

**Town of Annapolis Royal  
 Council Meeting  
 Approved Minutes  
 October 1, 2025 at 6:00 pm**

<b>1. Call to Order</b>	Mayor Boyer called the meeting to order at 6:00 pm, and read the live stream statement.
<b>2. Present</b>	Mayor Amery Boyer, Councillor Adele MacDonald, Deputy Mayor Sybil Skinner-Robertson, Councillor Heather Sadkowski, CAO Sandi Millett-Campbell, Director of Municipal Operations and Development (DMOD) Ken Knox (left at 6:20 pm) and Recording Secretary Kim Dunning Member of the Public: Erin Todd
<b>3. Regrets</b>	Councillor Lynn Myers
<b>4. Absents</b>	None
<b>5. Additions to Agenda</b>	11. New Business i. Twinning: Royan, France Visit 13. ii. CAO Report 14. Correspondence i. Concern – 1 Victoria Street, Annapolis Royal – move to start of meeting
<b>6. Approval of Agenda</b>	<b>MOTION #C2025-10-01-01</b> The agenda was approved with the above additions by unanimous consent.
<b>7. Disclosure of Conflict of Interest Issues</b>	None
<b>Edits to the Minutes</b>	None
<b>8. Approval of Minutes</b>	<b>MOTION #C2025-10-01-02</b> The Council Minutes of September 17, 2025 were approved by unanimous consent.

9. Presentations  
None

10. Public Input  
None

11. New Business

i. Twinning Royan, France Visit

Mayor Boyer advised that this motion would allow staff and Councillors who are going to Royan, France to receive an income tax receipt.

**MOTION #C2025-10-01-04**

It was regularly moved and seconded by Council that the Town accept the official invitation from the Town of Royan, France to take part in a formal twinning visit in October 2025, and that members of Council and staff travel to Royan at their own expense. **Motion carried.**

**12. Unfinished Business**

- i. Growth and Renewal for Infrastructure Development Program (GRID) Grant  
CAO Millett-Campbell advised that the Town is applying an additional \$280k funding from GRID for the Shoreline Restoration project. Currently waiting to hear back regarding the Sustainable Community Challenge Fund (SCCF).The GRID request will provide backup if needed.

**MOTION #C2025-10-01-05**

It was regularly moved and seconded that Council approve the submission of the Shoreline Restoration project under the Growth and Renewal for Infrastructure Development Program in the amount of \$280k. **Motion carried.**

- ii. Property Tax Sale – Update  
CAO Millett-Campbell advised that the property has been redeemed, as all payments have been paid, so it is no longer going through sale.
- iii. Board of Condo ACCC6 – Ratify Motion  
Mayor Boyer advised that at the last Annual General Meeting (AGM), a vote was required regarding the proposed changes to the condo by-laws and declaration. The deadline is October 13, 2025 and that’s why an email message was sent out to members of Council in advance of this meeting.

**MOTION #C2025-10-01-06**

It was regularly moved and seconded that Council ratify the electronic vote that was emailed on Thursday, September 25, 2025 that the Town's representative for the Board of Condo ACCC6 vote "yes" to the proposed changes to the Condo By-laws and Declaration based on the By-law and Declaration Package forwarded by the CAO to all members of Council on September 18, 2025. **Motion carried.**

Mayor Boyer will get someone from Council to sign the ballot as it requires two signatures in order to be valid.

**13. Reports from Committees, Boards and Commissions**

- i. Valley Regional Services Board of Directors Interim Board Attached.
- ii. CAO Report  
CAO Millett-Campbell advised that the newsletter went out on Monday with an update on how to pay water bills during the Canada Post strike. They added that residents can request that staff send bills by email. The tax bills will be issued at the end of the month. Councillor MacDonald asked if the Canada Post strike notice could be shared via Facebook. CAO Millett-Campbell will send it out through Facebook and added that it had also gone out via Mailchimp.

