

**Committee of the Whole Meeting
Approved Minutes
April 2, 2025 at 6:00 pm**

1. Call to Order	Deputy Mayor Sybil Skinner-Robertson called the meeting to order at 6:00 pm acknowledging that the meeting was being live streamed. Mayor Boyer acknowledged with regret the passing of Elder Agnes Madeline Potter and gave a brief review of their obituary.
2. Present	Mayor Amery Boyer, Councillor Adele MacDonald, Councillor Lynn Myers, Councillor Heather Sadkowski, Deputy Mayor Sybil Skinner-Robertson, CAO Sandi Millett-Campbell, Director of Finance (DoF) Melony Robinson (left at 6:15 pm), and Recording Secretary Kim Dunning Member of the Public: Roger Lindala
3. Regrets	None
4. Absents	None
5. Additions to Agenda	None
6. Approval of Agenda	MOTION #CoW2025-04-02-01 It was regularly moved and seconded to approve the agenda as presented by unanimous consent.
7. Disclosure of Conflict of Interest Issues	Councillor Myers declared a conflict of interest for New Business 11. iii. Request for Decision – Salary Administration Policy #2025-09
Edits to the Minutes	None
8. Approval of Minutes	MOTION #CoW2025-04-02-02 The March 5, 2025 minutes were approved as presented by unanimous consent.

9. Presentation

Presenter Sid Young did not attend the meeting.

Mayor Boyer would like to acknowledge CAO Millett-Campbell for their dedication of service to the Town of Annapolis Royal for over 20 years.

10. Public Input

None.

11. New Business

i. Operating Budget 2025-2026

DoF Robinson gave an overview of the draft Operating Budget for 2025-2026. Deputy Mayor Skinner-Robertson would like to acknowledge the hard work of staff in finding grants and solutions to problems for Operating Budget 2025-2026.

MOTION #CoW2025-04-02-03

It was regularly moved and seconded to recommend to Council approval of the \$3,033,675 Town Operating Budget for 2025-2026 with tax rates at \$1.76 and \$3.26 respectively for Residential and Commercial. A new fire rate will be added that was formerly included in the overall tax rate. That new rate for 2025-2026 will be set at .001042 and will be broken out on the tax bills moving forward. **Motion carried.**

ii. Capital Budget 2025-2026

DoF Robinson gave an overview of the draft Capital Budget for 2025-2026.

MOTION #CoW2025-04-02-04

It was regularly moved and seconded to recommend to Council approval of the 2025-2026 General Capital Budget of \$1,337,627. **Motion carried.**

iii. Request for Decision – Salary Administration Policy #2025-09

Councillor Myers removed themselves from the discussion.

CAO Millett-Campbell advised that the policy established is salary ranges for Town of Annapolis Royal non-union positions and advised that not everyone would start at step one. Councillor MacDonald added that it was great to bring the Town in line with a modernized way of approaching salary administration.

MOTION #CoW2025-04-02-05

It was regularly moved and seconded to recommend to Council approval of Salary Administration Policy #2025-09 dated April 2025. **Motion carried.**

12. Unfinished Business

i. Request for Decision – Environment Advisory Committee Policy #2025-07

Councillor Myers rejoined the meeting.

CAO Millett-Campbell advised that at the last CoW meeting in March, the Town had received quite a few requests to join this committee. Council had asked for the policy to be updated to increase the number of members to allow the last request for membership in this Committee.

MOTION #CoW2025-04-02-06

It was regularly moved and seconded to recommend to Council the repeal of Environment Advisory Committee Policy #2024-02 and its replacement with Environment Advisory Committee Policy #2025-07 dated April 2025. **Motion carried.**

ii. Appoint New Committee Members for Environment Advisory Committee

CAO Millett-Campbell advised that as the EAC policy is proceeding forward with the change in the number of members, they would like to include this request for membership.

MOTION #CoW2025-04-02-07

It was regularly moved and seconded to recommend to Council the appointment of Myriah Robertson to the Environment Advisory Committee for a term of two-years until December 31, 2026. **Motion carried.**

13. Correspondence

i. Letter to Mayors and Wardens – Code of Conduct

For information only. Deputy Mayor Skinner-Robertson advised that this letter thanked Councils and Commissions for their hard work and providing information on the mandatory online training for the new Code of Conduct.

ii. Thank You Letter from Annapolis West Education Centre (AWEC)

For information only. Mayor Boyer advised that the Twinning Committee meeting this week also had representation from three students.

14. In-camera

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

MOTION #CoW2025-04-02-08

It was regularly moved and seconded to move into camera at 6:23 pm to approve the in-camera minutes of March 5, 2025 and discuss legal advice. **Motion carried.**

MOTION #CoW2025-04-02-10

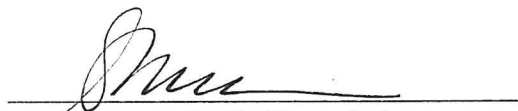
It was regularly moved and seconded to move out of camera at 6:42 pm. **Motion carried.**

15. Next Meeting

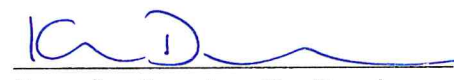
May 7, 2025

16. Adjournment

The meeting was adjourned at 6:44 pm.



Deputy Mayor Sybil Skinner-Robertson



Recording Secretary Kim Dunning

