

**Minutes**  
**Rural Municipality of KINGSTON**  
**Emyvale Recreation Center**  
**Regular Council Meeting (Rescheduled)**  
**Tuesday November 25, 2025, 7PM**

**Attendance**

Y	Dwight Thompson (Acting Mayor)		Y	Allan Holmes
Y	Tom Coady		Y	Darlene MacDonald
Y	Tory Kennedy		Y	Pierce MacLean
Y	Wayne Gairns		Y	Keith Boire (CA0)
			N	Mirko Terrazas (DO)

Call to Order At:	7:02	PM		
Approval of Amended Agenda	M	Tory Kennedy	S	Darlene MacDonald
Approval of Minutes October 21, 2025	M	Darlene MacDonald	S	Pierce MacLean

**1. BUSINESS ARISING FROM PREVIOUS MINUTES**

**A. Shared Service Agreement**

1. Budgets and contracts between the Province and the three Shared Services partners, Kingston, West River and Miltonvale were shared with council.
2. Discussions took place regarding overall benefits of the agreement
3. Council authorized the CAO and Mayor to sign documents approving the new shared services agreement amongst the parties. To that end the following resolution was made:

Moved By:	Alan Holmes			
Seconded By:	Darlene MacDonald			
Be it resolved that council has authorized the CAO and Mayor to sign the final Shared Services Agreement with the Province. This agreement is between the province and the three municipalities of Kingston, Miltonvale and West River. Council further authorizes the mayor and/or CAO to sign any amendments to Schedule A of the Shared Services Bylaw #2025-01 in order to make it consistent with the new Shared Services agreement with the Province, including the possibility of increasing Kingston's percentage of the agreement from 13.3% to 20%. This translates into increasing the Development Officer hours from 5 hours to 7.5 hours per week.				
<b>Councilor's Name</b>	<b>Voted For</b>	<b>Voted Against</b>	<b>Abstained</b>	<b>Absent</b>
Tory Kennedy	1			
Tom Coady	1			
Darlene MacDonald	1			
Allan Holmes	1			
Pierce MacLean	1			
Wayne Gairns	1			
<b>Totals</b>	6	0		
This resolution was passed by a majority of councilors present.				

**B. CAO Contract**

1. The CAO contract was set to end on December 31, 2025.
2. Tory created the new contract which was proposed to be in effect from Jan 1, 2026 to December 31, 2027, which was for a further 2 years.

3. Tory outlined the proposed changes to the contract which included new wage provisions, improved vacation and sick leave as well as improved travel remuneration.
4. Council agreed with the propose new contract and to that end, the following resolution was made:

Moved By:	Pierce MacLean			
Seconded By:	Darlene MacDonald			
Be it resolved that council has authorized the Mayor and/or Deputy Mayor to sign the new CAO contract as presented to council which shall be in effect for two years beginning Jan 1, 2026.				
Councilor's Name	Voted For	Voted Against	Abstained	Absent
Tory Kennedy	1			
Tom Coady	1			
Darlene MacDonald	1			
Allan Holmes	1			
Pierce MacLean	1			
Wayne Gairns	1			
<b>Totals</b>	6	0		
This resolution was passed by a majority of councilors present.				

C. Update on Capital Projects

1. Plans will be shared with council and the Emyvale Rec Centre Committee over the next month and CAO will seek authorization to put out the engineering contract at the January council meeting.
2. COA reported to council that there was a leak observed on the north side of the building and that he contracted with KD roofing to make minor repairs.
3. The CREG project appears to be back on track and we will know more after Treasury Board meets in December.

D. Election Results

1. Wayne Gairns was the only candidate putting their name forward and was acclaimed on November 7, 2025.
2. Wayne signed the oath of office and CAO processed and filed the document

E. Remuneration Bylaw

1. Council was provided with the report done by Alan Miller
2. Council was in agreement with the recommendations and as such the following resolution was made:

Moved By:	Tom Coady			
Seconded By:	Pierce MacLean			
Be it resolved that Council has proceeded to first reading and approval of the Remuneration Bylaw # 2026 – 01. The results of the vote on this are as follows:				
Councilor's Name	Voted For	Voted Against	Abstained	Absent
Tory Kennedy	1			
Tom Coady	1			
Darlene MacDonald	1			
Allan Holmes			1	
Pierce MacLean	1			
Wayne Gairns	1			
<b>Totals</b>	5		1	
This resolution was passed by a majority of councilors present.				

F. Disclosure Statements

- 1. Discloser statements are still required from the Mayor and 4 councilors.

G. EMO

- 1. I was unable to contact Troy Hunter. We need to seek someone willing to take on the role of EMO coordinator and we also need to seek support volunteers for the EMO team.

H. Christmas Event Planning

- 1. It was generally agreed that last years event was a great team building event and that the same format and invitation list would be done this year.
2. Food was to be supplied by Royal Gardens from Cornwall
a. Darlene volunteered to arrange for food and extras and council would reimburse Darlene for the expenses she would incur by personally paying for food and extras.
b. The event is to take place at the Emyvale Rec Centre on December 9th starting at 5:30pm

2. COMMUNITY PLANNING

- A. Written report from Mirko presented to council.

3. FINANCE REPORT

- A. Current Balances and recent expenditures presented to council.

4. Adjournment

Table with 4 columns: Motion to adjourn at (7:45 pm), Moved by (Tory Kennedy), Seconded by (Tom Coady), Motion Carried - Yes

Dwight Thompson (Acting Mayor) with signature and official seal

Date JAN 13, 2026

Keith Boire (CAO) with signature