

AS

M-11 (a)

**Minutes of the Special Meeting of the Council of the
RURAL MUNICIPALITY OF THE GAP NO. 39
held Tuesday, June 17, 2025
Municipal Office Board Room, 107 Main Street, Ceylon, Saskatchewan**

Council Present:

Reeve	- Alastair Burnett
Councillor Division 1	- Lane Carles
Councillor Division 2	- Jeff Jensen
Councillor Division 3	- Tim DeBruyne
Councillor Division 4	- Murray Scott
Councillor Division 5	- Austen Carles
Councillor Division 6	- Ernie Sorensen

Staff:

Administrator	- Laura Delanoy
Assistant Administrator	-Chelsey Lillejord

Call to Order:

Reeve Burnett called the meeting to order at 7:35 p.m.

Agenda

136/25 - Jensen: That we adopt the agenda as attached hereto to form part of these minutes.

Carried.

New Business

The Employee Relations Committee provided a verbal review of the job interviews held June 17, 2025 for the Administrator position.

Administrator, Letter of Offer

137/25 - DeBruyne: That the Rural Municipality of The Gap No. 39 offer the full time (1,950 hours) Administrator position to Jadon Carnduff, to be paid at a salary of one hundred and five thousand dollars (\$105,000.00) inclusive of evening meetings, and with an employment start date of July 7, 2025; and further, that Jadon Carnduff be offered 3 weeks' vacation pay and full employment and health benefits; and furthermore, that employment be subject to a 90-day probation period that can be extended if the municipality deems necessary.

Carried.

Administrator Accommodations

138/25 - A. Carles: That the Rural Municipality of The Gap No. 39 offer Jadon Carnduff up to four (4) months of full-service camping at Ceylon Regional Park to accommodate relocating to the Ceylon area.

Carried.

Administrator, Letter of Offer

139/25 - Scott: In the event that Jadon Carnduff does not accept the offer of employment for the Administrator position, that the Rural Municipality of The Gap No. 39 offer the full time (1,950 hours) Administrator position to Leah Ward, to be paid at a salary of one hundred thousand dollars (\$100,000.00) inclusive of evening meetings, and with an employment start date of August 1, 2025; and further, that Leah Ward be offered 3 weeks' vacation pay and full employment and health benefits; and furthermore, that employment be subject to a 90-day probation period that can be extended if the municipality deems necessary.

Carried.

Vacation Pay

140/25 - Burnett: That Laura Delanoy be paid for all remaining vacation hours in July of 2025 at a rate of fifty dollars and ninety-three cents (\$50.93) per hour, after which time, her employment with Rural Municipality of The Gap No. 39 shall be terminated.

Carried.

Adjournment

Adjourn

141/25 - Jensen: That the meeting adjourns at 8:45 p.m.

Carried.



Reeve



Administrator