



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

BY E-MAIL AND WEBPOSTING

May 11, 2021

To: All Licensed Electricity Distributors  
All Intervenors in Electricity Distribution Rate Proceedings for 2021 Rates

Re: Consultation on Updates to Filing Requirements for Electricity Distribution Cost of  
Service Applications  
Ontario Energy Board File No.: EB-2021-0076

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The Ontario Energy Board has committed to improvements that achieve predictable and efficient regulatory processes. On April 15, 2021, the OEB issued a [letter](#) that set out the plan to engage a working group to review filing requirements for small utilities for 2023 rates.

We would like to thank all those parties who expressed an interest in being members of the working group. As noted in the April 15<sup>th</sup> letter, the objective in selecting working group members was to ensure that small utilities and intervenors are represented and that the size of the working group is such that it can work effectively. All intervenors and the five of the small utility representatives who applied were selected because this will provide a reasonably sized and well-balanced group.

The members of the working group are:

Representatives of Small Utilities:

1. Centre Wellington Hydro Ltd. – Heather Dowling, Vice President/Treasurer
2. Cornerstone Hydro Electric Concepts (CHEC) – Ashly Karamatic, Finance & Regulatory Analyst
3. Electricity Distributors Association (EDA) - Kathi Farmer, Senior Regulatory Affairs Advisor
4. Hydro Hawkesbury Inc. and Cooperative Hydro Embrun - Manuela Ris-Scofield, Tandem Energy Services Inc.
5. Lakefront Utilities Inc.– Adam Giddings, Director of Regulatory Compliance and Finance

Intervenors: (eligible for cost awards)

6. Energy Probe – Tom Ladanyi
7. School Energy Coalition – Mark Rubinstein
8. Vulnerable Energy Consumers Coalition (VECC) – Mark Garner or Bill Harper as required

In the letter, OEB staff advised that the objective for the working group is to provide updated Chapters 2 and 5 of the Filing Requirements for Electricity Distributors along with associated models and Appendices. The first meeting will be held on May 27, 2021. Further details will be communicated directly to the working group members.

The OEB notes that while the working group is focused on the challenges of smaller distributors, the OEB will consider any learnings that come out of the discussions that could be applicable to other distributors as well.

As discussed in the April 15th letter, cost awards will be available to eligible working group participants. Cost awards will cover preparation, attendance, and reporting time in relation to each working group meeting. The maximum number of cost eligible hours per participant to prepare for, attend and report on working group meetings is 1.5 times the time spent by the participant's representative in each meeting. Costs will be recoverable in respect of only one representative per participant at any time. The OEB will apply the considerations set out in section 5 of its Practice Direction on Cost Awards when awarding costs. The maximum hourly rates set out in the OEB's Cost Award Tariff will be applied. Eligible costs will be recovered from all small electricity distributors, based on customer numbers.<sup>1</sup>

Any questions relating to this letter should be directed to Jane Scott at [jane.scott@oeb.ca](mailto:jane.scott@oeb.ca).

Yours truly,

*Original signed by*

Christine E. Long  
Registrar

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<sup>1</sup> Small utilities are defined as those with less than 20,000 customers in the 2019 Yearbook of Electricity Distributors