



June 8, 2020

PUBLIC NOTICE

COALHURST TOWN OFFICE TO REOPEN

The Coalhurst Town Office will reopen June 9, 2020 with regular office hours of 9:00 a.m. – 4:30 p.m. We ask you comply with the following guidelines:

- do not enter if you are not feeling well
- only 2 customers inside the office at one time
- practice social distancing rules of keeping 2 meters (6 ft.) between individuals
- use hand sanitizer at the counter before and after doing business
- be patient and give staff a chance to disinfect after each customer
- be kind and understanding

As a reminder to residents, there are many ways to make payments or request information without coming to the Town Office in person.

- The Town of Coalhurst App can be downloaded to have easy access to Town information, set up E-bills for Utilities, to enroll for Automatic Tax or Utility payments. Many of these things can be found in the “Applications, Forms, and Permits” section.
- Tax or Utility payments can also be made through online banking. All you’ll need is your Utility Account number or Tax Roll number which can be found on the top right side of your bill. If you’re unsure about how to set up Online Banking, please contact your bank for assistance.
- Cheques can be dropped off in a sealed envelope in the slot near the office front doors. Make sure to indicate the invoice or account that you’re paying.
- You can also call the Town Office (403-381-3033) for additional assistance or for any other questions about the Town you may have.

The Town of Coalhurst is committed to continuing with all necessary measures to limit the transmission of COVID-19. Please follow our social media feeds and visit www.coalhurst.ca for updates.