

## **MAILBOX POLICY**

Canada Post delivers mail to its rural customers by the use of rural mailboxes erected on the shoulders of various roads. Canada Post establishes standards for the erection of mailboxes but no special legislation exists relating to the regulation of these boxes. Since the mailboxes are located on municipal road property, the municipality having jurisdiction over the road may make and enforce regulations regarding their operations.

Rural mailboxes may not be correctly located or sufficiently strong enough to withstand normal snowplowing operations, or may have deteriorated to the condition where they are not capable of withstanding the weight of snow thrown up by normal snowplowing operations.

All owners of mailboxes on Admaston/Bromley roads constructed with posts of unusual or unique designs be informed that the Municipality will not be responsible for damages, however it may be caused. All mailboxes that do not comply with this policy and are damaged during winter maintenance operations are not the responsibility of the municipality.

All owners of mailboxes on Municipal roads constructed with materials stronger than a 6” diameter cedar post or a 2” diameter standard wall steel pipe at ground level be advised of their liability if damage occurs to plow

equipment if the encroachment is struck by a plow with the recommendation that they install a standard support.

That all new installation, inclusive of rebuilt locations, be constructed so that:

All mailboxes must have 42” of clearance from the ground elevation in accordance with postal regulations:

The support post is to be installed in the shoulder rounding unless 16 ft. 6 inches minimum clear distance from centerline is available at a point on the shoulder (from a two lane road only). On narrow roads this may require the post to be set back further from the edge of the shoulder. This set back is required to allow the snowplow wing to pass the post without the truck being forced to cross the centerline of the road.

That no wooden post under 4 inches square be acceptable.

All mailboxes must be visually inspected by the owner before freeze up for rot and that all compliances are met. The Municipality on request will provide a sketch showing a recommended method of installation.

It shall be the owner of the mailbox responsibility to ensure that their installation conforms to this requirement.

Snowplow operators are instructed to plow the road shoulder as closely as possible to the mailbox post in order to clear the snow off the shoulder. On occasion the clearance distance between the wing and the mailbox post is misjudged and damage is caused to the mailbox or post. Such damage is readily identified by examination. If these circumstances occur, it is logged and reported to the department head, and the Municipality shall as a courtesy and without acknowledging any liability whatsoever, repair the damage at its own expense including a standard mailbox and or post if repair is not feasible to the one that was damaged. Repairs will be done at a time that the storm is completely cleaned up and traffic is able to move freely. A temporary installation may be performed until conditions allow other wise.

No mailbox or mounting post shall be so massive as to constitute an unnecessary hazard to a vehicle leaving the travelled portion of the road and coming in collision with the installation. No mailbox shall be so intrusive as to obstruct vision around a curve or from a driveway or side road entrance.

This sketch shows a diagram of an acceptable installation allowing room for the snowplow wing to pass through.



