

**Town of Annapolis Royal
 Council Meeting
 Approved Minutes
 February 18, 2026 at 6:15 pm**

1. Call to Order	Mayor Boyer called the meeting to order at 6:15 pm
2. Present	Mayor Amery Boyer, Councillor Adele MacDonald, Deputy Mayor Sybil Skinner-Robertson, Councillor Heather Sadkowski, Councillor Lynn Myers, CAO Sandi Millett-Campbell, Director of Finance (DoF) Melony Robinson (left at 6:45 pm), Director of Municipal Operations and Development (DMO/D) Ken Knox and Recording Secretary Kim Dunning Member of the Public: Roger Lindala Presentation: Paul Beazley, Municipal Account Manager (PVSC) and Jacob Murphy, Assessor - (left at 6:30 pm)
3. Regrets	None
4. Absents	None
5. Additions to Agenda	16. In-camera Business items v. Labour relations and contract negotiations
6. Approval of Agenda	MOTION #C2026-02-18-01 The agenda was approved with the above addition by unanimous consent.
7. Disclosure of Conflict of Interest Issues	None
Edits to the Minutes	None
8. Approval of Minutes	MOTION #C2026-02-18-02 The Council Minutes of January 21, 2026 were approved as presented by unanimous consent.

- 9. Presentations**
- i. Property Valuation Services Corporation (PVSC) – Paul Beazley, Municipal Account Manager
 Paul Beazley advised that Jacob Murphy would be attending this presentation. Paul Beazley gave an overview of the PVSC

2026 Assessment Roll. They advised that a media release was sent out less than two months ago. Main points were:

- Total assessment was up approximately 8.5% and residential was 9.6%
- CAP was up 7.8% and commercial average about 2.4%. Total residential line represents a 72% increase in the Town's residential assessment growth, and once the CAP has been applied the increase is 46% (this is not accurate – I think he was referring to “over multiple years” and I can't remember how many)
- Qualified sales that have been reviewed by PVSC
- 12 permits received for 2025
- 6 appeals received for 2025; the appeal period ended on February 12, 2026, and there 9 appeals were received for 2026. He explained the three levels of the appeal process.

Mayor Boyer thanked Paul Beazley and Jacob Murphy for their presentation.

10. Public Input

Roger Lindala is very pleased about the Wharf Rehabilitation information included in the meeting package and expects some fabulous work from Jost+ Architects. They are also pleased that the mooring balls are on the agenda.

11. New Business

i. Q3 Operating Budget

DoF Robinson gave an overview of the Town's operating budget to the end of December 2025.

ii. Q3 Capital Budget

DoF Robinson gave an overview of the Town's capital budget to the end of December 2025.

iii. Q3 Water Utility Budget

DoF Robinson gave an overview of the Town's water utility budget to the end of December 2025.

iv. Growing Canada's Community Canopies – Urban Forestry Plans and Studies

CAO Millett-Campbell advised that the total grant application is \$70,000 and the Town's contribution will be \$7,000. Councillor Myers asked what mapping would be used for the GIS tree layer and CAO Millett-Campbell advised that Dalhousie University will be completing the work, so they do not know at present, but it will be accessible for all.

MOTION #C2026-02-18-03

It was regularly moved and seconded that Council approve the Town of Annapolis Royal's application for the Urban Forestry Management Plan aimed at building long-term municipal capacity to manage urban forest assets as critical climate infrastructure within a historic and ecologically significant small-town context. The Town of Annapolis Royal will work with AIM Network and commit to contributing \$7,000 towards the Plan.

Motion carried.

v. Wharf Rehabilitation Terraced Fill Embankment Project

CAO Millett-Campbell advised that included in the Council package is a conceptual design option. They would like to share this information with Jost+ Architects. It was noted that there would be an additional cost for a survey.

vi. NSFM 2026 Spring Conference – April 29 to May 1, 2026

CAO Millett-Campbell would like to know who will be attending the NSFM Spring Conference. Mayor Boyer will be attending, and Councillor MacDonald is available if no one else is able to attend. They added that the conference will be held in Yarmouth.

