

Yukon Utilities Board

June 15, 2018

To: All Parties
YEC 2017-18 General Rate Application proceeding

Re: Hearing procedural matters

On June 23, 2017, Yukon Energy Corporation (YEC) filed an application with the Yukon Utilities Board (Board) pursuant to the *Public Utilities Act* and Order-in-Council 1995/90, requesting an order approving a forecast revenue requirement for 2017 and 2018.

The Board issued Board Order 2017-04, scheduling the public hearing for this proceeding and issued a process schedule. In Board Order 2018-03, the Board revised the process schedule for the proceeding and the public hearing is now scheduled to begin at 9:00 a.m. on Tuesday June 26, 2018 at the Coast High Country Inn, 4051 4th Avenue, Whitehorse, Yukon.

With respect to the hearing, the Board is notifying parties of the following procedural matters to allow for a fair and efficient hearing:

- Opening statements must be filed electronically with the Board by Thursday, June 21, 2018. Opening statements need not be read into the record but will form part of the proceeding record.
- In accordance with section 15 and 16 of the Board's Rules of Practice, the Board may receive evidence by documents or reports filed with the Board, affidavit, oral testimony, or any other manner the Board considers appropriate. A party must file written evidence before a hearing in accordance with the process schedule issued by the Board for the proceeding. Pre-filed written evidence may be adopted as evidence at the hearing provided that the person who prepared the written evidence is available for cross-examination.

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- An aid to cross-examination is a document to be used to question a witness on a matter referred to or arising from the witness' evidence. An aid to cross-examination is not evidence because it was not filed in accordance with the Board's process schedule for the proceeding. The witness' response on the aid to cross-examination becomes evidence. A party must seek the Board's permission if they wish an aid to cross-examination to be filed on the record as an exhibit in the proceeding.
- Aids to cross-examination must be sent electronically to the witness who is to be questioned on the aid to cross-examination or the representative of the witness (legal counsel) in advance of the hearing, but by no later than 4:00 p.m. of the day prior to its anticipated use, to ensure that the hearing is fair and efficient. If the document to be used as an aid to cross-examination has five or more pages, the party providing the document must highlight all passages in the document that the party intends to question the witness on.
- If filing an exhibit during the hearing, the party filing must have copies for other parties and the Board.
- The Board retains discretion to admit new evidence in accordance with the rules of fairness and natural justice.
- For each day of the hearing, the Board has scheduled the hearing from 9:00 a.m. to 5:00 p.m. with two 15-minute breaks (e.g. 10:30 a.m. and 3:30 p.m.) and a lunch break from 12:00 noon to 1:30 p.m. The Board will adjust break times, as necessary, to avoid disrupting the flow of the hearing.

The Board appreciates the efforts of parties to assist the Board in conducting a fair and efficient hearing.

Sincerely,



Deana Lemke
Board Secretary