

**Town of Annapolis Royal
 Council Meeting
 Approved Minutes
 January 21, 2026 at 6:00 pm**

1. Call to Order	Mayor Boyer called the meeting to order at 6:00 pm
2. Present	Mayor Amery Boyer, Councillor Adele MacDonald, Deputy Mayor Sybil Skinner-Robertson, Councillor Heather Sadkowski, Councillor Lynn Myers, CAO Sandi Millett-Campbell and Recording Secretary Kim Dunning Member of the Public: Roger Lindala Presentation: Alex Cranton (1 st Deputy Chief) and David Wright (2 nd Deputy Chief) (left at 6:25 pm)
3. Regrets	None
4. Absents	None
5. Additions to Agenda	16. In-camera i. Labour relations and contract negotiations
6. Approval of Agenda	MOTION #C2026-01-21-01 The agenda was approved with the above addition by unanimous consent.
7. Disclosure of Conflict of Interest Issues	None
Edits to the Minutes	The report at page 10 of these minutes titled Annapolis Valley Regional Library should read Friends of the Library,
8. Approval of Minutes	MOTION #C2026-01-21-02 The Council Minutes of December 17, 2025 were approved with the above change by unanimous consent.

9. Presentations

- i. Annapolis Royal Fire Department – Fire Area Rate
 Alex Cranton (1st Deputy Chief) and David Wright (2nd Deputy Chief)
 CAO Millett-Campbell advised that the number on the original request for decision has now changed from 7% to 2.9%, and

that the Fire Department is required to make a presentation to Council before budget discussions.

Councillor MacDonald asked for a breakdown of the entertainment and special events amount of \$18,000, . David Wright advised that they haven't received a breakdown from their finance department and will find out and share the information with CAO Millett-Campbell. Alex Cranton added that this includes Natal Day and any other events. Councillor Myers asked about their training budget as the amount seems very low, and David Wright responded that this is a projection and is for the current firefighters who need additional training.

David Wright gave an update on the following:

- Membership sits at 37 full-time members, including three junior members
- 180 calls total (Town 30), this also includes the big fires
- 5,445 hours for emergencies
- 1 structure fire
- 2 chimney fires
- 2 grass/brush fires
- 9 fire alarms
- 10 medicals
- 1 water incident

Purchases:

- Zodiac boat
- Five new breathing apparatus
- Jaws of life
- Truck is still in progress. Chassis should be available in May, as the Department will be building a pumper/tanker, which will allow one vehicle to complete two jobs. This saves approximately \$150,000.

Training:

- Level One Course
- First Aid Course
- Medical First Response (MFR) training
- Water Rescue Course

- Purchasing new coveralls, hard hats and boots.

Mayor Boyer suggested including this information in the Town's newsletter and including a monthly update for the newsletter going forward.

CAO Millett-Campbell advised that they will be attending a REMO meeting in Truro next week and during this meeting there will be discussions about fire services and what the Province is planning. Any information will be shared with the Fire Department.

Councillor MacDonald asked about the 50/50 promotion and if this could be promoted using the Town's newsletter, and CAO Millett-Campbell responded that if this is coming from the Fire Department directly, then yes, they can.

10. Public Input

Roger Lindala has concerns regarding the Building by-law in particular section 1.2, 1.2.1. and 1.2.2. They asked about the \$10,000 amount and if an information meeting could be arranged instead of the public hearing. They also expressed concern about the potential for unnecessary red tape and staff time. This was discussed further in Recommendations to Committees, Boards and Commissions.

11. New Business

i. Review Fire Area Rate

CAO Millett-Campbell advised that this will be added to the Town's budget discussions to be held on February 23, 2026 at 10:00 am. This meeting is open to the public.

12. Unfinished Business

i. Change Committee of the Whole (CoW) and Council meetings

CAO Millett-Campbell advised that a recommendation was made to move the CoW meeting to the first Tuesday of the month at 5:00 pm. After further discussion, it was agreed to move the CoW meeting to the first Tuesday of the month at 5:00 pm.

Councillor Sadkowski asked if this can be reviewed in six months' time, and it was agreed to be discussed if needed.

MOTION #C2026-01-21-03

It was regularly moved and seconded that Council approve to move the Committee of the Whole meetings to the first Tuesday of the month at 5:00 pm. **Motion carried.**

13. Recommendations from Committees, Boards and Commissions

MOTION #C2026-01-21-04

It was regularly moved and seconded that Council approve first reading of Building By-law #108. **Motion carried.** 1 nay.

CAO Millett-Campbell advised that they have received a text from Director of Municipal Operations and Development (DMO/D) Ken Knox that any structure or changes require a building permit, and the public hearing is for residents to voice any concerns. At second reading, Council has the option to approve of the By-law or not. It was also noted that the information in the By-law is a national building code requirement. CAO Millett-Campbell advised that DMO/D Knox would be at the public hearing and second reading for any questions.

