

BY E-MAIL

December 5, 2019

Laurie Ann Cooledge
Chief Financial Officer
Newmarket-Tay Power Distribution Ltd.
590 Steven Court
Newmarket ON L3Y 6Z2
lauriec@nmhydro.ca

LETTER OF DIRECTION

Dear Ms. Cooledge:

**Re: Newmarket-Tay Power Distribution Ltd. (Newmarket-Tay Power)
Application for 2020 Rates
Ontario Energy Board File Number: EB-2019-0055**

The Ontario Energy Board (OEB) has now issued its Notice of Hearing for Newmarket-Tay Power'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.

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 Newmarket-Tay Power'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. 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 Newmarket-Tay Power's website in accordance with paragraph 4, to serve a copy of each of the Dated Notice, the application and the evidence, directly on intervenors in EB-2017-0269, EB-2009-0269 and EB-2012-0147, namely, Consumers Council of Canada, Energy Probe Research Foundation, School Energy Coalition and 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 Newmarket-Tay Power's office and in a prominent place on Newmarket-Tay Power'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.