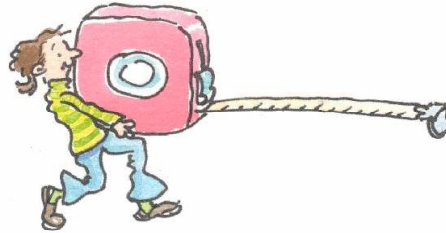




A Project of the Eden Mills Millpond Conservation Association Inc

The Official Guide to the 2011 Eden Mills Carbon Footprint Survey



INTRODUCTION

The Carbon Footprint Survey is the key element in Going Carbon Neutral: we all need to know if and how we are making a difference on the road to carbon neutrality.

The third emissions survey will be distributed January 14th, 2012 for completion by January 21st, 2012. This Guide will assist residents in assembling the necessary background documents, in calculating emissions, and in completing the questionnaire. Please note that the survey questions are in regards to January 1st, 2011 to December 31st, 2011.

The Guide is for your own preparatory use only. It will not be submitted with the survey. The 2011 survey now has the option to save all your responses, with the ability to return to them and submit them at a later date. To save the survey, click the 'Resume Later' button at the bottom left corner of the page and you will be prompted to create a password. Please note that to access this saved survey, you must use the same link that was originally emailed to you, click the 'Load unfinished survey' button and input the password you created.

Students from the University of Guelph are once again working with us to provide the analysis and reports, as well as protecting confidentiality. This is a huge boost to the Going Carbon Neutral project!

The Guide addresses only those survey questions which need clarification. Having the Guide will help you identify background information you will need to collect in order to answer the questions. If you have any further questions, please contact your neighbourhood survey volunteer.

A few reminders about the value of the survey:

- Your personal information will be kept confidential;
- Results from all households will be totalled by the students in order to calculate the Village footprint and compare it to past results;
- The annual measurement of household emissions is the key to measuring progress, both in your home and in the Village;
- The survey can help identify areas where you can make changes;

- The survey assists the Going Carbon Neutral steering team to identify areas where information and community initiatives can be most helpful to residents.

Thank you very much for your participation. It makes all the difference!

HOUSEHOLD IDENTIFICATION NUMBERS

A Household Identification Number will be emailed or sent to each household, at the time when you will be invited to participate in the survey. If you have participated in previous surveys, the identification number will be the same. This number will be used to compile your household's data from previous years, which will be included in your individual report to track your household progress towards becoming carbon neutral. The Household Identification Number will ensure that your results are confidential and will keep your results anonymous, while allowing for a comparison to your previous survey results.

BUILDING TYPES

- Detached Single Family Home - A completely free standing building designed to be occupied by a single group of residents. This does not include houses that have been modified to have separate apartments within them.
- Attached Single Family Home - A single family home that shares one or more above ground walls with neighbouring structures. These buildings typically have dedicated entrances from the outside with no neighbours above or below.
- Apartment Building - A single dwelling within a structure that has been purpose built to contain multiple dwellings. These are often multi story and have entrances to a communal hallway or lobby area.
- Apartment within a Building - An apartment within a building that was not purposely built to contain multiple dwellings. For example, if a single attached family home has been modified to contain a separate basement and upper floor apartment, the residents of both the basement and upper floor would live in an apartment within a building.
- Mixed Use Building - Any building that contains a combination of residential, commercial and possibly industrial space. This includes store top apartments.
- Institution - Any residence not included in the categories above. This includes but is not limited to staff residences, hotels, retirement community, nursing home and any sort of dormitory style residence.

ENERGY USE

For the first question in this section, if you have saved your hydro bills from January 2011 until December 2011, you can simply tally the total kilowatt-hours you have been billed for throughout the year and enter your result into the survey. Included here is a representation of where on your monthly electricity bill you will find this information, along with typical bills from propane and oil providers.

If you are a customer of Hydro One the easiest way is to call to ask for your kilowatt consumption for the period of January 2011 to December 2011. They will give you the number over the phone or mail it to you at no charge. Call 1-888-664-9376 - Press 4, Press 6 to speak with a representative. If you are a customer of Superior Propane, you may reach their customer service at 1-875SUPERIOR (1-877-873-

7467). If you are a customer of Bluewave energy, you may contact them through their webpage: <http://www.bluewaveenergy.ca/contact.aspx>.

In order to calculate your heating fuel usage, you will need to collect your bills for each month in 2011. If your energy bills have an overlapping period (for example, if your energy bill for January 2011 also includes a portion of December 2010 energy use, or if your fuel is filled in November but lasts until February, etc.), please estimate the amount of energy used only as it relates to fuel used in the 2011 year. Energy use will depend on your fuel source — electricity, fossil fuel, wood. If you use wood pellets, you need only put the total mass of wood pellets (in lbs) directly into the Survey. The mass in pounds will be included on the wood pellet package. If you use more than one heat source, please include all forms.

Because we heat in a variety of ways, the lay-out of bills also varies. On the following page you will see sample bills, and cord wood measurement guidelines.

GREEN-SOURCED POWER

Green-sourced power is electricity that is purchased at a premium through an energy provider that offers 100% green energy. An example of this would be electricity purchased through Bullfrog Power Inc.

FIRE WOOD

A **bush cord** is a wood pile that is 8 ft. long, 4 ft. high and 4 ft. wide (128 cubic ft.)

A **face cord** is stacked wood that is 8 ft. wide, 4 ft. high and 16” deep (42 cubic ft.)

Wood cord Calculation

A = Length Woodpile _____ ft.

B = Width Woodpile _____ ft.

C = Height Woodpile _____ ft.

D = A x B x C = _____ cubic ft.

