



Bishop's Falls

THE EXPLOITS ADVENTURE STARTS HERE

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Public Works Department: 709-258-5562 Department of Recreation: 709-258-5451
Email: info@bishopsfalls.ca Website: www.bishopsfalls.ca

Public Statement
COVID-19 Pandemic
February 13, 2021

In response to the Chief Medical Officer of Health's decision to move the province to alert level 5 to help stop the spread of COVID-19, the Bishop's Falls Town Council has activated the *Essential Services Plan*. Please note the following measures that are effective immediately:

- All Town facilities (i.e., Town Hall, Fire Hall, public works depot, stadium, playgrounds, etc.) are closed to public access.
- The Town will continue to deliver the following essential services:
 - Snow clearing
 - Water system maintenance/monitoring (i.e., waterline break repairs, chlorine sampling, etc.)
 - Wastewater system maintenance/monitoring
 - Sewer/Water lateral repairs
 - Major asphalt repairs (i.e., large potholes)
 - Fire hydrants snow removal
 - Emergencies (i.e., localized flooding).
 - Ice removal or maintenance at the Pat O'Reilly Memorial Stadium.
 - Garbage removal from recreation sites.
 - Environmental cleaning at the Pat O'Reilly Memorial Stadium.
 - Payroll
 - Accounts payable
 - Accounts receivable
 - Public inquiries
 - Bank deposits
 - Mail
 - Permits and Licences
- To protect the public and our employees, essential services will be addressed using a modified service delivery approach. Effective immediately;
 - Regular public works and recreation employees will be based from their homes. They will be called upon only to address essential services applicable to their respective Departments.
 - Regular administration employees will report to work at the Town Hall on a restricted schedule that adheres to the social distancing recommendations. At most, only two

employees will be in the Town Hall at any given time. The Town Hall will no longer accept in-person visitations.

- Payments will only be received by email money transfer (EMT), mail, through BMO online banking, or over the telephone by credit card. Payments by telephone will only be received on Wednesdays, Thursdays and Fridays. Council will waive the credit card convenience fee while the *Essential Services Plan* is in effect. To pay by EMT, please;
 - o use info@bishopsfalls.ca.
 - o reference your account number, civic address, and other details regarding the payment (i.e., tax, fee, etc.) in the EMT comments/notes section.
- Vendors are advised to mail invoices and statements to the Town Hall or send them by email to vperry@bishopsfalls.ca. Once Council approves invoices, payments will be issued on Mondays and Tuesdays.
- Public inquiries will be addressed Monday to Friday, during normal business hours. If you have a general question/concern/issue, you must contact us by telephone (258 6581), email (info@bishopsfalls.ca), or through our website (submit a concern button <https://bishopsfalls.ca/cms/One.aspx?portalId=9965316&pageId=12934885>).
- Permits and licences will be processed electronically. You will find all municipal forms on our website @ https://bishopsfalls.ca/town_hall/municipal_forms. Please email your applications to info@bishopsfalls.ca.

Residents may experience service delays during alert level 5. The Town appreciates your cooperation and understanding during these times.

The Bishop's Falls Town Council continues to monitor the developments surrounding COVID-19 closely, and it will adjust its approach where circumstances warrant.

For information regarding COVID-19, please visit the following website:

<https://www.gov.nl.ca/covid-19/>