receive this report.

PURPOSE:

To introduce the objectives and process for hearing from public delegates.

BACKGROUND:

Public participation at meetings is valued by the Mayors' Council, and 30 minutes is set aside at each open meeting to receive public delegations. The Mayors' Council will only receive public delegations who intend to speak on matters that are within the authority of the Mayors' Council.

Individuals can apply to be a delegate by completing the online [Application Form](#) up until 8:00AM, two business days prior to the meeting. In situations where there isn't enough time to hear from everyone wishing to speak, the Mayors' Council encourages written submissions be sent to mayorscouncil@translink.ca.

The webpage for public delegates includes a Protocol for Public Delegates that notes:

- the Mayors' Council Chair will exercise discretion in maintaining a reasonable level of order and decorum;
- delegates and all meeting participants are reminded that different points of view are respected, and discussions are kept above the level of personal confrontation, disruptive behaviour and profanity.

DISCUSSION:

The deadline to apply to speak to the Mayors' Council is 8:00am two days prior to the meeting. At the time of this report, not all prospective speakers will have had a chance to complete applications. Accordingly, the **list of approved speakers, as well as any written submissions or presentations, will be provided on table**. Any presentations provided by delegates will also be provided to Mayors' Council members only, on table (up to 10-pages maximum).

Each delegation will be given a maximum of three minutes to address the Mayors' Council. As a general rule, there are no questions or discussion between Council and delegates. The pilot policy governing Public Delegates can be [found online](#).

TO: Mayors' Council on Regional Transportation
FROM: Geoff Cross, Vice President, Transportation Planning and Policy
DATE: December 3, 2019
SUBJECT: **Item 4.1 - Approach for Regional Coordination of Ride-hailing**

RECOMMENDATION

That the Mayors' Council on Regional Transportation:

1. Ask TransLink to coordinate a regional Intermunicipal Business License process for ride-hailing in the South Coast Region (Zone 1);
 2. Receive this report.
-

PURPOSE

To consider initiating a process to develop a regional inter-municipal business license for ride-hailing in the South Coast Region.

BACKGROUND

On July 8, the Passenger Transportation Board announced the new regulatory framework enabling the introduction of Transportation Network Service (TNS) companies (i.e. app-based ride-hailing) to British Columbia by the end of 2019. The details of this regulatory framework are in Appendix A.

Following the PTB announcement, and at the request of the Regional Transportation Advisory Committee (RTAC), TransLink convened a working group of municipal, regional and provincial transportation planning and licensing staff to agree on a coordinated regional approach to municipal TNS regulations. This working group has been meeting on a regular basis to ensure that municipal efforts continue to be coordinated. The discussion and recommendations contained in this memo reflect the consensus of this multi-agency working group.

BC ride-hailing rules will enable region to realize key TNS benefits: improved availability & reliability

Consistent with the approach advocated by the Mayors' Council to the All-Party Standing Committee on Crown Corporations in early 2019 (see Appendix), the PTB did not introduce restrictive operating boundaries, fleet caps, or fare regulations. These measures would have duplicated the challenges of the existing taxi system, namely: an oversupply during off-peak periods; an under-supply during peak periods; and inefficient capacity utilization with vehicles unable to pick-up outside of their home zones resulting in extensive dead-heading.

Instead, the PTB introduced no fleet caps, minimal fare regulations (establishing only the minimum base fare and allowing companies to use variable and dynamic pricing thereafter) and created 5 large

operating zones. Metro Vancouver, Fraser Valley, and Sea-to-Sky are located in Zone 1 (South Coast Region) and TNS companies licensed in this zone are free to have their vehicles pick-up and drop-off customers anywhere within this Hope to Pemberton area. To date, 15 operators have applied to operate in the Zone 1 region.

While some TNS companies have expressed a concern that the Class 4 drivers' license requirement introduced by the Province as an additional public safety measure will limit the supply of TNS drivers, overall the PTB's approach has established the key parameters to allow TNS companies to operate successfully in BC. Specifically, the framework should allow the region to experience much improved availability and reliability of passenger-directed vehicle-for-hire services.

