Staff Report to Council

Planning and Development

FILE: 11-5210-01/20

REPORT DATE: October 29, 2020 **MEETING DATE:** November 17, 2020

TO: Mayor and Council

FROM: Anne Berry, Director of Planning and Development

SUBJECT: CleanBC Communities Fund Grant Application for Additional Public Electric Vehicle Charging Stations

CHIEF ADMINISTRATIVE OFFICER REVIEW/APPROVAL:

RECOMMENDATION(S): THAT Council:

A. Receive for information the Staff Report titled "CleanBC Communities Fund Grant Application for Additional Public Electric Vehicle Charging Stations" dated October 29, 2020; AND

B. Direct staff to apply for funding of a Clean Energy Infrastructure project through the ICIP – Green Infrastructure: Climate Change Mitigation Sub-Stream CleanBC Communities Fund; OR

C. Other.

PURPOSE:

The purpose of this report is to seek Council's direction to apply to the Clean BC Communities Fund (CCF) to pay for installation of up to four new municipal electric vehicle (EV) charging stations.

☐ Information Report ☐ Decision Report ☒ Direction Report

DISCUSSION

Background:

The CleanBC Communities Fund (CCF) offers grant funding for infrastructure projects that support the management of renewable energy, access to clean energy transportation, improve energy efficiency of buildings, or the generation of clean energy. Eligible projects are to support public infrastructure, defined as tangible capital assets primarily for public use and benefit. For local government applicants, the CCF will fund up to 73.33% of the eligible costs.

City staff propose applying for grant funding to cover all eligible portions of the costs to install up to four additional Level 2 electric vehicle (EV) charging stations in the community. Level 2 EV chargers provide shorter charging times so more vehicle owners will be able to utilize them. If the application is successful, additional charging stations will encourage residents to use clean energy transportation options that help reduce our community's overall greenhouse gas emissions.

Eligible costs covered by the grant include capital costs for constructing or renovating a 'tangible asset' and a 15% contingency amount. The City's costs will include ongoing maintenance, service, and electricity costs, plus 26.67% share of the eligible costs.

Application Requirements:

- For local government applicants, a Council/Board resolution is required;
- Submission of a completed cost estimate with an itemized description of eligible costs;
- A feasibility study that describes initial planning, identifies what the project works will include, and why the project is being considered;
- A list of licenses, permits and approvals which are required for the project to proceed;
- Evidence of secured funds for the project;
- Provide a preliminary greenhouse gas (GHG) assessment with calculations.

A periodic progress report will be required quarterly, and a budget forecast report will be required monthly or upon request by the Province.

All contracts for works associated with projects that are approved for funding are to be publicly tendered.

Application Process:

- The CCF grant deadline was November 12, 2020 for submission with supporting documentation (including a Council resolution) to be submitted within a month of submission. To take advantage of the opportunity, staff submitted the application by the deadline; however, if Council does not support the proposal

and a supporting Council resolution is not submitted by December 12, 2020, then the City's application will not be processed.
- The CCF grant stipulates a project completion date of no later than March 31, 2026.

Relevant Policy, Bylaw or Legislation:

The proposal is in line with the Official Community Plan (OCP) policies on climate goals and targets for the community.

Analysis:

Locations

Four potential locations for the Level 2 EV charging stations are proposed by staff (see Attachment A):

- South Bonson Community Centre,
- Pitt Meadows Arena,
- Heritage Hall/Block House, and
- Pitt Meadows Family Recreation Centre.

In each case, the identified parking stalls are closest to the necessary supporting electrical infrastructure. This approach was proposed to minimize installation and maintenance costs. Feasibility and ease of access for these locations are currently being assessed by staff in more detail before final locations are identified. Additionally, staff are exploring options for charging stations that are convertible between free-to-use and cost-recovery/revenue generating, to provide the City with more flexibility in the future.

Costs

The estimated cost for the chargers and their installation is approximately $79,900 + GST, plus an annual servicing cost of approximately $5,000 (not including electricity charges). The City is applying for a grant to fund the capital and installation costs, plus a 15% contingency amount. If successful, the grant will fund 73.33% of the total amount. Options to recover future operating costs by implementing a user fee will be explored by staff and provided to Council at a later date.

Timing

If successful with the grant, Staff are suggesting installation of the chargers take place by early-2022 to mid-2022 to allow time for the grant review process, tendering process, and to incorporate the project into business planning and operational scheduling. During the 2022 business planning process, Staff and Council can consider whether to proceed with installation of all four chargers or phase the project over multiple years to spread out the costs to the City.

Official Community Plan Policies

The proposal is in line with the current and draft Official Community Plan (OCP) policies on air quality and environmental goals for the community. The current OCP policies: encourage the City to lead by example on initiatives that reduce harmful air emissions; identify greenhouse gas (GHG) reduction targets; and, specifically support installation of EV charging stations.

COUNCIL STRATEGIC PLAN ALIGNMENT

☐ Principled Governance ☐ Balanced Economic Prosperity ☐ Corporate Excellence
☒ Community Spirit & Wellbeing ☒ Transportation & Infrastructure Initiatives
☐ Not Applicable

FINANCIAL IMPLICATIONS

☐ None ☐ Budget Previously Approved ☐ Referral to Business Planning
☒ Other

The City will be applying for the total estimated capital and installation costs. The project will also be included in business planning for 2022 for consideration of annual costs, potential for revenue generation, and should the grant award not cover the entire costs associated with the project.

PUBLIC PARTICIPATION

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

KATZIE FIRST NATION CONSIDERATIONS

Referral ☐ Yes ☒ No

No impacts to the Katzie First Nation have been identified

Written by:	Reviewed by:
Kim Blais, Operations Clerk / Green Team Member	Alex Wallace, Manager of Community Development

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ATTACHMENT(S):

A. Four potential EV charging station locations.


Barnston View Rd
Bishops Reach
Parking Stalls for Charging
Power Source
Charging Kiosk
Electrical Conduits
City of Pitt Meadows
South Bonson Community Centre
0 5 10 20 30 40
Meters
Map Created: 2020/10/27


Existing Streetlight
Parking Stalls for Charging
Power Source
Charging Kiosk
Electrical Conduits
Notes - Service upgrade needed here
- Concrete Pads needed for charging kiosks
City of Pitt Meadows
Pitt Meadows Skating Arena
0 5 10 20 30 40
Meters
Map Created: 2020/10/27


Parking Stalls for Charging
Power Source
Charging Kiosk
Electrical Conduits
Note: Loading Calculations needed here
City of Pitt Meadows
Heritage Hall
0 5 10 20 30 40
Meters
Map Created: 2020/10/27


Parking Stalls for Charging
Power Source
Charging Kiosk
Electrical Conduits
City of Pitt Meadows
Family Rec Centre - North Parking Lot
0 5 10 20 30 40
Meters
Map Created: 2020/10/27