
TO: Committee of the Whole **MEETING:** October 8, 2019

FROM: Kim Fowler
Manager of Long Range Planning,
Sustainability and Energy **FILE:** 5285

SUBJECT: Electric Vehicle Service Area

RECOMMENDATION

1. That the Board direct staff to draft service area and reserve fund bylaws to create a new service area for the ongoing operations, maintenance and procurement of electric vehicle charging stations for Electoral Areas B, E, F, G and H.
2. That \$6,575 be included in the 2020 budget to cover six months of operational costs following procurement and installation.
3. That staff be directed to proceed with an alternative approval process for establishment of a new electric vehicle charging station service.

SUMMARY

At the July 9, 2019 Committee of the Whole meeting, the Board passed the following resolutions:

- That the Board direct staff to prepare a bylaw to create a new service area for the ongoing operations, maintenance and procurement of electric vehicle charging stations.
- That the proposed 2020 budget contain \$25,000 for annual operating, maintenance and replacement costs for the electric vehicle charging station service.

Electoral Areas A and C are not included in the proposed service area at this time as these areas will not receive an Electric Vehicle (EV) charging station.

At the July meeting, several Board members inquired as to whether a RDN member municipality could opt out of the regional service by taking ownership and all future responsibility for the EV charging stations. This procedure was used in a previous grant for EV charging stations through the Federation of Canadian municipalities in 2012.

At a staff level, the four member municipalities were asked for their recommendation on whether they wished to be included in the service area bylaw. The District of Lantzville, the City of Nanaimo the City of Parksville and the Town of Qualicum Beach have advised their recommendation to their council would be to take ownership and all future responsibility of all EV charging stations installed within their municipality through this grant. For the purposes of cost estimates, Electoral Area B, E, F, G and H have been included in the service area bylaw.

This estimate of annual cost to operate, maintain, replace and administer the new service for Electoral Areas B, E, F, G and H is shown in Table 1 – Annual Estimated Costs.

Table 1 - Annual Estimated Costs	\$
Operations & Maintenance	5,500
Asset Management Replacement	6,000
Administration Costs	1,650
Total	\$ 13,150

Table 2 shows the cost allocation of the \$13,150 within participating Electoral Areas.

Table 2 – Cost Allocation		
	Cost \$	Cost Rate per \$100,000
Electoral Area B	2,006	0.0013186
Electoral Area E	3,556	0.0013250
Electoral Area F	2,479	0.0015877
Electoral Area G	3,106	0.0013121
Electoral Area H	2,003	0.0013774
Total	\$13,150	

As announcement of the grant award has yet to be made, the procurement and installation process will take about six months. Given this, \$6,575 is recommended to be included in the 2020 budget to cover costs for the remaining six months of 2020. Creation of a new service area requires preparation of a service establishment bylaw which will require the approval of the electors before consideration of adoption. It is recommended that the Board seek elector approval by an alternate approval process”. A reserve fund will enable funds to be put aside to pay for costs related to the acquisition, repair, replacement, upgrading or improvement of the capital infrastructure of the Regional Electric Vehicle Charging Station Service.

ALTERNATIVES

1. That the Board direct staff to draft service area and reserve fund bylaws to create a new service area for the ongoing operations, maintenance and procurement of electric vehicle charging stations for Electoral Areas B, E, F, G and H.
2. That \$6,575 be included in the 2020 budget to cover six months of operational costs following procurement and installation.
3. That staff be directed to proceed with an alternative approval process for establishment of a new electric vehicle charging station service.
4. That the Board provide alternate direction.

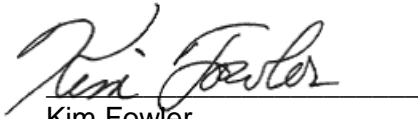
FINANCIAL IMPLICATIONS

The financial implications for the participating Electoral Area are shown in Table 2. Budget approval for the estimated cost of \$13,150 needs to be included in the 2020 budget.

STRATEGIC PLAN IMPLICATIONS

Climate Change - Develop a regional strategy for electric vehicle charging.

Creation of a servicing area and associated bylaw for Electoral Areas receiving an EV charging station will assist in developing a regional strategy for EV charging.



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Reviewed by:

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