



## ENERGY MANAGEMENT PLAN MEETING

April 30, 2026 1:00 pm

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**In attendance:** Dave Creasor – Roads Supervisor, Ashley Soundy – Administrative Assistant/Finance Clerk, Melissa Marshall – Recreation Assistant

**Absent:** Dave Gray – Chief Administrative Officer, Amy Tilley - Waste Management Administrator

Meeting called to order at 1:20 pm in Council Chambers at the Township Office.

- Minutes from the October 22, 2025 meeting were reviewed and confirmed.
- Township Office: The exterior rear man door has been replaced. Discussion took place regarding potential blinds or UV protection for the large front office window; options will be reviewed further with the CAO to help reduce heat loss. A. Soundy will compile a lighting inventory and create a spreadsheet to track municipal buildings and the number of fixtures requiring replacement of mercury-containing fluorescent bulbs.
- Landfill: Recycling equipment has been shut down which will result in energy savings.
- Katrine Community Centre: The Fire Department and a Gas Technician investigated a potential propane leak at the kitchen stove. All readings were within normal levels. However, upon inspection of the main line from the generator to the building, a small pinhole leak was identified and repaired. A secondary shut-off valve has also been installed closer to the building. The KCC confirmed that all lighting has been upgraded to LED; therefore, no inventory of mercury-containing fluorescent fixtures is required.
- Roads Garage: Servicing of overhead electric heaters is underway, with three remaining units to be inspected to ensure optimal performance. D. Creasor will compile a list of light fixtures requiring replacement of mercury-containing fluorescent bulbs.
- Watt Farm House: No new updates were reported.
- Report: The 2025 Energy Conservation Report has been completed, submitted, and posted to the Township website.

- New Business: No new business.
- Meeting adjourned: 1:50 pm
- **Next Meeting: October 21, 2026 at 10:00 am – Township of Armour Council Room**

Original Signed by David Gray

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David Gray – Chief Administrative Officer

Original Signed by Ashley Soundy

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Ashley Soundy – Administrative Assistant/ Finance Clerk