

POLICY NO:	NG 012
POLICY TITLE:	AUTOMATED METER READING INSTALLATIONS
DEPARTMENT:	NATURAL GAS UTILITY
APPROVAL DATE:	30-02-13 (February 26, 2013)
REVISION DATE:	
REVIEW DATE:	

Policy Statement:

The County of Vermilion River will install Automated Meter Reading (AMR) devices at each meter site to provide accurate meter reads and an accurate balancing of gas flow.

Purpose:

Automatic Meter Reading (AMR) is the technology of automatically collecting consumption, diagnostic, and status data from gas metering devices and transferring that data to a central database for billing, troubleshooting and analyzing. This technology will save the County of Vermilion River Natural Gas Utility the expense of periodic trips to each physical location to read meters. Another advantage is that billing can be based on near real-time consumption rather than on estimates based on past or predicted consumption. This timely information coupled with analysis can help the Natural Gas Utility better control the use and production of gas usage.

Policy:

1. County Natural Gas Utility Customers have the option to opt out of the AMR program and not have an AMR device installed onto their meter.
2. Customers requesting AMR devices not be installed on their properties shall:
 - a. Provide the County written notice of their objection to AMR devices on their property.
 - b. Read their meters on the first day of each month and submit the meter reading to the Gas Utility office prior to the 5th of each month.
 - c. Pay a \$25 monthly fee, that may be adjusted by Council from time to time, that will be added to the monthly Natural Gas bill to cover the administration for manual data entry.
 - d. Pay a \$50 fee, that may be adjusted by Council from time to time, in the event that a meter reading is not submitted to the Gas Utility office prior to the 5th of each month, to cover the associated administration costs.

- e. Pay a \$100 fee in the event that Gas Utility personnel are required to read the meter.
- f. Pay a \$50 annual fee for meter read verification.
- g. Provide unrestricted access to their meter location.