



Application for an Electricity Generation Licence

Application Instructions

1. Purpose of this Form

Use this form to apply, under section 60 of the *Ontario Energy Board Act, 1998* (OEB Act), for an "electricity generation" licence. An electricity generation licence issued by the Ontario Energy Board (OEB) enables the licensee to generate electricity or provide ancillary services for sale through the IESO-administered markets or directly to another person; purchase electricity or ancillary services in the IESO-administered markets or directly from a generator; and, sell electricity or ancillary services through the IESO-administered markets or directly to another person, other than a consumer.

Feed-in Tariff program generators should use the licence application form specified for Feed-in Tariff program generators, which can be found on the "Apply for a Licence" page of the "Industry" section of the OEB's website at www.oeb.ca.

2. Completion Instructions

This form is in writeable PDF and can be completed electronically. If necessary, **responses may be continued on additional pages**. The applicant is encouraged to complete the form electronically, save the completed form and file it, along with any attachments, by e-mail to: boardsec@oeb.ca.

THE APPLICANT MUST ALSO SEND TWO PAPER COPIES OF THE COMPLETED AND SIGNED APPLICATION FORM, ALONG WITH TWO PAPER COPIES OF ANY ATTACHMENTS AND THE APPROPRIATE APPLICATION FEE TO:

Board Secretary
Ontario Energy Board
P.O. Box 2319
27th Floor
2300 Yonge Street
Toronto ON M4P 1E4

The OEB uses the following three main criteria to assess applicants for an electricity generation licence:

- The applicant's ability to be a financially viable entity with respect to the activities the applicant intends to undertake;
- The applicant's technical capability and experience with respect to the activities the applicant intends to undertake; and
- The applicant and its key individuals' past business history and conduct such that they afford reasonable grounds for belief that the applicant will carry on business in accordance with the law, integrity and honesty.

The information requested in this application form relates to the above noted criteria. The applicant must complete and file the information requested in this application form. The OEB may require information that is additional to the information filed in this application form. Also, filing of a completed application form does not preclude the applicant from filing additional information.

Any questions regarding the completion of this application should be directed to the OEB at IndustryRelations@oeb.ca.

3. Application and Registration Fees

A non-refundable application fee is required to process this application. Please enclose a cheque or money order made payable to the **ONTARIO ENERGY BOARD**. If a licence is issued, the licensee may be required to pay an annual registration fee. The amounts of the application fee and the annual registration fee are indicated on the "Apply for a Licence" page of the "Industry" section of the OEB's website at www.oeb.ca.

4. Confidentiality

Information filed as part of or in support of sections 12 to 16 of this application will be treated as confidential. All other information filed as part of or in support of this application will be placed on the public record. Where the applicant objects to public disclosure of information filed as part of or in support of sections other than sections 12 to 16, the applicant must follow the procedure set out in the OEB's Practice Direction on Confidential Filings.

5. Important Information

Applicants should consider the timelines required to process applications to avoid submitting applications too early or too late. Submitting applications too early without reasonable certainty of the proposed licensed activities will impede regulatory efficiency while submitting applications too late will leave the applicant to bear the risk of delayed commencement of licensed activities. Processing timelines are indicated on the "[Apply for a Licence](#)" page of the OEB's website at www.oeb.ca. If submitted incomplete, there may be a delay in processing the application.

Applicants must make a copy of the non-confidential sections of the application available to any person who requests a copy of the application.

Ontario Energy
Board
P.O. Box 2319
2300 Yonge Street
27th Floor
Toronto ON M4P 1E4
Telephone: 1-888-632-6273
Facsimile: (416) 440-7656

Commission de l'énergie
l'Ontario
C.P. 2319
2300, rue Yonge
27e étage
Toronto ON M4P 1E4
Téléphone: 1-888-632-6273
Télécopieur: (416) 440-7656



Application for an Electricity Generation Licence

For Office Use Only	
Application Number	EB-
Date Received	

1. The Applicant

Legal Name of the Applicant : Essex Energy Corporation

Business Classification:

- ☐ Sole Proprietor
☐ Partnership
☒ Corporation
☐ Other (describe) _____

Date of formation or incorporation: April 18, 2000

Place of formation or incorporation:

Province/State Ontario

Country Canada

If the applicant is an individual, the applicant must be at least 18 years old. If the applicant is an individual, is he or she at least 18 years old?

