

**Town of Annapolis Royal  
 Council Meeting  
 Approved Minutes  
 May 20, 2026 at 6:45 pm**

<b>1. Call to Order</b>	Mayor Boyer called the meeting to order at 6:45 pm
<b>2. Present</b>	Mayor Amery Boyer, Councillor Adele MacDonald, Councillor Heather Sadkowski, Councillor Lynn Myers, CAO Sandi Millett-Campbell, Director of Municipal Operations and Development (DMO/D) Ken Knox (left at 6:48 pm), Recording Secretary Laura Bright, and Kim Dunning Town Planner Chris Millier (left at 6:48 pm) Members of the Public: Roger Lindala (Waived privacy notice)
<b>3. Regrets</b>	None
<b>4. Absents</b>	Deputy Mayor Sybil Skinner-Robertson – leave of absence
<b>5. Additions to Agenda</b>	In Camera New Business iv. Personnel Matter Correspondence iv. Heritage Dykeland Presentation
<b>6. Approval of Agenda</b>	<b>MOTION #C2026-05-20-01</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>	Councillor MacDonald advised of a correction to Page 6 and will share the edit via email.
<b>8. Approval of Minutes</b>	<b>MOTION #C2026-05-20-02</b> The Council Minutes of April 15, 2026 were approved with the above corrections by unanimous consent.

**9. Presentations**

## Development Agreement

Town Planner Chris Millier was available to answer any questions Council may have. -Council did not have any questions.

### **MOTION #C2026-05-20-03**

It was regularly moved and seconded that Council approve second and final reading of the Development Agreement between the Town of Annapolis Royal and Andrew Landon and Hillary Lavelle to permit the development of an accessory structure (“carriage house”) comprised of a ground floor garage and second storey dwelling unit at 46 Drury Lane (PID 05003447) as detailed in the Development Agreement dated February 5, 2026. **Motion carried.**

Town Planner Millier left the meeting at 6:48 pm.

## 10. Public Input

Roger Lindala has tested various recording options to present to the Communications Task Team. They raised concerns about the quality of the sound recording, and the closed captioning is not accurate. Mayor Boyer thanked Roger Lindala for the feedback, encouraging members of Council to speak clearly and strongly.

## 11. New Business

Appoint Member of Board of Police Commissioners (BoPC)

### **MOTION #C2026-05-20-04**

It was regularly moved and seconded that Council appoint Alan Soulsby to the Board of Police Commissioners (BoPC) for a term of three -years until December 31, 2028. **Motion carried.**

## 12. Unfinished Business

Request for Decision – Provincial Volunteer of the Year 2026.

### **MOTION #C2026-05-20-05**

It was regularly moved and seconded that Council approve the selection of Christine Connolly to represent the Town of Annapolis Royal at the 2026 Provincial Volunteer Awards event. **Motion carried.**

**13. Recommendations from Committees, Boards and Commissions**  
**Committee of the Whole**

**MOTION #C2026-05-20-06**

It was regularly moved and seconded that Council approve the tax rebate/reduction for the following not-for-profit properties for the 2026 year:

roll #00479993 in the amount of \$2,311.50,  
roll #02355256 in the amount of \$4,188.00,  
roll #00092428 in the amount of \$768.00,  
roll #02045486 in the amount of \$208.50,  
roll #02045494 in the amount of \$2,932.50,  
roll #03611957 in the amount of \$1,339.50,  
and roll #1033204 in the amount of \$1,452.00. **Motion carried.**

**MOTION #C2026-05-20-07**

It was regularly moved and seconded that Council write-off of roll #00092398 and roll #04997409 interim taxes in the amounts of \$878.24 and \$3,956.01 respectively for the Town of Annapolis Royal for the Town owned properties. **Motion carried.**

**MOTION #C2026-05-20-08**

It was regularly moved and seconded that Council approve the provincially mandated Seasonal Business Reduction for 2026 for the following properties: roll #1408402 an amount of \$591.69 and roll #4542975 an amount of \$5,656.10. **Motion carried.**

**MOTION #C2026-05-20-09**

It was regularly moved and seconded that Council approve First Reading of Non-Profit Organization Property Tax Reduction By-Law #205 dated June 2026. **Motion carried.**

**MOTION #C2026-05-20-10**

It was regularly moved and seconded that Council set the date for Second Reading of Non-Profit Organization Property Tax Reduction By-Law #205 on June 17, 2026 at 6:00 pm. **Motion carried.**

