



**E.L.K. ENERGY INC.
BOARD SUMMARY
Wednesday, October 11, 2023
4:00pm - 5:30pm**

E.L.K. ENERGY INC MEMBERS:

Sherry Bondy (Chair), Rob Shepley (Vice Chair), Kim Deyong, Jeff Scott, Brandon Chartier, John Kerr

MANAGEMENT INCLUDING MSA LEADERS:

E.L.K. leaders, Management Services Agreement (MSA) Leaders

AGENDA

Item	Summary
a) CEO-23-27 E.L.K. Solutions Inc. AGM Resolution	The Board approved the AGM Directors Resolution for E.L.K. Solutions Inc.
b) CEO-23-28 Progress of Board Approvals	A report was provided summarizing the approvals from the previous Board meetings. Actively recruiting a Lines Supervisor / Manager. Purchase order for two sets of smart grid switches, one for Harrow and one for Essex, have been processed and should arrive in Q1 or Q2 of 2024.
c) CEO-23-29 Entegrus MSA Update	The Board was provided with an update on the activities completed by the MSA. MSA Lead and Chair are preparing for the upcoming Town Hall in Kingsville, Shareholders meeting in October and Lakeshore Council on November 7, 2023.
d) CEO-23-30 Christmas Hours	The Board approved E.L.K. Energy Inc. office closure from Monday, December 25 th , 2023 to Friday, December 29 th , 2023.
e) CEO-23-32 Street Light Maintenance	E.L.K. recognizes the need to repair streetlights in a timely manner and is working on strategy to expedite the repairs. More discussions with the Town on inventory and processes will take place.
f) OM-23-17 Outside Operations Report	A summary was provided to the Board on the Outside Operations. All staff were provided with Workplace Violence and Workplace Harassment Policy training. Pole testing, pad-mount and pole-mount transformer inspections are taking place

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		in Essex and Harrow as part of the one third system inspection. Upcoming vegetation control will take place in Belle River and Comber around overhead primary and secondary circuits.
	g) OM-23-18 Smart Grid Plan	The Board approved the Smart Grid Development Plan presented by the MSA leaders. There will be additional investments in fault indicators throughout all communities. A plan was provided for recloser switches for the four largest communities over the next 3 years.
	h) FRA -23-26 Inside Operations Report	A summary was provided to the Board on the Inside Operations. Three new CSR's have joined E.L.K. and completing the onboarding and training processes. E.L.K. office / phone hours will be kept as 9am-4pm. Social media platforms such as Facebook and Twitter are being utilized for planned and unplanned outages. Media releases will be posted to the "News" section of the E.L.K. website.
	i) FRA-23-27 Regulatory Report	The Board was provided with a report from consultant regarding the Ontario Regulatory Activity from September 2022 to August 2023 and an outlook to the future.
	j) FRA-23-28 Receivables Aging	The Board was provided with an update on the receivables aging.