




WINNIPEG PARKING AUTHORITY  
Vehicle for Hire Division  
**VEHICLE FOR HIRE REGULATIONS**

<b>SUBJECT:</b>	<b>REQUIRED TAXI EQUIPMENT</b>	<b>VFH-18-002</b>
<b>CATEGORY:</b>	Taxis	<b>REVISION DATE:</b> June 15, 2020
<b>PURPOSE:</b> To outline the specifications required of equipment installed in a taxi.		
<b>REFERENCE:</b> <ul style="list-style-type: none"><li>• Vehicle for Hire By-law 129/2017, section 38(1)(g)(i) through (vi)</li><li>• Vehicle for Hire By-law 129/2017, section 45(3)</li><li>• Vehicle for Hire By-law 128/2017, section 52</li></ul>		
<b><u>General</u></b> <p>The above noted sections of the Vehicle for Hire By-law (“the By-law”) provide the authority for the designated employee to specify the requirements in order for a taxi to be licenced to operate within the City of Winnipeg. The requirements below are outlined in detail in the noted schedules to this Regulation:</p> <ul style="list-style-type: none"><li>• Driver safety shield; Schedule A</li><li>• Global positioning system; Schedule B</li><li>• Emergency strobe light; Schedule C</li><li>• Certified Taximeter; Schedule D</li><li>• Illuminated Roof Sign; Schedule E</li><li>• Required Signage; Schedule F</li><li>• Change of Vehicle; Schedule G</li></ul> <p>Section 38(1)(g)(ii) of the By-law pertains to in-vehicle camera systems. Details relating to in-vehicle cameras are contained in <i>Vehicle for Hire Regulation VFH-18-003</i></p> <p>The above noted equipment, with the exception of a certified taximeter, may be installed in any vehicle for hire.</p>		
<b>DATE OF ISSUE:</b> June 15, 2020	<b>SUPERSEDES ISSUE OF:</b>	April 12, 2019
<b>APPROVED:</b>  _____ Grant Heather Manager, Vehicles for Hire Winnipeg Parking Authority		

**Vehicle for Hire Regulation 18-002  
Schedule A – Driver Safety Shield  
Specifications**

**General**

A taxi, other than an accessible taxi, shall be equipped with a shield that:

- a) is of a make and model approved for use by the Provincial Taxicab Board as of 28 February 2018;  
and
- b) is installed in accordance with the manufacturer's specifications.

An accessible taxi may be equipped with a driver safety shield should the owner wish to have one.

**Driver Safety Shield Specifications**

Effective March 1, 2018, the driver safety shield previously specified by the Taxicab Board is acceptable and considered the minimum requirement by the City to meet this Regulation.

Safety shields must be manufactured and installed by:

Eco Form Plastic Inc.  
8-305 McKay Avenue  
Winnipeg, MB  
204-654-0367

Effective June 1, 2020, in order to further enhance safety in taxicabs, owners are authorized to install a full front-seat safety shield on a permanent basis. This may be an extension to the existing driver side safety shield that extends across the passenger side to create a full shield, or it may be a one piece full shield that extends across the width of the interior of the vehicle.

In the case of whichever full shield configuration is installed, in order to meet the requirements of this Regulation, a full front seat taxi safety shield must meet the following specifications:

- 1) It must be manufactured from the same material as the driver safety shield (typically ¼" polycarbonate) and installed in accordance with the manufacturer's specifications, including securely fastened, including to any existing driver safety shield, and must not have any sharp edges.
- 2) At a minimum, it must provide further safety protection to the driver, including reducing the ability for any back-seat passenger to reach through.
- 3) It must be installed in such a way that the shield or any safety padding does not block the recording of in-car camera footage.
- 4) Any full shield must be kept clean of scratches, scuffs, decals and other marks that may impair the quality of video recording that occurs.

- 5) Any full shield installation must allow venting in them to allow the passage of either heat or air conditioning for the flow of air and comfort of backseat passengers.
- 6) There must be a slot or sliding door that would allow the driver and back seat passengers to pass items between, most specifically to accommodate a POS payment machine for contactless payments.