**MOTION #C2026-05-20-11**

It was regularly moved and seconded that Council approve the design of the extension to the pool pump house providing the requirements of the Land Use By-law are met and necessary permits are obtained. **Motion carried.**

**MOTION #C2026-05-20-12**

It was regularly moved and seconded that Council approve the Temporary Borrowing Resolution (TBR) for Valley Waste with the Town of Annapolis Royal's share for the 2026-2027 capital budget at 0.84% in the amount of \$20,098. **Motion carried.**

**MOTION #C2026-05-20-13**

It was regularly moved and seconded that Council proceed with the Communities Climate Adaption Facility (CCAF) grant application for a Small-Scale Community Tidal Pilot Project. **Motion carried.**

**MOTION #C2026-05-20-14**

It was regularly moved and seconded that Council support the change to the IDEA format under two separate committees (Joint Annapolis County Accessibility Advisory Committee and the Annapolis County Equity, Diversity, and Inclusion Advisory Committee). **Motion carried.**

**MOTION #C2026-05-20-15**

It was regularly moved and seconded that Council approve the Terms of Reference (ToR) for the Joint Annapolis County Accessibility Advisory Committee and the Annapolis County Equity, Diversity, and Inclusion Advisory Committee as presented. **Motion carried.**

**MOTION #C2026-05-20-16**

It was regularly moved and seconded that Council appoint Councillor MacDonald as the Town's representative to the Joint Annapolis County Accessibility Advisory Committee and the Annapolis County Equity, Diversity, and Inclusion Advisory Committee. **Motion carried.**

**Planning and Heritage Advisory Committee**

**MOTION #C2026-05-20-17**

It was regularly moved and seconded that Council approve the applicant at 208 St George Street be given heritage approval to install a projecting wall sign, as detailed in application AR26-03-HER, providing all conditions of the Land Use By-law are met. **Motion carried.**

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

- i. Mayor's Report  
Reviewed.
- ii. Chief Administrative Officer  
Reviewed.
- iii. Planning Services Report  
Reviewed.
- iv. Water Report  
Reviewed.
- v. Valley Regional Services Board of Directors Interim Board  
Reviewed.
- vi. Annapolis Valley Regional Library (AVRL) and Friends of the Library (FOL)  
Reviewed.  
Councillor MacDonald added that FOL participated in the Rare & Unusual Plant Sale and will participate actively in Natal Day events.

- vii. Planning and Heritage Advisory Committee  
Reviewed.  
Councillor Myers thanked Councillor MacDonald for attending the last meeting in her absence.
  
- viii. Friends of Annapolis Pool Society  
Councillor Sadkowski shared that the pool will officially open on June 1.

**15. Correspondence**

- i. NSFM Recruiting for Prevention Academy Cohort #2  
For information only. Mayor Boyer has expressed interest in participating and stated that year's program will culminate in a meeting in Africa in 2027.
  
- ii. 12 Months' Notice – NSFM and AMANS  
For information only. Agreed to include this in the upcoming Strategic Planning session.
  
- iii. Letter of Support from Antigonish Coalition to End Poverty  
For information only. Agreed to include this in the upcoming Strategic Planning session.
  
- iv. Heritage Dykeland Presentation  
For information only. Mayor Boyer shared that the presentation is happening in conjunction with the Apple Blossom Festival and encouraged other Council members to attend if they are able.

**In-camera**

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

**MOTION #C2026-05-20-18**

It was regularly moved and seconded that Council move into camera to approve the in-camera minutes of April 15, 2026 and discuss plans to buy, sell and lease property and labour relations and contract negotiations, and personnel matters at 7:05 pm. **Motion carried.**

**MOTION #C2026-05-20-20**

It was regularly moved and seconded that Council move out of camera at 7:25 pm. **Motion carried.**

**MOTION #C2026-05-20-21**

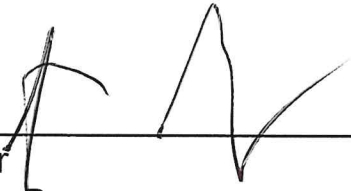
It was regularly moved and seconded that Council approve Zachary (Zach) Cromwell to be moved from a contract position to a full-time position including pension and benefits, with an effective date of June 1, 2026, at his existing rate of pay. **Motion carried.**

**16. Next Meeting**

June 17, 2026

**17. Adjournment**

The meeting was adjourned at 7:31 pm.



