

**Distributor Access Rule Task Force
Minutes of Meeting #5, March 22, 2000**

Attendance list: attached

Agenda: distributed in advance; copy attached

The schedule of future meetings was revised; updated schedule attached.

The Minutes of Meeting #4, March 1, 2000, were approved.

1. Matters arising from the Minutes
There were no matters arising from the Minutes of Meeting #4.
2. Committee Reporting

Report of Committee 4 - Settlement and Prudential Requirements

Liaison: Marcel Reghelini

Marcel reported that the Committee's mandate was discussed. It was decided that George Vegh would prepare a letter to the Director requesting clarification on the mandate of the Task Force; this letter attracted a rejoinder from the LDC's and comments from OESC and Kitchener. The Director responded.

The Committee is structuring its activities around the draft Table of Contents and is using the Retail Settlement Code as a guide. Two groups of SoRs have been identified; Marcel and Judy have accepted responsibility for drafting them. The Committee meets for its third meeting on March 28 and will be considering the SoRs.

Report of Committee 1 - Standard Service Offering

Liaison: Judy Allan

Judy reported that some SoRs had been prepared and some were outstanding. The Committee will be mindful of links to Committee 2's work and strive to be consistent with Committee 2.

The question of Task Force voting was discussed; it was considered that the Task Force should have the complete "package" of SoRs from each Committee for the purpose of discussion and voting.

The next Committee meeting will be conducted immediately before Committee 2's next meeting. It is planned that a complete "package" of SoRs can be circulated electronically in the interests of an efficient meeting.

Report of Committee 2 - Customer Transfer

Liaison: Jack Schoenmakers

Jack reported that the Committee's objective was to identify the principles under which transfer requests would be processed. The Committee has chosen to address Retailer-Retailer transfers first as it considered these to be most complex and the SSO transfers could be constructed as simplified versions of Retailer-Retailer transactions.

SoRs have been assigned and are being prepared. The SoR addressing transfer processing will attract the retailers and the LDCs perspective.

There are no links to other Committees.

The next two Committee meetings are scheduled for March 29 and April 4.

Report of Committee 5 - Provision of Consumer Information

Liaison - Nick Petruzzella

Nick reported that the Committee has met once.

SoRs were assigned to the Committee members based on the first meeting's agenda.

The Committee's work will take into consideration the Gas Marketer Code.

There are no links to other Committees.

The next Committee meeting is scheduled for March 28; it is expected that all SoRs will be prepared and that the Committee will discuss them. The Committee may require one further meeting.

Report of Committee 6 - Emergency Supply Planning

Liaison: Judy Allan

Judy reported that the Committee found defining an "emergency" to be contentious, and consequently that identifying the party authorized to declare that an emergency situation exists was difficult. The Committee identified 5 possible responses to an emergency situation:

1. react once the emergency exists
2. act on government direction
3. suspend obligation to deliver
4. apply a protocol similar to Section 30 of the Electricity Act
5. let the market solve the matter

The Committee wishes to have the purpose behind the ECMAP protocol clarified. SoRs have been assigned, more SoRs may be identified.

There are no links to other Committees.

The next two Committee meetings are scheduled for March 29 and April 4. The Committee will be considering the definition of "emergency" at the next meeting.

Report of Committee 9 - Distribution Connection

Liaison: Dwayne Quinn

Dwayne reported that the Committee has met twice, most recently yesterday.

The Committee will not strive to codify these matters in order to preserve the LDCs control of its investment decision making. The Committees work will emphasize non-discriminatory decision making, appropriate economic feasibility assessments and the role of the rate making authorities. The Committee is looking to the OEB Act sections 44, 51 and 53 and the Public Utilities Act section 55, as well as the Electricity Act and the Energy Act.

Two broad SoRs have been assigned and are being prepared.

The next Committee meeting is scheduled for March 29, it may be the final Committee meeting.

Report of Committee 3 - Distribution Services

Liaison: Dwayne Quinn

Dwayne reported that this Committee has links to several other Committees;

- consumer education (for safety purposes or to achieve efficiency) is linked with Committee 5
- considerations of responses to emergency situations has been linked with Committee 6.

The Committee's work will be mindful of the Gas Marketer Code.

The Committee has identified and assigned all required SoRs. As a result of the direction set out in the Director's response to the Vegh letter, SoR #4 has been eliminated.

The Committee's next meeting is scheduled for March 29 and may be the last meeting of the Committee.

Report of Committee 7 - Retailer Relations

Liaison: Gerry Villaneuva

In Gerry's absence, the meeting chair read from the Minutes of the Committee's most recent meeting.

The Committee's objective was changed, it is: to establish the rules governing the conduct of a gas distributor as it relates to natural gas retailers. The guiding principle is that relations must be non-discriminatory. Two commercial arrangements were dealt with, contracting and shared marketing. It was considered that contracting should require non-discriminatory service agreements. Shared marketing however could be dealt with two ways: the LDC could be selective but not discriminatory or the LDC ought to allow open participation.

SoRs have been identified and assigned. An over-riding SoR, dealing with compliance with either the letter or the spirit of the Rule is being prepared.

The Committee's next meeting is scheduled for March 28.

Report of Committee 8 - Complaints and Dispute Resolution

Liaison: Gerry Villaneuva

In Gerry's absence, the meeting chair read from the Minutes of the Committee's most recent meeting.

It was recognized that the Committee's work must be mindful of the Gas Marketers License, the Gas Marketers Code of Conduct, and the Electricity LDC Distribution License.

