

## MANAGEMENT REPORT

**Date:** July 28, 2025  
**To:** Mayor and Members of Council  
**From:** Audrey Pascual, Deputy Clerk  
**Report Number:** COU25-091  
**Attachments:** None

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**Title:** User Fees for Electric Vehicle Charging Stations

**Objective:** To seek Council approval to implement user fees for City-owned Electric Vehicle (EV) Charging Stations.

**Background:** The City of Stratford owns and operates 14 publicly available EV Charging Stations, with a total of 25 charging spaces, in the following locations:

- Erie Street Parking Lot – Four (4) Level 2 EV Charging Stations and One (1) Level 3 Fast Charging Station;
- York Street Parking Lot – Two (2) Level 2 EV Charging Stations;
- Albert Street Parking Lot – Two (2) Level 2 EV Charging Stations;
- Kalbfleisch Parking Lot – Three (3) Level 2 EV Charging Stations;
- Market Place – One (1) Level 2 EV Charging Station; and,
- Upper Queens Park – One (1) Level 2 EV Charging Station.

The City has also received additional funding from Natural Resources Canada through the Zero Emission Vehicle Infrastructure Program (ZEVIP) for the installation of additional Level 3 Fast Charging Stations at the Rotary Complex. These stations are expected to be operational by November 2026.

The City currently does not charge a fee for the use of the EV Charging Stations. However, users are required to pay for parking while using the space and actively charging their vehicle. The standard parking rates of \$1.50 for on-street parking and \$1.25 for municipal parking lots apply for the use of the EV parking spaces. Payment for parking is required Monday to Saturday as follows:

- Between April 1st to October 31st from 9:00 a.m. to 8:00 p.m., excluding Sundays and holidays.

- Between November 1st to March 31st from 9:00 a.m. to 6:00 p.m., excluding Sundays and holidays

EV users are not required to remit payment while using an EV Charging Station outside of the above-noted period. EVs are also only permitted to park in an EV parking space while actively charging. A fine of \$80, or \$60 voluntary payment within 7 days, is issued to EVs when parked while not being connected to a charging station or not actively charging.

While using the EV Charging Stations, users are required to follow the maximum time limits for their respective parking locations as follows:

- Erie Street Parking Lot – maximum of four (4) hours
- York Street Parking Lot – maximum of four (4) hours
- Albert Street Parking Lot – maximum of four (4) hours
- Kalbfleisch Parking Lot – maximum of twelve (12) hours
- Market Place – maximum of four (4) hours
- Upper Queens Park – no maximum limit

In addition to the maximum time limits for the lot, users are not able to charge their EVs overnight in accordance with the City's Traffic and Parking By-law. The overnight parking restriction which is in effect all year round between 2:00 a.m. to 6:00 a.m., applies to all on-street parking spaces and municipal lots. Council has directed staff to review this restriction as per the resolution passed at their May 12, 2025 Regular Meeting:

**AND THAT staff be directed to review overnight parking restrictions to allow for extended use of the EV Charging Stations.**

**Analysis:** The initial reason for the free use of the charging stations was intentional and to encourage the adoption and uptake of EVs in the City. In addition, the City of Stratford is part of the Perth County Regional EV Charging Network which seeks to bridge the gap of charging infrastructure between Highway 401 and Lake Huron and Georgian Bay to the Bruce Peninsula. The availability of free charging can help encourage EV users to visit Stratford for a top-up on their way to their final stop or destination.

#### Operating Costs

Utility costs for the seven (7) EV Charging Stations that were operational in 2024 is estimated to be \$6,640. The EV Charging Stations in Market Place and Upper Queens Park are not on separate meters so the costs for these stations are an estimate based on the energy consumption and the average cost of electricity. Maintenance and operating costs for the EV Charging Stations include annual fees for a 'Cloud Plan' and an 'Assure Plan' through the supplier, Chargepoint. The mandatory 'Cloud Plan' manages the stations and offers access to a real time data dashboard that displays

metrics including periodic usage of stations, both live and historical, and identifies when there are issues present with the machine. The 'Assure Plan' covers all maintenance and parts replacement for the EV chargers for the period. These plans are included in the initial purchase price of the equipment and all the stations were still covered under their existing plans in 2024. Annual costs for the plans are \$15,610 for all seven stations, based on the amounts included in the initial purchase price.

### Proposed User Fees

Staff have conducted a municipal scan of EV Charging Station user fees and have compiled the information below:

<b>Municipality</b>	<b>Rate – Level 2</b>	<b>Rate – Level 3</b>
City of Guelph	\$1.50 per hour (parking lot fees also apply)	N/A
City of Kitchener	\$1.50 per hour, \$3.00 per hour after fully charged (parking lot fees also apply)	N/A
City of London	\$2.00 per hour (parking lot fees also apply and paid separately)	N/A
City of Waterloo	\$1.50 per hour	N/A
Town of Goderich	\$6.00 per hour	N/A
City of Toronto	\$2.00 per hour, \$6.00 flat rate from 9 p.m. to 6 a.m. (on-street parking and parking lot fees also apply and paid separately)	\$15.00 per hour
City of Vaughn	\$2.00 per hour for the first 4 hours, \$3.50 per hour thereafter (parking is free)	N/A
City of Brampton	\$1.00 per hour for the first 3 hours, \$5.00 per hour thereafter	N/A

Using the comparison from other municipalities and the operating costs, staff are proposing a \$2.50 hourly rate for the Level 2 Charging Station and a \$16.50 hourly rate for the Level 3 Fast Charging Station, with no additional parking fees. The proposed fees are in line with those of neighbouring municipalities and are low enough to encourage continued use of the City's EV Charging Stations.

