

**TOWN OF ARBORG  
SPECIAL MEETING OF COUNCIL  
Wednesday, November 20<sup>th</sup>, 2024**

**1. CALL MEETING TO ORDER**

Mayor Peter Dueck called the Meeting to Order at 4:42 P.M.

Due to the urgent nature of the meeting, Council has waived the requirement for Notice of Special Meeting in accordance with Town of Arborg Procedural By-law No. 8-2023.

**Present:** Mayor Peter Dueck, Deputy Mayor Ron Johnston  
**Councillors:** Rob Thorsteinson, Ron Rogowsky, Donna Gislason  
**Also Present:** Cindy Stansell, Chief Administrative Officer

**2. APPROVAL OF AGENDA**

260-2024

**Thorsteinson / Johnston  
BE RESOLVED THAT** the Agenda be adopted.

**CARRIED**

**3. ITEMS FOR DISCUSSION**

1. Office Staffing and Workload

261-2024

**Gislason / Rogowsky  
BE IT RESOLVED THAT** Council authorizes the temporary administration office closures on Fridays for the remainder of 2024;

**AND FURTHER BE IT RESOLVED** those aforementioned closures to the general public will begin on Friday, November 29<sup>th</sup>, 2024 and that staff will be present in the office to carry out their administrative duties;

**AND FURTHER BE IT RESOLVED** that notice be provided to the public on the Town's Website, social media pages and office door and an emergency contact be provided;

**AND FURTHER BE IT RESOLVED** that administration advertise for a 6-month full-time administrative position to assist with front-office and clerical duties.

**CARRIED**

**4. ADJOURNMENT – 5:02 P.M.**

262-2024

**Thorsteinson / Gislason  
BE IT RESOLVED THAT** Council do now adjourn to meet again in Arborg on November 28<sup>th</sup>, 2024.

**CARRIED**

**Peter Dueck  
Mayor**

**Cindy Stansell  
Chief Administrative Officer**