

May 10, 2018

DELIVERED VIA RESS and E-MAIL: boardsec@oeb.ca

Ms. Kirsten Walli
Board Secretary
Ontario Energy Board
2300 Yonge Street, 27th Floor
Toronto, Ontario
M4P 1E4

Dear Ms. Walli:

**Re: OEB File No. EB-2018-0114
Section 86 MAADs Application for Guelph Hydro Electric Systems Inc.
("Guelph Hydro") and Envida Community Energy Inc. ("Envida") and
Related Relief**

This is further to our letter of May 8, 2018. Guelph Hydro and Envida hereby request that the MAADs Application filed on February 27, 2018 be amended to include additional relief sought, if necessary, under Subsection 74(1) of the *Ontario Energy Board Act*, 1998 ("**Act**"). Specifically, the Applicants seek the following amendments to licences:

1. Eastview Road Landfill Gas Electricity Generation Facility

This facility is licenced pursuant to Electricity Generation Licence, EG-2004-0438 issued to Envida. The Applicants hereby seek an amendment to this Electricity Generation Licence to take into effect upon the granting of the Section 86(1)(c) leave sought in the MAADs Application to amend the Generation Licence to identify Guelph Hydro as the licensee. All of the administrative changes to the licence that are requested are identified at Tab 4 of the MAADs Application.

2. Guelph Hydro Distribution Licence

Guelph Hydro operates under Electricity Distribution Licence, EB-2002-0565. Upon receiving approval of the Board for the amalgamation of Guelph Hydro with Envida, and with the amendment as requested above to the Eastview Road Generation Licence, the Guelph Hydro Distribution Licence may require an amendment to reflect these changes.

Attached hereto is a copy of the Electricity Distribution Licence Application form completed with the necessary amendments. Where the form remains blank, there is no change from the existing Licence. Request is made for approval of these amendments in the event that the Section 86(1)(c) leave and the amendment to the Generation Licence is approved.

Guelph Hydro and Envida consent that the MAAD Application filed under section 86 of the *Act* and the licence amendments requested in this letter to be disposed of without a hearing pursuant to Section 21 (4) of the *Act*. These parties submit that there are no

circumstances or negative impacts that will arise from the MAAD Application and the Licence Amendments requested that will affect any ratepayers, customers or the public.

Please advise if anything further is required.

Yours truly,



Cristina Birceanu

Vice-President of Regulatory Affairs, Customer Care and Billing
Guelph Hydro Electric Systems Inc.

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Email – cbirceanu@guelphhydro.com



Ontario Energy Board
Commission de l'Énergie de l'Ontario

Application for Electricity Distribution Licence

Ontario Energy Board
2300 Yonge Street
P.O. Box 2319
Toronto, ON M4P 1E4
Telephone: 1-888-632-6273
Facsimile: (416) 440-7656

Commission de l'Énergie de l'Ontario
2300 rue Yonge
C.P. 2319
Toronto, ON M4P 1E4
Téléphone: 1-888-632-6273
Télécopieur: (416) 440-7656

Application Instructions

1. Purpose of this form

The purpose of this form is to collect information to determine whether the Applicant will be granted a licence to distribute electricity.

2. Structure of the Application Form

This form contains the following sections:

- A General Information;
- B Distribution Facilities Information;
- C Supporting Information
- D Notice and Consent and
- E Acknowledgement

Note: The information in section C16 shall be kept confidential, with the exception of names and positions held of key individuals. All other information filed as part of this application will be considered public. Where the applicant objects to public disclosure of the information, the applicant must follow the Ontario Energy Board's approved Guidelines for Treatment of Filing made in Confidence, effective March 19, 2001.

3. Completion Instructions

PRINT CLEARLY or TYPE all information in BLACK. Please send two copies of the completed form and all attachments to:

Board Secretary
Ontario Energy Board
2300 Yonge Street
P.O. Box 2319, 26th Floor
Toronto, ON M4P 1E4

4. Licence Fees:

A non-refundable application fee is required to process your application. Please enclose a cheque or money order made payable to the **ONTARIO ENERGY BOARD**.

Note: If a licence is issued, the Licensee will be required to pay an annual fee of \$800.00.

5. Important Information:

As a licenced Electricity Distributor, the licensee may be subject to additional obligations as required by the Independent Electricity System Operator (IESO) and as established under section 70 or section 78 of the *Ontario Energy Board Act, 1998*.

REMARQUE:

Ce document est disponible en français.

OEB App05A - July/05

For Office Use Only	
Application Number	
Date Received	

A. General information

1. Type of Application

New licence	<input type="checkbox"/>	
Renewal	<input type="checkbox"/>	
Amendment to an existing Licence	<input checked="" type="checkbox"/>	EB-2002-0565

2. Ownership/Operation

Please indicate whether the Application is for:	
<input type="checkbox"/>	Ownership and Operation of a distribution system
<input type="checkbox"/>	Ownership of a distribution system only. Please provide the name and licence no., if any, of the operator of the distribution system?
<input type="checkbox"/>	Operation of a distribution system only. Please provide the name and licence no., if any, of the owner of the distribution system?