- ☐ Yes
☐ No
☒ Not Applicable - not an individual

Head Office or Business Address of Applicant

2199 Blackacre Dr.

City	Province/State	Country	Postal/Zip Code
<u>Oldcastle</u>	<u>Ontario</u>	<u>Canada</u>	<u>N0R 1L0</u>

Phone Number	Toll Free (if available)	E-mail Address
<u>519-946-2000</u>	<u>1-888-66-ESSEX</u>	<u>info@essexenergy.ca</u>

Website Address http://www.essexenergy.ca

2. Application Type

☒ New

☐ Renewal, provide the licence number and expiry date of the current licence.

Licence Number _____ Expiry Date _____

3. Licence Primary Contact

The licensee shall designate a person who will act as primary contact with the OEB on matters related to the licence.

Mr. <input checked="" type="radio"/>	Mrs. <input type="radio"/>	Last Name	First Name	Initial
Miss <input type="radio"/>	Ms. <input type="radio"/>	Taylor	Kris	
Other <input type="radio"/>		Title/Position		
		Director of Corporate Strategy		
		Company Name		
		Essex Energy Corporation		

Licence Primary Contact Address:

2199 Blackacre Dr.

City	Province/State	Country	Postal/Zip Code
Oldcastle	Ontario	Canada	N0R 1L0

Phone Number	Toll Free (if available)	E-mail Address
519-946-2000		ktaylor@essexpower.ca

4. Application Primary Contact

☐ Indicate if same as above. Proceed to section 5.

The primary contact for the licence application may be a person within the applicant's organization other than the licence primary contact noted above. An applicant may also choose to designate a consultant, lawyer, etc. to be the primary contact for the licence application. The OEB will communicate with this person during the course of the application review process but with the licence primary contact after a licence is issued.

Mr. <input checked="" type="radio"/>	Mrs. <input type="radio"/>	Last Name	First Name	Initial
Miss <input type="radio"/>	Ms. <input type="radio"/>	Tracey	Sheldon	
Other <input type="radio"/>		Title/Position		
		Metering and Integration Specialist		
		Company Name		
		Essex Energy Corporation		

Application Primary Contact Address:			
2199 Blackacre Dr.			
City	Province/State	Country	Postal/Zip Code
Odcastle	Ontario	Canada	N0R 1L0
Phone Number	Toll Free (if available)	E-mail Address	
519-946-2000		stracey@essexenergy.ca	

5. Trade Names

The electricity generation licence authorizes the licensee to conduct business using the name under which the licence is held (i.e. the applicant's legal name). It also provides for the use of trade names by the licensee.

Does the applicant intend to use trade names?

☐ Yes, provide a list of trade names the applicant intends to use in the space provided below.

☒ No, proceed to section 6.

6. Applicant's Licensing Status and History

(a) Has the applicant, an affiliate of the applicant, or an associated entity (e.g., a partnership or limited partnership), ever been licensed by the OEB? (The *Business Corporations Act* definition for affiliate can be found at www.e-laws.gov.on.ca)

☒ Yes, provide details of current and expired licences in the table below.

☐ No, proceed to 6(b).

Licensee Name	Relation to the Applicant (e.g., applicant itself, affiliate, partner...etc.)	Licence Number
Essex Powerlines Corporation	Affiliate	ED-2002-0499
Essex Energy Corporation	Applicant Itself	EW-2019-0087

(b) Does the applicant, an affiliate of the applicant, or an associated entity have any other application(s) before the OEB?

☐ Yes, provide details in the table below.

☒ No, proceed to 6(c).

Applicant Name	Relationship to this Applicant	Type of Application	OEB File Number

(c) Has the applicant, an affiliate of the applicant, or an associated entity ever undertaken energy sector activity in any other jurisdiction within North America?

☐ Yes, provide details in the table below.

☒ No

Company Name	Relation to the Applicant	Jurisdiction	Business Activity	Name of Licensing Body and Licence/Registration No. (if applicable)

7. Key Individuals

In the table below, identify all key individuals associated with the applicant's business. Key individuals include sole proprietors, each partner, all officers and directors of a corporation, all shareholders with 10% or more of the equity shares of a corporation, managers, and any other individuals with a beneficial interest.

