

COUNCIL POLICY

12 Transportation



Policy Name	E-Bike Share Policy
Policy Number	E16
Effective Date	November 2, 2020
Approved By	Council

PURPOSE

The purpose of this policy is to establish the City's vision and goals for Electric Bike (E-Bike) Share. This policy guides the E-Bike Share licensing framework, including the E-Bike Share Permit Guidelines and business license. Together, the policy and licensing framework create the enabling conditions for E-Bike Share to operate in a safe, accessible way that supports the City's goals.

POLICY

1. Scope

- a) E-Bike Share services are provided by a legal entity whose business is to offer on-demand public rental of motor assisted cycles (as defined in the *Motor Vehicle Act*). E-Bikes are typically distributed throughout a service area and picked up and dropped off primarily in the public right-of-way as an additional travel option for short, point-to-point trips. This policy does not cover businesses renting devices from a brick-and-mortar establishment for roundtrip use.

2. Vision, Goals and Alignment with City Policy/Strategy

- a) The City's vision for E-Bike Share is a widely-deployed service that provides a sustainable transportation mode which complements transit and provides a safe and comfortable alternative to private vehicles for local trips.
- b) E-Bike Share will support the following goals:
 - i. *Increasing Freedom of Mobility*: E-Bike Share is intended to grow the number of travel options available in the City, which can promote equity in our transportation system by making active transportation an attractive and affordable option, helping to shift more local trips to active modes;
 - ii. *Supporting and Supplementing Transit Usage*: E-Bike Share can play a vital role in connecting the first- and last-mile gap between transit and local destinations. The City will ensure E-Bikes are distributed across the community to complement the transit network and help increase transit ridership;
 - iii. *Promoting Sustainable Transportation*: E-Bike Share can reduce community greenhouse gas emissions linked to transportation and improve health outcomes through cleaner air and increased physical activity;

- iv. *Providing a Safe Mode of Travel*: E-Bike Share should be a safe mode of travel for riders and other road users. The City will work with partners to monitor incident reports and respond to risks if they appear;
 - v. *Maintaining a High Quality Public Realm*: E-Bikes must be safely stored to maintain accessibility and should complement the public spaces they share with other road users;
 - vi. *Making Efficient Use of Resources*: E-Bike Share operations should rely on existing infrastructure and planned investments and impacts to municipal resources must be monitored closely; and
 - vii. *Ensuring a Great Mobility Experience*: E-Bike Share is a key part of growing the City's active transportation network and reducing barriers to moving around. Understanding the community's experience will help the City improve E-Bike Share services as they evolve.
- c) Alignment with City Policy/Strategy
- i. E-Bike Share services support the Strategic Plan vision and priority to be a Connected City that provides active and sustainable ways for people and goods to move to, from and within the City safely and efficiently.
 - ii. E-Bike Share aligns with the Official Community Plan objectives to encourage technological innovation to overcome physical barriers to transportation, and to encourage transportation options that reduce fossil fuel use.

3. Operations

a) License to Operate

- i. Service providers will be required to obtain a street use permit and business license to operate E-Bike Share services in the City.
 - ii. The E-Bike Share Permit Guidelines set the standards and procedures for all applicants seeking a street use permit to operate an E-Bike Share service in the City. The Guidelines include requirements for safety, service availability, operations and parking, insurance and liability, and data sharing and reporting.
 - iii. Applicants that are issued a permit must also obtain a business license, enabling them to operate in accordance with all City regulations and bylaws.
- b) This E-Bike Share Policy covers Motor Assisted Cycles, also known as electric bicycles ("e-bikes").

4. Accountability

- a) Council is responsible for approving the E-Bike Share Policy, approving and allocating funds and resources, and providing oversight regarding the E-Bike Share Policy.
- b) The City Engineer is responsible for issuing the Street Use Permit (per Street and Traffic Bylaw, 1991, No. 6234).
- c) The Licensing Inspector of the City is responsible for granting business license (per Business Licence Bylaw, 2018, No. 8640).

AUTHORITY

- Community Charter, SBC, 2003
- Local Government Act, RSBC, 1996
- Motor Vehicle Act, RSBC, 1996

REFERENCES

- Business License Bylaw, 2018, No. 8640
- Bylaw Notice Enforcement Bylaw, 2018, No. 8675
- Intermunicipal Business License Agreement Authorization Bylaw, 2001, No. 7350
- Street and Traffic Bylaw, 1991, No. 6234
- North Shore E-Bike Share Permit Guidelines

DOCUMENT HISTORY

Date	Action	By
November 2, 2020	Approved	Council