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VEHICLE FOR HIRE COMMISSION

**EDMONTON VEHICLE FOR HIRE COMMISSION  
MEETING AGENDA**

**WEDNESDAY, January 18, 2011 @ 1:30 p.m.**

**River Valley Room in City Hall**

1. Call to Order
2. Election of Chairman and Vice Chairman
3. Announcements
4. Approval of Agenda
5. Approval of December 14, 2011 Minutes
6. Public Involvement

\*\*\*Criteria for entering the lottery, including obtaining a City Taxi Drivers License, one year driving experience and previous plate ownership are established in Bylaw14700 and ARE NOT topics to be discussed.\*\*\*

Public discussion will be limited to the procedure for the lottery.

7. Reports
  - (i) Establishment of New Committees
8. Business
  - a. Business Arising
    - (i) There is no business arising to be discussed at this time.
  - b. New Business
    - (i) 5 Motions Regarding Release of Plates (See Attached)

**8. Administrative Matters**

- a. Chief Livery Officer**
- b. Edmonton Police Service**
- c. Edmonton Transportation**

**9. News Articles**

There are no news articles to be added at this time.

**10. General Correspondence**

There are no general correspondence items to be discussed at this time.

**11. In-Camera Items**

There are no in-camera items to be discussed at this time.

**12. Adjournment**

The next regular Vehicle for Hire Commission meeting will be held starting at 1:30 p.m. in the Heritage Room, City Hall on Wednesday, February 8, 2012.

**Vehicle for Hire Commission**

**Draft Motions for Consideration at the January 18, 2012 Meeting  
Regarding Release of Vehicle for Hire Plates**

***Motion 1***

That the Vehicle for Hire Commission release 50 Limited Taxi Vehicle licences by lottery.

***Motion 2***

That the Vehicle for Hire Commission release 50 Accessible Taxi Vehicle licences by lottery.

***Motion 3***

That section 6 of the Regulations shall be repealed and replaced by the following section 6:

**6.0 Lottery Provisions**

***Notice***

- 6.1 When the Commission determines that there will be new licences issued in accordance with the Bylaw, the City Manager will publish notice in the newspaper with general circulation in the Edmonton region in accordance with standard City of Edmonton practices setting out:
- a. The type of licence for which a lottery will be conducted;
  - b. Who is eligible to apply for the new licences and the fee required;
  - c. Where application forms can be obtained;
  - d. The timing for receipt of the applications, the posting period and the date of the lottery draw; and
  - e. Where the process for the lottery draw can be obtained.

***Forms***

- 6.2 The City Manager shall prepare and have available the form required to be completed by an applicant for each lottery draw to be conducted (Taxi Vehicle Licence, Limited Taxi Vehicle Licence, Accessible Taxi Vehicle Licence).
- 6.3 The forms will be available from the 5<sup>th</sup> Floor, HSBC Bank Place or from the Vehicle for Hire Commission web page:  
[http://www.edmonton.ca/bylaws\\_licences/licences\\_permits/vehicle-for-hire-commission.aspx](http://www.edmonton.ca/bylaws_licences/licences_permits/vehicle-for-hire-commission.aspx)

*Application*

- 6.4 An individual wishing to enter a lottery must submit a fully completed application form to the 5<sup>th</sup> Floor, HSBC Bank Tower.
- 6.5 The City Manager shall not accept any application by any electronic means, including fax or email. The City Manager shall not accept any applications which have been sent by mail.
- 6.6 The City Manager shall not accept late applications.
- 6.7 An applicant may submit only one application for each lottery draw which is to be conducted.
- 6.8 To be considered complete, each application must be fully completed to the satisfaction of the City Manager and accompanied by the required fee.
- 6.9 The City Manager shall review each application for completeness which means:
  - a. Inclusion of the fee;
  - b. Legibility of the name of the applicant; and
  - c. Completion of the form ("completed application").
- 6.10 The application fee is non-refundable.

