



Electricity Retailer Licence Application

North Bay Hydro Services Inc.

1. Application Type

1. (a) Application Type

☐ New ☒ Renewal

1. (b) Licence Number

ER-2018-0340

1. (c) Expiry Date

March 06, 2024

2. The Applicant

2. (a) Legal Name of the Applicant

North Bay Hydro Services Inc.

2. (b) Business Classification

☐ Sole Proprietorship ☐ Partnership ☒ Corporation ☐ Other

2. (c) Date of Formation or Incorporation

February 15, 2002

2. (d) Province/State of Formation or Incorporation

Ontario

2. (e) Country of Formation or Incorporation

Canada

2. (f) If the applicant is an individual, are they at least 18 years old?

If the applicant is an individual, the applicant must be at least 18 years old.

☐ Yes ☐ No ☒ Not Applicable

2. (g) Head Office or Business Address of the Applicant

Street Address: 74 Commerce Crescent

City: North Bay

Province/State: Ontario

Country: Canada

Postal/Zip Code: P1A 0B4

Website: www.yourhomeservices.ca

Main Phone Number and Email Address

Phone Number: 705-476-9276

Email Address: servicesinfo@yourhomeservices.ca

2. (h) Please describe the applicant's current or intended line of business and business activities.

This license is specifically related to NBHS' Community Energy Park (CEP). The CEP is a micro-grid that provides power (generated primarily through cogeneration units) to the community arena and the local YMCA. The CEP is connected to NBHDL's distribution system and is not a market participant with the IESO.

3. Licence Primary Contact

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

3. (a) Licence Primary Contact

Salutation: Mr.

Last Name: Payne

First Name: Matt

Title/Position: President and CEO

Company: North Bay Hydro Services Inc.

Phone Number: 705-474-8100

Extension: 259

Email Address: mpayne@northbayhydro.com

3. (b) Is the Licence Primary Contact address the same as the Head Office or Business address?

☒ Yes ☐ No

NOTE: If the Licence Primary Contact Address is not in Ontario, the applicant must also provide the contact information for service purposes in Ontario. The applicant may provide the address of an agent (an individual who is a resident of Ontario and is at least 18 years old, or a corporation that has its head office or registered office in Ontario) as the contact for service.

3. (c) Contact Information for Service in Ontario

Salutation: Mr.

Last Name: Payne

First Name: Matt

Title/Position: President and CEO

Company: North Bay Hydro Services Inc.

Phone Number: 705-474-8100

Extension: 259

Email Address: mpayne@northbayhydro.com

Address for Service in Ontario

Street Address: 74 Commerce Crescent

City: North Bay

Province/State: Ontario

Country: Canada

Postal/Zip Code: P1A 0B4

Website: www.yourhomeservices.ca

4. Application Primary Contact

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.

4. (a) Is the Application Primary Contact the same as the Licence Primary Contact?

☐ Yes ☒ No

4. (b) Application Primary Contact

Salutation: Ms.

Last Name: Casson

First Name: Melissa

Title/Position: Vice-President, Finance

Company: North Bay Hydro

Phone Number: 705-474-8100

Extension: 300

Email Address: mcasson@northbayhydro.com

Application Primary Contact Address

Street Address: 74 Commerce Crescent

City: North Bay

Province/State: ONTARIO

Country: CANADA

Postal/Zip Code: P1A 0B4

Website: www.northbayhydro.com

5. Customer Complaint or Inquiries Primary Contact

Provide contact information of the person to whom correspondence or communication regarding customer complaints or inquiries should be addressed. The mailing address should be in Ontario and the phone number should be listed in Ontario. If the applicant intends to retail electricity to low-volume consumers (annually consuming less than 150,000 kilowatt hours of electricity), the applicant should also provide a toll-free phone number for the general public to use.

5. (a) Customer Complaint or Inquiries Primary Contact

Salutation: Mr.

Last Name: Laronde

First Name: Trevor

Title/Position: Plant Operator Supervisor

Company: North Bay Hydro Services Inc.

Phone Number: 705-476-9276

Extension: 331

Email Address: tlaronde@yourhomeservices.ca

Customer Complaint or Inquiries Primary Contact Address

Street Address: 74 Commerce Crescent

City: North Bay

Province/State: Ontario

Country: Canada

Postal/Zip Code: P1A 0B4

Website: www.yourhomeservices.ca

6. Trade Names

The electricity retailer 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.

6. (a) Does the applicant intend to use trade names?

☒ Yes ☐ No

If yes, please provide a list of trade names the applicant intends to use.

Services

7. Applicant's Licensing Status and History

7. (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?

☒ Yes ☐ No

The *Business Corporations Act* definition for "affiliate" can be found at www.e-laws.gov.on.ca.

If yes, please provide current and expired licences.

Licensee Name	Relation to the Applicant (e.g. applicant itself, affiliate, partner, etc.)	Licence Number
North Bay Hydro Distribution Limited	Affiliate	ED-2003-0024
North Bay Hydro Services Inc.	Applicant (Generation Licence)	EG-2018-0339

Licensee Name	Relation to the Applicant (e.g. applicant itself, affiliate, partner, etc.)	LicenceNumber
North Bay Hydro Services Inc.	Applicant (FIT Licence)	EG-2013-0253

7. (b) Does the applicant, an affiliate of the applicant, or an associated entity (e.g. a partnership or limited partnership) have any other application(s) before the OEB?