3. Applicant

Please provide the following information about the Applicant:			
Full Legal Name of Applicant		Ontario Corporation Number, Canadian Corporation Number or Business Registration Number	Date of Formation or Incorporation
Business Address:			
City	Province	Country	Postal/Zip Code
Phone Number	FAX Number	E-Mail Address (if applicable)	

4. Primary Contact for this Application

Please provide the following information about the Primary Contact for this Application:			
Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other: _____	Last Name:	Full First Name:	Initial:
Position Held:			
Contact Address (if R.R., give Lot, Concession No. and Township)			
City	Province	Country	Postal/Zip Code
Phone Number	FAX Number	E-mail Address (if applicable)	

5. Service Area

Please indicate the location (name of municipality or unorganized territory) of the Applicant's distribution facilities and provide a description of the extent (size, length, coverage) of the distribution facilities involved in this Application. This description will be used for the purpose of stating a service area in which the licensee would be authorized to distribute electricity:

6. Facilities Use

Please indicate whether the distribution facilities are for exclusive use by the Applicant.

Yes

No

B. Distribution Facilities Information

7. Facilities Type

Please indicate whether the Applicant's distribution facilities are:

New assets to be constructed? Proposed In-service date: _____

If Applicant is to be the owner, please attach a statement explaining the financing arrangements.

Existing assets presently owned and/or operated by the Applicant?

Existing assets not presently owned and/or operated by the Applicant (ie to be purchased)?

If Applicant is to be the owner please indicate:

a) from whom assets will be purchased:

b) when application for sale has/will be filed with the Board?

Other (please describe):

8. Facilities Purpose

Please indicate the intended purpose(s) of the Applicant's distribution facilities:

- To provide a connection between a generator and a transmission/distribution system.
- To provide a connection between a transmission/distribution system and a load customer or customers.
- To provide a connection between a generator and a load customer or customers.
- To provide distribution services to the general public.
- Other (please describe):

9. Description of Facilities

Please describe the Applicant's distribution facilities indicating operating voltage(s) (kV), length of distribution line (km), number of substations and approximate total supply capacity (MW):

10. Location of Facilities

Please indicate whether the distribution facilities will be located on, over or under public streets or highways.

Yes No

C. Supporting Information Organizational Information

11. Business Classification

Sole Proprietor	<input type="checkbox"/>
Partnership	<input type="checkbox"/>
Corporation	<input type="checkbox"/>
Other	<input type="checkbox"/>

12. Affiliates of the Applicant

a) Please provide the following information for all Affiliates of the Applicant (attach a copy of 12(a) for each affiliate).

Full Legal Name of Affiliate Company:

Business Address:

City	Province	Country	Postal/Zip Code
Tel. Number	FAX Number	E-Mail Address (if applicable)	

Description of Business Activities:

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graph TD
    A[City of Guelph] --- B[Guelph Municipal Holdings Inc. ("GMHI")]
    B --- C[Guelph Hydro Electric Systems Inc. ("Guelph Hydro")]
    B --- D[Development Corporation ("Devco")]
    
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b) Please attach a Corporate organization chart describing the relationships between the Applicant and its Affiliates and, if applicable, the respective ownership percentages by the Applicant in each Affiliate.

13. Energy Sector Activities

Has the Applicant or an Affiliate undertaken any energy sector activities in Ontario or any other jurisdiction? If yes, please provide the following information for each:	Yes No <input type="checkbox"/> <input type="checkbox"/>
Full Legal Name of Company:	Licence/Registration Number:
Jurisdiction:	Type of Business Activity (e.g. Generation, Transmission, Distribution):

Technical Capability and Experience Information

14. Business Activities

Please provide a description of the Applicant's business activities:

15. Technical Ability

a) Please describe the applicant's technical ability to carry out the activities applied for including the Applicant's specific experience in Ontario and in other jurisdictions.

b) If the Applicant intends to utilize the capability of others by contracting distribution activities, please indicate below which activities and to whom they will be contracted:

Design Contracted to:

Construction Contracted to:

Inspection & Maintenance Contracted to:

Operation Contracted to:

Customer Connection Contracted to:

Standard Supply Service Contracted to:

Metering & Metering Services Contracted to:

Settlement & Billing Contracted to:

Other (describe): Contracted to:

16. Information About Each Key Individual

Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other: _____	Last Name:	Full First Name:	Initial:
Position Held:			
Please explain the person's experience in the electrical distribution business and in the energy field in general.			
a) Has this person been a proprietor, partner, officer or director of a business that was granted a licence under Part IV or Part V of the <i>Ontario Energy Board Act, 1998</i> . Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, provide business names and licence number(s) and describe the individuals specific related experience.			
b) Has this person been a proprietor, partner, officer, or director of a business that was registered or licenced under this or any other acts or legislation? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, identify the business name, the legislation, licence number(s), date of the licencing or registration and the individual's specific related experience.			
c) Has this person been a proprietor, partner, officer or director of a business that had a registration or licence of any kind refused, suspended, revoked or cancelled? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, please provide company name and describe the situation, including the jurisdiction and type of licence.			

