

**Town of Annapolis Royal  
 Special Council Meeting  
 Approved Minutes  
 August 7, 2025 at 3:30 pm**

<b>1. Call to Order</b>	Mayor Boyer called the meeting to order at 3:30 pm and acknowledged that Roger Lindala does not require the notice for livestreaming to be read.
<b>2. Present</b>	Mayor Amery Boyer, Councillor Adele MacDonald, Councillor Heather Sadkowski, Deputy Mayor Sybil Skinner-Robertson, Councillor Lynn Myers, CAO Sandi Millett-Campbell, Director of Finance (DoF) Melony Robinson (left at 3:34 pm) and Recording Secretary Kim Dunning Member of the Public: Roger Lindala
<b>3. Regrets</b>	None
<b>4. Absents</b>	None
<b>5. Additions to Agenda</b>	New Business iii. Appointment of Overall Direct Responsible Charge (ODRC) In-camera New Business iii. Labour Relations and Contract Negotiations
<b>6. Approval of Agenda</b>	<b>MOTION #C2025-08-07-01</b> The agenda was approved with the above additions by unanimous consent.
<b>7. Disclosure of Conflict of Interest Issues</b>	None

**8. New Business**

i. Exemption Request – Orderly and Peaceful Conduct

CAO Millett-Campbell advised that the Town has received an application for music to be played at 213 St. George Street on August 31 from 6:00 pm to September 1, 2025 at 1:00 am. They added that the Town has followed the Town’s procedure and notices were handed out within 100 feet of the property on July 31, 2025. It was also advised that the music will be performed by one person and not a band.

**MOTION #C2025-08-07-02**

It was regularly moved and seconded that Council approve the Temporary Orderly and Peaceful Conduct Exemption Permit for 213 St. George Street, Annapolis Royal from August 31, 2025 at 6:00 pm to September 1, 2025 at 1:00 am. **Motion carried.**

ii. Planning and Heritage Advisory Committee Request

Mayor Boyer read the motion for this request and asked if there were any questions.

**MOTION #C2025-08-07-03**

It was regularly moved and seconded that Council give the applicant at 396 St George Street heritage approval to remove a rear window, as detailed in application 25-18-HER, providing all conditions of the Land Use By-law are met. **Motion carried.**

- iii. Appointment of Overall Direct Responsible Charge (ODRC)  
CAO Millett-Campbell advised that Director of Municipal Operations and Development (DMOD) Ken Knox has completed their four courses for the position of Overall Direct Responsible Charge (ODRC). They added that DMOD Knox has completed the courses within a year and has done an exceptional job. They would like to personally thank him and would like to invite them to the next Council meeting to acknowledge this. Councillor Myers asked how much this would save the Town going forward, and CAO Millett-Campbell responded that they are currently paying \$300 a month externally.

**MOTION #C2025-08-07-04**

It was regularly moved and seconded that Council appoint Ken Knox as the Overall Direct Responsible Charge (ODRC) for the water and wastewater system as per the Environment Act until December 31, 2025. **Motion carried.**

Mayor Boyer asked if it was ok for the Town and Council to thank the Natal Day Committee on this year's event and it was agreed to go ahead with the thank you.

**MOTION #C2025-08-07-05**

It was regularly moved and seconded that Council move into camera to discuss two plans to buy, sell and lease property and one labour relations and contract negotiations matter at 3:38 pm. **Motion carried.**

**MOTION #C2025-08-07-06**

It was regularly moved and seconded that Council move out of camera at 4:26 pm. **Motion carried.**

**MOTION #C2025-08-07-07**

It was regularly moved and seconded that Council approve a minimum bid of \$12,500 for the upcoming 2025-08-01 property tax sale for the property located at 151 Richie Street, Annapolis Royal. **Motion carried.**

**MOTION #C2025-08-07-08**

It was regularly moved and seconded that Council appoint G. A. Isenor Consulting Limited for the Town of Annapolis Royal Water Rate Study in the amount of \$12,500 plus HST. **Motion carried.**

**9. Next Meeting**

September 17, 2025 @ 6:00 pm

**10. Adjournment**

The meeting was adjourned at 4:36 pm.

  
\_\_\_\_\_  
Amery Boyer, Mayor

  
\_\_\_\_\_  
Kim Dunning, Recording Secretary