



# PROGRAM GUIDE

## Peak Rebate Program



**Énergie NB Power**

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# Table of Contents

|            |   |          |
|------------|---|----------|
| <b>1.0</b> | <b>Program Introduction .....</b>           | <b>1</b> |
| <b>2.0</b> | <b>Eligibility and Requirements .....</b>   | <b>1</b> |
| 2.1        | Eligible Customers .....                    | 1        |
| 2.2        | Ineligible Customers.....                   | 1        |
| 2.3        | Eligible Demand Reduction Plans.....        | 2        |
| 2.4        | Eligible Measures.....                      | 2        |
| 2.5        | Customer Commitment.....                    | 2        |
| <b>3.0</b> | <b>Financial Incentive.....</b>             | <b>3</b> |
| 3.1        | Calculation of Performance Payment .....    | 3        |
| 3.2        | Early Withdrawal Penalty .....              | 3        |
| 3.3        | Winter Period with No Peak Event .....      | 3        |
| <b>4.0</b> | <b>Calculating Load Reduction.....</b>      | <b>4</b> |
| 4.1        | Demand Reduction Test.....                  | 4        |
| 4.2        | Changes in Project Scope .....              | 4        |
| 4.3        | Establishing Demand Baseline .....          | 4        |
| <b>5.0</b> | <b>Event Days and Notification .....</b>    | <b>5</b> |
| <b>6.0</b> | <b>Program Participation.....</b>           | <b>5</b> |
| <b>7.0</b> | <b>Terms and Definitions .....</b>          | <b>7</b> |
|            | Appendix A – Qualifying Your Site .....     | 8        |
|            | Appendix B – Sample Performance Report..... | 10       |
|            | Appendix C – Email Templates .....          | 11       |



## 2.3 Eligible Demand Reduction Plans

To apply to the Program, you must submit a Program Application, outlining your proposed demand reduction measure(s) and anticipated kW reduction, as measured by the meters connected to the site.

In addition, your site must:

- Be available for an unscheduled test event in November
- Be available for all requested peak events (7:00 - 9:00 AM; maximum 12 events on business days, from December to end of March)
- Achieve a minimum **100 kW** reduction for the entire event period

**NB Power is not accepting applications from Aggregators at this time.**

NB Power reserves the right to limit the number of projects it accepts, and to reject a project if analysis of a site's demand profile indicates the above criteria appear unlikely to be met, and/or the Program budget has been exceeded for the year.

## 2.4 Eligible Measures

The site is solely responsible for identifying and implementing demand reduction measures. NB Power will consider any Program Application that meets the eligibility criteria.

Potential demand reduction measures in the 7:00 – 9:00 AM window could include but are not limited to:

- Reducing operating equipment
- Reducing the speed of your air handling system
- Postponing tasks that require larger amounts of electric power
- Cycling different types of heating
- Changing the settings on your compressors for refrigeration
- Switching to alternate power sources, such as on-site diesel generators or battery storage
  - Note: Operating alternate power sources in parallel with the utility is subject to review and approval by NB Power
- Pre-heating spaces to allow heating to be turned down during the event

## 2.5 Customer Commitment

Participating customers agree to a one-year commitment, to reduce demand during an unscheduled November test event, and for **up to 12 unscheduled peak events** from December to end of March, on weekdays, excluding statutory holidays.

## 3.0 Financial Incentive

You are compensated based on how your site performs **across all event days**. NB Power calculates your average demand reduction during each requested peak event, as issued from December to the end of March.

Customers receive a single incentive for the season based on performance over all events. This is calculated as the **average kW reduction x \$60/kW**.

For each approved application, NB Power sets aside \$60/kW for the Performance Payment. You are paid, however, based on your actual average demand reduction, and not on the amount as listed in your application.

### 3.1 Calculation of Performance Payment

Following the conclusion of the program season, you will receive an email with your Performance Report, similar to that in [Appendix B – Sample Performance Report](#), showing your average demand reduction across all peak events, and your Performance Payment calculation. NB Power will issue a lump sum payment via direct deposit in an amount equivalent to your Performance Payment.