BC ride-hailing rules will not mitigate key TNS problems: increased traffic & congestion

The current BC framework does not explicitly address the now well-documented challenges seen in other cities, namely: an increase in traffic and congestion, especially in urban centers and during peak periods. Studies have shown that for every 1 km of auto travel that TNS companies are able to remove, they add 2.3km of additional auto travel, primarily owing to cruising for trips and dead-heading following drop-offs. In San Francisco, for example, ride-hailing contributed to 13% of the traffic in the downtown core area in 2018. Conversely, experience from other jurisdictions has shown an undersupply of ride-hailing services in outlying lower density areas (the so-called "last mile").

In the coming years as TNS companies may be able to introduce automated vehicles into their fleets, further bringing down trip costs, these congestion impacts are expected to worsen.

To manage this congestion issue, in early 2019 the Mayors' Council recommended that the PTB enable a regime of congestion-based per trip fees that would be set by each region but administered centrally by the Province. The PTB chose not to enact this key element of the Mayors' Council recommendations and so a growth in traffic congestion remains a key concern that local governments will need to manage using the tools the Province has provided them.

Municipal authority to regulate TNS companies

While Provincial regulations specifically preclude municipalities from prohibiting TNS companies outright or regulating the number of TNS vehicles operating in their municipality, they do provide municipalities with authority to regulate TNS companies using two powers:

- a) Municipal Business Licensing: Municipalities retain the right to require through bylaw that TNS companies operating in their jurisdictions obtain a business license. Municipalities may also establish business license fees and specific requirements for obtaining a business license. Business license fees should generally be set on a cost-neutral basis to recover costs associated with license administration, auditing and enforcement activities.
- b) Street and Traffic Bylaws: Municipalities retain the authority to regulate TNS companies through street and traffic bylaws, including pick-up and drop-off (PUDO) locations, taxi stand locations and pricing to access these taxi stand locations.

The Province has clarified that TNS companies are free to begin operations throughout the province, as soon as they receive authorization from the Passenger Transportation Board (with the first authorizations

expected in December 2019) - *unless* there are municipal business license bylaws in place that require companies to first obtain a business license.

City of Vancouver Adopted Regulations

On October 2, 2019, Vancouver became the first city in this region to adopt TNS regulations. These requirements are in addition to Provincial requirements and apply to all TNS operators serving customers within the City of Vancouver. The key provisions include:

- **Business License Fee:** License fees of \$155 per company and \$100 per vehicle / waived for Zero-Emissions Vehicles and accessible vehicles;
- **Curb Pricing in the Metro Core:** Curb Access 7 AM - 7 PM in the Metro Core of \$0.30 for each pick-up and drop-off, discount of 50% for ZEVs, 100% for accessible vehicles.
- **Passenger Zones:** Creation of more passenger pick-up and drop-off zones in the Metro Core.
- **Geofencing:** Work with ride-hailing companies to optimize pick up and drop off activity in high demand areas through a virtual perimeter incorporated into ride-hailing apps to re-direct passengers to designated passenger zones (often referred to as “geofencing”)
- **Data Requirements** - A key condition of this license is the requirement to submit monthly trip and vehicle data that would be used for monitoring traffic impacts, to audit compliance with the curb-access fee, and to support transportation planning efforts.
- **Support regional coordination towards an IMBL**

No other municipalities in this region have yet adopted additional municipal ride-hailing regulations. YVR Airport and UBC are in final stages of confirming access agreements for the TNS operators to access their property, which will include similar provisions as in the City of Vancouver regulations. Municipalities in the Tri-Cities are also in the process of developing a sub-regional TNS license as an interim measure prior to the implementation of a region-wide approach.

TransLink is currently reviewing management of off-street Pick Up Drop Off (PUDO) areas at its stations, bus exchanges etc. (sometimes known as “Kiss and Ride” areas). The arrival of TNSs can support transit riders, allowing first and last mile connections to stations. However, pick-up and drop-off activity may increase at stations and exchanges and result in localized congestion. This assessment process will consider effective and fair use. In the interim period, until an assessment is complete, TransLink will allow TNSs to use PUDO areas at our facilities.