Name of Key Individual	Title/Position within Applicant's Business (or identify company if not the Applicant's Business)
Steve Ray	General Manager
Kris Taylor	Director of Corporate Strategy

8. Intended Services and Markets

- (a) The OEB Act defines "ancillary services" as services necessary to maintain the reliability of the IESO-controlled grid, including frequency control, voltage control, reactive power, and operating reserve services. Does the applicant intend to sell electricity or ancillary services into the IESO administered market?

☒ Yes

☐ No

- (b) Does the applicant intend to settle with an electricity distributor for the electricity injected into the distribution system in accordance with the retail settlement system?

☒ Yes, please identify the electricity distributor E.L.K. Energy Inc.

☐ No

- (c) Does the applicant intend to sell electricity to another person?

☐ Yes

☒ No

If yes, is this person a consumer (i.e., a person who uses, for the person's own consumption, electricity that the person did not generate)?

☐ Yes. The applicant may require a retailer licence. The application form can be found at www.oeb.ca

☒ No

9. Facility Description

Is the applicant applying to be licensed for more than one facility?

☒ Yes, please make a copy of sections 9, 10 and 11 for each facility and provide information for each facility

☐ No

Generation Type

☒ Diesel ☐ Natural Gas ☐ Water ☐ Wind

☐ Other, please specify _____

Installed Capacity 1 MW

Number of Units 1

If the applicant is selling ancillary services, please describe: The applicant intends to sell electricity or ancillary services to the IESO-administered market. The applicant intends to participate in the Operating Reserve, Energy, and Capacity Auction market.

Facility name: Essex Civic Center

Facility Address: 360 Fairview Ave West, Essex, Ontario, N8M 3G4

Licence Responsibility/Qualification Sought

☐ Owner and Operator

☐ Owner Only. Please identify operator _____

☒ Operator Only. Please identify owner The Corporation of the County of Essex

If the applicant is applying for only one of the two qualifications, please provide information on the status of the other qualification. The information should include confirmation as to whether or not the person or entity seeking the other qualification is licensed; if licensed, please provide the licence number and, if not, indicate when an application for the other qualification will be filed with the OEB.

The Corporation of the County of Essex is the owner of the facility and they are submitting an application at the same time as this application.

10. Facility History and Status

Is the facility in commercial service?

☒ Yes, proceed to section 10(a)

☐ No, proceed to section 10(b) or 10(c) as applicable.

(a) Existing Facility in Commercial Service

When did this facility achieve commercial operation? Jul 27, 2007

Is the applicant the original owner and operator?

☐ Yes

☒ No, identify previous owner and operator: Genset Resource Management (ID 108908)

(b) New Facility

Has facility construction commenced?

☐ Yes

☐ No

What is the expected commercial in service date? _____

(c) Existing Facility **NOT** in Commercial Service

What is the expected commercial in service date? _____

Please provide a list of all other regulatory approvals required (e.g. environmental, municipal, etc.). Please identify the status of each approval.

11. Connection

What is the voltage at the perimeter of the applicant's property from the output of the generation facility?

- ☒ 50 kV or less, proceed to section 11(a)
☐ greater than 50 kV, proceed to section 11(b)

- (a) The OEB Act defines a "distribution system" as a system for distributing electricity, and includes any structures, equipment or other things used for that purpose. "Distribute", with respect to electricity, means to convey electricity at voltages of 50 kV or less.

Describe the existing or future distribution system from the output of the generation facility to the connection point with the electricity distributor or to the connection point with the transmission system (e.g., length of line, transformers, etc.).

The electrical distributor owns 750 kVA transformer rated at 27.6kV:600V. The owner is responsible for the convey of electricity from the output of the generator, through switchgear that operates an export breaker (owned by the County of Essex), and to the low voltage side of the transformer. The length of line from the generator to the connection point is less than 100 meters.

Does (or will) the applicant own and/or operate the distribution system?

- ☒ Yes
☐ No, identify the owner and/or operator of the distribution system _____

If yes, does the applicant own and/or operate the distribution system only for the purpose of conveying electricity from the generation facility to the IESO-controlled grid?

