



December 7, 2011

City Council Committee Report

To: Mayor & Council

Fr: Richard Perchuk, Operations Manager

Re: Water Meter Reading

Recommendation:

That Council hereby approves of the hiring of a general labourer for the water and sewer department to complete meter reading duties; and further,

That Council give three readings to a by-law for this purpose.

Background:

Kenora Hydro has performed water meter reading service for the City, for both commercial and residential units, since 2001 when an overall meter program was introduced.

The City has been informed that as the result of the new automated hydro meter system and the impending retirement of the meter reader employee that Kenora Hydro will be discontinuing the reading of the City water meters.

A couple of options were considered which included the up grading of the City water meters to be read automatically and the contracting out of the meter reading service with another utility. It was determined that both of these options were too costly. It is recommended that the meter reading be performed in-house by a general labourer who would report to the Water and Sewer Department and provide assistance to the Water and Sewer Repairman, when not performing meter reading duties. This proposal requires approval to increase in the Water and Sewer Department complement.

Also being proposed, along with in-house meter reading, is a reduction in meter reading to a quarterly reading with an estimated billing being sent out on an interim billing monthly.

Kenora Hydro was paid \$0.50 per meter to read approximately 6400 meters at a cost of \$3200/month. It is proposed this position would be considered on the basis of a general labourer rate as when they have completed their meter reading duties they would work with the Water and Sewer Repairmen assisting in any labour works required within the department.

Budget: N/A

Communication Plan/Notice By-law Requirements:

Resolution and By-law required

Distribution: R. Perchuk, W. Ortlieb, J. McMillin, S. McDowall