DISCUSSION

Regional coordination is needed to make effective use of these local government powers

The Mayors’ Council expressed support for taking a regionally coordinated approach to administering the local regulations for TNS companies, as well as for other commercial transportation providers such as shared micromobility companies, independent transit services, and freight operators. This regionally coordinated approach to managing local regulations is important to advance four objectives:

1. **Ensure seamless travel across municipal boundaries and to all parts of the region**
TNS companies that the Province licenses to operate in Zone 1 will be able to freely pick-up and drop-off customers anywhere within this zone, stretching from Hope to Pemberton. These are truly mobile businesses whose home address bears little relevance on the location where they conduct their actual business. If every municipality implements different municipal business

license requirements each with their own sets of fees, the cumulative regulatory and financial burden may lead TNS companies to secure municipal business licenses in only the most lucrative markets – leaving some parts of the region under-served.

2. Minimize regulatory burden

Experience from other jurisdictions indicates that poor coordination among local government has led TNS companies to successfully advocate for state pre-emption of local authority over TNS companies. Inconsistency in local regulations, and an excessive cumulative regulatory and financial burden is often cited as a reason for state pre-emption. Coordination also allows for simpler compliance on the part of the TNS operators which they generally welcome.

3. Leverage private shared mobility services to improve regional transportation system

Innovative shared mobility services, including TNS and micromobility services have potential to improve the region’s transportation system, providing more options and more access for the region’s residents and businesses. Having a holistic view of the whole system allows for the ability to better plan and incentivize desired services, while establishing policies and disincentives to mitigate problems. Having the right tools enables the region to benefit from new services while minimizing negative impacts.

4. Enable secure management of sensitive real-time transportation data and future local/regional management

There are four reasons that local government should require data from commercial transport providers of services, including ride-hailing and micromobility, as a condition of their license to operate:

- a. *Retrospective planning analyses*: to understand travel patterns and issues;
- b. *Dynamic system management*: so that the responsible road authority and the company can nimbly communicate and coordinate in real-time to, for example, respond to incidents; or provide more travel options and better access in all parts of the region by, for example, establishing policies, fees, and subsidies to disincentivize certain behavior (e.g. driving in urban centres at peak periods) and incentivize other behaviours (e.g. providing service at times and locations where transit service is poor).
- c. *Auditing and enforcement*: to ensure the companies are complying with the terms of their license and street/traffic bylaws, and to issue real-time penalties for non-compliance.
- d. *Enabling Mobility-as-a-Service*: in a way that ensures a viable and competitive ecosystem of third-party aggregators (services that allow users to plan, book and pay for all transport services from a single app), avoiding monopolies and ensuring customer choice.

Objective 4a can suffice with aggregated and retrospective data submitted on a monthly basis.

Objectives 4a,b and c require disaggregated, granular, real-time data supplied to local government via Application Program Interface (API). Providing local government with access to such granular, real-time data poses concerns around the protection of: commercially sensitive information provided by the companies; and personally identifiable information that might be reverse-engineered from the travel data. Accordingly, the data should be treated as sensitive, protected information with strict security protocols in place to manage the data.

Securely managing a large stream of real-time but sensitive and protected data is both resource-intensive and carries with it some degree of legal risk. The data is also most useful when analyzed

at the scale of the commuter-shed, rather than at the scale of individual municipalities. As such this data management effort is best undertaken collectively rather than by individual local governments each on their own.

It is worth noting that the transportation data requirements and management systems we set in place today are laying the groundwork for us to collectively manage the digital, connected, and automated transportation system of the future. This future is likely to include a more diverse range of commercial transport providers, from ride-hailing, to shared micro-mobility, to automated mobile warehouses and automated mobile retail pods – all of which will be vying for customers and for access to scarce public street space and curb-space. Data will be key to ensuring that local government is able to continue to manage and optimize the transportation system in the public interest.

Coordinating an Inter-Municipal Business License as a contracted service on behalf of municipalities

The Mayors' Council has been generally supportive of the idea of an Inter-Municipal Business License (IMBL) as a good option to ensure a coordinated approach within Metro Vancouver and potentially, if there is interest, from across all municipalities within Zone 1 (Hope to Pemberton).