*Inclusion in Draw*

- 6.11 The City Manager shall include only completed applications in a lottery draw.
- 6.12 The City Manager shall include all completed applications in a lottery draw.
- 6.13 Applicants may submit their applications between 8:30 am to 4:30 pm during the dates specified by the Commission as the application period.

*Posting of accepted applications*

- 6.14 The City Manager shall post the list of accepted applications for each lottery draw at City Hall for a period specified by the Commission by resolution as the posting period.
- 6.15 The City Manager shall also post the list of accepted applications for each lottery draw on the Vehicle for Hire Commission webpage:  
[http://www.edmonton.ca/bylaws\\_licences/licences\\_permits/vehicle-for-hire-commission.aspx](http://www.edmonton.ca/bylaws_licences/licences_permits/vehicle-for-hire-commission.aspx)

*Conduct of lottery draw*

- 6.16 The Vehicle for Hire Commission shall hold a public meeting at which time it will conduct the lottery.
- 6.17 The City Manager will arrange for an invigilator to conduct the lottery draw.
- 6.18 The invigilator is to be independent from the vehicle for hire industry, the Commission and the City of Edmonton.
- 6.19 Following the lottery draw for one licence type, that lottery will close. If more than one lottery is to be conducted, the subsequent lottery draw will be conducted after the first lottery draw is concluded.
- 6.20 Once a lottery draw is completed, the City Manager shall ensure that each person selected meets the eligibility criteria.
- 6.21 If the person selected has provided false information on the application, the City Manager may revoke the licence issued and the licence may be redistributed in accordance with the Bylaw.
- 6.22 If:
- a. the City Manager determines that the person selected does not meet the eligibility criteria, or
  - b. the person selected fails to meet the timelines for the provision of materials; or
  - c. fails to provide vehicle for hire services with the licence in accordance with the timeline set out in section 6.27,

the City Manager shall notify in writing the person selected that the person does not meet the eligibility criteria or has failed to meet the timelines.

- 6.23 If the City Manager notifies a person selected pursuant to section 6.22, the City Manager shall hold the licence in question until the next lottery for that licence type at which time the licence shall be available for distribution.
- 6.24 There is no appeal from the determination of eligibility from the City Manager.

*Notification of person selected*

- 6.25 Once the City Manager has determined that a person selected in a lottery meets the eligibility criteria, he shall notify the person selected in writing by regular mail at the address provided by the applicant on the application form.

*Provision of materials and vehicle*

6.26 Within sixty (60) days of the date of the lottery, a person selected in a lottery draw must provide all of the materials required by the Bylaw for the issue of the licence to the City Manager, including the:

- a. provision of the required forms;
- b. payment of the fee for the licence in accordance with the Bylaw;
- c. provision of evidence of:
  - i. ownership of the vehicle; and
  - ii. a contract for dispatch or if an Independent Driver Owner, evidence of a communication system meeting the requirements of the Bylaw.

6.27 Within ninety (90) days of the date of the lottery, a person selected in the lottery draw must provide vehicle for hire services with the licence in accordance with the Bylaw.

***Motion 4***

That for the Limited Taxi Vehicle licence lottery:

- a. The notice pursuant to section 6.1 of the Regulations will be in the Edmonton Journal no later than January 27, 2012;
- b. The application period commence at 8:30 a.m. January 30, 2012 and end at 4:30 pm February 29, 2012;
- c. The posting period commence at 8:30 am March 5, 2012 and end at 4:30 pm March 9, 2012; and
- d. The lottery draw be conducted on March 14, 2012 at 1:30 pm or so soon thereafter at the Heritage Room, City Hall.

***Motion 5***

That for the Accessible Taxi Vehicle licence lottery:

- a. The notice pursuant to section 6.1 of the Regulations will be in the Edmonton Journal no later than January 27, 2012;
- b. The application period commence at 8:30 a.m. January 30, 2012 and end at 4:30 pm February 29, 2012;
- c. The posting period commence at 8:30 am March 5, 2012 and end at 4:30 pm March 9, 2012; and
- d. The lottery draw be conducted on March 14, 2012 at 1:30 pm or so soon thereafter at the Heritage Room, City Hall.