**Vehicle for Hire Regulation 18-002**  
**Schedule B – Global Positioning System (GPS)**

**Global Positioning System (GPS)**

All taxis must be equipped with a GPS device capable of providing hands-free route guidance to the driver.

The system must be operational at all times when the taxi is in use and should be used to ensure that the most efficient and direct route for trips is taken. This may be a standalone GPS system, one provided through a smartphone or via a soft meter tablet.

Ideally, taxis should also be equipped with a dispatch linked GPS system capable of automatically communicating the vehicle's real-time location, speed and direction of travel to the dispatcher.

**Vehicle for Hire Regulation 18-002  
Schedule C – Emergency Strobe Light**

**Emergency Strobe Light**

A vehicle for hire taxi shall be equipped with a strobe light that is of a make and model approved by the City of Winnipeg and is permanently mounted on the vehicles' roof and that can be triggered by the driver to provide warning of an emergency situation.

The strobe light is a 3 ¼" standard white strobe light. The light must be mounted on the roof at the back of the vehicle.

A strobe light installed on a taxi that was approved by the Manitoba Taxicab Board and was operational on February 28, 2018 is approved for use.

A vehicle for hire PTP may be equipped with a strobe light that is of a make and model approved by the City of Winnipeg and is mounted on the vehicles' roof and that can be triggered by the driver to provide warning of an emergency situation.

**Vehicle for Hire Regulation 18-002**  
**Schedule D – Certified Taximeter**

**Meter**

A taxi must, at all times while in use as a vehicle for hire, have an operational taximeter installed that meets the requirements of the City according to the rates set in the, Maximum Fare Schedule and must be operated at all times with a passenger fare in the vehicle.

The taximeter must be capable of calculating and displaying a fare based on time and distance. The fare display must be readable by a passenger in any seat of the vehicle.

The taximeter must be adjusted to calculate accurately the maximum fare established by the City.

The taxi licence holder must regularly inspect and test the taximeter to ensure the fare is calculating accurately. A taximeter shall be considered accurate if

- a) on a road test, the distance computed by the taximeter is within 2% of the actual distance travelled; and
- b) on a time test, the time computed by the taximeter is within 2% of the actual time.

A certificate confirming the meter is working accurately must be obtained from an authorized meter shop each license renewal period, or at the request and direction of the designated employee or enforcement officer.

The taximeter must be sealed, or programmed by an inspector or another person authorized by the City of Winnipeg to seal or program taximeters. The taxi must not be operated if the seal on the taximeter is broken, unless authorized by an inspector.

For 2018, the camera shops authorized to certify a taximeter is working correctly are those approved by the Provincial Taxicab Board on 28 February 2018.

The taximeter must be of a type, make or model approved by the Designated Employee. **This now includes digital tablet meters or newer technology that have been reviewed, inspected and approved by the Vehicle for Hire division.**

**Meter Specifications**

Effective March 1, 2018, any taximeter previously specified by the Taxicab Board shall be acceptable by the City as well as those approved since 2018 by the City of Winnipeg.

**Vehicle for Hire Regulation 18-002**  
**Schedule E – Illuminated Roof Signage**

**Illuminated Roof Sign Indicating In Use**

A taxi shall display a double-faced sign on the roof that identifies the vehicle as a “taxi”, and is capable of being illuminated.

The light must be illuminated when the taximeter is not calculating a fare, and not illuminated when the taximeter is calculating a fare.

The sign must be visible from a distance of 100 m in normal daylight.

Should a PTP vehicle for hire choose to install an illuminated roof light, it must in no way indicate or include the word “taxi”.

As technology changes, the Vehicle for Hire division will consider deviations from this specific sign requirement, in conjunction the addition of other technologies that would provide the same identification in accordance with other approved vehicle for hire policies. Suggestions of this nature should be brought forward to the VFH office, in writing, including specifications and proposed usage.

