

BY EMAIL

June 18, 2019

Indy J. Butany-DeSouza
Vice-President, Regulatory Affairs
Alectra Utilities Corporation
2185 Derry Road West
Mississauga ON L5N 7A6
indy.butany@alectrautilities.com

LETTER OF DIRECTION

Dear Ms. Butany-DeSouza:

**Re: Alectra Utilities Corporation (Alectra Utilities)
Incentive Regulation Mechanism Application for 2020 Electricity
Distribution Rates
Ontario Energy Board File Number: EB-2019-0018**

The Ontario Energy Board (OEB) has now issued its Notice of Hearing for Alectra Utilities' application for 2020 electricity distribution rates (Notice). Please note that you must serve the English and French versions of the Notice to the parties identified below **within fourteen days** of the date of this letter. If service is not possible within fourteen days, you must inform the Registrar immediately at Registrar@oeb.ca.

You are directed:

1. To arrange immediately for the service of each of the enclosed English and French versions of the Notice, in the exact form accompanying this letter, except:
 - a. For the English version of the Notice, under the sections entitled "**BE INFORMED AND HAVE YOUR SAY**" and "**ORAL VS. WRITTEN HEARINGS**" remove the bold and bracketed words "[utility will insert actual date 10 calendar days from the date the notice is posted on the applicant's website]"; and
 - b. For the French version of the Notice, under the sections entitled "**SOYEZ RENSEIGNÉ ET DONNEZ VOTRE OPINION**" and "**AUDIENCES ORALES ET AUDIENCES ÉCRITES**" remove the bold and bracketed words "[la compagnie insérera la date correspondant à 10 jours civils suivant la date de publication du présent avis sur le site Web du requérant]"; and

- c. In each of the English and the French version of the Notice, insert the same date which shall be determined by adding 10 calendar days to the date that the Notice will be posted on Alectra Utilities' website in accordance with the requirements of paragraph 3 below. If that date falls on a "holiday" as defined in Rule 6.02 of the OEB's *Rules of Practice and Procedure*, insert the next date that is not a holiday. Use the following date format "**January 1, 2019**" for the English Notice and the following date format for the French Notice "**1 janvier 2019**".
2. Once the requirements of paragraph 1 are completed, to immediately and prior to completing any other steps required in this letter of direction, file with the OEB a pdf version of the complete Notice (Dated Notice).
 3. To make a copy of both the English and French versions of the Dated Notice, the application and evidence, and any amendments thereto, available for public review at Alectra Utilities' office and in a prominent place on Alectra Utilities' website.
 4. No later than the date the Dated Notice is posted on Alectra Utilities' website in accordance with paragraph 3:
 - (a) to serve a copy of each of the English and French versions of the Dated Notice, the application and the evidence, directly on all intervenors in Alectra Utilities' previous rate application, EB-2018-0016, namely:

Association of Major Power Consumers Ontario
Building Owners and Managers Association
Consumers Council of Canada
Energy Probe Research Foundation
School Energy Coalition
Vulnerable Energy Consumers Coalition
 - (b) to serve a copy of each of the English and French versions of the Dated Notice, on any customers for which Alectra Utilities has an e-mail address and appropriate permissions to use the e-mail address to send utility or regulatory information with the following email messages:
 - i. "Alectra Utilities Corporation has applied to the Ontario Energy Board to increase our electricity distribution rates. Please review the Ontario Energy Board's Notice of Hearing to learn more and to find out how you can participate in the Ontario Energy Board's hearing". The e-mail must attach a copy of the English version of the Notice and the words "Notice of Hearing" within the e-mail message are required to provide a live link to the English Notice posted on Alectra Utilities' website.
 - ii. Alectra Utilities Corporation avons déposé une requête auprès de la Commission de l'énergie de l'Ontario afin d'augmenter nos tarifs de distribution de l'électricité. Veuillez lire l'avis d'audience ci-joint pour

vous mieux renseigné et pour savoir comment participer au processus d'audience du tribunal. » The e-mail must attach a copy of the French version of the Notice and the words « l'avis d'audience » within the email message are required to provide a live link to the French Notice posted on Alectra Utilities' website.

5. If Alectra Utilities is a Host Distributor, to no later than the date the Dated Notice is posted on Alectra Utilities' website in accordance with paragraph 3, serve a copy of the enclosed English and French versions of the Notice directly on its Embedded Distributor(s).
6. If Alectra Utilities has a twitter account, to no later than the date the Dated Notice is posted on Alectra Utilities' website in accordance with paragraph 3, to tweet the following messages:
 - a. "We have applied to the @OntEnergyBoard to increase our electricity distribution rates. Learn more. Have your say." The tweet is required to provide a live link to the English Notice posted on Alectra Utilities' website.
 - b. « Nous avons déposé une requête auprès de @OntEnergyBoard afin d'augmenter nos tarifs de distribution de l'électricité. Soyez mieux renseigné. Donnez votre opinion. » The tweet is required to provide a live link to the French Notice posted on Alectra Utilities' website.
7. To file with the OEB an affidavit in both electronic and paper forms proving completion of the matters in paragraphs 1 through 6 above immediately thereafter.
8. To provide a copy of the Dated Notice, 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

Christine E. Long
Registrar
Office of the Registrar

Encl.

c: Charles Keizer, Applicant's Counsel