



PLANNING & ENVIRONMENTAL QUALITY COMMITTEE

Monday, January 5, 2026, Time: 1:00 PM
74 Ontario Street, Committee Room 213, 2nd floor
Canandaigua, NY 14424

1. Call To Order:

The Planning & Environmental Quality Committee meeting was called to order at 01:00 PM on January 5, 2026.

Members Present: Supervisor(s) Kristine Singer, Tate Colburn, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. Necessarily Absent: Supervisor(s) Esther Dickinson.

Chair Singer named Supervisor Venuti as Vice-Chair of the Planning & Environmental Quality Committee for 2026.

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Meghan Maslyn, Deputy County Administrator
- Holly Adams, County Attorney
- Carla Jordan, Sustainability & Solid Waste Director
- Regina Sousa, Sr. Planner
- Mary Gates, Finance Director
- Ryan Davis, Economic Developer
- Tom Harvey, Planning Director
- Kyle Ritts, Sr. Planner
- Thomas Lyon, Sr. Planner
- Tim Jensen, Associate Planner, Webex
- Julie Barry, Associate Planner, Webex
- Linda Phillips, Sr. Planner, Webex
- Kate Ott, Public Health Director, Webex
- William Wellman, BOS Chairman
- William Namestnik, Town of Hopewell Supervisor
- Peter Ingalsbe, Town of Farmington Supervisor, Webex
- Nancy Yacci, City of Canandaigua Supervisor, Webex
- Kristin Voss, BOS Clerk
- Megan Webster, Director of Soil & Water
- Mo Tidball, CCE Executive Director
- Alicia Richie, Visitors Connection President
- Jeff Green, Casella Engineer
- Sue Vary, Economic Development Specialist, Webex
- Kaitlynn McCumiskey, Sustainability Assistant, Webex
- Michael Wojcik, Sr. Fiscal Manager, Webex

2. Approval Of Minutes:

Supervisor Mark Venuti motioned to approve the minutes of the December 8, 2025 Planning & Environmental Quality Committee meeting. The motion was seconded by Supervisor Tate Colburn. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Team Agency Updates:

Ontario County Cornell Cooperative Extension (CCE) Executive Director, Mo Tidball, passed out their annual report and shared a video about CCE. She then talked about the agriculture census. They just found out they were awarded a NYS SWIMS grant for the pool renovation project at the 4-H Bristol Hills camp. She explained the AG in the classroom program. The 4-H program is strong in Ontario county. She ended her overview of CCE with talking about all the Master Program classes that they offer.

Soil and Water District Manager, Megan Webster, provided a brief overview of what the Soil and Water Conservation District is, how it was established, and the services they provide. She also let the committee know that their tree and shrub sale has kicked off.

4. Casella:

Jeff Green provided the following landfill updates:

- The final expansion section is now being filled.
- There is no ongoing construction at the site at this time.
- The inspection by the Canandaigua waste water treatment plant went well.

5. Sustainability & Solid Waste Management:

Sustainability & Solid Waste Director, Carla Jordan, gave a brief overview of her department and the special events that they coordinate.

6. Tourism:

Alicia Richie, Visitors Connection President, gave a PowerPoint presentation overview of the Visitors Connection and the tourism industry in Ontario County.

7. Economic Development:

Economic Developer, Ryan Davis, provided an overview of the Economic Development, Industrial Development Agency, and Local Development Corporation.

Ryan Davis presented the following five resolutions entitled:

- ~ Reappointment to the Ontario County Economic Development Corporation - Supervisor Peter Ingalsbe
- ~ Reappointment to the Ontario County Economic Development Corporation - Supervisor Frederick Wille
- ~ Reappointment to the Ontario County Economic Development Corporation - Supervisor Dale Stell

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~ Appointment to the Ontario County Industrial Development Agency - David Phillips

~ Appointment to the Ontario County Local Development Corporation - David Phillips

Supervisor Mark Venuti motioned to approve these five resolutions, as presented as a block. The motion was seconded by Supervisor Jan Regan. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Ryan Davis presented the following two resolutions entitled:

~ Appointment to the Ontario County Industrial Development Agency - Supervisor Roslyn Grammar

~ Appointment to the Ontario County Local Development Corporation - Supervisor Roslyn Grammar

Supervisor Tim Schiefen motioned to approve these two resolutions, as presented as a block. The motion was seconded by Supervisor Jan Regan. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

8. Planning Department

Planning Director, Tom Harvey, gave a brief overview of his department, the projects they oversee, and the services they provide.

Kyle Ritts presented a resolution entitled, "Appointment of Thomas Kugris as the Town of East Bloomfield Representative to the Ontario County Planning Board".

Supervisor Roslyn Grammar motioned to approve the resolution as presented. The motion was seconded by Supervisor Tim Schiefen. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Sr. Planner, Thomas Lyon, let the committee know that they have been meeting and working with local trail groups and property owners where there may be potential trail system connections made. They are looking for grant opportunities to continue working on connecting trails and updating the trail maps within the county.

9. County Administrator:

Chris DeBolt reported that the State has made County infrastructure grant money available again this year to counties. Once again the counties can only apply for funding for one project. Last year, the County encouraged municipalities to send letters of interest to the Board office about their projects. Then a review committee used a scoring rubric to select a project for the County to submit for funding. The scoring rubric was sent to the municipalities with the information on how to apply and what projects would be eligible. Mr. DeBolt asked the committee if they would like to follow the same process as last year for selecting a project to fund. After a short discussion.

Supervisor Roslyn Grammar motioned to approve using the same method as last year to select a

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project for infrastructure grant funding. The motion was seconded by Supervisor Mark Venuti. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Roslyn Grammar, Jan Regan, Tim Schiefen, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

10. Unfinished Business Or Other Items To Be Brought Before The Committee:

There was no unfinished business to be brought before the Committee.

11. Next Meeting Date And Time:

Monday, February 9, 2026 at 1:00 PM.

12. Adjournment:

On a motion of Supervisor Roslyn Grammar, seconded by Supervisor Tim Schiefen, the Planning & Environmental Quality Committee meeting was adjourned at 02:30 PM.

Respectfully Submitted, Kristin A. Voss, Clerk