**RECOMMENDATION(S)**

1. That “Electric Vehicle Charging Station Service Establishment Bylaw No. 1796, 2020” be adopted.
2. That “Electric Vehicle Charging Station Service Reserve Fund Establishment Bylaw No. 1797, 2020” be adopted.
3. That, following the first full year of electric vehicle (EV) charging station operation, staff report to the Board on user-pay options for EV charging station use.

**BACKGROUND**

At the October 27, 2020 Board Meeting, the Board approved the following motions:

#20-419: “That “Electric Vehicle Charging Station Service Establishment Bylaw No. 1796, 2020” be introduced, read three times and forwarded to the Inspector of Municipalities for approval.”

#20-420: “That “Electric Vehicle Charging Station Service Reserve Fund Establishment Bylaw No 1797, 2020” be introduced and read three times.”

#20-421: “That the participating area approval is to be obtained for the entire proposed service area (Electoral Areas B, E, G and H).”

#20-422: “That the Board approve the Elector Response Form as provided in Attachment 3; establish 4:00 p.m. on February 15, 2021 as the deadline for receiving elector responses for the alternative approval process, and; determine the total number of electors of the area to which the approval process applies to be 19,947.”

#20-423: “That once the service is established, the 2021 proposed budget include $10,118 for 6 months of electric vehicle charging station maintenance and operation.”

Following Board Resolution #20-422, if fewer than 1,994 elector response forms are received prior to Monday, February 15, 2021 at 4:00 p.m., elector approval is deemed to have been obtained and the Board can proceed to adopt Bylaw No. 1796. There were 76 valid Electoral Response forms received by the February 15th deadline (see Corporate Officer’s Certification – Attachment 3), therefore, Bylaw No. 1796 has received approval of the electors by the alternative approval process and may be adopted by the Board. Responses by each Electoral Area are shown in Table 1.

**Table 1. Number of Elector Response Forms received from each Electoral Area**

|  |  |
| --- | --- |
| **Electoral Area** | **Number of Elector Response Forms Received** |
| Electoral Area B  |  68 |
| Electoral Area E | 4 |
| Electoral Area F | 3 |
| Electoral Area G | 1 |
| **Total** | **76** |

To provide an opportunity for public information and participation, the RDN created a ‘Get Involved’ page in early December that was updated throughout the project. The ‘Get Involved’ page contained detailed questions and answers on the proposed service and bylaw, copies of all related background documents, a copy of the Elector Response form, and full details on how to participate in the AAP. The ‘Get Involved’ page for the Electric Vehicle Charging Station AAP was visited 226 times with 214 site visitors classified as Aware (179), Informed (34), or Engaged (1) based on their interactions with the site. The RDN also posted details on the AAP to Facebook, provided detailed notices in local print media, and responded to public and media questions on both the project and the AAP.

The Board directed that charging be free to the public at this time (Board Resolution #19-093). While the Community Energy Association (CEA) recommends free charging for the first year, many local governments (e.g., Cowichan Valley Regional District, Vancouver, Saanich, Victoria) have moved to user-pay models for their EV charging stations to promote turnover and ensure stations are available to those who need them.

**FINANCIAL IMPLICATIONS**

Beginning in 2022, $20,236 will be included in the new EV Charging Station Service to meet the operating and replacement costs outlined in Table 1. Because of the timing of the service and anticipated works, $10,118 has been added to the 2021 financial plan to cover half a year of operations in 2021 and will be utilized as a temporary transfer from the Regional Sustainability Initiative Reserve Account. Future operating costs can be lowered through the implementation of user-pay models if the Board so chooses.

 **Table 2. Annual Estimate of Costs to Maintain and Operate 4 EV Charging Stations**

|  |  |
| --- | --- |
| Cost Category | Cost ($) |
| Annual operating costs\* | 8,278  |
| Estimated annual electricity costs | 5,240  |
| Capital and maintenance reserve | 6,718  |
| **Total** | 20,236  |

\*includes operating, maintenance, administration, network subscription fees, staff time

**STRATEGIC PLAN ALIGNMENT**

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

**REVIEWED BY:**

K. Fowler, Manager, Long Range Planning, Energy and Sustainability

J. Hill, Manager, Legislative Services

J. Bradburne, Director of Finance

G. Garbutt, General Manager, Strategic and Community Development

P. Carlyle, Chief Administrative Officer

**ATTACHMENT(S)**

1. Electric Vehicle Charging Station Service Establishment Bylaw No. 1796, 2020
2. Electric Vehicle Charging Station Service Reserve Fund Establishment Bylaw No. 1797, 2020
3. Corporate Officer’s Certification