



**E.L.K. ENERGY INC.
BOARD SUMMARY
Wednesday, January 24, 2024
4:00pm - 5:30pm**

E.L.K. ENERGY INC MEMBERS:

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

REGRETS: Joe Malandrucolo

MANAGEMENT INCLUDING MSA LEADERS:

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

AGENDA

Item	Summary
a) CEO-24-01 Progress of Board Approvals	A report was provided summarizing the approvals from the previous Board meetings. All 2023 training has been completed and the 2024 training schedule is prepared. MSA has recruited a Meter Technician and Lines Supervisor. The water billing transition to the Town of Essex has been completed. It is expected to have many hours of follow-up.
b) CEO-24-01 Entegrus MSA Update	The Board was provided with an update on the activities completed by the MSA. MSA is actively recruiting a Locator. Preparation for the year end audit is taking place. In December 2023, the MSA made a \$10,000 donation to each of the following communities: Town of Essex, Municipality of Lakeshore and Town of Kingsville, for a total of \$30,000.
c) OM-24-01 Outside Operations Report	A summary was provided to the Board on the Outside Operations. All 2023 capital,

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	<p>commercial and municipal projects were completed. E.L.K. will be installing pole trusses on the 39 poles identified during the 2023 pole inspections in the Town of Essex and Harrow and the remaining 15 poles identified in the 2022. One third of the system inspections will be completed in Q2 of 2024 in Belle River and Comber. E.L.K. will be completing vegetation control in Kingsville and Cottam during Q3 & Q4 of 2024.</p> <p>Some preliminary capital items were discussed; 4kv conversion program, front transformer replacement and insulator replacements plans will be provided.</p> <p>Continuation smart grid investments will be brought forward in the 2024 budget.</p>
<p>d) FRA -24-01 Inside Operations Report</p>	<p>A summary was provided to the Board on the Inside Operations. A Town Hall will be held in the Belle River on February 22, 2024. E.L.K. continues to utilize social media for planned and unplanned outages, capital improvement projects, educational and safety posts and press releases. All team members will be taking part in a two-day FIRST AID/CPR/DEFIB training in June.</p> <p>Now using a third-party company to make outbound calls for scheduled outages. This will significantly improve customer communication.</p>
<p>e) FRA -23-32 Receivables Aging</p>	<p>The Board was provided with an updated receivables aging report. Outstanding amount have improved, the new customer service staff has allowed for the ability to provide additional collections services.</p>