



EB-2013-0171

IN THE MATTER OF the *Ontario Energy Board Act, 1998*, S.O. 1998, c. 15, (Schedule B);

AND IN THE MATTER OF an application by St. Thomas Energy Inc. for an order approving just and reasonable rates and other charges for electricity distribution to be effective May 1, 2014.

PROCEDURAL ORDER NO. 1
November 21, 2013

St. Thomas Energy Inc. ("St. Thomas Energy") filed a complete application (the "Application") with the Ontario Energy Board (the "Board") on September 27, 2013 under section 78 of the *Ontario Energy Board Act, 1998*, S.O. 1998, c. 15, (Schedule B), and the Board's Filing Guidelines for an Incentive Regulation Mechanism. St. Thomas Energy is seeking approval for changes to the rates that St. Thomas Energy charges for electricity distribution, to be effective May 1, 2014. The Board assigned the application file number EB-2013-0171.

The Board issued a Notice of Application and Hearing on October 17, 2013. No party applied for intervenor status in this proceeding.

The Board has decided to make provision at this time for written interrogatories, interrogatory responses, submissions and reply submissions. The Board may issue further procedural orders from time to time.

THE BOARD ORDERS THAT:

1. Board staff shall request any information and material from St. Thomas Energy that is in addition to St. Thomas Energy's pre-filed evidence with the Board, and that is relevant to the hearing, by written interrogatories filed with the Board and served on St. Thomas Energy on or before **November 29, 2013**.

2. St. Thomas Energy shall file with the Board complete written responses to the interrogatories on or before **December 13, 2013**.
3. Board staff wishing to file a written submission shall do so by **December 20, 2013**. Any submission should be filed with the Board and delivered to St. Thomas Energy.
4. St. Thomas Energy may file a written reply submission with the Board by **January 16, 2014**.

All filings to the Board must quote the file number, EB-2013-0171, be made through the Board's web portal at <https://www.pes.ontarioenergyboard.ca/eservice/>, and consist of two paper copies and one electronic copy in searchable / unrestricted PDF format. Filings must clearly state the sender's name, postal address and telephone number, fax number and e-mail address. Parties must use the document naming conventions and document submission standards outlined in the RESS Document Guideline found at <http://www.ontarioenergyboard.ca/OEB/Industry>. If the web portal is not available parties may email their documents to the address below. Those who do not have internet access are required to submit all filings on a CD in PDF format, along with two paper copies. Those who do not have computer access are required to file 7 paper copies.

All communications should be directed to the attention of the Board Secretary at the address below, and be received no later than 4:45 p.m. on the required date.

With respect to distribution lists for all electronic correspondence and materials related to this proceeding, parties must include the Case Manager, Marc Abramovitz at marc.abramovitz@ontarioenergyboard.ca and Board Counsel, Richard Lanni at richard.lanni@ontarioenergyboard.ca.

ADDRESS

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DATED at Toronto, **November 21, 2013**

ONTARIO ENERGY BOARD

Original Signed by

Kirsten Walli
Board Secretary