

# Managing your business' **electricity costs**



Tips for Small Business Owners

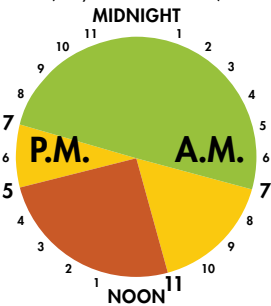


## Make Time-of-Use rates work for your business

One way to benefit from Time-of-Use rates is to shift some of your business' electricity use to off-peak or mid-peak times when rates are lower.

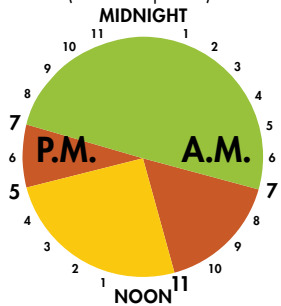
### Summer – Weekdays

(May 1 – October 31)

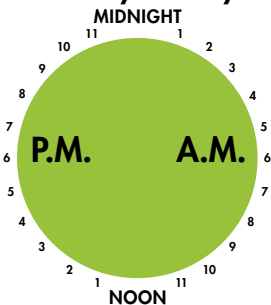


### Winter – Weekdays

(Nov 1 – April 30)



### Weekends & Statutory Holidays



**6.2¢**  
per kWh\* **Off-peak**  
Demand is lowest

**9.2¢**  
per kWh\* **Mid-peak**  
Demand is moderate

**10.8¢**  
per kWh\* **On-peak**  
Demand is highest

\* Posted rates in effect from November 1, 2011 to April 30, 2012. Electricity rates are subject to adjustment every May and November. Time-of-Use prices for electricity are posted on the Ontario Energy Board website at [www.oeb.gov.on.ca](http://www.oeb.gov.on.ca).

# What can my business do to better manage electricity costs and save money?

**With Time-of-Use prices for electricity, the cost of electricity varies based on when you use the electricity.\* Rates are different depending on the time of the day, day of the week and season of the year.**

## Think about Time-of-Use periods when conducting business operations



### Cooling and Heating

- Set the temperature of your business between 24°C and 25°C in the summer months and between 18°C and 20°C in the winter months
- Never leave the door of your business open when the air conditioning is on
- Install an energy-efficient ceiling fan, attic fan or evaporative cooler
- Heating, ventilation and air conditioning accounts for about 28% of a typical restaurant's energy expenses. To save up to \$1,500 every year, invest in energy-efficient air conditioning and exhaust hoods, as well as a programmable thermostat to turn off air when it is not needed
- Consider installing adjustable speed drives (ASDs), and save 30 to 40% on your investment annually
- Add controls to exhaust fans. These fans remove air you have already paid to cool. Ask your air conditioning contractor to install timers and switches to shut them off when they are not needed, such as when the building is unoccupied
- Perform regular maintenance on cooling and heating equipment. Maintenance activities can save up to 30% of fan energy and up to 10% of space conditioning energy use

- Consider installing an evaporative cooler, and save 25 to 35% on your investment annually
- Adjust blinds and window coverings on windows that receive direct sun



### Lighting

- Replace inefficient T12 lamps powered by magnetic ballasts with new T8 lamps with high-performance electronic ballasts. Consider replacing high-pressure sodium or metal halide high-bay fixtures with a more efficient T5 lighting solution. Lighting retrofits can save up to 35 – 40% on electricity costs.
- Call Horizon Utilities at 1-866-458-1236 to inquire about the saveONenergy SMALL BUSINESS LIGHTING<sup>OM</sup> program for small businesses. Eligible businesses can receive up to \$1,000 in free lighting retrofits
- Install exit signs with Light Emitting Diodes (LED). A new LED exit sign fixture will save about 90% over an incandescent bulb's operating costs
- Install compact fluorescent light bulbs, automatic timers, motion sensors and dimmers to help reduce lighting costs
- Maximize natural light and turn off unnecessary lights

- If your lighting system is on several circuits, you can adjust the level of lighting in specific areas according to need, giving you greater control over lighting used outside business hours
- An extra low voltage tungsten halogen lamp provides bright, crisp, energy-efficient lighting which can act as a miniature spotlight
- Keep lighting clean, as an accumulation of dust on fittings, lamps and globes reduces the output of light. Also, the dust will cause a buildup of heat which will shorten the life of the lamp
- Keep wall colours light – dark walls and matt finishes reflect less light than light, glossy surfaces. That means more power is needed to achieve the same level of illumination
- Install skylights where practical, and make use of daylight control opportunities such as daylight switching or dimming controls
- Turn off signage and other lights not necessary for security and safety
- Use LED holiday lights

## “Phantom load” may be stealing from your business

Many electronic items – for example, computers, monitors, printers and coffee makers – continue to use “standby power” even when they are turned off. Take steps to reduce standby power consumption particularly during peak periods.



same amount of power as when they are running normally. Instead, activate power management features on computers and monitors so that they enter sleep mode when inactive for a specified period of time

### Office Equipment

- Turn off computers, monitors, printers, coffee makers, fans, and other electronic equipment when your business is closed
- Avoid using screen savers since they cause computer monitors to consume the
- Plug your office equipment (computer, printer, scanner, etc.) into a power bar that can easily be turned off when the equipment is not in use
- Run backups during the day instead of at night so that computers can be turned off at the end of the day

Visit [www.horizonutilities.com](http://www.horizonutilities.com) for more energy saving tips

<sup>OM</sup> Official Mark of the Ontario Power Authority. Used under licence.

\* If you currently purchase your electricity on a contract with an energy retailer, you will continue to be charged according to the terms and prices stated in your contract.



# See for yourself!

Access your account online at  
**www.horizonutilities.com** to see how much  
off-peak, mid-peak and on-peak power  
your business is using.

# Save money!

Visit **www.horizonutilities.com/tou**  
or **www.ontario.ca/powersmarter** for energy  
conservation tips designed to help you to shift your  
energy use and save money on your electricity bill.

Power. Smarter.



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