ENERGY MANAGEMENT MEETING MINUTES

DATE: October 20, 2026 **TIME:** 11:00 a.m. **PLACE:** Armour Township Office

In attendance: Dave Gray – Chief Administrative Officer, Amy Tilley - Waste Management Administrator, Dave Creasor – Roads Supervisor, Ashley Soundy – Administrative Assistant/Finance Clerk, Melissa Marshall – Recreation Assistant, Danika McCann – Recreation Coordinator, Brad Kellas – Landfill Leadhand, Joe Keizer – Roads Operator.

Absent:

Call to Order: 10:42 a.m. – Council Chambers, Armour Township Office.

1. Review and Confirmation of Previous Minutes:

The minutes from the April 30, 2026 meeting were reviewed and confirmed.

2. Building Updates:

Township Office

- No new updates.

Landfill

- A. Soundy to review hydro consumption from August 2026 to April 2027 to determine whether electricity usage has decreased following the removal of the building damaged by the fire at the main landfill building.
- Outdoor lighting was reported to be non-functional and requires maintenance.
- A review of the outdoor lighting system is proposed for 2027.

Katrine Community Centre (KCC)

- Replacement of the stove is being considered for 2027. The stove is not user-friendly, and a propane odour has raised safety concerns. Precautions are being taken to limit its use.
- Heat loss was noted around the roof areas above the bathroom and kitchen. Water infiltration also occurred during the spring snowmelt.
- The electrical panel requires review to determine whether additional capacity is available to accommodate the building's power requirements.
- D. McCann to contact a contractor to assess the roof for heat loss and obtain a quote for the necessary repairs.

Roads Garage

- Servicing of two of the four heaters remains outstanding and is still in progress.

- Lighting fixtures require review, including measurements, redesign options and pricing for potential replacement.
- D. Creasor to investigate available grants that may help offset the cost of replacing the lighting fixtures.

Watt Farm House

- The furnace in the farmhouse has been serviced.
- Installation of a furnace in the red building is being planned for November 2026. The proposed installation will include a humidifier and air exchanger to improve indoor air quality and ventilation.

3. Energy Consumption Report:

Energy consumption charts covering 2024 to the present were reviewed.

4. New Business:

Basement Office Heating

- Heating options for the basement offices were discussed, as the current system does not provide adequate heat exchange. A. Tilley to review potential heating solutions to improve comfort and heat distribution in the basement offices.

5. Adjournment

The meeting was adjourned at 11:06 a.m.

NEXT MEETING: April 21, 2027 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