



Approved: November 1, 2022

Evaluation Date: August 2026

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## **1.0 PURPOSE**

- 1.1 The Town of Essex is 100% Shareholder for E.L.K. Energy Inc which provides power to over 12,600 residents and businesses in the communities of Essex, Harrow, Belle River, Comber, Kingsville, and Cottam. E.L.K.'s mission statement is to provide the highest quality of service to our customers by ensuring that the electrical system is designed, constructed, and maintained to ensure its reliability, safety and affordability while increasing shareholder value.

## **2.0 PARTICULARS**

- 2.1 **Type:** Board of Directors ( the "Board") as governed by the Business Corporations Act, Ontario ("OBCA") and the terms of any applicable unanimous **shareholder declaration(s)**.

### **2.2 Resources:**

- a) Staff Support: E.L.K. Administration
- b) Number of Essex Council Members to be appointed to the Board by the Shareholder as follows: Two – Mayor and Deputy Mayor
- c) Number of Community Members to be appointed to the Board by the Shareholder as follows: Four -consisting of
  - 2 members at large who are E.L.K. customers in the Town of Essex.
  - 2 members at large from either the Town of Kingsville and/or Town of Lakeshore to represent E.L.K. customers outside the Town of Essex. Kingsville and Lakeshore shall jointly nominate a cumulative total of 4 residents from either of Kingsville and/or Lakeshore and Town of Essex Council on behalf of the Shareholder shall appoint two of said nominees.
- d) To the extent applicable the Board shall hold its meetings and procedurally administer such meetings in accordance with the Town of Essex Rules of Procedure being By-law 2159 as amended. Where there is a conflict between By-law 2159 as amended and the provisions of the OBCA, the provisions of the OBCA shall prevail to the extent applicable.

## **3.0**

- 3.1 **Term:** 2022 to 2026, or until new board appointment by Council.
- a) Board members representing the Town of Essex shall serve for the full 4-year term unless the office otherwise becomes vacant.
  - b) Vacancies on the Board during the Term shall be filled by appointment made by Town of Essex Council acting on behalf of the Shareholder

3.2 **Meeting Frequency:** The E.L.K. Board meets monthly at the E.L.K. Energy offices and usually on the 4<sup>th</sup> Thursday at 4pm

3.3 **Remuneration:** Compensated through E.L.K. Energy

#### **4.0 SCOPE OF WORK**

4.1 The E.L.K Energy Board Members will work with the E.L.K. Energy Administration and be a liaison with the Town of Essex as Shareholder on E.L.K. objectives which include but are not limited to the following:

- a) Provide a safe and reliable electricity distribution system with the capacity to meet the expectations of our customers and support local economic growth.
- b) Promote and practice excellence in safety.
- c) Provide quality customer support and encourage customer feedback in order to improve customer satisfaction.
- d) Establish the lowest retail rates possible without compromising the financial integrity of the Corporation in compliance to our Shareholder's direction.

#### **5.0 REQUIRED SKILLS**

Regulatory Experience (Asset)  
Risk Management  
Critical Thinking/Analysis  
Dispute Resolution

Financial  
Legal  
Stakeholder Relations  
Communications