

**8Ontario Energy
Board**
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**Commission de l'énergie
de l'Ontario**
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2300, rue Yonge
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Téléphone: 416- 481-1967
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BY EMAIL ONLY

October 1, 2009

Mr. Patrick McMahon
Manager, Regulatory Research and Records
Union Gas Limited
50 Keil Drive North
Chatham ON N7M 5M1

LETTER OF DIRECTION

Dear Mr. McMahon:

**Re: Application for Approval of a Franchise Agreement
for the City of Woodstock
Board File Numbers: EB-2009-0342**

The Board has issued the attached Notice of Application and Notice of Written Hearing ("Notice") in this matter.

You are directed:

1. to immediately serve a copy of the Notice, together with a copy of the application, either personally, by courier or registered mail on the Clerk Administrator of the Corporation of the City of Woodstock;
2. to immediately arrange for the Notice, headed with the Ontario Government logo and the words "Ontario Energy Board", to be published in one issue of the English-language local newspaper having the highest paid circulation, according to the best information available, in the City of Woodstock;

NOTE: Please make it clear to the newspaper that any invoices regarding publication are to be sent to the Applicant and not to the Board.

3. to file with the Board, affidavit evidence proving service and publication immediately upon completion, attaching as appendices the relevant Notice, application, and original post office registration receipts or courier receipts, but not the newspaper tear sheets;
4. to ensure that complete copies of the application are available for convenient public perusal at the addresses stated in the Notice; and
5. to immediately provide a copy of the application to any person upon request.

Yours truly,

Original Signed By

Kirsten Walli
Board Secretary

Attach.

cc: Mr. Dan Jones, Union Gas Limited