12. Unfinished Business

i. Communication Survey

CAO Millett-Campbell advised that the survey has been completed by residents and a report was shared with the Council package. Mayor Boyer suggested preparing an agenda for the Engagement Session on Monday, February 23, 2026

scheduled from 4:30 pm to 5:30 pm. Mayor Boyer will check with Port Royal Legion #21 for setup discussion.

ACTION: Check set up at Port Royal Legion #21

NAME: Mayor Boyer

DUE: February 22, 2026

ii. Mooring Buoys

CAO Millett-Campbell advised that they have received updated information regarding the replacement of the mooring buoys. They added that another buoy has floated away to Granville Ferry, and now there are only two left. DMO/D Knox will try and retrieve the missing buoy and inspect it to see where the fault occurred.

Councillor Sadkowski is mindful that they live in a seaside town, and they are not originally from Nova Scotia. There is a long history of boats using the wharf and using the buoys. They would be supportive of getting them inspected and getting them repaired. They also added that there is a link with the history of the Town.

Councillor Myers added that only one gets used during the summer and that no dues had been collected. CAO Millett-Campbell shared the numbers they have received:

- 2022 \$420
- 2023 \$60
- 2024 \$280

Councillor Myers added that they are not a money maker for the Town and it would be more fiscally responsible to remove them now and, in the future, apply for a grant for one or two new ones. They are not in favour of inspection and repair but would be in favour of removal. They asked if boats can just use anchors and Councillor MacDonald responded that when the

Wharf Association existed ,anchors were not (could not be) used and that's why buoys were placed there.

Councillor MacDonald agreed with Councillor Sadkowski and is not a huge fan of paying \$6,000 to remove the buoys and then paying more to install new ones later. They don't think there are any grants available, and if they must be removed and inspected, the two anchors for the ones that are gone would still need to be removed. They do appreciate that there may not be a lot of action, but the Town has the capacity, and people are finding the Town online based on the Town having a wharf and buoys.

Deputy Mayor Skinner-Robertson can see good points on both sides, and money is tight. Their preference to replace two of them.

CAO Millett-Campbell added that they had discussions with Roger Lindala, and that maybe a boat, haul up, etc. could sponsor them, similar to what happens now with the EV chargers at Fort Anne. The boosy do need to be inspected on a regular basis and maintained. There is a concern for liability, and they have included \$6,000 in the draft budget.

It was agreed to refer this to budget discussions.

13. Recommendations from Committees, Boards and Commissions

Councillor MacDonald wanted clarification on the \$10,000 amount as they thought it was in the medium range of other municipalities. CAO Millett-Campbell added that permit fees are not included in the By-law and are included in the Fees and Fines Policy. DMO/D advised that approximately six months ago, they were advised that the figure should change. Deputy Mayor Skinner-Robertson asked about the figures, and DMO/D responded that we are in the highest bracket. Councillor MacDonald wanted to acknowledge the public input and asked

about the ability for more people to have input. CAO Millett-Campbell responded that the Town is following the MGA to the letter. There is an option of going to the public first before first reading, but they didn't think that this would have any effect on people's attendance. Staff are reviewing policies and by-laws to ensure they are current/up to date. Mayor Boyer added that public input is required for any change. Deputy Mayor Skinner-Robertson asked if there is a set list of by-laws up for review, and CAO Millett-Campbell responded that by-laws are worked on as needed, and a by-law can be brought back to Council for further changes if needed.

