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January 8, 2014

Delivered by RESS and Courier

Ms. Kirsten Walli
Board Secretary
Ontario Energy Board
2300 Yonge Street
26th Floor, Box 2319
Toronto, ON M4P 1E4

Dear Ms. Walli:

Re: Kitchener-Wilmot Hydro Inc. – 2014 Cost of Service Distribution Rate Application – Board File No. EB-2013-0147

We are counsel to Kitchener-Wilmot Hydro Inc. (“KWHI”), the Applicant in the above-captioned matter. The parties’ proposed Settlement Agreement was filed with the Board on Tuesday, December 3, 2013. As the Board noted in Procedural Order No.3, the following issues remain unsettled:

- The level of KWHI’s operations, maintenance and administration (“OM&A”) expenses for 2014 to be factored into the 2014 revenue requirement and recovered in distribution rates; and
- The level (percentage factor) of the Working Capital base of the sum of the cost of power plus controllable expenses that is to be used to determine the Working Capital Allowance (“WCA”) to be factored into the 2014 rate base.

These correspond to issues 4.1 and 2.2 in the Settlement Agreement.

KWHI will present a single witness panel to address the outstanding issues. Brief opening comments will be followed by an examination-in-chief of the panel on both outstanding issues. The members of the witness panel are as follows:

Jerry Van Ooteghem, President and CEO, KWHI
Margaret Nanninga, Vice President, Finance, KWHI
Lloyd Frank, Vice President, Engineering and Distribution, KWHI
Wilfred Meston, Vice President, Operations, KWHI
Rhonda Yaraskavitch, Director, Customer Service and Conservation, KWHI
Liz Muir, Manager of Regulatory Affairs, KWHI

CVs for all witnesses accompany this letter.

Yours very truly,

BORDEN LADNER GERVAIS LLP

Per:

Original signed by James C. Sidlofsky

James C. Sidlofsky

cc: Jerry Van Ooteghem, Kitchener-Wilmot Hydro Inc.
Intervenors of Record
Maureen Helt, OEB Counsel
Keith Ritchie, OEB Staff

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CURRICULUM VITAE OF JERRY VAN OOTEGHEM

Work Experience:

Kitchener-Wilmot Hydro Inc. (1980 to Present)

President & Chief Executive Officer

Vice-President, Operations

Chief Engineer

Operations Manager

Operations Engineer

Stations Design Engineer

Westinghouse Canada (1979 to 1980)

Field Service Engineer

Education:

Bachelor of Applied Science (Electrical Engineering), University of Waterloo (1979)

Master of Applied Science (Management Sciences), University of Waterloo (1987)

Affiliations:

Professional Engineers Ontario (PEO) - licensed since 1982

Industry Activity:

Utility Advisory Council – Electrical Safety Authority

Conservation & Demand Management Caucus – Electricity Distributors Association (EDA)

Industrial CDM Working Group Chair – EDA/OPA

Emergency Management /Planning Committee – Region of Waterloo/City of Kitchener

Electrical Utilities Safety Association – Past Director

MTCU Powerline Technician Provincial Advisory Committee – Past Member

MOL Provincial Labour Management Safety Committee – Past Member

CURRICULUM VITAE OF

MARGARET NANNINGA

Work Experience:

Vice-President Finance – Kitchener-Wilmot Hydro Inc. January 2013 – Present

Manager of Finance-Kitchener-Wilmot Hydro Inc. June 2010 – December 2012

Manager of Regulatory and Financial Services- Kitchener-Wilmot Hydro Inc. July 2005 – May 2010

Supervisor of Financial Applications-Kitchener-Wilmot Hydro Inc. 1999 – June 2005

Senior Accounting Clerk- Kitchener-Wilmot Hydro Inc. 1996 - 1998

- held various positions of increasing responsibility within KWHI's Finance and Regulatory Departments
- is directly responsible for the strategic financial planning of the corporation, as well as the management and direction of the Finance & Accounting, Purchasing and Regulatory departments of the organization.

Education:

Master of Business Administration, Laurentian University, 2009

Bachelor of Accounting Science, University of Calgary, 2002

Business Administration - Accounting diploma, Conestoga College June 1994

Affiliations:

Certified General Accountants Association designation March 1999

Industry Activity:

- Active in the 2006 EDR process as a member of two of the working groups. In addition to being a member of the Executive working group, Margaret was the Chair of the Cost Allocation & Rate Design sub-group
- Has served on the EDA Regulatory Compliance Council for a number of years

CURRICULUM VITAE OF LLOYD FRANK, P.ENG.

Work Experience:

Kitchener-Wilmot Hydro Inc. (1989 to Present)

Vice-President, Engineering & Distribution

Manager of Construction & System Planning

Senior Planning & Standards Engineer

Network Operations Manager (seconded to FibreTech Telecommunications Inc.)

Distribution Engineer

Canadian International Power Services (1979 to 1989)

Design Engineer

Education:

Bachelor of Applied Science (Electrical Engineering), University of Waterloo (1979)

Master of Applied Science (Management Science), University of Waterloo (1995)

Affiliations:

Professional Engineers Ontario (PEO) - licensed since 1981

Institute of Electrical and Electronic Engineering (IEEE)

Industry Activity:

Mr. Frank has been involved in working groups and stakeholder consultations at the Electrical Safety Authority. He is a member of the Local Advisory Committee for the Powerline Technician training programme at Conestoga College.

CURRICULUM VITAE OF WILFRED MESTON, P.ENG.

Work Experience:

Kitchener-Wilmot Hydro Inc. (1989 to Present)

Vice-President Operations

Operations Manager

Operations Engineer

Operations Project Engineer

Education:

Bachelor of Engineering Science (Electrical), University of Western Ontario (1988)

Affiliations:

Professional Engineers Ontario (PEO) - licensed since 1992

Curriculum Vitae of Rhonda Yaraskavitch

Work Experience:

1989 – Present	Kitchener-Wilmot Hydro Inc. 1989 - 1994 Customer Services Supervisor 1994 - 2010 Manager of Customer Services and Conservation 2010 - 2014 Director of Customer Services and Conservation
1986 – 1989	Toronto Dominion Bank Completed Management Training Program – held position of Assistant Manager at the Mortgage Loan Centre in Kitchener
1979 – 1986	London Public Utilities Commission Collection Representative
Industry Activity:	Sat on Ontario Energy Board working group for energy issues relating to low income consumers Principal liaison with Region of Waterloo Social Services Sat on Executive Steering Committee for the CKW Conservation and Demand Management working group

CURRICULUM VITAE OF LIZ MUIR

Work Experience:

Kitchener Wilmot Hydro Inc. (2011 – Present)

Manager of Regulatory Affairs (Sept 2012 -

Accountant (March 2011 – Sep 2012)

Waterloo Wellington Local Health Integration Unit (2008 – 2011)

Finance Lead

Analyst, Performance and Accountability

ATS Automation Tooling Systems (2007-2008)

Financial Analyst

Co-operators Group Limited (1988 – 2007)

Treasury / Pension Specialist

Senior Accountant

Education:

Bachelor of Business Administration, Acadia University (1982)

Designations:

Certified General Accountant (2003)