

**Town of Annapolis Royal
Council Meeting
Approved Minutes
July 22, 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, Deputy Mayor Sybil Skinner-Robertson, Councillor Heather Sadkowski, Councillor Lynn Myers, CAO Sandi Millett-Cambell, Director of Finance (DoF) Melony Robinson (left at 6:23 pm), and Recording Secretary Laura Bright Members of the Public: Roger Lindala (waived privacy notice) Katie Kumpula
3. Regrets	Councillor Adele MacDonald
4. Absents	None
5. Additions to Agenda	Remove 9. Presentation i. Annapolis Royal Fire Department - Presentation & Update Additions 9. Presentation iv. Student Representation – Katie Kumpula 16. In-Camera iii. Contract Negotiation iv. Personnel Matter
6. Approval of Agenda	MOTION #C2026-07-22-01 The agenda was approved as presented with the above additions and changes by unanimous consent.
7. Disclosure of Conflict of Interest Issues	None
Edits to the Minutes	None

8. Approval of Minutes	MOTION #C2026-07-22-02 The Emergency Council Minutes of June 11, 2026 were approved as presented by unanimous consent. MOTION #C2026-07-22-03 The Public Hearing Minutes of June 17, 2026 were approved as presented by unanimous consent. MOTION #C2026-07-22-04 The Council Minutes of June 17, 2026 were approved as presented by unanimous consent.
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9. Presentations

i. Student Representation

Mayor Boyer welcomed member of the public Katie Kumpula who is a Grade 9 student at the Annapolis West Education Centre. Mayor Boyer noted that Ms. Kumpula had approached her at the Canada Day Celebration and was interested in getting more involved with the Town. Mayor Boyer invited Ms. Kumpula to share a few words with Council.

Ms. Kumpula thanked Mayor Boyer and said that they were there to observe and are interested in building a connection school and Council. They love the town and want to be more involved. They will be contacting the Principal to discuss and would like to bring forward next steps to Council at a future meeting.

Deputy Mayor Skinner-Robertson thanked Ms. Kumpula for their interest and mentioned that the Town has a Community Clean-Up event scheduled for Sunday July 26. To help support youth, the Town has created certificates to recognize volunteer hours for students which are required for graduation. Certificates will be provided to any students who help at the Community Clean-Up event.

Councillor Lynn Myers encouraged Ms. Kumpula to attend future meetings with friends and to share ideas at future Council

meetings. Councillor Sadkowski noted that Council is keen to hear from youth, and would like to hear their concerns and issues, and the Town can provide support. Mayor Boyer introduced CAO Sandi Millett-Campbell and invited Ms. Kumpula to reach out about next steps once they had a conversation with the Principal.

10. Public Input

None

11. New Business

i. Q1 Operating Budget

Director of Finance (DoF) Melony Robinson presented the Q1 Operating Budget. There were no questions from Council about the revenues.

DoF Robinson noted that the expenses for Economic Development will be over budget as the Town was not aware of broadband maintenance costs and had not included that in the budget.

CAO Millett-Campbell highlighted to Council that the invoice from the school board came in much higher than anticipated.

DoF Robinson confirmed that since the school board does not release its numbers until after the Town budget is finalized, an estimate is used for budgeting. There is also no predictive formula or consistent pattern to calculate the estimate. Last year's actuals were used as a starting point for the estimate. They also noted that there is no predictable formula to calculate the estimate for the Town budget. On a positive note, the increased expenses are an indicator of overall increase in student enrollment numbers.

Councillor Myers asked if the school board provides enrollment numbers each year. DoF Robinson confirmed enrollment numbers are provided and will share both current and previous year numbers with Council.

ACTION: Provide current and previous year student enrollments to Council

NAME: DoF Robinson

DUE: July 28, 2026

ii. Q1 Capital Budget

DoF Robinson presented the Q1 Capital Budget. No questions from Council.

iii. Q1 Water Utility Budget

DoF Robinson presented the Q1 Water Utility Budget. DoF Robinson reported that the metered rates reflect the old rates as they were in effect until June 30. The next quarterly update will reflect the new metered rates.

DoF Robinson advised that the Town had not yet received the invoice from the County so that expense is not reflected. There were no questions from Council about the Water Utility Budget.

DoF Robinson left the meeting at 6:23pm.

12. Unfinished Business

i. Hub Comfort Centre Volunteers

Mayor Boyer advised that the Condo Board is meeting on Thursday, July 23 and this item is on the Agenda. An update will be provided following the meeting.

CAO Millett-Campbell asked Council members if they would like to be added to the Volunteer List for the Comfort Centre. Councillor Myers, Councillor Sadkowski and Mayor Boyer agreed to be volunteers.