The question of the appropriate disclosure of Applications for Variances was addressed; an SoR has been identified and assigned.

An SoR dealing with a dispute resolution process has been identified. It will deal with the principles which may drive a process and scope - in general terms it must be an implementable process. Several models were identified, including the Customer Complaint Resolution Process for Licensed Gas Marketers, the Electricity LDC process, the Natural Gas Affiliate Relations Code.

Other SoRs were identified and assigned.

The Committee's next meeting is scheduled for March 28.

3. Presentation of SoRs

There were no SoRs ready for review and voting by the Task Force. Following discussion, it was decided that each Committee would render its SoRs as a "package" to the Task Force in the interest of efficiency.

4. Work Plan

The schedule of Task Force and Committee meetings for the next two weeks was set out in detail and for the three weeks beyond that in general. It was proposed that the agenda for the next meeting of the Task Force be structured to cluster common Committee work; Kathi agreed to do this.

Kathi agreed to identify any contradictions or incompatibilities that may exist between the positions of Committees and to notify the Task Force of them.

5. Other Matters

The questions arose of whether the Board may exempt any party from the Rule and the hierarchy of the Distributor Access Rule relative to other Rules, Codes, Licenses etc.

It was identified that the term "non-preferential" must be defined.

The meeting was adjourned for lunch at 12:00.

ATTENDANCE

Distributor Access Rule Task Force
Meeting #5, March 22, 2000

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|--------------------|-------------|
| Allan, Judy | Enbridge |
| Blake, Bill | NRG |
| Howell, Brian | IGUA |
| Jarvis, Gordon | Apollo Gas |
| King, Richard | Power Budd |
| Litt, Kathi | Board staff |
| Mia, Ziyaad | CEED |
| Petruzzella, Nick | Six Nations |
| Quinn, Dwayne | Kitchener |
| Reghelini, Marcel | Union |
| Schoenmakers, Jack | OESC |
| Schumann, Helmuth | MEST |
| Scully, Peter | ECNG Inc. |

Distributor Access Rule Task Force**A G E N D A**
March 22, 2000

1. Adopt Minutes of March 1, 2000 meeting
2. Matters arising from the Minutes
3. Reports from the Committees
 - a. Committee 1 SSO - Judy Allan
 - b. Committee 2 Customer transfer - Jack Schoenmakers
 - c. Committee 3 Distribution Services - Dwayne Quinn
 - d. Committee 4 Settlement and Prudential Requirements - Marcel Reghelini
 - e. Committee 5 Provision of Consumer Information - Nick Petruzella
 - f. Committee 6 Emergency Supply Planning -
 - g. Committee 7 Distributor/Retailer Relations - Gerry Villaneuva or Murray Young
 - h. Committee 8 Compliance and Dispute Resolution - Gerry Villaneuva or Murray Young
 - i. Committee 9 Distribution Connection -
4. Review of Summary of Recommendations forwarded to the Task Force
 - a. Committee 1 SSO
 - b. Committee 2 Customer transfer
 - c. Committee 3 Distribution Services
 - d. Committee 4 Settlement and Prudential Requirements
 - e. Committee 5 Provision of Consumer Information
 - f. Committee 6 Emergency Supply Planning
 - g. Committee 7 Distributor/Retailer Relations
 - h. Committee 8 Compliance and Dispute Resolution
 - i. Committee 9 Distribution Connection
5. Work Plan
 - a. Review status of Summary of Recommendations
 - i. Overall adequacy for inclusion in the Report of the Task Force
 - ii. Identify any gaps
 - iii. Identify any inconsistencies or contradictions
 - iv. Schedule
 - b. Increase off-line efforts
 - i. Review and comment on draft Summary of Recommendations prior to Task Force meetings
 - ii. Schedule more meetings
6. Other matters

To: DAR members
From: Kathi Litt
Date: March 23, 2000

Re: Meeting Schedule

It was agreed at the February 16, 2000 Task Force meeting that meetings would generally be scheduled for Tuesday and Wednesdays.

The proposed schedule is as follows:

March 28 Committee 5 - Provision of Consumer Information
Meeting 2
9:30 am
Committee 4 - Settlement and Prudential Requirements
Meeting 3
following Committee 5, til 12:30 pm

March 28 Committee 8 - Compliance and Dispute Resolution
Meeting 2
12:30 pm
Committee 7 - Distributor/Retailer Relations
Meeting 2
following Committee 8, til 4:00 pm

March 29 Committee 6 - Emergency Supply Planning
Meeting 3
9:30 am
Committee 9 - Distribution Connection
Meeting 3
following
Committee 3 - Distribution Services
Meeting 5, morning and afternoon
following, until 12:30 pm

March 29 Committee 1- SSO
Meeting 4
1:00 pm
Committee 2 - Customer Transfer
Meeting 4
following until 4:00 pm

April 4 Committee 2 - Customer Transfer
Meeting 5

9:30 am - 12:30 pm

Committee 6 - Emergency Supply Planning
Meeting 4
1:00 - 4:00 pm

- April 5 Task Force
 Meeting 6
 9:30 am - 4:00 pm
- April 11 Committee Meeting(s)
- April 12 Committee Meeting(s)
- April 18 Committee Meeting(s)
- April 19 Task Force
 Meeting 7
 9:30 am - 4:00 pm
- April 25 Committee Meeting(s)
- April 26 Task Force
 Meeting 8
 9:30 am - 4:00 pm