Mayor Boyer asked what the cost is for a permit and CAO Millett-Campbell responded that this depends on what the permit is for and the prices vary depending on the work. Deputy Mayor Skinner-Robertson asked what the procedure is for emergency repairs, and DMO/D Knox responded via text that the building can be made safe first as long as they apply after that.

Councillor MacDonald asked if Council could defer the public hearing and keep the date for public consultation, and if there would be any difference. The answer was no. CAO Millett-Campbell added that a public hearing is more formal, gives residents a chance to speak, and that Council listens during this time. It is at second reading that there is the opportunity for Council to ask questions and have a discussion. DMO/D Knox

would be available to answer questions for residents during the public hearing part. It was agreed to keep the dates for the public hearing and second reading.

MOTION #C2026-01-21-05

It was regularly moved and seconded that Council approve setting the public hearing of the Building By-law #108 on February 18, 2026, at 6:00 pm. **Motion carried.** 1 nay.

MOTION #C2026-01-21-06

It was regularly moved and seconded that Council approve first reading of Vending By-law #208. **Motion carried.**

MOTION #C2026-01-21-07

It was regularly moved and seconded that Council approve setting the public hearing of Vending By-law #208 on February 18, 2026 at 6:00 pm. **Motion carried.**

MOTION #C2026-01-21-08

It was regularly moved and seconded that Council pre-approve Appendix C of the Vehicle Replacement Policy so that staff can go out to tender in January and have equipment ready for purchase by the 2026-2027 budget. **Motion carried.**

MOTION #C2026-01-21-09

It was regularly moved and seconded that Council approve an increase in budget line GL 01-23237Z in the amount of \$25,000 for the purchase of salt. **Motion carried.**

MOTION #C2026-01-21-10

It was regularly moved and seconded that Council approve first reading of Board of Police Commissioners By-law #116. **Motion carried.**

MOTION #C2026-01-21-11

It was regularly moved and seconded that Council approve setting the public hearing of Board of Police Commissioners By-law #116 on February 18, 2026 at 6:00 pm. **Motion carried.**

MOTION #C2026-01-21-12

It was regularly moved and seconded that Council repeal Anti-Violence in the Workplace policy #2019-05 and replace it with Anti-Violence and Harassment in the Workplace Policy #2026-01. **Motion carried.**

MOTION #C2026-01-21-13

It was regularly moved and seconded that Council approve the letter to Minister Masland regarding High Production Forest Activities around Mickey Hill Provincial Park and Lambs Lake Preserve. **Motion carried.**

14. Reports from Committees, Boards and Commissions

- i. Mayor's Report
Attached. Mayor Boyer added that she recently had an interview with Jason Malloy that resulted in four separate media pieces. She did not want people to think that there had been four separate interviews.
- ii. CAO Report
Reviewed.
- iii. Planning Services Report
Reviewed.
- iv. Water Report
Reviewed.
- v. Valley Regional Services Board of Directors Interim Board
Reviewed. Mayor Boyer advised that she had attended a meeting with CAO Millett-Campbell, and it was discussed that the Town had received many complaints regarding the lack of pick-ups and communication after a recent major storm event. CAO Millett-Campbell added that there is a 1-800 number available to call. Councillor MacDonald advised that there is the option of using a box for compost if your compost bin is full and it can be placed next to the compost bin when garbage is collected.
- vi. Twinning Committee

Reviewed. Deputy Mayor Skinner-Robertson is investigating if there is the opportunity to grow oysters in the Town of Annapolis Royal. Mayor Boyer asked about next steps for the 2028 Pierre Dugua celebration and Deputy Mayor Skinner-Robertson responded that they need to get the Twinning group back together to work on this.

vii. Environment Advisory Committee

Deputy Mayor Skinner-Robertson gave an update of the recent Environment Advisory Committee (EAC) meeting. The letter previously approved in Recommendations to Committee, Boards and Commissions was the main topic. Mike Bernard will continue as Chair and Deputy Mayor Skinner-Robertson will take on the Vice-Chair position. Discussion regarding clean-up throughout the year will be ongoing. Genevieve Beaulac is now working for Clean Foundation.

viii. Annapolis Valley Regional Library (AVRL)

Councillor MacDonald advised that there will be ongoing discussions regarding AVRL.

ix. Board of Police Commissioners

Reviewed.

