



Ontario
Energy
Board | Commission
de l'énergie
de l'Ontario

BY E-MAIL

March 4, 2020

Gregory Van Dusen
Director, Regulatory Affairs
Hydro Ottawa Limited
2711 Hunt Club Road
P.O. Box 8700
Ottawa ON K1G 3S4
regulatoryaffairs@hydroottawa.com

LETTER OF DIRECTION

Dear Mr. Van Dusen:

**Re: Hydro Ottawa Limited (Hydro Ottawa)
2021-2025 Electricity Distribution Rates
Ontario Energy Board File Number: EB-2019-0261**

The Ontario Energy Board (OEB) has now issued its Notice of Hearing for Hydro Ottawa's application for Rates (Notice). The English and French versions of the Notice will be published by the OEB, in accordance with directions to the OEB's agent which were copied to you. Please note that you must comply with the directions in paragraphs 1 and 2 below **prior to March 17, 2020**, which is the publication date of the newspaper in which the Notice will appear last. If you are unable to comply with the directions within this timeframe, you must inform the Registrar immediately at Registrar@oeb.ca.

You are directed:

1. No later than the date the Notice is posted on Hydro Ottawa's website in accordance with paragraph 3, to:
 - a) arrange for the service of each of the enclosed English and French versions of the Notice, in the exact form accompanying this letter and the application and the evidence, directly on all intervenors of record in Hydro Ottawa's previous custom incentive rate-setting proceeding EB-2015-0004 namely: Allstream Inc., Consumers Council of Canada, Energy Probe Research Foundation, Mr. Sean Maguire, Quebecor Media Inc., Rogers Communications Partnership, School Energy Coalition, Sustainable Infrastructure Alliance of Ontario, TELUS Communications Company, Vulnerable Energy Consumers Coalition and

- b) arrange for the service of the enclosed English and French versions of the Notice, in the exact form accompanying this letter by email on any customers for which Hydro Ottawa has an email address and appropriate permissions to use the email address to send utility or regulatory information with the following email messages:
 - i. “Hydro Ottawa Limited has applied to the Ontario Energy Board to change 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 email must attach a copy of the English version of the Notice and the words “Notice of Hearing” within the email message are required to provide a live link to the English Notice posted on Hydro Ottawa’s website.
 - ii. « Hydro Ottawa Limited avons déposé une requête auprès de la Commission de l’énergie de l’Ontario afin de modifier 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 email 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 Hydro Ottawa’s website.
2. Arrange for service of the enclosed English and French versions of the Notice, in the exact form accompanying this letter and the application, directly on all transformer customers who currently receive the transformer ownership credit.
3. To make a copy of both the English and French versions of the Notice, the application and the evidence, and any amendments thereto, available for public review at Hydro Ottawa’s office and in a prominent place on Hydro Ottawa’s website.
4. If Hydro Ottawa has a twitter account, once both the English and French versions of the Notice are posted on Hydro Ottawa’s website in accordance with paragraph 2, to tweet the following messages:
 - a. “We have applied to the @OntEnergyBoard to change our electricity distribution rates. Learn more. Have your say.” The tweet is required to provide a live link to the English Notice posted on Hydro Ottawa’s website.
 - b. « Nous avons déposé une requête auprès de @OntEnergyBoard afin modifier 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 Hydro Ottawa’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 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 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

Encl.

c: Fred Cass, Aird & Berlis