Note:
Attach a copy of Item 16 for each Key Individual: Officer and Director, Partner or sole Proprietor.

Financial Information

17. Financial Statements

Please attach financial statements of the Applicant for each of the past two fiscal years. This may include audited financial statements, annual reports, prospectuses or other such information.

Other Information

18. Delivery

Please indicate whether the Applicant's distribution facilities are to be used to deliver electricity to one or more parties other than the Applicant. If yes, please provide the following information: Yes No

a) if the purpose of the Applicant's distribution facilities is to provide distribution services to specific generators or load customers rather than the general public (see question #8) please indicate the names of these participants:

b) a summary of the business plans relating to the Applicant's proposed distribution business for the next five years. This should include the following:

- a forecast of annual growth in terms of factors such as the amount of electricity distributed (MW and/or MWH), number of customers served, amount of distribution facilities (lines and/or stations), etc.
- annual pro forma financial statements including forecasts of costs, revenues and project financing indicating the underlying assumptions on which the forecasts are based.

c) estimates of net annual cash flows for subsequent periods to demonstrate financial feasibility and security.

d) indication of the Applicant's plans to seek Ontario Energy Board approval for electricity distribution rates.

19. Proposed Business Transactions

Please provide a brief summary of the expected impact of the proposed business transactions on the Ontario electricity market under the following headings:

a) Facilitate competition and enhance access to transmission/distribution services:

b) Improve reliability and quality of supply:

c) Promote economic and energy efficiency:

20. Electricity Sector Activities

Please indicate whether the Applicant intends to be involved with electricity sector activities in the Ontario market other than distribution and provision of Standard Supply Service?

	Yes	No	
Buy or Sell (Wholesale) electricity	<input type="checkbox"/>	<input type="checkbox"/>	
Transmit electricity	<input type="checkbox"/>	<input type="checkbox"/>	
Retail electricity	<input type="checkbox"/>	<input type="checkbox"/>	
Generate electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Eastview Road Landfill Gas Electricity Generation Facility Electricity Generation license EG-2004-0438

If yes to any of the above:

a) If affiliates have not yet been established, please indicate when this is planned: The Eastview Road Generation Facility will not be operated through an affiliate

b) Has the Applicant or an affiliate applied for Ontario Energy Board Licences? If no, when planned?

Yes

No

D. Notice and Consent for Ontario Board to Collect Additional Information

AS REQUIRED BY THE FREEDOM OF INFORMATION AND PROTECTION OF INDIVIDUAL PRIVACY ACT

In order to complete or verify the information provided on this form, it may be necessary for the Ontario Energy Board to collect additional information from some or all of the following sources: federal, provincial/state and municipal governments; licensing bodies; banks; professional and industry associations; and former and current employers. **Only information relevant to your application will be collected.**

The public official who can answer questions about the collection of information is:

Board Secretary
Ontario Energy Board
2300 Yonge Street, P.O. Box 2319
Toronto, Ontario M4P 1E4

Note: The issuance of an electricity distribution licence does not guarantee accreditation by the IESO, or connection to a transmission or distribution system.

NOTE: This application must be signed by the proprietor or by at least one partner, officer or director of the organization.


WARNING: It is an offence to knowingly provide false information on this application.

I/We consent to the collection of this information as authorized under the *Ontario Energy Board Act, 1998*.

Yes

I/We understand that this information will be used to determine whether I am/we are and remain qualified for the licence for which I am/we are applying.

Yes

Print Name and Title	Signature of Applicant(s)	Date Signed
Pankaj Sardana, CEO Guelph Hydro Electric Systems Inc.		May 10, 2018

E. Acknowledgement of Market Rules, Codes and Conditions

NOTE: This acknowledgement must be signed by the proprietor or by at least one partner, officer or director of the organization.

I understand and acknowledge that, as a licenced electricity distributor, I will be required, unless otherwise exempted:

- To provide non-discriminatory access to all persons wishing to connect to the distribution system.
- To comply with all licence conditions including the provisions of:
 - Affiliate Relationships Code for Electricity Distributors and Transmitters
 - Distribution System Code
 - Retail Settlement Code
 - Standard Supply Service Code
 - Retail Metering Code
 - Market Rules made under section 32 of the *Electricity Act, 1998*.

Print Name and Title	Signature of Applicant(s)	Date Signed

CHECKLIST

Have You:

1.	Properly and fully completed this form? (Illegible, incomplete or improperly completed forms do not qualify for registration and will be delayed or returned.)	<input type="checkbox"/>
2.	Enclosed a cheque or money order payable to the ONTARIO ENERGY BOARD in the amount prescribed?	<input type="checkbox"/>
3.	Attached Section D, the signed "Notice and Consent" form, as specified?	<input type="checkbox"/>
4.	Attached Section E, the "Acknowledgement" form, as specified?	<input type="checkbox"/>
5.	Submitted two copies of the application?	<input type="checkbox"/>

Please send the completed form and all attachments to:

Board Secretary
Ontario Energy Board
2300 Yonge Street
P.O. Box 2319 , 26th Floor
Toronto, ON M4P 1E4

NOTE: You are not required to return the cover page or this checklist to the Ontario Energy Board.