- ☒ Yes
☐ No, describe the purpose of the distribution system _____

If the answer to the question above is no, the applicant may require a distribution licence. The application form can be found at www.oeb.ca.

Does (or will) the distribution system connect the generation facility to an electricity distributor?

- ☒ Yes, identify the electricity distributor ELK Energy Inc.
☐ No, proceed to section 11(b)

- (b) The OEB Act defines a "transmission system" as a system for transmitting electricity, and includes any structures, equipment or other things used for that purpose. "Transmit", with respect to electricity, means to convey electricity at voltages of more than 50 kV.

Describe the existing or future transmission system from the output of the generation facility or applicant's distribution system to the connection point with the transmission network (e.g., length of line, transformers, etc.).

Does (or will) the applicant own and/or operate the transmission system?

☐ Yes

☒ No, identify the owner and/or operator of the transmission system _____

If yes, does the applicant own and/or operate the transmission system only for the purpose of conveying electricity from the generation facility to the IESO-controlled grid?

☐ Yes

☐ No, describe the purpose of the transmission system _____

If the answer to the question above is no, the applicant may require a transmission licence. The application form can be found at www.oeb.ca.

8. Intended Services and Markets

- (a) The OEB Act defines "ancillary services" as services necessary to maintain the reliability of the IESO-controlled grid, including frequency control, voltage control, reactive power, and operating reserve services. Does the applicant intend to sell electricity or ancillary services into the IESO administered market?

☒ Yes

☐ No

- (b) Does the applicant intend to settle with an electricity distributor for the electricity injected into the distribution system in accordance with the retail settlement system?

☒ Yes, please identify the electricity distributor Essex Powerlines Corporation

☐ No

- (c) Does the applicant intend to sell electricity to another person?

☐ Yes

☒ No

If yes, is this person a consumer (i.e., a person who uses, for the person's own consumption, electricity that the person did not generate)?

☐ Yes. The applicant may require a retailer licence. The application form can be found at www.oeb.ca

☒ No

9. Facility Description

Is the applicant applying to be licensed for more than one facility?

☒ Yes, please make a copy of sections 9, 10 and 11 for each facility and provide information for each facility

☐ No

Generation Type

☒ Diesel ☐ Natural Gas ☐ Water ☐ Wind

☐ Other, please specify _____

Installed Capacity 1 MW

Number of Units 1

If the applicant is selling ancillary services, please describe: The applicant intends to sell electricity or ancillary services to the IESO-administered market. The applicant intends to participate in the Operating Reserve, Energy, and Capacity Auction market.

Facility name: Sunparlor Homes

Facility Address: 175 Talbot Street E, Leamington, Ontario, N8H 1L0

Licence Responsibility/Qualification Sought

☐ Owner and Operator

☐ Owner Only. Please identify operator _____

☒ Operator Only. Please identify owner The Corporation of the County of Essex

If the applicant is applying for only one of the two qualifications, please provide information on the status of the other qualification. The information should include confirmation as to whether or not the person or entity seeking the other qualification is licensed; if licensed, please provide the licence number and, if not, indicate when an application for the other qualification will be filed with the OEB.

The Corporation of the County of Essex is the owner of the facility and they are submitting an application at the same time as this application.

10. Facility History and Status

Is the facility in commercial service?

☒ Yes, proceed to section 10(a)

☐ No, proceed to section 10(b) or 10(c) as applicable.

(a) Existing Facility in Commercial Service

When did this facility achieve commercial operation? Jul 4, 2005

Is the applicant the original owner and operator?

☐ Yes

☒ No, identify previous owner and operator: Genset Resource Management (ID 108908)

(b) New Facility

Has facility construction commenced?

☐ Yes

☐ No

What is the expected commercial in service date? _____

(c) Existing Facility **NOT** in Commercial Service

What is the expected commercial in service date? _____

Please provide a list of all other regulatory approvals required (e.g. environmental, municipal, etc.). Please identify the status of each approval.

11. Connection

What is the voltage at the perimeter of the applicant's property from the output of the generation facility?

- ☒ 50 kV or less, proceed to section 11(a)
☐ greater than 50 kV, proceed to section 11(b)

- (a) The OEB Act defines a "distribution system" as a system for distributing electricity, and includes any structures, equipment or other things used for that purpose. "Distribute", with respect to electricity, means to convey electricity at voltages of 50 kV or less.