The user fees will be collected through Chargepoint's application based on which station the user has initiated a session at. The EV driver inputs their payment information in the mobile app or uses a credit card at the station. Chargepoint will collect and process payments through their management software and charges a 10% of net revenue as processing fee.

In addition, staff are proposing that the user fees be collected while vehicles are actively charging in the stations, including outside of the hours when paid parking is enforced. This will allow the City to recover operating costs, especially utility costs associated with the Level 3 Fast Charging Stations.

## Time Limits

Level 2 EV Charging Stations can add 40km to 80km of range per hour while Level 3 Fast Charging Stations can add 160 km of range in 30 minutes, dependent on the EV and the voltage of the charging station. Current maximum time limits for the EV Charging Spaces can deliver sufficient top-ups for EV users therefore staff are currently not proposing that the maximum time limits be amended. Keeping the current maximum time limits can also promote user turnover and allow for more drivers to use the EV Charging Stations. In addition, usage data in 2024 indicates that 80% of the sessions are within the four-hour maximum limit for most of the municipal lots. Kalbfleisch Lot is available for users intending to charge their vehicles for more than four hours.

<b>Session Length (hh:mm)</b>	<b>Number of Sessions</b>	<b>Percentage</b>
0:30 – 2:00	2257	56.72 %
2:00 – 4:00	954	23.98 %
4:00 – 6:00	472	11.86 %
6:00 – 8:00	101	2.54 %
8:00 – 10:00	58	1.46 %
10:00 or longer	137	3.44 %

To further encourage the use of the EV Charging Stations and to provide EV users the opportunity to charge their vehicles outside of peak hours, staff are recommending that the EV Charging Spaces in the municipal lots be exempted from the overnight parking restriction. This exemption will also put the City in compliance with the conditions of the ZEVIP funding received in 2025 which requires that EV Charging Spaces be available 24/7. Should Council approve this proposed change, an amendment to the City's Traffic and Parking By-law will be required.

## User Fee Implementation and Timeline

To implement the proposed user fees, an amendment to the City's Fees and Charges By-law will be required. Staff are intending to move forward with an expected implementation in September, however, should Council wish to wait until 2026, there will not be a need to amend 2025 Fees and Charges By-law, and the fees will be included in the 2026 Fees and Charges By-law which will be coming forward to Council for review in August.

## **Financial Implications:**

### **Financial impact to current year operating budget:**

If the user fees are implemented in 2025 and take effect by September, revenues are estimated to be \$15,500. This estimate is based on the 2024 usage and the projected usage for all the current EV Charging Stations for the remainder of the year.

**Financial impact on future year operating budget:**

The gross revenue for 2026 is conservatively estimated based on 2024 usage at \$35,100. Usage is expected to increase over time. Costs for 2026 are estimated to be \$24,519, (includes utility costs at \$12,891, operating costs at \$8,118, and processing fee at \$3,510). These operating costs also include the Cloud Plan and Assure Plan for stations which expire in 2026 and will impact future year costs and returns.

**Link to asset management plan and strategy:**

As with all City infrastructure, these assets become part of the City's asset inventory, requiring periodic maintenance, and replacement at the end of useful life which has been assigned as 10 years in the asset management system. This future capital cost becomes part of the replacement and funding strategy and form part of the 10-year forecast.

**Alignment with Strategic Priorities:****Enhance our Infrastructure**

This report aligns with this priority as its recommendations promote the enhancement of alternative transportation infrastructure and accelerate the energy transition to low-carbon sources, through the development of EV Charging networks. This is in alignment with the Corporate Energy and Emissions Plan (CEEP) and aims to significantly contribute to emissions reductions and support sustainable growth.

**Intentionally Change to Support the Future**

This report aligns with this priority as its recommendations supports infrastructure investment which enhances community well-being by fostering sustainable growth and economic stability.

**Alignment with One Planet Principles:****Culture and Community**

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

**Travel and Transport**

Reducing the need to travel, encouraging walking, cycling and low carbon transport. This project aligns with these One Planet Principles as the infrastructure upgrades support sustainable growth by attracting eco-conscious businesses and tourism, contributing to emissions reductions, and further demonstrating a commitment to sustainable development.

**Staff Recommendation: THAT the proposed user fees for City-owned Electric Vehicle (EV) Charging Stations be approved;**

**AND THAT the Electric Vehicle Charging Spaces in municipal lots be exempted from the overnight parking restriction;**

**AND THAT staff be directed to prepare the necessary amendments to the 2025 Fees and Charges By-law and the Traffic and Parking and By-law.**

**Prepared by:** Audrey Pascual, Deputy Clerk

**Recommended by:** Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer  
Adam Betteridge, Interim Chief Administrative Officer