Therefore:

$$E = \frac{D}{128} = \text{_____ bush cords}$$

OR

$$E = \frac{D}{42} = \text{_____ face cords}$$



Face Cord



Bush Cord

ENERGY BILL SAMPLES

Sample Propane Bill



INVOICE

Invoice Number:
Invoice Date: 06/11/22

Account Number:

Delivery Location:

Date	Order	Ref #	Quantity	Description	Unit Price	Extended Total	Order Total	
06/11/17	28892727	111915	525.9	Bulk Propane	.6557/LT	344.83		
			1.0	Transportation Fee	5.00/EA	5.00		
			1.0	Hazardous Mat Handling Fee	3.95/EA	3.95		
				GST/HST		21.23		
				Order Total			375.01	
				Location Total			375.01	
CURRENT INVOICE TOTAL								375.01

Sample Hydro Bill



How we calculated your charges

Balance forward Amount of your last bill
Amount we received on September 25, 2009 - thank you
Balance forward \$0.00

Your electricity charges Your service type is Residential High Density

Electricity used this billing period
We estimated your meter J2628219 on September 14, 2009 009192
We read your meter on August 13, 2009 - 008413
Difference in meter readings 000779
Metered usage in kilowatt-hours (779 x 1) = 779 kWh
Adjusted usage in kilowatt-hours (779 x 1.085) = 845 kWh

Sample Oil Bill



16, 44 EAST BEAVER CREEK RD.
RICHMOND HILL, ON L4B 1G8
TELEPHONE: (416) 213-7227
TOLL FREE: 1-800-465-6071

SERVICE ADDRESS:

Account Number

EDEN MILLS, ONTARIO N0B 1P0

STATEMENT

NEW BALANCE
\$239.87

AMOUNT PAID

TRANSACTIONS AFTER THIS DATE WILL APPEAR ON YOUR NEXT STATEMENT

STATEMENT DATE
022809

⑆04739⑆900⑆

96

MTH	DAY	YR.	REFERENCE	DESCRIPTION	LITRES	PRICE	TAX	AMOUNT
02	10	09		PAYMENT				327.24CR
02	17	09	96910	FURNACE OIL	443.5	0.7490		332.18
02	17	09		G. S. T.				16.61
02	27	09		PAYMENT				322.08CR

ESTIMATING GROSS FLOOR AREA

To estimate the gross floor area of your home, you can either consult the property survey or measure it yourself. Below is a guide for doing such measurement.

1. Measure the distance for each pace (the length of your stride) in feet or metres
MY pace= _____ feet/metres
2. **LENGTH:** Walk across the length of your house (outside wall to outside wall) counting your paces.
Length= _____ number of paces
Length: _____ paces x distance/pace _____ = **LENGTH** _____ (feet or metres)
3. **WIDTH:** Walk across the width of your house (outside wall to outside wall) counting your paces.
Width= _____ number of paces
Width: _____ paces x distance/pace _____ = **WIDTH** _____ (feet OR metres)
4. Single Floor area = LENGTH X WIDTH _____ (feet OR metres)
5. **Repeat** for each floor in your house
6. **TOTAL Gross floor area = Sum of total floor area for each floor in your house**

Enter your result into the corresponding survey question.

Once the floor area of your whole household has been calculated, consider the size of rooms and spaces that are not heated. This may include garages and storage areas. You will be asked for the percentage of your household's floor area that *is* heated. If you know the floor area of the heated spaces in your home, you may simply express this as a percent over the total area of your household. A calculation of your household's energy efficiency on a square meter or foot basis will be more accurate by taking this into account.

ONTARIO HOME ENERGY AUDIT PROGRAM

The Ontario Government offers a Home Energy Audit Program. This program includes a home visit from an EcoENERGY advisor, who will survey your house and identify areas where energy efficiency improvements could be made. More information regarding the Home Energy Audit Program can be found on the Ontario Government's Ministry of Energy webpage: <http://www.energy.gov.on.ca/en/home-energy-audit/>

TRANSPORTATION

Land Travel

For determining the fuel efficiency of your vehicle in L/100 km:

- 1) Fill up your vehicle with fuel.
- 2) Reset your trip odometer to 0.
- 3) When your fuel tank is low, fill up the tank again and record the number of litres required to fill it up. Also record the number of kilometers on your odometer.
- 4) Take the number of litres required to fill up the tank and divide that by the kilometers traveled since the first fill-up (the recorded odometer reading).
- 5) This is the fuel efficiency of your car in L/km.
- 6) To get a value in L/100 km, multiply your value from step 5) by 100.

Note: It is preferable to measure several fill-ups to get a truly accurate reading.

Air Travel

All air travel by all members of your household, regardless of purpose, is calculated by tallying all one-way trips. A one-way trip is defined as a voyage via air to a specified destination. For example, if you fly from Toronto to Vancouver with a layover in Calgary, the trip was done in two segments, with the first flight from Toronto to Calgary, and the second segment from Calgary to Vancouver. The entire voyage to Vancouver would count as 2 single one-way trips. A return trip with the same transfer/layover in Calgary would count as another 2 single one-way trips. In total, your trip would be 4 one-way trips; if one member of your family were to join you, it would be counted as 8 one-way trips. One way trips in the survey are broken down on the basis of their length: short haul flight (less than 1.5 hours), medium haul flight (1.5-3 hours), long haul flight (3-5 hours) and extended haul flight (greater than 5 hours). The number of one-way trips must be sorted under their respective flight times.

**Thank you for your interest/participation in the Eden Mills Going Carbon Neutral Program!
If you have any questions or concerns regarding the survey, please contact the student team at
eden.mills.11@gmail.com; or you may contact your fellow survey volunteer.**