Near-Term: Adopt consistent municipal business license bylaws

The process of establishing an IMBL will require many months. As TNS operations will commence in late 2019, in the immediate term, municipalities in this region could aim for as much consistency as possible in their individual municipal business license bylaws to lay a strong foundation for an eventual IMBL. TransLink staff will continue to work closely with municipal staff, the Province and the Passenger Transportation Branch towards developing a regional IMBL, including convening a process and providing support such as research and developing model bylaws for municipal reference. If the Mayors' Council and TransLink Board do recommend that municipalities pursue establishing an IMBL (coordinating entity TBD), it will be important to communicate this intention along with a proposed timeline to the Province, TNS industry and public in order to clearly set expectations.

Long-Term: Designate a regional entity to coordinate an inter-municipal business license

A regional entity tasked with ongoing management of a TNS IMBL, could be structured as a “contracted service provider” on behalf of interested municipalities (i.e. not all municipalities would be required to participate). A clear governance structure and process would need to be established to ensure that decision-making to grant or withhold licenses is clear, accountable and consistent with legal authority. Through agreement with and on behalf of interested municipalities, the entity could:

- **Coordinate collection and disbursement of business license fee revenue that is intended to cover the costs of administering the license (including data management) and enforcement of the license (including on the ground personnel).** The costs of enforcement will be related to the concentration of actual trip activity and could be allocated back to each municipality on a formula basis related to the location of trip starting point and end point.
- **Centrally host the API management platform on behalf of the municipalities,** with whom the authority to collect trip data resides. An integral component of this arrangement is for each municipality to have access to this platform in order to actively manage and enforce their own street and traffic bylaws, including dynamic curb-side pricing and pick-up / drop-off restrictions. In this way, a business license provides municipalities with the means to require the essential

data, which then enables the digital tools that municipalities need to more actively manage their streets in the digital era. The approach would need to be compliant with regulations set out in the Freedom of Information and Protection of Privacy Act (FOIPPA).

- **Facilitate regionally-coordinated approaches to managing the anticipated congestion associated with TNS operations**, similar in concept to what the City of Vancouver has done with their Congestion and Curbside Management Permit (CCMP), where TNS vehicles dropping-off or picking-up in congested areas and at congested times must pay a fee. The granular, real-time data that the TNS operators will eventually need to provide as a condition of their business license will enable more fine-grained congestion and curb-side management regimes, including:
 - Charging different rates in different blocks at different times of day, to reflect actual congestion conditions and in an effort to always have at least one curb-space per block available; and
 - Charging negative fees (i.e. subsidies) that could go towards incentivizing TNS trips at times and locations where transit is poor or could go towards improving transit service.
 - These fees and subsidies are the purview of each municipality and could be distributed only within the boundaries of each municipality or they, through regional agreement, they could be distributed across the Metro Vancouver region to support broader regional transportation objectives.

Five options for which agency should coordinate TNS IMBL

Challenges and opportunities associated with each option are considered further below:

- **Each municipality on their own:** The Mayors' Council has endorsed the idea of a single regional-level entity providing support to develop and administer the IMBL, including data management.
 - Should each municipality opt to manage their own system, the key challenges relate to administrative burden, lack of organizational capacity for the majority of municipalities, and ensuring a system that enables seamless cross-border travel and a unified regional data set.
- **South Coast BC Transportation Authority:** SCBCTA (which operates as TransLink) is the authority responsible for planning, funding and managing a regional multi-modal transportation system to move people and goods within Metro Vancouver and beyond. As part of this broad mandate, it is responsible for assigning the actual delivery of transit service to multiple operators – including contracted private sector providers (e.g. First Transit) and larger operating companies that it wholly owns (e.g. BC Rapid Transit Company, Coast Mountain Bus Company).
 - Its mandate is closely aligned with the needs of this coordinating entity, its legislation includes a geographic scope that has the potential to cover the entire South Coast Region (equivalent to TNS Zone 1), and it has existing expertise to manage and analyze sensitive real-time data. The primary challenges relate to its lack of prior expertise regulating passenger-directed vehicles, mandate for fee collection and remuneration, and the potential for and/or perception of organizational bias in favour of the transit service whose delivery it is directly responsible for overseeing.
- **Regional Districts:** The regional districts of Metro Vancouver, Fraser Valley and Squamish-Lillooet have experience providing shared services on behalf of municipalities and could each coordinate the IMBL process and associated data management within their respective districts. Metro

Vancouver, in particular, has been formalizing its Regional Prosperity Initiative – one of whose objectives has been to help harmonize business license requirements for mobile businesses.