Your Performance Report will document all requested peak events, each site's baseline, actual performance, and corresponding demand reduction, as measured by the site's meter.

NB Power will be relying on the Program to achieve its peak reduction target. **If a site fails to respond to two or more events, and/or fails to meet the minimum reduction targets, the site may not be approved to participate the following winter.**

### 3.2 Early Withdrawal Penalty

Customers need to be enrolled and participating for the full Program year, from December to end of March. This is the only way to qualify for incentives. If you choose to leave the Program, and/or a business site moves or shuts down, this affects the program target and thus incentives for the applicable site are forfeited.

### 3.3 Winter Period with No Peak Event

If NB Power issues no peak event notices, you will still be compensated. In the event no notices are issued, you will receive a Reserve Payment equal to 10% of your average monthly peak demand. Monthly peak demand is calculated between 7:00 - 9:00 AM, from December to end of March (excluding weekends and statutory holidays), at the rate of \$60/kW, to a maximum of \$10,000.

## 4.0 Calculating Load Reduction

For each requested peak event, NB Power determines the amount of energy your site **would have consumed** between 7:00 - 9:00 AM, absent of a peak event. This is your baseline, which is compared to your actual performance. The difference is your energy reduction, as achieved during the peak event.

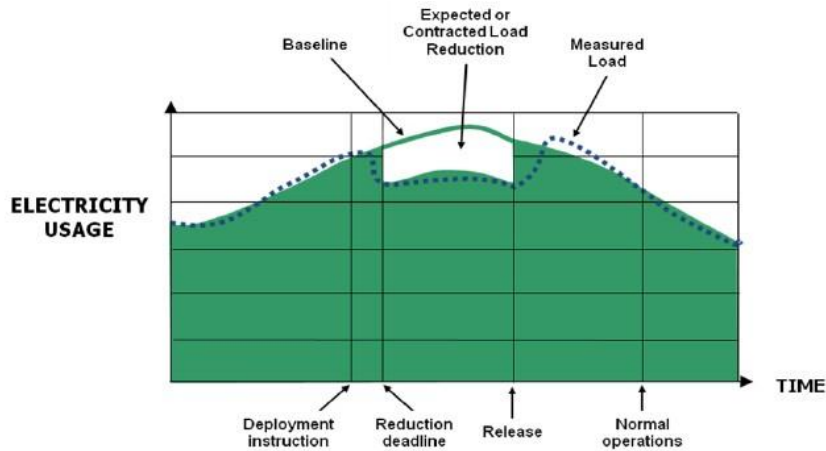


Figure 1-Source: New York Independent System Operator

### 4.1 Demand Reduction Test

In November, NB Power will conduct one unscheduled test event and provide participants with their measured load reductions. This test does not count towards the Performance Payment, but rather serves as a benchmark to quantify each site's potential demand reduction. The November test may coincide with mild winter conditions. Depending on a site's load reduction measure, this could affect the test results and will be taken into consideration when assessing the site's performance. If a site fails the test event, the site may be removed from the Program.

### 4.2 Changes in Project Scope

Once you pass the test event, you are expected to adhere to the project details as per your approved Program Application. *In exceptional cases*, if you must modify your approach such that your targeted kW reduction is significantly impacted, contact the Program Coordinator at [CIDR-GDCI@nbpower.com](mailto:CIDR-GDCI@nbpower.com). Such changes affect the Program target and incentive budget allocated for your site(s) and must be approved by NB Power.

### 4.3 Establishing Demand Baseline

Calculating load reduction depends critically on the accuracy of the customer baseline (CBL). The baseline is the hourly load that the site would have consumed, in absence of a peak event. Depending on your rate class, NB Power will use one of two baseline calculation methods:

**10-in-10:** Used for Industrial sites where energy usage tends to be tied to production schedules. This approach uses actual values from the previous 10 business days, excluding peak event days, weekends, and holidays. The values for each hour within the demand reduction timeframe are averaged to establish a CBL for the event day. For each hour of the event period, the average actual demand during the peak

event is subtracted from the calculated hourly baseline values. This determines the kW reduction for a peak event. This is a “rolling” approach in that it is always the 10 days preceding an event day that are used, excluding peak event days, weekends, and holidays.

