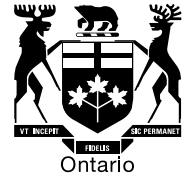


Ontario Energy Board
P.O. Box 2319
27th Floor
2300 Yonge Street
Toronto ON M4P 1E4
Telephone: 416-481-1967
Facsimile: 416-440-7656
Toll free: 1-888-632-6273

**Commission de l'énergie
de l'Ontario**
C.P. 2319
27^e 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

February 6, 2015

Melissa Casson
North Bay Hydro Distribution Ltd.
74 Commerce Cres., P.O. Box 3240
North Bay, ON P1B 8G4

LETTER OF DIRECTION

Dear Ms. Melissa Casson:

**Re: North Bay Hydro Distribution Limited
Application for 2015 Distribution Rates
Board File Number: EB-2014-0099**

The Ontario Energy Board has now issued its Notice of Application and Hearing relating to your 2015 cost of service distribution rates application (the "Notice"). Please note that you must publish the Notice within **fourteen days** of the date of this letter. If publication is not possible 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 the exact forms set out in Appendix A and B, respectively, accompanying this letter, except:
 - a. For the English version of the Notice, under the section entitled "**BE INFORMED AND HAVE YOUR SAY**" remove the bold and bracketed words "[insert actual date 10 calendar days from publication]"; and
 - b. For the French version of the Notice under the section entitled "**SOYEZ RENSEIGNÉ ET DONNEZ VOTRE OPINION**" remove the bold and bracketed words "[insérer la date, 10 jours suivant la date de publication]"; and
 - c. In each of the English and the French versions of the Notice, insert the same actual date, which 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 C to this Letter of Direction.

Publication of the completed English version of the Notice must be made in one issue of the English language newspaper having the highest circulation, according to the best information available, in North Bay Hydro Distribution Limited’s service area.

Publication of the completed French version of the Notice must be made in one issue of the French language newspaper having the highest circulation, according to the best information available, in North Bay Hydro Distribution Limited’s service area.

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

2. Once the publication date of the newspaper in which the Notice appears last is known, to immediately and prior to the publication of either the English or the French version of the Notice in accordance with paragraph 1, file with the Board completed pdf versions of both the English and French Notice.
3. To immediately, and prior to the publication of either the English or the French version of the Notice in accordance with paragraph 1, serve a copy of the Notice directly on all intervenors of record in North Bay Hydro Distribution Limited’s previous cost of service rate proceeding EB-2009-0270, namely:

Energy Probe Research Foundation
School Energy Coalition
Vulnerable Energy Consumers Coalition
Mr. Donald D. Rennick

4. If North Bay Hydro Distribution Limited is a Host Distributor, to immediately, and prior to the publication of either the English or the French version of the Notice in accordance with paragraph 1, serve a copy of the Notice directly on its Embedded Distributor(s).
5. To make a copy of the completed versions of each of the English and French Notice and the application and evidence, and any amendments thereto, available for public review at North Bay Hydro Distribution Limited’s office and in a prominent place on its website.

6. To file with the Board an affidavit in both digital and original hard copy, proving publication and service of the Notice as directed in this Letter of Direction and that a copy of the application, evidence, and the English and French versions of the Notice are available for public review at North Bay Hydro Distribution Limited's office and on its website.
7. 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 documents or materials when serving the Notice other than documents or materials expressly required by this Letter of Direction to be served.

Yours truly,

Original Signed By

Kirsten Walli
Board Secretary

Encl.

cc: Mr. John A.D. Vellone, Borden Ladner Gervais LLP

Appendix C

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 25th and December 26th are statutory holidays, however, the applicant should use the next business day of **December 27, 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 27, 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.