15. Correspondence

None

16. In-camera

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

MOTION #C2026-01-21-14

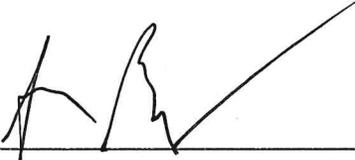
It was regularly moved and seconded that Council move into camera to approve the in-camera minutes of December 17, 2025 and discuss labour relations and contract negotiations at 7:04 pm. **Motion carried.**

MOTION #C2026-01-21-16

It was regularly moved and seconded that Council move out of camera at 7:49 pm. **Motion carried.**

17. Next Meeting
February 18, 2026

18. Adjournment
The meeting was adjourned at 7:50 pm.



Mayor
Amery Boyer



Recording Secretary
Kim Dunning

Mayor's Report, January 2026

- Dec 11, 2025 attended virtual IDEA Governance meeting
- Dec 14, 2025 attended Celebration of Life for John Bottomley and delivered a tribute to his work on the Environment Committee from the Town
- Dec 17, 2025 attended virtual Valley Regional Services Board meeting
attended briefing session on Annapolis Royal Tidal Power Project requested by MLA David Bowlby with him, Ministerial Assistant for Energy, Marco MacLeod, Brianna Faulkner, Special Advisor to the Minister of Energy, MP Chris D'Entrmont and rep for ACOA
- Dec 18, 2026 attended regular Condo Board meeting
- Dec 19, 2026 interview with Dan Walsh, Reporter for allNovaScotia.com on Scotiabank branch closure
- Jan 1, 2026 attended New Year's Day levee at the Legion and delivered speech
- Jan 8, 2026 met with County resident re concern relating to the Town
- Jan 13, 2025 plan to attend Wharf Adaptive Reuse meeting with Jost Architects
Plan to attend year in review (2025) with members of Council and Municipal Advisor Jason Haughn
- Jan 23 & 24, 2026 plan to attend NSFM Board Retreat in Halifax
- Jan 25 to 30, 2026 plan to be in Ontario for a week
- Jan 26, 2025 plan to attend virtual planning meeting for 2026 Spring NSFM Conference
- Feb 6, 2026 plan to attend NSFM Board meeting
- Feb 23, 2026 next planned public engagement session at the Legion

Valley Regional Services Board

See separate IMSA Minute report. The next regular meeting will be on Wednesday, January 21, 2025.

Condominium Board

The next meeting of the Condo Board will be On Thursday, January 22 at 4:00 pm. I will be in Ottawa and therefore not able to attend.

ACIMWG¹

The next meeting of the municipal units in Annapolis County will be on Monday, January 26. I will be in Ottawa and therefore not able to attend.

Amery Boyer

AVRL and Friends of Library

January 14, 2026

AVRL board has not met since November 2025. The next board meeting is February 19, 2026. However, there is a special meeting coming up on January 21, 2026, that will include the AVRL board and all the CAOs and mayors or wardens from all the municipalities that are represented by AVRL. The purpose of this meeting is to discuss the ongoing funding issues being faced by AVRL.

Friends of the Library's next meeting is February 4, 2026.

Board of Police Commissioners Meeting

December 10th, 2025

The board met as scheduled and received a presentation from Becky Benoit, Vice-Principal at Annapolis West Education Centre (AWEC). The presentation

¹ Annapolis County Inter-Municipal Working Group

highlighted the value that the school puts on police presence and relationship building with the students. Having an officer present frequently at the school has helped:

- Parents having a link to law enforcement that they feel is supportive of the youth in the community and helping to develop strong and healthy contributing members of society
- Students highly value having a police member who knows them personally and make them feel safe.
- Provide educational talks on issues that are impacting kids and the community
- Help change the trajectory for kids at risk

AWEC would like to continue to foster this relationship by having a dedicated school liaison officer who can provide regular visits during the week (with flexibility) and to continue a partnership on programs and initiatives for youth.

There is a cost of having a dedicated officer and Becky Benoit advised that she is willing to assist in grant applications to support having a dedicated officer or any other initiatives that promote youth (e.g. Additions to the skate park).

The board also received a presentation from Chris MacNeil who is the Managing Auditor with the Department of Justice. He presented on the role of audit and the Public Safety Audit Function, legal authorities, scope and audit process.

The Department of Justice is also considering a centralized records management system, similar to records management systems in other provinces. There are several pros and cons of implementing such a system, one of the biggest being cost.

We reviewed the quarterly financials and Chief Kane stated that some new body armour (5 units) would need to be ordered to replace the existing ones. Body armour is unique to each officer and can take up to 3 months to arrive once ordered. Chief Kane is hoping to use funds within the current budget to purchase these items. Chief Kane also advised that the police department has

received approval from Ottawa (Department of National Defence) to use their ranges in Granville Ferry and Greenwood for firearms practice.

The board approved the name change from the Annapolis Royal Police Department to the Annapolis Royal Police Services.