



Office of the Lord Mayor

Town of Niagara-on-the-Lake

1593 Four Mile Creek Road, P.O. Box 100, Virgil, ON L0S 1T0

905-468-3266 • gary.zalepa@notl.com

Memorandum

To: Council
From: Lord Mayor Zalepa
Date: June 18, 2025

RE: Letter from Canada Post Regarding Proposed Adjustment to the Niagara-on-the-Lake Post Office Hours, 117 Queen Street

I have received the attached correspondence from Canada Post proposing a change to the hours of operation at the Queen Street Post Office. I will be responding to Canada Post to express concerns regarding the potential impact these changes will have on our community and business district and to request that consultation with the Town's CAO take place prior to any adjustments being made to the hours at this location.

Kind regards,

Gary Zalepa
Lord Mayor

cc: Bruce Zvaniga, Chief Administrative Officer
Kathy Wiess, Niagara-on-the-Lake Chamber of Commerce



CANADA POST
955 Highbury Ave N
London, ON N5Y 1A3
CANADAPOST.CA

POSTES CANADA
955 Avenue Highbury N
London, ON N5Y 1A3
POSTESCANADA.CA

June 11, 2025

Mayor Gary Zalepa
Municipality of Niagara on the Lake
1593 Four Mile Creek Rd.
PO Box 100
Virgil, ON L0S1T0

Re: Proposed adjustment to Niagara on the Lake post office's hours

Dear Mayor Zalepa,

I'm writing to inform you of a proposed adjustment to the hours of operations for the Niagara on the Lake post office. A recent review found very few customers using the location's services during certain times of the day. As a result, Canada Post is proposing a change to the location's hours of operations.

Before making any change, we plan to consult with the bargaining unit representing the location's employees at the Niagara on the Lake post office at 117 Queen St. We will keep you updated on the results of those consultations and the proposed adjustment.

Canada Post remains committed to delivering more for Canadians and businesses in your community and across the country. As their needs evolve, we are continually reviewing and adjusting our operations to ensure we are delivering a service they can count on.

Please do not hesitate to contact me at meagan.zettler@canadapost.ca or 226-235-9085 if you have any questions.

Sincerely,

Meagan Zettler
Manager, Government and Community Affairs (Southwestern Ontario)
Canada Post