

**Ontario Energy  
Board**  
P.O. Box 2319  
27th. Floor  
2300 Yonge Street  
Toronto ON M4P 1E4  
Telephone: 416- 481-1967  
Facsimile: 416- 440-7656  
Toll free: 1-888-632-6273

**Commission de l'énergie  
de l'Ontario**  
C.P. 2319  
27e étage  
2300, rue Yonge  
Toronto ON M4P 1E4  
Téléphone: 416- 481-1967  
Télécopieur: 416- 440-7656  
Numéro sans frais: 1-888-632-6273



**BY E-MAIL**

September 7, 2011

Chris Ripley  
Union Gas Limited  
50 Keil Drive North  
P.O. Box 2001  
Chatham ON N7M 5M1

**LETTER OF DIRECTION**

Dear Mr. Ripley:

**Re: Union Gas Limited  
T3 Contract between Union Gas Limited and the Corporation of the City of  
Kitchener  
Board File No. EB-2011-0294**

The Ontario Energy Board has now issued its Notice relating to your application seeking approval of a five-year T3 contract between Union Gas Limited and the City of Kitchener. Please note that you must distribute the notice within fourteen days of the date of this letter. If distribution is not possible within fourteen days, you must inform the Board staff contact given at the bottom of this letter immediately.

You are directed:

1. To immediately serve a copy of the Notice together with a copy of the Application, either personally, by courier, or by registered mail on the Clerks of all municipalities in which the City of Kitchener supplies gas and on all intervenors in EB-2011-0038.
2. To make a copy of the application and evidence, and any amendments thereto, available for public review at the offices of Union Gas Limited (at the address shown in the Notice) and on its website; and,

3. provide a copy of the Application and evidence, and any additional materials as developed, to any person upon request.

You are further directed not to include any document(s) or material(s) when serving the Notice other than document(s) or material(s) expressly required by this Letter of Direction to be served.

Yours truly,

*Original signed by*

John Pickernell  
Assistant Board Secretary

Encl:

c: Mr. Dan Jones, Union Gas Limited  
Mr. Jim Gruenbauer, City of Kitchener