CAO Millett-Campbell advised that the Intact grant has been approved, and the press release was also included in the newsletter. The Town has received an additional \$200,000. Mayor Boyer added that the Shoreline Restoration Project will be a topic discussed at a later meeting that she is attending as a speaker.

**ACTION:** Put Canada Post strike notice on Facebook  
**NAME:** CAO Millett-Campbell  
**DUE:** October 3,2025

#### 14. Correspondence

- i. Concern – 1 Victoria Street, Annapolis Royal  
DMOD Knox gave a brief overview of the Request for Decision (RFD) regarding the property for sale on Victoria Street, as Council has received a letter from residents regarding contamination on the property. They added that the property which contained vertical tanks were owned by the railway and was never tested by Mr. Buxton. DMO Knox advised that no contamination has been found and there are two options available:

- Sell the land as is, with the buyer in possession of all documentation
- Conduct an environmental survey of the property

Councillor MacDonald advised that the Annapolis Investments in Rural Opportunities (AIRO) building had work previously undertaken at the train station, and there is a lot of documentation prior to the Town's engineering report. Approximately 25 test pits were dug and there was no evidence of hydrocarbons found in those test pits. It was noted that in the marsh area at the back of the Queen Anne Inn, there were some concerns and coal spills were noted. Councillor MacDonald advised that there was some digging involved on the property for power lines as they were buried but reiterated that there was no evidence of hydrocarbons found in those test pits. Additionally, it was also shared that the tanks which were originally located on the other side of the railway station parking lot were not fuel tanks but water tanks, as trains were not refueled in the Town of Annapolis Royal. Mayor Boyer added that she was here when the Town's report was completed and didn't have anything else to add. CAO Millett-Campbell advised that they were happy with Council going with option one after discussions with the Town's solicitor, but it was up to Council to decide which option they preferred. Councillor MacDonald wanted to ensure that if Council goes with option two, that the cost would be included in the property sale.

#### **MOTION #C2025-10-03**

It was regularly moved and seconded that Council approve to move forward with a quote of \$7,500 plus HST to have the environmental assessment for the Victoria Street lot. **Motion carried.** 1 nay

CAO Millett-Campbell advised that there isn't any money in the budget and asked Council if they wanted to propose a motion to amend the budget or wait and include it in the next budget. After further discussion, it was agreed to leave the listing up and include the cost in the 2026-2027 budget discussion. Mayor Boyer will respond to the original letter from residents.

**ACTION:** Send a response to original letter  
**NAME:** Mayor Boyer

**DUE:** October 30, 2025

- ii. Letter to Elected Officials - Municipal Governance Survey  
Mayor Boyer for information only. Councillor MacDonald advised that in the survey there were a lot of open-ended answers to the questions, and these will be included in an assessment/analysis later. Councillor MacDonald advised that their position as NSFM Valley Representative will end in November 2025, that they have thoroughly enjoyed their time, and that they are unable to commit to another term due to work commitments. They will be available for committee work though. Councillor MacDonald supported Mayor Boyer's nomination and Mayor Boyer confirmed that she has submitted her nomination. Mayor Boyer thanked Councillor MacDonald for their service.
- iii. Letter to Elected Officials - Strong Mayors Powers  
Mayor Boyer for information only. The letter advised that the Government will not be proceeding with the strong mayors legislation at this time.

**15. In-camera**

Under Section 22(2) of the Municipal Government Act:

**MOTION #C2025-10-01-07**

It was regularly moved and seconded that Council move into camera to approve the in-camera minutes of September 17, 2025 at 6:35 pm. **Motion carried.**

**MOTION #C2025-10-01-09**

It was regularly moved and seconded that Council move out of camera at 6:45 pm. **Motion carried.**

**16. Next Meeting**

November 19, 2025

**17. Adjournment**

The meeting was adjourned at 6:50 pm.



---

Amery Boyer, Mayor



---

Kim Dunning, Recording Secretary