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Mayor  
Amery Boyer



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Recording Secretary  
Laura Bright

## Mayor's Report, May 2026

Apr 22, 2026	CBC Morning interview re livestreaming
Apr 23, 2026	CTV interview on livestreaming  Attended Annapolis County Inter-Municipal Working Group meeting in Middleton.
Apr 25 to 27	Visit of patrol vessel Fulmar - Report provided in the last issue of the Town Crier newsletter.
Apr 27, 2026	Attended Joint ACIMWG <sup>1</sup> meeting at the Bridgetown Legion
Apr 29, 2026	attended NSFM Board meeting in Yarmouth (highlights provided earlier)
Apr 30-May 1	attended NSFM Spring Conference in Yarmouth (highlights provided earlier)  CBC interview in Yarmouth on livestreaming
May 13, 2026	Plan to participate in NS Walk Day
May 14, 2026	Plan to attend Moose Hide Campaign Day
May 26 & 27	Plan to be out of the Province
Jun 3, 2026	Planned to attend virtual meeting on Land for Housing - Municipal Partnership Stream – it looks as though this will have to be rescheduled due to a conflict with the FCM June Conference in Edmonton
Jun 4, 2026	plan to attend 300 <sup>th</sup> anniversary of signing of the 1726 Treaty at Fort Anne
Jun 22, 2026	Plan to attend Public Engagement session at the Legion re strategic planning at 4:30 pm
Jul 6, 2026	Plan to attend strategic planning meeting
Oct 1-5, 2026	Plan to be in Ottawa on personal business

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<sup>1</sup> Annapolis County Inter-Municipal Working Group

### **Valley Regional Services Board (VRSB)**

See separate VRSB Minute report. The next regular meeting is on Wednesday, May 20, 2026 at 10:00 am.

### **Condominium Board**

The next meeting of the Condo Board will be on Thursday, May 14, 2026 at 4:30 pm.

### **ACIMWG**

The next meeting is scheduled for July 16 at 6:30 pm in Annapolis Royal.

*Amery Boyer*

## **Annapolis Valley Regional Library Board (AVRL) and Friends of Library Report (FOL) to Council May 11, 2026**

The **AVRL** board met twice in April – once in person, and once virtually – in preparation for the full-day, facilitated session that occurred on May 2. The board is undergoing detailed work to figure out how to restructure the organization so that it can continue to provide deficit-free services for the next three years. Detailed information on the outcome of that facilitated session will be provided to AVRL’s municipal members, the province, all AVRL employees, and the public approximately June 1.

The next AVRL meeting is tentatively set for May 25.

The **FOL** sent a year in review mini report that was included in the last COW package. They will be meeting again on May 12 so any other updates after that will be provided verbally at Council on May 13. The FOL will be meeting with the AVRL CEO to discuss the relationship between these two groups and how FOL can help support AVRL as it undergoes restructuring in 2026 and beyond.

Respectfully submitted,  
Councillor Adele MacDonald

## PHAC Notes 2026-04-13

Agenda and minutes were approved.

There were four applications.

Rod Whale declared a conflict of interest with application 26-03-HER.

Under Planning:

- [ ] Planner Chris Millier presented the Development Agreement, 26-01-DA, and his report was thorough and recommended that PHAC approve this application. An explanation of how DAs work, their purpose, and the process. An accessory structure must be moved, and a separate permit will be submitted for that building. Mr. Millier recommends that the accessory building location be identified in the site plan. All applicable Policies were considered, and the DA did not contravene any of the Policies. The committee discussed the DA and voted to recommend it to Council by vote 4 to 1.

New member, Kevin Nettle, was welcomed to the committee.

Under Heritage:

After discussion about application 26-01-DA, the committee unanimously voted to recommend this application to Council.

After discussion about application 25-29-HER, the Committee unanimously voted to recommend the application to Council.

After discussion about application 26-02-HER, the Committee unanimously voted to recommend the application to Council.

After discussion about application 26-03-HER, the Committee unanimously voted to recommend the application to Council.

The final Planning Report for the fiscal year was submitted. There were 28 applications with a value of \$1.million. Less activity than previous years, but of higher value.

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May 4, 2026 PHAC

- Request for an alteration to a registered heritage building at 208 St George Street to hang a business sign that would be projected. Motion was carried.
- Planning Advisory Committee - no new business
- Permit Reports – reviewed by Ken Knox. This is the last of the fiscal year.

- Next meeting June 1, 2026