

DATE OF MEETING OCTOBER 20, 2021

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SUBJECT **ELECTRIC VEHICLE CHARGING STATION PARTICIPATION  
AGREEMENT**

## **OVERVIEW**

### **Purpose of Report**

To seek Council direction to participate in the Mid-Island Electric Vehicle Network Project headed by the Regional District of Nanaimo and administered by Community Energy Association.

### **Recommendation**

That the Finance and Audit Committee recommend Council direct Staff to:

1. Execute the attached Participation Agreement, dated June 23rd, 2021, to enter into contract with Community Energy Association to participate in the Mid-Island Electric Vehicle Charging Station Network;
2. Add a project to 2021 of the 2021-2025 Financial Plan, for the installation of four public, electric vehicle charging stations at City-owned sites within the community. These would be funded by a grant and a reallocation of existing resources; and
3. Collaborate with Regional District of Nanaimo staff to select specific locations within the area that optimize coverage.

## **BACKGROUND**

The Nanaimo Official Community Plan, Community Sustainability Action Plan, and the Transportation Master Plan, all outline strategies to reduce the environmental impacts of mobility. A common objective of these plans is to reduce the production of Greenhouse Gas (GHG's) emissions in the community. While the City of Nanaimo (the City) has taken important steps to lower the use of motor vehicles by expanding active transportation infrastructure and by advocating, marketing, and educating users on how to comfortably walk, cycle and use transit facilities; the majority of trips in Nanaimo are still taken by motor vehicles. Therefore, efforts are being made to support more environmentally sound vehicle choices, such as a shift to Electric Vehicles (EV's).

On February 26<sup>th</sup>, 2019, Community Energy Association (CEA) made a presentation to the Regional District of Nanaimo (RDN) Board of Directors, asking the Board to act as the lead applicant for CleanBC Communities Grant Funding. The RDN Directors voted in favour of the request, and RDN staff worked with CEA to complete the grant application and to identify the location for ten - Level 2 charging stations within the RDN, (Attachment A).

On April 8<sup>th</sup>, 2019, Council directed Staff to:

1. Participate in the Mid-Island Electric Vehicle (M-IEV) Network Project and associated CleanBC Communities Fund Application with the (RDN) as the lead applicant;
2. Allocate up to \$24,000 from within the 2019-2023 Financial Plan for the installation of four public, electric vehicle charging stations at City-owned sites within the community;
3. Amend the 2019-2023 Financial Plan to add the charging stations project to 2019 for \$80,000 including private (grant) contributions and City share, and,
4. Collaborate with RDN staff to select specific locations within the area that optimize coverage, (Attachment B).

## **DISCUSSION**

At the time of the April 8<sup>th</sup>, 2019 Council resolution, a participation agreement had not yet been provided. In addition, the grant application had not yet been submitted. As such, the April 2019 resolution did not include execution of the contract and was understood to be participation in principle. As there was no movement on the file, the funding was not carried forward from 2019 into 2020. The grant application was approved December 24, 2020, and on March 1, 2021, the RDN entered into a Shared Cost Agreement with the Province, confirming the project is proceeding. The agreement between the RDN and the Province provides for up to 28 EV charging stations in 15 communities in the mid-island. Of those 28 chargers, four EV charging stations will be located in Nanaimo, pending City participation.

With grant funding now in place, Staff have been provided with the Participation Agreement for the M-IEV Charging Station Network, (Attachment C). The agreement is between CEA, the City, and 11 additional local government bodies to provide up to 28 EV charging stations throughout the mid-island. Each municipality is asked to fund approximately 26.67% of the project, while the grant is funding approximately 73.33% of eligible costs. For Nanaimo's four charging stations, the total project budget is \$85,707, and the City's portion, including 10% contingency is \$26,000.

The City's portion of the project cost represents a savings of approximately 60% over the installation of four charging stations should the City install them without benefit of the grant funding. A portion of the grant proceeds is used to pay for the services of CEA, a non-profit society that will provide Consulting services throughout the duration of the project. If the City were to install four charging stations independent of the grant, the approximate cost would be \$60,000, based on previous installations by the City.

Locations being considered focus on destination parks and facilities owned by the City. |

## **OPTIONS**

1. That the Finance and Audit Committee recommend Council direct Staff to:
  - Execute the attached Participation Agreement, dated June 23rd, 2021, to enter into contract with Community Energy Association to participate in the Mid-Island Electric Vehicle Charging Station Network;
  - Add a project to 2021 of the 2021-2025 Financial Plan, for the installation of four public, electric vehicle charging stations at City-owned sites within the community. These would be funded by a grant and a reallocation of existing resources; and
  - Collaborate with RDN Staff to select specific locations within the area that optimize coverage.
    - The advantages of this option: Engaging with this project supports strategies toward sustainability and emission reduction. The grant provides the City the opportunity to add four new public electric vehicle charging stations in the City for a minimal cost.
    - The disadvantages of this option: The funds will be reallocated and won't be available to fund another initiative.
    - Financial Implications: The 2021 – 2025 Financial Plan will be amended to include the project and the private contribution of \$62,849. Staff have identified \$26,000 within the existing project plan that can be reallocated to cover the City's share of the project.
2. That the Finance and Audit Committee recommend Council direct Staff to:
  - Not execute the participation agreement for the Mid-Island Electric Vehicle Network Project.
    - The advantages of this option: The contribution by the City can be directed to other initiatives that may have a higher priority.
    - The disadvantages of this option: An opportunity to further Council's sustainability and emission reduction goals will be missed.
    - Financial Implications: The \$26,000 will be available within the project plan for other opportunities and the City will decline the grant opportunity. ]

## **SUMMARY POINTS**

- The Nanaimo Official Community Plan, the Nanaimo Transportation Master Plan, and the Community Sustainability Action Plan identify strategies to create a more sustainable transportation system in Nanaimo, which includes a shift to Electric Vehicles.
- Grant funding provides an opportunity for a 60% cost savings on the expansion of publicly accessible Electric Vehicle Charging stations.
- Having the Community Energy Association manage the project, will allow Staff to continue to focus on other projects while still being involved in the process.

**ATTACHMENTS:**

Attachment A – Regional District of Nanaimo Minutes 2019-FEB-26

Attachment B – City of Nanaimo Minutes 2019-APR-08

Attachment C – Mid-Island Electric Vehicle Charging Station Network Participation Agreement |

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