**High 5 of 10:** Used for commercial sites where energy usage tends to be impacted by weather. This approach uses actual values for the previous 10 business days, excluding peak event days, weekends, and holidays. Only the highest five are used to determine the CBL.

## 5.0 Event Days and Notification

Participants will be notified by email of an upcoming event. Emails will be sent:

- By 12:00 PM on the business day preceding an event
- For events occurring on a Monday the email will be sent on Friday
- To the email address(es) as confirmed during the communications test

See [Appendix C – Email Templates](#), for emails similar to what will be used for the communications test, and then the peak event notices. If you cannot participate in an event, you are NOT required to notify NB Power. However, your average demand reduction and resulting Performance Payment will be impacted.

NB Power will be relying on Participants to achieve their targeted demand reductions. If you intend to participate in the Program the following winter, your previous performance will be part of NB Power’s Program Application review and approval process.

## 6.0 Program Participation

### STEP 1: SUBMIT YOUR PROGRAM APPLICATION

- You can list one or several sites on the application, provided the sites are under the same NB Power, Saint John Energy, Perth-Andover Light Commission or Edmundston Energy account owner.
- Each site must meet the minimum 100 kW reduction.
- All correspondence during application review and acceptance will be with the Applicant.
- The Performance Payment is paid directly to the account owner, as specified on a Direct Deposit Enrollment Form, that NB Power has on file and/or will have you complete.

For questions about the program, contact NB Power during business hours at 1-800-663-6272 or by email: [CIDR-GDCI@nbpower.com](mailto:CIDR-GDCI@nbpower.com).

### STEP 2: NB POWER WILL CONFIRM YOUR APPLICATION

By early October, NB Power will confirm by email if your application has been accepted. If required, NB Power may conduct a site visit.

### STEP 3: PARTICIPATE IN EMAIL AND PERFORMANCE TESTS

Your demand reduction measures must be in place by the end of October.

NB Power will conduct an email test, to which you must confirm receipt to be added to the event notice distribution list. If you do not confirm receipt, NB Power will attempt to contact you. However, you are solely

responsible for ensuring NB Power has your correct email address(es), and that you receive event notice transmissions.

In November, NB Power will conduct an unscheduled demand reduction test. You will receive a demand reduction notice, upon which you must execute your demand reduction measures. NB Power will provide feedback to you about your site's response. This will enable you, and the Program team, to confirm demand reduction target(s), and/or make adjustments before the Program starts.

**STEP 4: AS REQUESTED, CURB ENERGY USE**

From December to end of March, as NB Power forecasts a peak event, you will receive an email by 12:00 PM. The following business morning, you are expected to curb your energy use from 7:00 - 9:00 AM.

**STEP 5: RECEIVE YOUR PERFORMANCE REPORT AND PAYMENT**

Following the conclusion of the program season, NB Power will send you an email with your Performance Report and your Performance Payment calculation. NB Power will issue a lump sum payment via direct deposit in an amount equivalent to your Performance Payment (and HST where applicable).

**STEP 6: CONFIRM PARTICIPATION FOR THE NEXT WINTER**

Once enrolled, sites that demonstrate consistent, reliable participation are considered enrolled for the following winter. NB Power will pre-populate the following winter's Program Application form prior to forwarding to you for your review and confirmation of site details.