MOTION #C2026-02-18-04

It was regularly moved and seconded that Council approve second reading and passing of the Town of Annapolis Royal Building By-law #108. **Motion carried.**

MOTION #C2026-02-18-05

It was regularly moved and seconded that Council approve second reading and passing of the Town of Annapolis Royal Vending By-law #208. **Motion carried.**

MOTION #C2026-02-18-06

It was regularly moved and seconded that Council approve second reading and passing of the Town of Annapolis Royal Board of Police Commissioners By-law #116. **Motion carried.**

MOTION #C2026-02-18-07

It was regularly moved and seconded that Council approve the Memorandum of Agreement for Emergency Transportation Services between Kings Transit Authority and the Annapolis Regional Emergency Management Organization (Annapolis REMO), as recommended by the Annapolis REMO Advisory Committee. **Motion carried.**

MOTION #C2026-02-18-08

It was regularly moved and seconded that Council approve an increase in budget lines GL 01-23135Z for \$1,000 and GL 01-22170C for \$2,500.00 from the operating budget of 2025-2026.

Motion carried. (need to include what each increase was for, maybe in brackets?)

MOTION #C2026-02-18-09

It was regularly moved and seconded that Council approve the budget process for the Annapolis Royal Police Service 2026-2027 budget for Police Protective Services of \$566,420.17 and Law Enforcement of \$15,050.00. **Motion carried.**

14. Reports from Committees, Boards and Commissions

- i. Mayor's Report
Attached. Mayor Boyer added the Condo General Meeting will be held on April 20, 2026.
- ii. CAO Report
Reviewed.
- iii. Planning Services Report
Reviewed.
- iv. Water Report
Reviewed.
- v. Valley Regional Services Board of Directors Interim Board
Reviewed.
- vi. REMO Report
Reviewed. Councillor Myers advised that the next meeting will be held on March 5, 2026.
- vii. PHAC Report
Reviewed.
- viii. Annapolis Valley Regional Library

Reviewed. Councillor MacDonald advised that the next meeting is on February 19, 2026.

15. Correspondence

- i. Letter to Minister Ritcey – Public Libraries

This was for information, and Mayor Boyer added that she will be using this Information as a basis for responding to any questions from the public.

16. In-camera

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

MOTION #C2026-02-18-10

It was regularly moved and seconded that Council move into camera to approve the in-camera minutes of January 21, 2026 and discuss two labour relations and contract negotiations, plans to buy, sell and lease property and legal advice at 7:25 pm. **Motion carried.**

MOTION #C2026-02-18-12


It was regularly moved and seconded that Council move out of camera at 7:50 pm. **Motion carried.**

17. Next Meeting

March 18, 2026

18. Adjournment

The meeting was adjourned at 7:51 pm.



Mayor
Amery Boyer



Recording Secretary
Kim Dunning

Mayor's Report, February 2026

- Jan 13, 2025 attended Wharf Adaptive Reuse meeting with Jost Architects
attended year in review (2025) with members of Council and
Municipal Advisor Jason Haughn
- Jan 23 & 24, 2026 attended NSFM¹ Board Retreat in Halifax
- Jan 26, 2026 missed virtual planning meeting for 2026 Spring NSFM
Conference
- Feb 3, 2026 CBC phone interview re 2023-2024 Municipal Indicators for
the Town
- Feb 6, 2026 CBC Radio Canada phone interview re 2023-2024 Municipal
Indicators for the Town
- Feb 6, 2026 attended NSFM Board meeting virtually
- Feb 13, 2026 scheduled interview with Suzanne Bent, Investigative
Reporter with the Halifax Examiner. This is part of a project
to interview every mayor and warden in Nova Scotia. To
date, she has published her interviews with mayors David
Mitchell, Cathy Hinton and Abraham Zebian. You can view
these interviews at
https://urldefense.proofpoint.com/v2/url?u=https-3A_www.halifaxexaminer.ca_category_government_mayor_s_&d=DwICAg&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpqnVfiiMM&r=X3dce-hQTAOruGYjfRjvS_YDTCj7Nt2mqquKhCMdRjE&m=mqSgXfbvxbTJJ_fIHmVhHAT63uQOHgsw2U6wV2_BCgrEmLDOWqS9Uo3ltUqxwIJE&s=5CGS--kg21YN2ThomQMiuaaEYWJaIMQOH7b0cwaHGw&e=
- Feb 10, 2026 Plan to attend 3rd Wharf Adaptive Reuse meeting with Jost
Architects
- Feb 18, 2026 Representation of Condo Board for telephone conference
- Feb 19, 2026 Meeting of Condo Board

