



**E.L.K. ENERGY INC.
BOARD MEETING SUMMARY
Thursday, April 13, 2023**

E.L.K. ENERGY INC MEMBERS:

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

LEADERSHIP:

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

AGENDA

Item	Summary
Staff Reports	
a) CEO2-2-07 Service Agreement E.L.K. Solutions	The service agreement was provided to the Board. It was agreed to have the agreement reviewed by a third party since it is an old agreement.
a) CEO-23-08 Staffing summary	A summary of the current staff levels was provided. It was agreed that the staff levels are too low in order to provide improved level of service to customers and also address upcoming retirements.
b) CEO-23-09 Board meeting and communication	The dates for the next few Board meetings were discussed.
c) CEO-23-10 Electricity Distribution Association (EDA) and Director's Summit	An introduction and overview of the Electricity Distributors Association was provided, and Board member education was discussed.
d) CEO-23-11 Communication to Community Groups	The leader of the MSA, along with the Chair or Vice Chair will be making presentations to various community groups informing them of the activities at E.L.K. Energy. The leaders of the MSA will be presenting to the shareholder, The Town of Essex on April 17
e) CEO-23-12 Entegrus MSA	List of activities that were completed was provided to the Board.

Item	Summary
f) OM-22-11 Disposition of RBD truck	Approval was given to sell an old RBD truck.
g) OM-23-01 Ice Storm Summary	Summary of the ice storm was provided to the Board. Recommendations for improvement in restoration of power in the future are; implement SCADA system to be able to monitor the distribution system; back up generator for the building; become a partner in the provincial mutual aid agreement.
h) OM-23-02 Outside Operations Report	Summary of the activities of the outside operations were discussed; still very busy with new subdivisions; had a successful Electrical Safety Authority (ESA) audit; joining Utility Standards Forum (USF) group to bulk purchase transformers; two new bucket trucks are expected to be received in 2023; additional resources are being hired in order to complete the locate activity.
i) FRA-23-05 Letter to Town of Essex regarding scorecard	Provided the Board with the letter and the E.L.K. Energy 2022 scorecard that was provide to the Shareholder, The Town of Essex.
j) FRA-23-06 Regulatory filings update	<p>Provided a summary of the 2022 and 2023 rate applications that were approved by the Ontario Energy Board (OEB). The 2022 rate application resulted in a rate decrease and the 2023 resulted in a rate increase.</p> <p>E.L.K. Energy's distribution licence was renewed by the OEB.</p>
k) FRA-23-08 Inside Operations Report	The following items were discussed and approved; building assessment will be completed; expansion of social media presence in order to improve communication with the customers; E.L.K. Energy will partner with other utilities in the region to provide electric vehicle (EV) charging funding for commercial and municipal customers in our service territory
l) FRA-23-07 20223 Draft Budget	<p>A draft budget was provided. The Board is reviewing many opportunities to improve the service provided by E.L.K. Energy. The Board's priorities are to modernize the distribution system by investing in renewing the distribution system and introducing new technology in E.L.K. consistent with the Ontario utility industry standard.</p> <p>Approvals by the Board; new line staff and customer service staff; new phone system; purchase back up generator for the building; new technology and smart grid investments, fault indicators, GIS, SCADA and automated switches</p>