**Vehicle for Hire Regulation 18-002**  
**Schedule F – Required Signs**

**Required signs**

A taxi shall display the following signs:

- a) a sign painted or permanently affixed to each side of the taxicab that
  - (i) sets out the name of the dispatcher with which the taxi is registered, and the telephone number that the public may call to request the dispatch of a taxi,
  - (ii) identifies the vehicle as an accessible taxi if so licenced
  - (iii) uses lettering no less than 5 cm high and approved by the City of Winnipeg, and
  - (iv) is clearly visible at all times
- b) a sign meeting the requirements of clause (a) that is painted or permanently affixed above or below the rear window of the taxicab;
- c) a sign painted or affixed to the rear and each side of the taxicab that
  - (i) displays the taxi licence number,
  - (ii) uses numbers no less than 10 cm high of a type and in a location approved by the City of Winnipeg, and
  - (iii) is black or white in colour, in contrast to the colour of the vehicle;
- d) a sign affixed to the front interior of the taxi that
  - (i) displays the taxi identification number (TID),
  - (ii) is black or white in colour, in contrast to the interior colour of the vehicle,
  - (iii) is located in a location that is visible from any passenger seating position in the taxi, and
  - (iv) uses numbers of a size and type that allow a passenger with normal eyesight to read the number while seated in any seating position in the taxi;
- e) a fare information decal, approved by the City of Winnipeg and issued to the vehicles by their dispatcher, affixed to the right front or right rear door of the taxicab;
- f) if an in-car camera is installed, an in-car camera decal to inform passengers that an in-car camera system is being used in the taxicab,
  - (i) that is printed with a double-sided message that is approved by the City of Winnipeg and can be read both from outside and inside the taxicab,
  - (ii) that is clearly visible at all times, and
  - (iii) that is affixed to a rear door window in a position where it complies with subclause (ii).



**Driver Identification**

In accordance with S. 52 of the Vehicle for Hire by-law, the photo taxi driver licence of a taxi driver issued by the City of Winnipeg must be displayed where it is readily visible to all passengers at all times during the transportation service.

**No Smoking Signs**

Any vehicle for hire may display signs that indicate smoking is not allowed in the vehicle. The sign shall be a sign provided for or permitted under *The Smoking Regulation By-law, City of Winnipeg By-law No. 62/2011*.

**Advertising Signs**

Any vehicle for hire may display advertising signs that otherwise meet the requirements and restrictions of this Regulation and any approved advertising policy or Regulation approved by the Manager of Vehicle for Hire. They may not replace or cover any other required signage.

**Prohibited Signs**

No vehicle for hire shall offer transportation services that

- a) displays a sign that is not required or permitted by the City of Winnipeg;
- b) fails to display a sign that is required by this Regulation.
- c) displays any sign(s) that interfere with the visibility of a required sign
- d) displays any sign(s) that offend community standards of decency or is not maintained in a good state of repair
- e) displays any signs that are not permitted under vehicle safety standards or Provincial regulations.

**Vehicle for Hire Regulation 18-002**  
**Schedule G – Change of Vehicles**

**Change of Vehicle**

In accordance with this Regulation (VFH-18-002), all taxis must conform to the requirements prior to completing the change of vehicle process.

The replacement vehicle must be one approved for use in the existing vehicle licence classification. The change of vehicle process must be completed at the Vehicle for Hire Office and all vehicle inspections must be completed by a Vehicle for Hire Enforcement Officer.

The following information must accompany the Change of Vehicle application form:

- MPI Certificate of Inspection or NVIS
- POA or authorization from the owner stating the applicant can do business on behalf of the owner (if required)
- Proof of ownership of the vehicle
- Camera Certificate
- Meter Certificate
- D409 Certification (accessible vehicles only)
- Vehicle for Hire Officer Inspection Report

Once the Change of Vehicle application package has been approved, and the applicable fee is collected, the form is returned to the Registered Owner to bring to MPI to obtain the new vehicle registration. The vehicle must be registered with MPI as a Vehicle for Hire and the new vehicle registration must be filed with the Vehicle for Hire office immediately after registering it with MPI.

The vehicle should not be registered with MPI as a Vehicle for Hire until the Change of Vehicle process has been completed.

Failure to comply with the change of vehicle process will result in an immediate vehicle “out of service” suspension in order to remedy the contravention in accordance with the By-law and may result in additional enforcement action.