

**Ontario Energy  
Board**  
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Toronto ON M4P 1E4  
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**Commission de l'énergie  
de l'Ontario**  
C.P. 2319  
27e étage  
2300, rue Yonge  
Toronto ON M4P 1E4  
Téléphone: 416- 481-1967  
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**BY E-MAIL**

October 28, 2014

Karen Hockin  
Manager, Regulatory Initiatives  
Union Gas Limited  
P.O. Box 2001  
50 Keil Drive North  
Chatham ON N7M 5M1  
[Khockin@uniongas.com](mailto:Khockin@uniongas.com)

### **LETTER OF DIRECTION**

Dear Ms. Hockin:

**Re: Union Gas Limited (“Union”)  
Application for 2016 Dawn Parkway Expansion Project  
Board File Number EB-2014-0261**

The Ontario Energy Board has now issued its Notice (“Notice”) relating to the subject application. Please note that you must comply with the following directions within fourteen days of the date of this letter. If you cannot comply with the below directions within fourteen days, you must inform the Board Secretary immediately.

You are directed:

1. To arrange immediately for the publication of each of the English and the French versions of the Notice, in accordance with the direction below:
  - a. The English version of the Notice shall be published in the exact form accompanying this letter, except under the third bullet of the section entitled “**BE INFORMED AND HAVE YOUR SAY**” and under the section entitled “**ORAL VS. WRITTEN HEARINGS**” remove the bold and bracketed words “[insert actual date 10 calendar days from publication]”; and
  - b. The French version of the Notice shall be published in the exact form accompanying this letter, except under the third bullet of the section

entitled “**SOYEZ RENSEIGNÉ ET DONNEZ VOTRE OPINION**” and under the section entitled “**AUDIENCE ORALE OU ÉCRITE**” remove the bold and bracketed words “[insérer la date correspondant à 10 jours calendaires suivant la publication du présent document]”; and

- c. In each of the English and the French versions of the Notice, insert the same actual date, which date shall be determined by adding 10 calendar days to the newspaper publication date which will occur last. If that actual date falls on a “holiday” as defined in Rule 6.02 of the Board’s *Rules of Practice and Procedure*, insert the next date that is not a holiday. Use the following date format for the English Notice “**January 1, 2014**” and the following date format for the French Notice “**1 janvier 2014**” .

**An example of how to manage multiple publication dates is provided at Appendix A to this Letter of Direction.**

- d. Publication of the English version of the Notice must be made in one issue of the English language daily newspaper having the highest circulation, according to the best information available, in each of:
  - The City of Hamilton,
  - The City of Burlington,
  - The Town of Milton, and
  - The Municipality of Middlesex Centre.
- e. Publication of the French version of the Notice must be made in one issue of the French language daily or weekly newspaper having the highest circulation, according to the best information available, in the City of Hamilton.

**Please note that invoices regarding publication are not to be sent to the Board.**

2. Once the publication date is known, to immediately, and prior to the publication of the Notice in accordance with paragraph 1, file with the Board completed (dated) versions of each of the English and the French Notices in PDF format.
3. To conduct a search of title forthwith, sufficient to determine the current registered property owners and encumbrancers with lands or interest in the lands directly affected by the proposed pipeline and related facilities.
4. To promptly and no later than the date of publication of the Notice in accordance with paragraph 1 herein, serve a copy of both the English and French versions of the completed Notice, together with a copy of the application, either personally, by courier or by registered mail on:

- a. all property owners and encumbrancers with lands or interest in lands identified in the search of title referred to in paragraph 3 above;
  - b. the clerks of each of the affected municipalities;
  - c. all aboriginal communities that have been consulted or with lands or interest in the lands directly affected by the proposed pipeline and related facilities;
  - d. the Métis Nations of Ontario, Lands, Resources and Consultation Office, 75 Sherbourne St., Suite 222, Toronto, Ontario M5A 2P9.
  - e. all affected utilities and railway companies;
  - f. members of the Ontario Pipeline Co-ordinating Committee.
5. To promptly, and no later than the date of publication of the Notice, post a copy of the French and English versions of the completed Notice and the application and evidence in a prominent place on the website of Union Gas Limited.
  6. To promptly, and no later than the date of publication of the Notice, make a copy of the French and English versions of the Notice, the application and evidence, and any amendments thereto, available for public review at the offices of Union Gas Limited.
  7. To file with the Board, both electronically and in hard copy, an affidavit proving completion of the matters directed by the Board in items 1 through 6 above immediately thereafter.

The affidavit(s) of service must confirm that the Municipal Clerks served are the clerks of all affected municipalities, that the Aboriginal communities served are all of the Aboriginal communities affected, that the utilities and railway companies served are all of the utilities and railway companies whose lines would be crossed by the proposed pipelines, and that the property owners and encumbrancers so served are all owners and encumbrancers affected by the proposed construction.

The affidavit(s) of publication must confirm that the newspapers in which the Notice was published are newspapers having the highest circulation, according to the best information available, in the affected municipalities. (It is not necessary for the affidavits of publication to have newspaper tearsheets attached.)

8. To provide a copy of the application and evidence, and any amendments thereto, to anyone requesting the material.

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.

Yours truly,

*Original signed by*

Kirsten Walli  
Board Secretary

Encl.

## Appendix A

### EXAMPLE – MULTIPLE NEWSPAPER PUBLICATION DATES

#### Example scenario:

An applicant is required to publish a notice provided by the Ontario Energy Board in 4 newspapers.

*Newspaper 1* is an English daily and the first date on which publication can be effected is Thursday, December 4, 2014.

*Newspaper 2* is an English weekly and the first day on which publication can be effected is Wednesday, December 10, 2014.

*Newspaper 3* is a French daily and the first day on which publication can be effected is Monday, December 8, 2014.

*Newspaper 4* is a French weekly and the first day on which publication can be effected is Monday, December 15, 2014.

#### Determining the “actual date” for inclusion in the Notice:

The applicant should take **December 15, 2014** which is the last date of publication and add 10 calendar days to that date which results in the date of December 25, 2014. Since both December 25<sup>th</sup> and December 26<sup>th</sup> are statutory holidays and since December 27<sup>th</sup> and 28<sup>th</sup> are Saturday and Sunday, the applicant should use the next business day of **December 29, 2014** (using the appropriate date format) in all versions of the notice (both English and French, if applicable). All published notices will therefore have the same deadline date of December 29, 2014 regardless of the date on which each of the newspapers is published.

#### Questions?

Please direct any questions with respect to these requirements generally, or to the specific application of the requirements to your Notice to the Case Manager assigned to your case.