

TOWNSHIP OF HORTON

MAIL BOX POLICY

Canada Post delivers mail to its rural customers by use of rural mail boxes on the shoulders of roads. Canada Post has established a standard for the erection of mail boxes to suit their needs but there is no special legislation that relates to regulatory mail boxes. Mail boxes are erected on rural roads, and the municipality having jurisdiction over these roads has the authority to make and enforce regulations regarding the location of a mail box. Rural mail boxes may not be correctly located or sufficiently strong enough to withstand normal snow ploughing operations, or may have deteriorated to the point where they are not capable of withstanding the weight of snow thrown up by normal snow ploughing operations.

LOCATION OF MAILBOXES ON MUNICIPAL ROADS

All mailboxes shall be constructed to the following specifications:

1. All mailboxes must have 42" of clearance from the grade elevation in accordance with Canada Post regulations and to permit the snow plough wing to safely pass without hitting the mailbox;
2. The mailbox support post is to be installed on the shoulder rounding.
3. If the road is two lane road width, the support post is to be installed 16 feet 6 inches minimum clear distance from the centre of the road.
4. On narrow roads the support post may be required to be set back further from the edge of the shoulder to permit the snow plough to pass the post without requiring the snow plow truck to cross the centre line of the road to avoid the mail box.
5. Wooden support posts shall have a top diameter between 4 inches and 6 inches. No wooden post less than 4 inches square will be acceptable.
6. Steel support posts shall have a diameter of less than 2 inches.
7. It shall be the responsibility of the owner of the mail box to ensure that the installation conforms to this requirement.

TOWNSHIP OF HORTON'S LIABILITY ON MAIL BOX DAMAGE

1. All mail boxes that do not comply with this policy and are damaged during winter snow removal operations are not the responsibility of the Municipality to repair or replace.
2. All owners of mail boxes on Horton Roads constructed with posts of unusual or unique designs will be notified that the Municipality will not be responsible for damage, however it maybe caused.
3. Snow plough operators are instructed to plough the road shoulders as closely as possible to the mail box posts in order to clear snow off the shoulder. On occasions the clearance distance between the snow plough wing and the mail box post is misjudged and a collision occurs with the mail box or post. Such damage is readily identified by examination, and the municipality shall as a courtesy repair the damage at its own expense including a new standard mail box or post if repair is not feasible. Repair will be done at a time when the storm is completely cleaned up and traffic is able to move freely on all municipal roads. A temporary installation may be performed until conditions allow otherwise.

DUTY OF MAIL BOX OWNER

1. Owners of mail boxes must visually inspect their mail box before freeze up each year for rot and compliance to this policy.
2. Owners of mail boxes constructed with materials stronger than set out in this policy will be advised of their liability if damage occurs to snow plough equipment if the support post is struck by equipment.
3. No mail box or support post shall be so massive as to constitute a hazard to a vehicle leaving the travelled portion of the road and colliding with the mail box. No mail box shall be so intrusive as to obstruct vision around a curve or from a driveway or side road entrance.

ACCEPTABLE INSTLATION OF RURAL MAILBOX