☒ Yes ☐ No

If yes, please provide other applications.

Applicant Name	Relation to the Applicant	Type of Application	OEB File Number
North Bay Hydro Distribution Ltd.	Affiliate	2024 IRM - to be filed Nov.22/23	EB-2023-0042

7. (c) Has the applicant, an affiliate of the applicant, or an associated entity (e.g. a partnership or limited partnership) ever undertaken energy sector activity in any other jurisdiction within North America?

☐ Yes ☒ No

7. (d) Is the applicant, an affiliate of the applicant, or an associated entity (e.g. a partnership or limited partnership) an Independent Electricity System Operator (IESO) market participant?

☐ Yes ☒ No

8. Officers, Directors and Key Individuals

8. (a) Please confirm the number of officers, directors and key individuals in your organization.

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8. (b) In the table below, identify the key individuals that are responsible for executing the following functions for the applicant: matters related to regulatory requirements and conduct, financial matters and technical matters.

Key individuals include the Chief Executive Officer, the Chief Financial Officer, other officers and directors, partners or proprietors.

NOTES:

- List a minimum of 3 key individuals in the table below. Additional information about each key individual is required in Section 17.
- One of the listed key individuals must sign the completed application. See Section 19 for signing authority details.

Name of Key Individual	Email	Title/Position within Applicant's Business (or identify company if not the Applicant's Business)
Matt Payne	mpayne@northbayhydro.com	President and CEO
Melissa Casson	mcasson@northbayhydro.com	Vice-President, Finance
Trevor Laronde	tlaronde@yourhomeservices.ca	Plant Operator Supervisor

9. Intended Markets and Services

9. (a) Identify the applicant's intended markets and services. Select all that apply.

- ☒ To sell or offer to sell electricity to low-volume consumers (annually consuming less than 150,000 kilowatt hours of electricity) in Ontario.
- ☒ To sell or offer to sell electricity to large-volume consumers (annually consuming more than 150,000 kilowatt hours of electricity) in Ontario.
- ☐ To sell electricity generated by a renewable generation facility under a Power Purchase Agreement (i.e. retail contract) to a low-volume consumer who will be entering into a net metering arrangement with their distributor. To learn more, click [here](#).
- ☐ To sell electricity generated by a renewable generation facility under a Power Purchase Agreement (i.e. retail contract) to a large-volume consumer who will be entering into a net metering arrangement with their distributor. To learn more, click [here](#).
- ☐ To act as an agent or broker for a retailer with respect to the sale or offering for sale of electricity to low-volume consumers, or as an agent or broker for low-volume consumers with respect to the sale or offering for sale of electricity in Ontario.
- ☐ To act as an agent or broker for a retailer with respect to the sale or offering for sale of electricity to large-volume consumers, or as an agent or broker for large-volume consumers with respect to the sale or offering for sale of electricity in Ontario.

9. (b) Is the applicant currently providing any of the above listed services?

- ☒ Yes ☐ No

9. (b_yes) If yes, provide a list of the services the applicant is currently providing.

In relation to this application, North Bay Hydro Services owns and operates the Community Energy Park, a microgrid that uses two cogeneration units to produce both electricity and heat. Included at the CEP are EV charging stations, a solar flower, battery storage and a smart grid controller that distributes power to three facilities owned by NBHS' shareholder (the City of North Bay; the YMCA North Bay (including the Aquatic Centre), and Memorial Gardens (community arena).

9. (c) Wholesale Market Participation: Does the applicant intend to operate in the IESO-administered markets and settle bilateral contracts through the IESO?

- ☐ Yes ☒ No

9. (c_no) If no, please explain how the applicant intends to participate.

The facility is connected to NBHDL's grid directly and is billed as a typical NBHDL customer each month for consumption used.

The customers that feed off the CEP are billed by NBHS through a commercial agreement that applies both a fixed and variable component.

9. (d) Retail Market Participation: Does the applicant intend to settle the wholesale market cost of electricity consumed by its customers through a distributor's settlement system?

- ☐ Yes ☒ No

9. (d_no) If no, please explain how the applicant intends to participate.

Two distinct components to the CEP project. The CEP itself is owned/operated by NBHS and bills customers directly based on kWh and generation.

The CEP is connected to the NBHDL grid and draws power as needed which is settled directly with NBHDL similar to a typical customer. There is no injection back into the grid.

9. (e) Describe in detail the applicant's current or intended business model and product offering(s). Include details of all products the applicant intends to offer to its customers and explain how the commodity pricing will be determined for each of the applicant's product offering.

This license is unique in that it is specific to a project on land that is 100% owned by the Municipality/Shareholder. The customers are the City of North Bay and the YMCA. The pricing is tied to the consumption of the facilities and the generation produced by the CEP itself. The agreements incorporate both fixed and variable components and have a 20 year contract term.

9. (f) Does the applicant intend to acquire any services from the third-party service providers (e.g. customer service, call centre, settlement services)?

☐ Yes ☒ No

CONFIDENTIAL SECTIONS

Information filed as part of or in support of sections 10 to 17 of this application will be treated as confidential and is not available for public view.

18. 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:

Registrar

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.