

BY E-MAIL

November 4, 2019

Sally Blackwell  
Vice President, Regulatory Compliance & Asset Management  
Burlington Hydro Inc.  
1340 Brant Street  
Burlington, Ontario L7R 3Z7  
[sblackwell@burlingtonhydro.com](mailto:sblackwell@burlingtonhydro.com)

**LETTER OF DIRECTION**

Dear Ms. Blackwell:

**Re: Burlington Hydro Inc. (Burlington Hydro)**  
**Application for 2020 Rates**  
**Ontario Energy Board File Number: EB-2019-0023**

The Ontario Energy Board (OEB) has now issued its Notice of Hearing for Burlington Hydro's application for 2020 Rates (Notice). Please note that you must serve 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](mailto:Registrar@oeb.ca).

You are directed:

1. To arrange immediately for the service of the enclosed Notice, in the exact form accompanying this letter, except:
  - a. 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. In the Notice, insert the date which shall be determined by adding 10 calendar days to the date that the Notice will be posted on Burlington Hydro's website in accordance with the requirements of paragraph 4 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, 20XX**".

- 2 -

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. No later than the date the Notice is posted on Burlington Hydro's website in accordance with paragraph 4, to serve a copy of each of the Dated Notice, the application and the evidence, directly on all intervenors of record in Burlington Hydro Inc.'s cost of service proceeding EB-2013-0115, namely:

Energy Probe Research Foundation  
School Energy Coalition  
Vulnerable Energy Consumers Coalition

4. To make a copy of the Dated Notice, the application and the evidence, and any amendments thereto, available for public review at Burlington Hydro's office and in a prominent place on Burlington Hydro's website.
5. To file with the OEB an affidavit in both electronic and paper forms proving completion of the matters in paragraphs 1 through 4 above immediately thereafter.
6. To provide a copy of the Dated Notice, the application and the evidence, and any amendments thereto, to anyone requesting the material.

You are further directed not to include any documents or materials when serving the Dated 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 and Board Secretary  
Office of the Registrar

Encl.