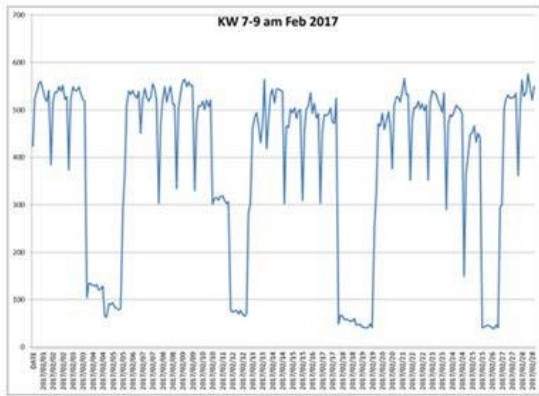
## 7.0 Terms and Definitions

|                                    |   |
|------------------------------------|---|
| <b>Aggregator</b>                  | A company registered as doing business in New Brunswick and grouping together its clients' Demand Response projects for presentation as an integrated project to NB Power.          |
| <b>Business Day</b>                | Any day other than Saturday, Sunday, and statutory holidays in New Brunswick.   |
| <b>Contract</b>                    | Any service contract between a customer and NB Power for electricity service and delivery.  |
| <b>Customer Baseline (CBL)</b>     | The amount of energy a participating site would have consumed from 7:00 - 9:00 AM, absent of a Demand Response event.   |
| <b>Demand Response (DR)</b>        | A reduction in a building's energy use, as requested by NB Power.   |
| <b>Demand Response (DR) Event</b>  | A two-hour period for which the Participant receives advance notice from NB Power to curb energy use. Also referred to as an "event".   |
| <b>Demand Response (DR) Notice</b> | An e-mail sent to Participants indicating the date of a Demand Response event. Also referred to as an "event notice".   |
| <b>Energy Reduction Measures</b>   | Measures designed to reduce a building's energy use.  |
| <b>Financial Incentive</b>         | A Performance Payment or a Reserve Payment paid by NB Power to the Participant.   |
| <b>Interval Meter</b>              | An electricity meter containing a communications device enabling transmission of interval consumption data to NB Power.   |
| <b>Peak Events</b>                 | A period during which electricity demand is exceptionally high. These events occur during winter, exclusive of weekends and statutory holidays.                                     |
| <b>Partner</b>                     | A company representing an NB Power customer.  |
| <b>Participant</b>                 | Any customer or aggregator submitting a project to NB Power.  |
| <b>Performance Payment</b>         | An amount of money paid by NB Power to a Participant, corresponding to their site's average performance as achieved across all requested peak events.                               |
| <b>Performance Report</b>          | A report showing, for all requested peak events, a site's performance and average kW reduction attained across all peak events.   |
| <b>Project</b>                     | A site, or grouping of sites, ready to implement peak measures as requested by NB Power.  |
| <b>Program Application</b>         | A specific form that must be submitted to NB Power by businesses wishing to apply to the Program, and/or to confirm enrollment and demand reduction targets for the following year. |
| <b>Reserve Payment</b>             | An amount of money paid by NB Power to a Participant should there be no peak events requested by NB Power.  |
| <b>Site</b>                        | A single, freestanding building or structure; an individual utility interval meter; or a service account number where the demand reduction takes place.                             |
| <b>Winter Period</b>               | December through to end of March, inclusive.  |

## Appendix A – Qualifying Your Site

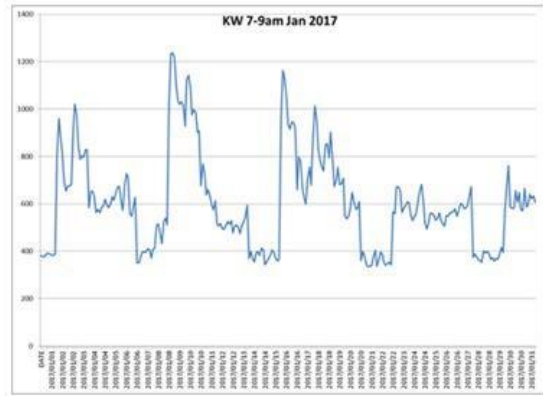
| SECTION 1: If you can answer YES to all questions, your site may be eligible:   | YES and/or CORRECT |
|---|--------------------|
| 1. My site is open and operating at 7:00 AM, Monday to Friday.  |                    |
| 2. In my estimation, energy use from 7:00 - 9:00 AM is similar from one morning to the next.  |                    |
| 3. From December to the end of March, the site operates <i>every</i> business day morning, <i>every</i> week. Besides weekends and statutory holidays, there are no <i>scheduled</i> periods of downtime. |                    |
| 4. I can decrease energy use by at least 100 kW for the entire two hours.   |                    |
| 5. I should be able to respond to every single peak event.  |                    |
| 6. If I think about my energy usage profile from 7:00 - 9:00 AM, I'd expect it to look like <b>Profile A</b> , below.   |                    |
| <b>If you have answered "Yes" to all of the above, proceed to Section 2.</b>  |                    |