Describe the existing or future distribution system from the output of the generation facility to the connection point with the electricity distributor or to the connection point with the transmission system (e.g., length of line, transformers, etc.).

The facility owner (the County of Essex) owns a 1500 kVA transformer rated at 27.6kV:600V. From the output of the generator, the owner is responsible for the generators switchgear which operates the export breaker connecting to the transformer.

The length of line from the generator to the connection point is less than 100 meters.

Does (or will) the applicant own and/or operate the distribution system?

- ☒ Yes
☐ No, identify the owner and/or operator of the distribution system _____

If yes, does the applicant own and/or operate the distribution system only for the purpose of conveying electricity from the generation facility to the IESO-controlled grid?

- ☒ Yes
☐ No, describe the purpose of the distribution system _____

If the answer to the question above is no, the applicant may require a distribution licence. The application form can be found at www.oeb.ca.

Does (or will) the distribution system connect the generation facility to an electricity distributor?

- ☒ Yes, identify the electricity distributor Essex Powerlines Corporation
☐ No, proceed to section 11(b)

- (b) The OEB Act defines a "transmission system" as a system for transmitting electricity, and includes any structures, equipment or other things used for that purpose. "Transmit", with respect to electricity, means to convey electricity at voltages of more than 50 kV.

Describe the existing or future transmission system from the output of the generation facility or applicant's distribution system to the connection point with the transmission network (e.g., length of line, transformers, etc.).

Does (or will) the applicant own and/or operate the transmission system?

☐ Yes

☒ No, identify the owner and/or operator of the transmission system _____

If yes, does the applicant own and/or operate the transmission system only for the purpose of conveying electricity from the generation facility to the IESO-controlled grid?

☐ Yes

☐ No, describe the purpose of the transmission system _____

If the answer to the question above is no, the applicant may require a transmission licence. The application form can be found at www.oeb.ca.

17. Notice

The OEB is authorized, under section 4.14 of the OEB Act, to collect personal information for the purpose of carrying out its duties and exercising its powers under the OEB Act or any other Act.

The information provided both on this form and attached to this form is being collected by the OEB for the purpose of determining whether the applicant is qualified to receive the licence for which it is applying.

In order to verify the information on this form and/or determine whether the applicant is qualified to receive the licence for which it is applying, it may be necessary for the OEB to collect additional information from some or all of the following sources: federal, provincial/state, or municipal governments; licensing bodies; law enforcement agencies; credit bureaus; and banks. Only information relevant to the application or the OEB's determination of the application will be collected by the OEB.

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

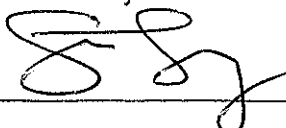
Board Secretary
Ontario Energy Board
P.O Box 2319
2300 Yonge Street, 27th Floor
Toronto, ON
M4P 1E4

Tel: 416-481-1967 or 1-888-632-6273

Applicants are reminded that the OEB is subject to the *Freedom of Information and Protection of Privacy Act* (FIPPA). FIPPA addresses circumstances in which the OEB may, upon request, be required to release information that is in its custody or under its control, and generally prohibits the OEB from releasing personal information. "Personal Information" has the meaning given to it under FIPPA.

18. Certification and Acknowledgement

- (a) I certify that the information contained in this application and in the documents provided are true and accurate.
- (b) I understand and acknowledge that, as a licensee, I must provide information as the OEB may require from time to time.
- (c) I understand and acknowledge that the issuance of an electricity generation licence does not guarantee registration with the IESO or connection to a transmission or distribution system.

Print Name of Key Individual STEVE RAY	Signature of Key Individual 	Date March 5/2020
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If the applicant is a sole proprietor, he/she must sign.

If the applicant is a corporation, a person with authority to bind the corporation must sign.

If the applicant is a partnership, a partner with authority to sign on behalf of the partnership must sign.

Checklist (return with application form)

- ☒ Two copies of the application form have been included with original signature on both copies
- ☒ A cheque or money order for the non-refundable application fee has been included
- ☒ A corporate organization chart has been attached to the application form
- ☒ Section 13 has been completed and all relevant financial information has been included
- ☒ Section 16 has been completed for all key individuals