



## City of North Battleford

Policy #W-03-001

### RESIDENTIAL AMI ACCOMMODATION POLICY

<b>Authority:</b> Council	<b>Resolution No.</b> 22/13
<b>Date Adopted:</b> January 10, 2022	<b>Effective Date:</b> January 10, 2022
<b>Department Responsible:</b> Operations	<b>Review Date:</b> Q4 2023

#### **PURPOSE**

The objective of this policy is to provide a water meter accommodation policy for residents with respect to advanced measurement infrastructure (AMI) meters. The purpose of the Residential AMI Accommodation Policy is to balance operational efficiency while providing households an option to continue utilizing a digital non-radio transmitting water meter.

#### **SCOPE**

This policy applies to the mandatory AMI water meter conversion program undertaken by the City in March of 2021. Accommodation is only applicable to the radio transmitter of the mandatory water meter conversion program. The physical water meter requires replacement in accordance with Waterworks Bylaw No. 1706.

#### **DEFINITIONS**

**“Accommodation”** means installing a new Sensus (or equivalent) radio transmitter compatible advanced measurement infrastructure water meter without a radio transmitter.

**“Advanced measurement infrastructure (AMI)”** means water meters that are connected to a regional radio network which automatically transmit meter and sensor readings to a data receiving base station.

**“City Read”** means a manual water meter reading completed by City staff during normal business hours. City staff will access the water meter location and complete a manual read of the water meter display.



**“Self-Read”** means a manual water meter reading that is completed by the property owner/tenant or their representative that is submitted by email or phone to the City Utility Clerk.

**“SmartPoint 510M”** means a Sensus radio-transmitting product or equivalent product to be used to convert water meters into remotely read wireless water meters.

**“Terminal Block”** means a unit that is attached to the exterior of the building and is used to protect the water meter wires that exit the building. The terminal block is installed in place of the radio transmitter.

## 1.0 POLICY

- (a) To be eligible for this policy a citizen must complete and submit an AMI Accommodation Application.
- (b) Primary residence residential properties are eligible for water meter Accommodation.
- (c) Residential rental properties are eligible for water meter Accommodation subject to both the current tenant and property owners’ agreement as outlined in the AMI Accommodation Application.
- (d) Multi-unit residential properties are eligible for water meter Accommodation if each unit is equipped with a water meter for that unit (i.e. one water meter per building or per apartment building is ineligible) and subject to both the current tenant and property owners’ agreement as outlined in the AMI Accommodation Application.
- (e) Commercial, institutional, and Industrial properties are ineligible for water meter Accommodation.
- (f) At any future date that a Property is sold, A Sensus SmartPoint 510M or equivalent radio transmitter will be installed, converting the water meter to an AMI meter at the original owner’s expense, the fees for which will be applied to the last bill.
- (g) Requests to Accommodate an existing AMI meter will be permitted subject to a SmartPoint 510M removal/installation fee.
- (h) Requests for Accommodation prior to the installation of a new AMI Smart Meter will not have a SmartPoint 510M removal fee but will be subject to an installation fee when they vacate the property. A terminal block will be installed where the SmartPoint 510M or equivalent transmitter would have been connected.



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- (i) A Meter read schedule for the resident will be set up by the City detailing meter read dates by the resident (if applicable) and meter reads undertaken by the City and will include:
  - a. Rental properties will self-read eight (8) times per year.
  - b. All properties will have four (4) City reads per year. The City requires access to the interior of the home to complete the meter reads.
- (j) Properties will be charged a monthly fee for accommodation reads.
- (k) If a property fails to arrange a City read or complete a self-read (if applicable) in the required billing period the Director of Operations may at their discretion:
  - a. Use existing bylaw enforcement mechanisms as outlined in Bylaw Waterworks 1706, or
  - b. Install a Sensus SmartPoint 510M or equivalent radio transmitter.