



Prince Edward Island (Regional) Checklist

Who can benefit from this checklist?

Government entities, public agencies, institutions, utilities, and commercial organizations in PEI who are interested in transitioning their fleet to electric.

- Understand the basics of electric vehicles (EVs), and how they differ from internal combustion engine vehicles (ICEVs).
- Understand the basics of charging infrastructure, and how it differs from fueling in an ICEV.
- Deploy telematic loggers onto existing ICEV fleet to collect operational data, including data on route lengths, daily mileage, idle times, elevation changes, payload weights, and seasonal impacts over a 3–12-month period.
- Shift from solely focusing on Capital Expenditure (CAPEX) to Total Cost of Ownership (TCO). Conduct a financial analysis that includes initial purchase price, electricity vs. fuel costs, maintenance savings, and available funding:

Important:

- Budget for a 40-50% reduction in maintenance costs.
- Budget for a 60-70% reduction in fuel costs.
- Explore National Funding Opportunities: Government of Canada's [Electric Vehicle Affordability Program](#), [Clean Fuel Regulations](#) and [Capital Cost Allowance](#), NRCan's [Zero Emission Vehicle Infrastructure Program](#), and Green Municipal Fund's [Municipal Fleet Electrification](#).
- Explore Regional Funding Opportunities: Government of PEI's [Electric Vehicle Charging Funding Program](#).

- Research the four charging ownership models and the three fleet EV ownership models. Select the appropriate ownership model that works for both the fleet and organization.



- Consult with the local utility to help identify infrastructure barriers, streamline project planning, and reduce delays throughout the electrification process. Determine the timeline and requirements for any necessary grid upgrades.
- Use the collected data from the telematic loggers to determine which ICEVs are stronger candidates for electrification, and which are not.
- Ensure that employees are comfortable with the transition to EVs, and all departments are committed to the electrification strategy. Build-up internal awareness and create education and training programs for all employees:

Important:

- Provide formal training to staff on regenerative braking, smooth acceleration, pre-conditioning, and charging (levels 1, 2 and 3).
- Provide staff with test-driving opportunities for them to feel comfortable with EVs and charging technology.
- Provide formal training to maintenance staff and technicians on high-voltage charging systems and fire suppression.

- Engage with key stakeholders about the electrification process, including vehicle manufacturers, charging providers, not-for-profit organizations, fleet management companies (e.g. Enterprise, Element Fleet), and government entities:

Important:

- Determine the level and type of chargers required and plan site layouts.
- Determine which EVs suit the fleet most appropriately.
- Determine where the home-base for EV charging will be done (e.g. parking lot, facility, depot).

- Develop a strategic roadmap unique to the fleet's circumstances and needs. Ensure the roadmap closely aligns with EMC's 8-phase roadmap.