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

MOTION #C2026-07-22-05

It was regularly moved and seconded that Council rescind Heat Pump and Solar Panel Policy #2022-07 dated July 2022. **Motion carried.**

MOTION #C2026-07-22-06

It was regularly moved and seconded that Council approve Non-Substantive Changes to Heritage Properties Policy #2026-07 July 2026. **Motion carried.**

MOTION #C2026-07-22-07

It was regularly moved and seconded that Council approve Human Resources Procedures and Policy #2026-08 dated July 2026. **Motion carried.**

MOTION #C2026-07-22-08

It was regularly moved and seconded that Council appoint Chief Elizabeth (Liz) Montgomery as the Traffic Authority for the Town of Annapolis Royal for the term ending December 31, 2026. **Motion carried.**

Planning and Heritage Advisory Committee

MOTION #C2026-07-22-09

It was regularly moved and seconded that Council approve that the applicant at 644 St. George Street be given heritage approval to construct a lean-to greenhouse as detailed in the application 26-14-HER, providing the requirements of the Land Use By-law are met. **Motion carried.**

MOTION #C2026-07-22-10

It was regularly moved and seconded that Council approve First Reading of the amendments to the Land Use By-law to rezone lands of Shelley and Steve Dyet located at 52 St. Patricks Lane (PID 05000328) from Residential Single Unit (RSU) to Residential Two Unit (RTU) to permit the development of a dwelling unit within an existing accessory structure pursuant to the application, site plan and building design details dated June 3, 2026. **Motion carried.**

MOTION #C2026-07-22-11

It was regularly moved and seconded that that Council set the Public Hearing date for the amendments to the Land-Use By-law to rezone 52 St. Patricks Lane (PID 05000328) from Residential Single Unit (RSU) to Residential Two Unit (RTU) to be September 1, 2026 at 5:00 pm. **Motion carried.**

Environment Advisory Committee

MOTION #C2026-07-22-12

It was regularly moved and seconded that Council send a letter drafted by the Environment Advisory Committee in response to residents' concerns of Phragmites abatement. **Motion carried.**

Deputy Mayor Skinner-Robertson advised that there had been a robust discussion at the Environment Advisory Committee (EAC). They noted that the recommendation in the letter was the only one that EAC felt was appropriate given that any remediation would cause more damage to the ecosystem.

ACTION: Send letter to respond to residents' concerns

NAME: Mayor Boyer

DUE: July 27, 2026

14. Reports from Committees, Boards and Commissions

i. Mayor's Report

Reviewed.

Mayor Boyer asked Council to think about ideas for the Natal Day parade.

Mayor Boyer reported that she had been invited to speak at the upcoming Federal Liberal Caucus Retreat and will talk about the 400th Anniversary plans and Guaranteed Income. Mayor Boyer shared that Parks Canada has confirmed they have a file on Chief Membertou, so she will focus efforts on gathering information for an application to designate Pierre Dugua as a National Historical Person.

ii. Chief Administrative Officer

Reviewed.

Mayor Boyer advised that the Clean Foundation had invited the Town to present on the Shoreline Restoration project at an event in the Fall.

iii. Planning Services Report

Reviewed.

iv. Water Report

Reviewed.

v. Valley Regional Services Board of Directors Interim Board

Reviewed.

vi. Planning and Heritage Advisory Committee

Reviewed.

vii. Annapolis Valley Regional Library (AVRL) and Friends of the Library (FOL)

Reviewed

viii. Communications Task Team

Reviewed.

Mayor Boyer asked when Council would be reviewing and approving the Terms of Reference for the Communications Task Team. Deputy Mayor Skinner-Robertson advised that they will remind the Task Team at the next meeting that the Terms of Reference need to be approved by Council.

ix. Environment Advisory Committee

Reviewed.

Deputy Mayor Skinner-Robertson highlighted that the topic for the upcoming Fall event is emergency preparedness.

x. Ad-hoc Updates

Friends of the Pool

Councillor Sadkowski advised that the Friends of the Pool does not meet in the summer months during their busiest time of year. Regular meetings and updates will resume in September.

Board of Police Commissioners

Councillor Sadkowski noted that the next regularly scheduled Board of Police Commissioners meeting is September 9.

15. Correspondence

None.

16. In-camera

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

MOTION #C2026-07-22-12

It was regularly moved and seconded that Council move into camera to approve the Emergency Meeting in-camera minutes of June 11, 2026, and the in-camera minutes of June 17, 2026, and to discuss two contract negotiation matters, and two personnel matters at 6:36 pm.

Motion carried.

MOTION #C2026-06-17-15

It was regularly moved and seconded that Council move out of camera at 7:28 pm. **Motion carried.**

17. Next Meeting

September 16, 2026 at 6:00 pm

18. Adjournment

The meeting was adjourned at 7:30 pm.



Mayor
Amery Boyer

Recording Secretary
Laura Bright