



## **The Corporation of the Town of LaSalle**

**To:** Mayor and Members of Council

**Prepared by:** Peter Marra, P.Eng. – Deputy CAO

**Department:** Public Works

**Date of Report:** February 26, 2021

**Report Number:** PW-05-2021

**Subject:** Serenity Circle Community Mailbox Location Petition

### **Recommendation**

That the report of the Deputy Chief Administrative Officer dated February 26, 2021 (PW-05-2021) regarding the Serenity Circle community mailbox location petition be received and that Council concur with the current permanently installed mailbox location as installed by Canada Post.

### **Report**

The Town is in receipt of a petition from the residents on Serenity Circle. Enclosed as Exhibit 1 is a copy of the petition submitted.

The petition submitted contains several items to address, and as requested by the petition organizer, they had requested to separate out their concern relative the community mailbox from the remainder of the items contained therein. The remainder of the items within the petition will be subject of a future Council report.

Therefore, this report only deals with the item on the petition relating to the community mailbox, more specifically noted as item 4 on page 2 of the petition.

### **Background**

This matter was previously brought to Council at the July 25, 2017 Council meeting. Enclosed as Exhibit 2A is a copy of the previous administrative report (PW-22-17) and as Exhibit 2B a copy of the addendum agenda with additional information submitted by the delegate at that time.

The previous report contained information on how community mailbox's get located and the Town's involvement. It also contains an administrative recommendation on the proposed location of the permanent mailbox.

Back in 2017, when this issue was heard, there was a temporary mailbox in place. The developer was at that time preparing to complete the sidewalks and thus initiate the installation of the permanent mailbox. The permanent mailbox has since been installed at the originally proposed location by Canada Post.

Furthermore, back in 2017, there was an outstanding/pending Canada Post Ombudsman review occurring. The Town is unable to get acknowledgement of the outcome of that Ombudsman review nor is the Town able to receive any further information on any subsequent dialogue between these residents and Canada Post that may have occurred between July 25, 2017 to date.

As part of the July 25, 2017 Council meeting, Council turned down the administrative recommendation and put forward a motion to issue a support letter to Canada Post on the residents' request to relocate the permanent community mailbox. Enclosed as Exhibit 3 is a copy of the July 25, 2017 Council meeting minutes. Also enclosed as Exhibit 4 a copy of the letter issued by the Town to Canada Post.

Notwithstanding the previously submitted Town support, and the various Canada Post reviews the permanent mailbox has still been placed at the subject location that the residents on Serenity Circle do not want.

Final locations are chosen by Canada Post, in consultation with municipalities, to meet their policies and for the health and safety of their employees, the mail delivery personnel.

### **Current Review/Recommendation**

After reviewing the information from the previous Council discussions and directions and given the current information available to Town administration today, the recommendation remains to not support the relocation of this community mailbox serving Serenity Circle into the middle of the road within the median island on the road.

Enclosed as Exhibit 5 is a photo taken on February 19, 2021 showing the proposed location of where these residents wish to have their community mailbox moved. You can see the logistic concerns from the Town, having this mailbox located in the middle of the road, the non-accessible nature of the location, the logistics with respect to winter maintenance, the ideology that the proposed location does not meet the Town's parking bylaw, etc.

## **Consultations**

The Town reached out to Canada Post representatives in preparing this report to gather more current information. Unfortunately, Canada Post is unable to share any information with the Town of their previous reviews, the Ombudsman outcome, and/or any information related to communication that may have occurred between Canada Post and these residents since July 2017.

It is important to note, that Canada Post has said that the currently installed community mailbox location meets their policies for both their staff to access the mailbox and for the residents to access the mailbox, and that further, the proposed location within the median island does not meet their policies.

## **Financial Implications**

No financial implications to the Town based on the recommendation.

## **Prepared By:**

A handwritten signature in black ink, appearing to read 'P. Marra', is positioned below the 'Prepared By:' heading.

Peter Marra, P.Eng. – Deputy CAO

## **Link to Strategic Goals**

1. Enhancing organizational excellence - Not Applicable
2. Strengthen the community's engagement with the Town - Not Applicable
3. Grow and diversify the local economy - Not Applicable
4. Build on our high-quality of life - Not Applicable
5. Sustaining strong public services and infrastructure - Yes

## **Communications**

None

## **Notifications**

Mr. Shanfield – petition representative

**Report Approval Details**

Document Title:	PW-05-2021 serenity circle mailbox location petition.docx
Attachments:	- exhibit 1.pdf - exhibit 2A.pdf - exhibit 2B.pdf - exhibit 3.pdf - exhibit 4.pdf - EXHIBIT 5.pdf
Final Approval Date:	Mar 2, 2021

This report and all of its attachments were approved and signed as outlined below:



Chief Administrative Officer

Joe Milicia