



**E.L.K. ENERGY INC.
BOARD SUMMARY
Thursday September 12, 2024
4:00pm - 5:30pm**

E.L.K. ENERGY INC MEMBERS:

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

MANAGEMENT INCLUDING MSA LEADERS:

Jim Hogan, Rachel Janzen, Farooq Hyder, Chris Cowell, Dave Ferguson, Margaret Rodd, Chris Towne, Colin Hicks, Matthew Meloche

Regrets: Brandon Chartier, Kayla Lucier

AGENDA

Item	Summary
a) CEO-24-22 October Board Meeting Date	The Board approved the next Board meeting date of October 17, 2024.
b) CEO-24-24 Christmas Office Closure	The Board approved E.L.K. Energy Inc. office closure between December 24, 2024 and January 1, 2025. This has been the practice at E.L.K. for many years.
c) OM-24-17 Outside Operations Report	<p>A summary was provided to the Board on the Outside Operations.</p> <p>Since January 2024, E.L.K. has received 1289 locate requests and completed 94.8% within 5 business days.</p> <p>All the material for the pole replacement project in Essex and Harrow have been received and crews are currently waiting for the locates to begin.</p> <p>E.L.K. will be restoring a total of 54 poles in Kingsville, Cottam, Essex and Harrow. Locates have been requested for the pole restoration and will begin the trusses installation once locates are received.</p> <p>All insulators in Belle River have now been converted to polymer. Operations was able to change insulators in Kingsville for some of the critical circuits and customers.</p> <p>8 transformers with Severe Rust will be replaced</p>

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	<p>following the completion of the pole replacement program.</p> <p>E.L.K. will be completing vegetation control for Kingsville and Cottam in Q3/Q4 of 2024.</p> <p>Asset inspections for Belle River and Comber will be completed in Q3 of 2024.</p> <p>E.L.K. Solutions has completed all of the outstanding streetlight work orders from 2023 and 2024.</p>
d) FRA-24-25 Inside Operations Report	<p>A summary was provided to the Board on the Inside Operations. E.L.K. is now performing approximately 70% of the billing function as the new customer service staff have now been trained.</p> <p>The Customer Service Supervisor continues to work with Metering/Operations and the team at the meter service provider to optimize the program to its full capacity.</p> <p>E.L.K. continues to see significant improvements in receivable aging balances with the improved collections processes.</p> <p>Social media posts regarding service quality improvements are being provided to inform E.L.K. customers of the progress being made.</p>
e) FRA-24-26 June Draft Financial Statements	<p>The June 2024 draft financial statements were provided to the Board for review. This is the first time E.L.K. has ever provided interim financial statements.</p> <p>Quarterly financial statements will be provided to the Board going forward.</p>
f) FRA-24-27 Receivables Aging	<p>The Board was provided with an updated Receivables Aging report. Collection procedures have improved the accounts receivable aging.</p>
g) FRA-24-28 Cyber Security Policy	<p>The Board approved the updated Cyber Security Policies required for the October 1, 2024 deadline. This will make E.L.K. compliant with the OEB.</p>