



CITY OF BELLEVILLE

Transportation Network Company Application Form BY-LAW #2022-079

New Renewal

Transportation Network Company Information:

Company Name :

(Contact information for the person authorized to receive and respond on behalf of the TNC)

Corporation Sole Proprietor Registered Partnership

Mailing Address

(include postal code):

Telephone Number:

Email Address:

Licensing Requirements: *(original documents must be provided)*

- List of TNC Driver's affiliated with the TNC Company, the list shall include the following:
 - Full name of the TNC driver
 - Year of the vehicle, make and model
 - Ontario Licence Plate number of the TNC Vehicle
- Proof of Commercial general liability insurance which shall:
 - be endorsed to provide the licence Issuer with at least fifteen (15) days' notice in writing of a proposed cancellation or expiration of the insurance policy;
 - insure against all claims for personal injury including bodily injury resulting in death, and property damage with an inclusive limit of not less than five million (\$5,000,000.00) per occurrence insuring them against liability imposed by law for any loss or damage resulting from the carrying on of the business to which the licence relates and naming the City as an additional insured as it relates to the operation of the TNC
- Proof on behalf of every TNC Driver third party motor vehicle liability insurance for the motor vehicle liability insurance for owned, not owned or leased TNC Vehicle which shall at all times during the provision of transportation services:
 - be endorsed to provide the Licence Issuer with at least fifteen (15) days' notice in writing of a proposed cancellation or expiration of the insurance policy, or of a variation in the amount of the policy;
 - insure against loss or damage resulting from bodily injury to or the death of one or more persons, or from loss or damage to property occurring while in the post-acceptance period resulting from any one accident and include the IPCF 6TN Permission to carry paying passengers for a TNC endorsement or an equivalent endorsement acceptable to the Licence Issuer, with limits of not less than two million dollars (\$ 2,000,000) per occurrence;
- Acknowledge there are data security measures in place to protect the personal data collected by the TNC relating to passengers and drivers;

- Documentation demonstrating that the TNC app used:
 - at the time the transportation service is arranged, provides to the passenger requesting the transportation service: the TNC name and contact information, make and model and licence plate of the TNC vehicle, the estimated fare including any surcharge, the current location of the TNC vehicle;
 - provides a link to rate or provide comment on the TNC driver and the TNC vehicle;
 - provides a process allowing a passenger to accept or refuse the transportation service prior to it commencing and keeps a record of such acceptance or refusal;
 - provides a secure payment mechanism;
 - provides a printed or electronic receipt to the passenger at the end of the transportation service that includes the following information:
 - the fare and any surcharges paid
 - date, time, duration and distance of the transportation service
 - pickup location and the destination
 - the first name of the TNC driver
- Incorporates a global positioning system (GPS) in which all transportation services are recorded;
- Is accessible to a person with a disability and compatible with screen readers and other assistive technologies.
- Sworn Declaration confirming that all TNC Driver's affiliated with the TNC have provided the Information set out in the Vehicle for Hire By-law 2022-079;
 - ✓ Proof of being at least 18 years of age
 - ✓ Proof of either: Canadian Citizenship/ Landed Immigrant/Work Permit
 - ✓ Current valid driver's licence issued by the Province of Ontario
 - ✓ Driver's Abstract (dated within 60 days of application)
 - ✓ Criminal Record Check (within 60 days of application)
 - ✓ Copy of Motor Vehicle ownership
 - ✓ A Safety Standards Certificate dated within 60 days of applying
 - ✓ Where the motor vehicle runs on propane or natural gas, a safety check certificate dated within the previous 60 days of applying
 - ✓ Signed Acknowledgement that they have read the City's Accessibility for Ontarians with Disability Act Guide and that they understand its contents and their responsibilities;
 - ✓ Signed Acknowledgement that they have read the City's Ontario Human Rights Code Guide and that they understand its contents and their responsibilities.
 - ✓ Shall not employ or engage a TNC driver that has as outlined in Schedule M of the by-law
 - ✓ Issued to every affiliated TNC driver an identification card with the information outlined in the by-law
- Confirmation of compliance with the City's Zoning Bylaw
- Vehicle for Hire Fees, TNC 1-24 vehicles \$1,600.00 (*additional fees listed in by-law 2022-110*)

Declaration of Applicant

I _____ certify that:
(print name)

By signing this application the Transportation Network Company agrees that all information provided is true. The Transportation Network Company further agree that any false information may result in a revocation of any licence that may be issued.

Applicant's Signature

Date

This application may contain personal information as defined under the *Municipal Freedom of Information and Protection of Privacy Act*. The information collected is required pursuant to the terms of the *Municipal Act* and will be used by the City of Belleville to process the application, and to determine whether to issue a licence. Information will also be used for administration of such licence, and for law enforcement purposes to ensure compliance with all applicable statues, regulations and by-laws.

Reviewed By:

Date:

Submit Application to: Christina Keays, Licensing Officer 613-967-3246

ckeays@belleville.ca



Vehicles for Hire

The Accessibility for Ontarians with Disabilities Act (AODA)

The Ontario Human Rights Code

The Accessibility for Ontarians with Disabilities Act, 2005 (AODA) is provincial legislation intended to stimulate communities that are free from discrimination and barriers to inclusion. The Ontario Human Rights Code prohibits actions that discriminate against people based on a protected ground in a protected social area. As a service provider, you are responsible for offering quality, inclusive services and upholding the applicable requirements.

Customer Service

- I will not refuse service to a person with a disability if my vehicle can safely offer transportation that meets their needs.
- I will not refuse service based on any protected grounds (age, race, ethnic origin, creed, gender identity, sex, marital status, citizenship, place of origin, family status or sexual orientation etc.)
- I will treat all people with respect and dignity and will consider their individual abilities and needs.
- I will do all that I can to remove any barriers to providing inclusive service.

Fare Equity

- I will not charge a higher fare or additional fee for persons with disabilities than for persons without disabilities for the same trip.
- I will not charge additional fees for the transportation or storage of mobility aids, assistive devices or a service animal.
- I will not refuse service to someone using a service animal.

Harassment-Free Services

- I will maintain an environment in my vehicle that is free of harassment. This means I will not make unwelcome comments or engage in behaviour that may be perceived as offensive or intimidating.

Resources

- To obtain the certificate of completion of a Wheelchair Securement and Occupant Restraint System Training program. <https://training.qstraint.com/>
- To obtain training regarding AODA <https://www.accessforward.ca/front/customerService/>
- To obtain training regarding the Ontario Human Rights Code <https://www.ohrc.on.ca/en/guide-your-rights-and-responsibilities-under-human-rights-code-0> or <https://www.ohrc.on.ca/en/learning/working-together-code-and-aoda>



City of Belleville

Deputy City Clerk Department
169 Front Street,
Belleville, Ontario K8N 2Y8

Attestation of Receipt of Information

I, the undersigned, do hereby acknowledge and affirm that the City of Belleville has provided me with sufficient resources, for obtaining the information regarding the Ontario Human Rights Code and Accessibility for Ontarians with Disabilities Act.

I understand that the City of Belleville has made this information readily accessible, and any responsibility for further action, now rests with me.

I further acknowledge that the City of Belleville is not responsible for my utilization, interpretation, or understanding of the information provided, as it has fulfilled its obligations in this regard.

I hereby affirm that I am responsible for any further steps to be taken concerning this matter.

X

Licenced Owner/Driver Full Name (Printed)

X

Date

X

Licenced Owner/Driver Signature