



**THE CORPORATION OF THE MUNICIPALITY OF  
MARKSTAY-WARREN  
ASSET MANAGEMENT COMMITTEE MEETING  
AGENDA**

April 14, 2025

5:00 pm

Markstay-Warren Council Chambers

21 Main Street South

Markstay, Ontario

---

	<b>Pages</b>
1. Opening Remarks and call meeting to order	
2. Roll Call	
3. Disclosure of Pecuniary Interest and General Nature Thereof	
4. Approval of Agenda	
5. Approval of previous meeting minutes	3
6. New Business	
a. Update on Resident Questionnaire	
b. Update on Asset Management Plan	6
7. Date of Next Meeting	
8. Adjournment	

LA CORPORATION DE LA MUNICIPALITÉ DE  
MARKSTAY-WARREN  
COMITÉ DE GESTION DES ACQUIS  
ORDRE DU JOUR

le 14 avril 2025

17 h 00

Salle du Conseil Markstay-Warren

---

	<b>Pages</b>
1. Remarques préliminaires et introductions	
2. Appel nominal	
3. Divulcation des intérêts pécunières	
4. Approbation de l'Ordre du jour	
5. Approbation du procès-verbal de la dernière réunion	3
6. Affaires nouvelles	
a. Final Resident Questionnaire as posted on Municipal Website	
b. Mise à jour du Plan d'action	6
7. Prochaine rencontre	
8. Levée de la séance	

**MINUTES**

**THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN  
ASSET MANAGEMENT COMMITTEE MEETING FOR THE TERM OF 2022-2026**

**Tuesday, January 28, 2025, 5:00 P.M.  
Markstay-Warren Council Chambers  
21 Main St. S. Markstay, ON**

Mayor & Council: Kim Morris, Trevor Mellow, Steven Olsen, Rachelle Poirier, Mark Corner, Ronny Theiss, Steve Salonin

Staff: Denise Hamilton

---

**1. Opening Remarks and Introduction**

Council opened the Asset Management Committee meeting at 5:01 p.m.

**2025-AMC-01**

**Moved by:** Steve Salonin

**Seconded by:** Rachelle Poirier

**CARRIED**

**2. Roll Call**

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

No conflicts of interest tabled.

**4. Approval of Agenda**

**THAT** Council accepts the agenda as amended.

**2025-AMC-02**

**Moved by:** Steve Salonin

**CARRIED**

**5. Approval of Asset Management Committee Meeting MINUTES - April 2, 2024**

**That** the Asset Management Committee meeting Minutes from April 2nd, 2024 be approved.

**2025-AMC-03**

**Moved by:** Rachelle Poirier

**Seconded by:** Steve Saloinin

**CARRIED**

**6. Appoint new Asset Management Committee Chair**

THAT the Committee appoint Mark Corner as the Chair of the Asset Management Committee.

**2025-AMC-04**

**Moved by:** Rachelle Poirier

**Seconded by:** Steve Saloinin

**CARRIED**

**7. New Business**

**7.1 Action Plan for 2024 and 2025 Asset Management Plan**

A power point presentation on the 2024 and 2025 Asset Management Plan was presented by Arun Sharma.

**7.2 Next Steps**

CAO to have by-weekly update calls with the Asset Management Plan provider.

Survey to be prepared, confirmed turnaround time for survey results would be 3 months.

**7.3 Other**

Committee agrees to move forward with public survey and has three weeks to review the survey. Draft survey is to be emailed January 29, 2025.

Next Newsletter will incorporate info on upcoming survey.

Existing infrastructure data can be used to start creating a centralized document. Committee will work with Arun to ensure accuracy of data.

Arun confirmed our 2022 Asset Management Plan was limited in scope of assets however it is compliant.

Update provided on quotes for Asset Management software.

**8. Date of Next Committee Meeting**

The next Asset Management Committee meeting will be scheduled for March 25, 2025 @ 5:00 pm.

**9. Adjournment**

**THAT** Council adjourn the Asset Management Committee meeting at 6:04 p.m.

**2025-AMC-05**

**Moved by:** Rachelle Poirier

**CARRIED**

---

Mayor

---

Clerk

## Resident Questionnaire

The Municipality of Markstay-Warren is committed to providing a high quality of life and exceptional services for our residents. As our community evolves, we must invest your tax dollars wisely to maintain and improve our infrastructure, including roads, bridges, water systems, parks, and other municipal services. Your input is crucial for strategic planning and asset management. This brief (10 mins) Resident Questionnaire provides you with an opportunity to share your thoughts on our strengths and areas for improvement, as well as your feedback on our priorities for the coming years. The information gathered will be used to develop the forward-looking proposed levels of service for the 2025 Municipality of Markstay-Warren Asset Management Plan, in accordance with Ontario Regulation 588/17, which mandates municipalities to establish a strategic asset management policy and maintain an asset management plan for core and non-core municipal infrastructure assets.

We thank you in advance for completing this questionnaire. If you have questions, please contact us.

