



GRAND VALLEY

STAFF REPORT

To: Mayor and Members of Council
From: Matt Bos, Director of Public Works
Meeting Date: October 28, 2025
Report Number: **2025-175**
Subject: 2025-2026 Snow Clearing MOU with Thomasfield Homes

Recommendation

THAT Council receives Report – 2025-2026 Snow Clearing MOU with Thomasfield Homes, **AND FURTHER THAT** Council authorizes the Mayor and Clerk to sign the Memorandum of Understanding for snow clearing as attached to this report and directs staff to prepare and present the necessary by-law for passing.

Executive Summary

Purpose

To present the 2025-2026 Snow Clearing MOU between the Town of Grand Valley and Thomasfield Homes Ltd., for clearing snow on unassumed roads in Thomasfield's subdivisions.

Key Findings

- Thomasfield Homes has asked for the Town to provide winter maintenance on their subdivision's unassumed roads.
- A Memorandum of Understanding for this work is required for this arrangement.

Financial Implications

The Town's costs for this service will be recovered from the developer.

Report

Background

When a developer in Grand Valley has constructed a road, built homes on that road and then must provide winter maintenance, they have historically chosen to contract with the Town so that Public Works can provide that winter maintenance. Public Works adds the unassumed roads into their route for road and sidewalk maintenance. The developer is invoiced monthly for the cost of providing this service. The cost is based on the OPSS Schedule 127 rates.

Equipment charges and labourer rates are as follows.

Sidewalk clearing-

For up to 1.0 hour - \$144.61 per hour [comprised of \$55.50 (Equip) + \$46.61 (Operator) + \$42.50 (Material – Salt)]

For more than 1.0 hour - \$187.11 per hour [comprised of \$55.50 (Equip) + \$46.61 (Operator) + \$85.00 (Material – Salt)]

Roadway clearing-

For up to 1.0 hour - \$165.36 per hour [comprised of \$103.75 (Equip) + \$46.61 (Operator) + \$15.00 (Material – Sand)]

For more than 1.0 hour - \$180.36 per hour [comprised of \$103.75 (Equip) + \$46.61 (Operator) + \$30.00 (Material – Sand)]

OPSS Schedule 127 rates Discussion

Thomasfield has asked that the Town provide winter maintenance services for the 2025-2026 winter season. This year, they require maintenance in Phases 3A-1 (until assumed), 3A-2 and 3B.

A Memorandum of Understanding (MOU) has been created for this, similar to previous years, and is attached as Appendix A to this report.

If Council agrees to this arrangement taking place under the MOU, a by-law will be required to execute the MOU.

Financial Impact

The Town's costs for this service will be recovered from the developer.

Consultations

Meghan Townsend, C.A.O./Clerk

Donna Tremblay, Deputy Clerk

Steven Freitas, Director of Finance/Treasurer

Attachments

Attachment 1 – Draft By-Law with attached - 2025-2026 Memorandum of Understanding
– Snow Clearing, Thomasfield Homes Ltd.

This report was submitted by

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