**Profile A – Accepted**



- High points are 7-9am, M-F, week over week
- Valleys are weekends
- Weekday morning energy use is consistent and repeatable
- Peak events should deliver consistent reductions

**Profile B – Not Accepted**



- High points are 7-9am, M-F, week over week
- Valleys are weekends
- Weekday morning energy use varies
- Peak events would deliver inconsistent reductions

**Section 2: Follow the steps below to assess your load reduction potential:**

7. If your site has an interval data meter, work with your NB Power Key Account Manager or other utility account manager to examine your energy profile for the December to end of March period. Otherwise contact an NB Power customer care representative to answer the following questions:

- Do I have an interval data meter?
- Do I have a Key Account Manager?

8. If your site does not have an interval data meter, do you have a building or energy management system that captures and stores details of your energy consumption? If yes:

- Work with your system provider to determine your average energy use during the December to end of March period.
- Determine whether the profile fits the above requirements
- Are there loads you can reduce?
- Are there activities within the 7:00 - 9:00 AM timeframe you can shift to another time?

9. If your site does not have an interval data meter, nor an energy management system to help track your energy use, then:

- You need a Partner to help you assess your consumption and load profile, and identify load reduction opportunities. The Partner can help you, or complete on your behalf, the Program Application.
- You will have to pay for this service, so consider the costs vs. the performance payment you could receive. However, this cost will support your participation in the Program.
- Should you require further assistance, please contact NB Power at 1-800-663-6272, press 5 (Toll-Free), or [CIDR-GDCI@nbpower.com](mailto:CIDR-GDCI@nbpower.com)

**Appendix B – Sample Performance Report**

| <b>Peak Rebate Program - Performance Reports</b> |                  |                    |                       |                               |           |
|--|------------------|--------------------|-----------------------|-------------------------------|-----------|
| Site Name  |                  |                    |                       |                               |           |
| Peak Day   | Base Demand (kW) | Actual Demand (kW) | Demand Reduction (kW) | Average Demand Reduction (kW) | Incentive |
| 12-Feb'24  | 143              | 12                 | 131                   |                               |           |
| 13-Feb'24  | 150              | 20                 | 130                   | 133                           | \$7,980   |
| 20-Feb'24  | 160              | 21                 | 139                   |                               |           |

*Note: Sample only, actual Peak Events to be called as per the program guidelines*

## Appendix C – Email Templates

Hello,

NB Power predicts a peak event will occur **Monday morning**. In accordance with the Peak Rebate Program guidelines, NB Power asks that you implement your planned demand reduction measures at this time:

***February 14, 2022***

***7:00 - 9:00 AM***

Next week's forecast is calling for colder temperatures and we anticipate needing you to implement your demand reduction measures on **Tuesday**. Please keep a look out for e-mail notifications.

---

Bonjour,

Énergie NB prévoit une demande de pointe **lundi matin**. Conformément aux directives du programme ÉconoPointes, Énergie NB vous demande de mettre en œuvre les mesures de réduction de la demande prévue à l'heure et la date indiquées ci-dessous :

***14 février 2022***

***de 7 h à 9 h***

Les prévisions de la semaine prochaine annoncent des températures plus froides et nous prévoyons que vous devrez mettre en œuvre vos mesures de réduction de la demande **mardi**. Veuillez surveiller les notifications par courriel.



NB Power  
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