¹ Nova Scotia Federation of Municipalities

- Feb 22, 2026 Brainstorming session for 2028 anniversary of the death of Pierre Dugua de Mons in the Dugua Room at the Hub
- Feb 23, 2026 next planned public engagement session at the Legion: subjects may include results of communications survey and discussion re Town's Live Streaming Policy
Plan to attend ACIMWG² meeting
- Feb 24, 2026 Plan to attend 4th Wharf Adaptive Reuse meeting with Jost Architects
- Feb 26, 2024 Plan to attend social soup night at Condo
- March 19, 2026 Plan to attend next regular meeting of the Condo Board: budget to be approved
- Apr 6-14, 2026` Planned vacation out of the country
- Apr 29 to May 1 Plan to attend NSFAM Spring Conference in Yarmouth

Valley Regional Services Board

See separate IMSA Minute report. The next regular meeting will be on Wednesday, February 18, 2026.

Condominium Board

The next meeting of the Condo Board will be On Thursday, February 19, 2026 at 4:30 pm.

ACIMWG

The next meeting of the municipal units in Annapolis County will be on Tuesday, February 23.

Amery Boyer

² Annapolis County Inter-Municipal Working Group

PHAC February 2, 2026

New Business:

Nominations for chair: Anne Crossman nominated and accepted the role in by acclimation.

Nominations for vice-chair: Mike Bernard nominated and accepted the role of vice-chair

Ken gave an overview of planning reports for November/December 2025.

Next meeting: March 2, 2026

AVRL and Friends of Library Report to Council February 11, 2026

AVRL board has not met since November 2025. The next board meeting is February 19, 2026.

A special meeting occurred on January 21, 2026, which included the AVRL board, AVRL CEO, and all the CAOs and mayors or wardens from all the municipalities that are represented by AVRL. The meeting provided an overview of the current situation, answered some outstanding questions, and resulted in the need for the CAOs to meet and discuss further what sort of, hopefully unified, approach can be taken to meet the AVRL funding challenges

in both the short and long term.

On February 4th, AVRL began a public awareness campaign on their social media channels with "Did you know?" posts that provide the public with insight into how the libraries are used and what is at risk due to ongoing funding issues.

AVRL is cooperating with CBC to host live-streaming of Olympic events at all branches. In Annapolis Royal the live-stream will be available in the DuGua

Room as scheduling permits.

Currently underway is the annual Board review of the CEO – the only AVRL staX position that reports to the board.

Friends of the Library (FoL) met on February 4 and their next meeting is Wednesday March 4th at 2PM and their AGM has been set for Thursday, March

12th, 2026, at 6PM. All meetings are held in the Dugua Room at the Annapolis Royal Library.

The finances of the FoL continue to be healthy allowing them opportunities to support the library and the community.

With the support of FoL the library has grown and given away approximately 80

seedlings from their portable greenhouse. People loved seeing the greenery in the library.

The Rose Fortune Lego portrait is going back on display for African Heritage Month.

An FoL board member identified an issue with the heat pumps that may require repair and it was determined that the pumps had not been serviced since installation. There was uncertainty about who was responsible for ongoing maintenance as the heat pumps were added with funds from the Evans Bequest. It was decided to approach AVRL to determine who is to maintain them and whether the bequest could be used for that. FoL will discuss the possibility of covering the 2026 cost of repair and cleaning, if necessary, at the March meeting.

The Heartsine AED batteries and pads were up for renewal. As FoL funded its installation, they voted to pay for the replacement parts and advise the Town

that the AED has been updated.

The Library is requesting that a loading zone be re-established at the entrance to the library. A request is being made of the Town to paint lines on the stall and FoL voted to allocate funds for any necessary signage.