- The primary challenges relate to the lack of alignment with the transportation-related objectives and lack of experience managing sensitive real-time data. In addition, TNS Zone 1 covers the territory of 3 regional districts so some additional coordination would be required between these three agencies.
- **New Regional Entity:** A new purpose-built entity covering the South Coast Region (TNS Zone 1) could be established to manage the TNS IMBL, and potentially other commercial transport services such as shared micromobility and freight. In theory, this entity could be purpose-built to effectively administer the local regulatory oversight for TNS companies, and other commercial transport providers in future as needed (e.g. micromobility, freight). A first step towards this new entity could include a single municipality taking on the coordination role on behalf of all other municipalities, which would require some new governance structures to be established.
 - The main challenges relate to the administrative costs, time required to establish a new entity, and the potential for further complicating already complex regional transportation governance.
- **Province of BC:** The Province already provides logistical and administrative assistance to help municipalities self-organize around their existing IMBLs. The Province is supportive of a regional IMBL for TNS companies and are already providing similar assistance to the regional working group in this regard. They could, however, potentially play an even more active ongoing IMBL management role and also manage the data on an ongoing basis on behalf of the municipalities.
 - This option has several strengths and would provide consistency across the entire Province, however the challenge relates to a lack of capacity and interest by the Province to perform this ongoing function at the current time, as well as a loss of direct local control or influence over a sector that is likely to introduce congestion and curb-side management challenges felt most acutely at the local government level.

Costs and Funding Mechanisms would be similar for all four options

The costs associated with each option will depend more on the size and complexity of the evolving private transportation market, rather than on the particular coordinating agency. Ultimately, the intention of the business license fee is to fully recover the direct costs associated with administering, managing, and enforcing the business license terms and conditions. The key cost components include administration and data warehousing, management and analysis. Audit and enforcement costs are difficult to anticipate and will depend on the number of participating municipalities, the level of enforcement desired by each municipality, and the amount of problematic behavior by the TNS drivers. As TransLink, the Province, municipalities, UBC and YVR continue to collaborate on developing a regional IMBL, the costs and necessary license fees to recover those costs will be further studied.

APPENDIX A – SUMMARY OF PROVINCIAL REGULATIONS

Provincial Requirements
Licensing Fees <ul style="list-style-type: none">• \$200 for application• \$5,000 for license• An additional fee of \$0.30 / trip provided in a non-wheelchair accessible vehicle
Driver Requirements <ul style="list-style-type: none">• Class 4 licensing• Criminal Record Check with a Vulnerable Sector Check (Annual)• Clean driving record (No more than four offences during last 2 years)
Vehicle Requirements <ul style="list-style-type: none">• Max age = 10 years + 1 month• Inspection by PTB (Annual inspection if <40,000 km in previous year or semi-annually 40,000+ km previous year)• Must display TNC vehicle identifiers (trade dress)
Operational Restrictions <ul style="list-style-type: none">• Cash not allowed• Street hailing not allowed• Lower Mainland boundary (SLRD, MVRD, FVRD)
Audit, Enforcement & Fines <ul style="list-style-type: none">• Audit and inspection PTB function• \$5,000/day for drivers & \$100,000/day for TNS operating unlicensed• TNS fined max \$50,000/offence/day for any driver who has not passed a criminal record check
Data Requirements <ul style="list-style-type: none">• Data required to be submitted to Province; uncertain specifics or access by local government
Boundaries <ul style="list-style-type: none">• PTB regulations established large boundaries in the form of five operating regions in BC. Metro Vancouver is part of “Region 1 – Lower Mainland” which also includes the Fraser Valley and Squamish-Lillooet Regional Districts. Taxi boundaries are to be maintained for the time-being.
Fares <ul style="list-style-type: none">• Minimum rates need to be aligned with flag rates for taxis in the given operating area. No discounts or coupons will be permitted to reduce the price.
Fleet size <ul style="list-style-type: none">• No initial limits on ride-hail company fleet size.
Special Zone <ul style="list-style-type: none">• The City of Vancouver will be required to geofence the area around the cruise ship terminals where pick up will be prohibited on “cruise ship days”. It appears that drop-off in these locations will still be permitted.