## Definition of Terms:

## Questions:

- 1. What is your current residency status in the Municipality of Markstay-Warren?**
  - Full-time resident – tenant
  - Full-time resident – property owner
  - Part-time resident – tenant
  - Part-time resident – property owner
  - Seasonal resident – property owner
  - I own property within the Municipality but do not reside here
  
- 2. Which planning area best describes where you live within the Municipality?**
  - Urban (reside within a village, town)
  - Semi-urban (reside within a hamlet or rural subdivision)
  - Rural (reside on a rural residential lot or farm)

### 3. Family Structure

- Single
- Married/common law partner
- Married with children
- Retired single/spouse
- Other

### 4. Please select your age range:

- 15 - 29 years
- 30 - 44 years
- 45 - 64 years
- 65 years plus

### 5. Have you read the Municipality's Asset Management Plan?

- Yes
- No (You can view the AMP on the municipality's website here: ([Municipality of Markstay-Warren Asset Management Plan](#)))

### 6. Please indicate how you would prefer to learn about municipal issues/events/initiatives such as the Asset Management Plan: (Select all that apply)

- In-person information sessions with Council and staff
- Municipal website
- Municipal social media
- Newsletter(print)
- Email
- Mail

**7. Please indicate how important the following features are in making the Municipality of Markstay-Warren a great place to live:**

Service	Low Importance	Mid Importance	High Importance	N/A
Recreation or sports facilities (e.g., Markstay-Warren Community Centre/Arena, Caisse Populaire Outdoor Rink)				
Heritage or Historical Sites (e.g., War memorials)				
Arts, Culture, and Heritage Opportunities (e.g., community festivals, craft fairs, French cultural events)				
Affordable Living				
Building Services and Bylaw Enforcement				
Programs and Support for Seniors				
Maintenance of Public Property (e.g., upkeep of parks, municipal buildings, public spaces)				
Safe and Well-Maintained Roads and Bridges				
Economic Investment and Local Jobs				
Transportation and Connectivity				
Emergency Services				
Public Safety and Community Spirit				



**8. How important are the following municipal services to your household?**

Service	Low Importance	Mid Importance	High Importance	Not Applicable
Roads and Bridges				
Waste Management Services				
Emergency Services				
Land Use and Development Planning				
Parks, Trails, and Open Spaces				
Economic Development Initiatives (e.g., support for local businesses, attracting new investments)				
Historical Sites and Services (e.g., preservation of local heritage sites)				
Water and Wastewater Services				
Building Permits and Inspection Services				
Building Permits and Inspection Services				
Building services and bylaw enforcement				
Winter maintenance				
Safe and Reliable Utilities				

## 9. How would you describe your experience with different infrastructure?

### Availability:

Infrastructure	Dissatisfied	Somewhat Satisfied	Satisfied	Unsure	Not Applicable
Roads					
Sidewalks					
Bridges					
Outdoor Open Spaces, Parks, and Trails					
Community Centers, Libraries, and Recreation Facilities					
Emergency Services Vehicles and Equipment					
Stormwater Management					
Water and Wastewater systems					

**Reliability and Condition:**

Infrastructure	Dissatisfied	Somewhat Satisfied	Satisfied	Unsure	Not Applicable
Roads					
Sidewalks					
Bridges					
Outdoor Open Spaces, Parks, and Trails					
Community Centers, Libraries, and Recreation Facilities					
Emergency Services Vehicles and Equipment					
Stormwater Management					
Water and Wastewater systems					

**Safety:**

Infrastructure	Dissatisfied	Somewhat Satisfied	Satisfied	Unsure	Not Applicable
Roads					
Sidewalks					
Bridges					
Outdoor Open Spaces, Parks, and Trails					
Community Centers, Libraries, and Recreation Facilities					
Emergency Services Vehicles and Equipment					
Stormwater Management					
Water and Wastewater systems					

**10. In your experience with the municipal services offered, would you decrease, maintain, or increase service levels for each of the services provided?**

Service	Decrease Service Levels	Maintain Service Levels	Increase Service Levels	Not Applicable
Roads and Bridges				
Waste Management Services				
Emergency Services				
Land Use and Development Planning				
Parks, Trails, and Open Spaces				
Economic Development Initiatives (e.g., support for local businesses, attracting new investments)				
Historical Sites and Services (e.g., preservation of local heritage sites)				
Water and Wastewater Services				
Building Permits and Inspection Services				
Building services and bylaw enforcement				
Winter maintenance				
Safe and Reliable Utilities				

**11. For each of the following services, indicate your preference for spending and willingness to pay for improvements:**

Service	Not Willing	Somewhat Willing	Willing	Not Applicable
Roads and Bridges				
Waste Management Services				
Emergency Services				
Land Use and Development Planning				
Parks, Trails, and Open Spaces				
Economic Development Initiatives (e.g., support for local businesses, attracting new investments)				
Historical Sites and Services (e.g., preservation of local heritage sites)				
Water and Wastewater Services				
Building Permits and Inspection Services				
Building services and bylaw enforcement				
Winter maintenance				
Safe and Reliable Utilities				

**12. The Municipality is evolving. This means spending on infrastructure services may need to change over time to meet the evolving needs of the community. How important are the following factors in deciding if the Municipality's spending on infrastructure is best for the community?**

Factor	Less Important	Somewhat Important	Highly Important	Not Applicable
Preserve the Current Character and Charm				
Attract New Residents				
Attract New Businesses				
Limit Cost Increase to Residents				
Support the Local Economy				
Protect the Environment				
Support the Older Population				
Support Young Families and Singles				
Support the Vulnerable Population				

**13. In your opinion, the Municipality is making the right investments in infrastructure for its current residents:**

- Strongly Agree
- Agree
- Disagree
- Strongly Disagree
- Unsure

**14. In your opinion, the Municipality is making the right investments in infrastructure for its future:**

- Strongly Agree
- Agree
- Disagree
- Strongly Disagree
- Unsure

**15. In your opinion, the Municipality is overspending on any service areas:**

- Strongly Agree
- Agree
- Disagree
- Strongly Disagree
- Unsure

**If so, in which areas:** \_\_\_\_\_.

**Any other thoughts/comments?**