

**Region of Waterloo**  
**Corporate Services**  
**Treasury Services**

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**To:** Regional Council  
**Meeting Date:** November 19, 2025  
**Report Title:** Increase to T2024-194 - Snow Removal and Disposal for Central, Heidelberg, And Philipsburg Patrol Areas

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**1. Recommendation**

That the Regional Municipality of Waterloo increase the contract with Creative Asphalt & Landscape Inc for T2024-194 - Snow Removal and Disposal for Central, Heidelberg, And Philipsburg Patrol Areas in the amount of \$260,000 for a total contract price of \$1,090,815.34 plus all applicable taxes

**2. Purpose / Issue:**

Purchasing by-law 22-034 Section 12 item 1a requires Council to approve the disbursement of additional funds in excess of the greater of \$250,000 or ten percent (10%) of the original contract price.

**3. Strategic Plan:**

This recommendation supports the Region’s Strategic Plan priority of Resilient and Future Ready Organization by ensuring snow removal services remain responsive to unpredictable winter conditions and continue to provide safe, reliable transportation for residents.

**4. Report Highlights:**

On December 24<sup>th</sup>, 2024, T2024-194 - Snow Removal and Disposal for Central, Heidelberg, And Philipsburg Patrol Areas was awarded to Creative Asphalt & Landscape Inc for a two (2) year period with an option to renew for three (3) additional one (1) year terms, for an estimated total cost of \$830,815.34 (annual estimated cost of \$415,407.67) plus all applicable taxes as approved per CPO report CPO-24-122.

An increase to the contract in the amount of \$260,000.00 is required for the 2025/2026 season for a total cost of \$1,090,815.34.

## 5. Background:

The work under this contract includes snow removal & disposal for Philipsburg Yard, Central Yard & Heidelberg Yard Areas. Snow is hauled to Region-approved disposal sites located in Ayr and Elmira. The contract was originally awarded on December 24, 2024, to Creative Asphalt & Landscape Inc. (T2024-194) for a two-year term, with the option to renew for three additional one-year periods, at an estimated total of \$830,815.34 plus taxes. The contract assumptions were based on removing snow once per winter season at identified locations. However, due to the unpredictability of winter weather, the Region retains discretion to determine which sites require removal and how often based on actual conditions.

The increase is required due to the heavier than average snowfall produced in the 2024/25 winter season, which resulted in several locations listed in the contract requiring multiple removals to maintain safe road conditions, sightline visibility, and resident access. The overall service area has expanded from 50.5 kilometres of boulevards in 2019 to 56.5 kilometres in the current contract, and the inclusion of more urbanized cross-sections, such as curb-and-gutter, sidewalks, and cycle lanes, has further limited available snow storage capacity. In addition, rising costs for labour, fuel, and insurance, as highlighted by the contractor at the time of award, continue to contribute to higher overall expenditures. This combination of factors caused the contract to exceed the original purchase order, and the additional funds are required to ensure adequate coverage for the current season.

## 6. Communication and Engagement with Area Municipalities and the Public

NA

## 7. Financial Implications:

	Current Year	Future Year(s)
<b>Budget Impact?</b>	Above	Align with Draft 2026
<b>Capital Plan Impact?</b>	NA	NA

### Region of Waterloo Transportation Operations Division Costs

Increase to T2024-194	\$260,000
Plus: Applicable Net HST of 1.76%	<u>4,600</u>

	-Total	<u>\$264,600</u>
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Note: All figures are rounded to the nearest \$100.

The Region's approved 2025 Transportation Operating Budget for Other Purchased Services -Snow Lifting and Removal, Snow Clearing from Roadways and Snow Clearing from MUTs and Cycle Lanes is \$945,000. Transportation has recommended an increase in the Region's draft 2026 Transportation Operating Budget to accommodate this change bringing the budget to \$1,098,300. Final costs will be subject to the number of winter events that occur in the year.

#### **8. Conclusion / Next Steps:**

Subject to Council approval, the work of this increase will begin upon approval.

#### **9. Attachments:**

Nil

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**Reviewed By:** Lisa Evans, Manager Procurement/Chief Purchasing Officer

**Approved By:** Wayne Steffler, Commissioner Corporate Services/Chief Financial Officer