

THE CORPORATION OF THE TOWNSHIP OF RAMARA POLICY

DEPARTMENT: MUNICIPAL WORKS

POLICY NO. W-01-14

POLICY: MAILBOX REPLACEMENT POLICY

Adopted by Council: February 3, 2014

Preamble:

The municipality shares the road allowance with various agencies including Canada Post.

Bylaw 2005.68 is a by-law to regulate the placement of rural mail boxes on Township roads. Section 2.2 and 2.3 of the by-law states:

- 2.2 Damage to rural mail boxes by Township forces will be repaired if, in the opinion of the Manager of Municipal Works or designate, the damage resulted from an act of carelessness on the part of the Township provided the rural mail box had been maintained as required by this by-law.**
- 2.3 Repair of the rural mail box shall be limited to the cost of a standard mail box, cantilever arm and wooden post.**

During road maintenance operations mail boxes may be damaged by Township forces.

Staff have been directed to bring a report forward for a mailbox replacement policy.

The repair and/or replacement of mailboxes is a courtesy service and not a requirement.

Procedure:

1. The Municipal Works' first priority is maintaining the roads at a cost affordable to its ratepayers. Therefore, mailbox damage complaints will be addressed after roads are plowed, sanded, etc. during regular working hours. Crews will not be deployed to address mailbox issues during overtime.
2. Mailboxes in poor condition or poorly secured will not be repaired/replaced if the damage caused was due to the weight of the snow alone.

3. Mailboxes illegally installed, i.e. without a permit after July 25, 2005, will not be repaired/replaced.
4. Mailboxes beyond repair will be replaced with a standard metal or plastic box of a standard size, approximately 19" x 6-5" x 9".
5. Replaced mailboxes and posts will be located where Works deems suitable and not necessarily in the original location.
6. Mailboxes may be fixed temporarily until such time as a permanent repair can be made.
7. No payment will be made; to anyone replacing their own mailbox, for inconvenience and/or loss of mail service, or top-up for loss of value of box, etc.
8. Fortification of mailboxes, which poses a threat to the motoring public, are not permitted and will be removed at the owners expense if deemed necessary for public safety.
9. Works does not repair/replace mailboxes damaged by vandalism, motor vehicle accidents or other damages sustained by other forces or individuals.