



PLANNING & ENVIRONMENTAL QUALITY COMMITTEE

Monday, March 9, 2026, Time: 1:00 PM
74 Ontario Street, Committee Room 213, 2nd floor
Canandaigua, NY 14424

Committee Members

Kristine Singer, Chair
Tate Colburn
Esther Dickinson
Roslyn Grammar
Jan Regan
Tim Schiefen
Mark Venuti

1. Call to Order:

The Planning and Environmental Quality Committee meeting was called to order at 01:00 PM on March 9, 2026.

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

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Carla Jordan, Sustainability & Solid Waste Director
- Reginna Sousa, Sr. Planner
- Ryan Davis, Economic Developer
- Nellie Puma, Deputy Finance Director
- Tom Harvey, Planning Director
- Linda Phillips, Sr. Planner
- Kyle Ritts, Sr. Planner
- Alicia Richie, Visitors Connection President
- Carolina Taylor, Visitors Connection PR & Content Associate
- Tim Record
- Meghan Maslyn, Deputy County Administrator, Webex
- Kaitlynn McCumiskey, Sustainability Assistant, Webex
- Jessica VanDeMar, Visitors Connection Marketing Specialist, Webex
- Chairman William Wellman, BOS Chairman
- David Baker, City of Canandaigua Supervisor
- Nancy Yacci, City of Canandaigua Supervisor
- William Namestnik, Town of Hopewell Supervisor
- James Kennedy, City of Geneva Supervisor, Webex
- Peter Ingalsbe, Town of Farmington Supervisor, Webex
- Kristin Voss, BOS Clerk
- Jeff Green, Casella Engineer
- Mo Tiball, CCE Director
- Megan Webster, Soil & Water Director
- David Phillips, EDC Board Member
- AJ Magnan, Webex
- Betsy Landre, Sr. Planner, Webex
- Sue Vary, Economic Specialist, Webex
- Erin Holley, Sr. Clerk, Webex
- Stacy Schmitt, Buyer, Webex
- Chuck Bell, Harrison Studios, Webex

2. Approval of Minutes:

Supervisor Tim Schiefen motioned to approve the minutes of the February 9, 2026 Planning and Environmental Quality Committee meeting. The motion was seconded by Supervisor Roslyn Grammar. The motion passed.

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

3. Casella:

Jeff Green provided the following update on landfill operations:

- They will be constructing a new road to replace the existing hauler road down into the new cell within the next couple of weeks. They are hoping this will help reduce wait times for the haulers.
- They are preparing for the upcoming months by awarding construction contracts for this summer.

4. Sustainability & Solid Waste Management:

Carla Jordan let the committee know that their special collection events will start in April. The first two events will be a household hazardous waste collection on April 25th and mattress collection on April 18th. Registration for both events opens on March 30th.

Carla Jordan presented a resolution entitled, "Approval for the Opening of a Second Public Comment Period for the Ontario County Draft Local Solid Waste Management Plan".

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

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Tim Schiefen. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Regina Sousa presented the following resolutions entitled:

~ Authorization to Accept Grant Funds for the Household Hazardous Waste NYS State Assistance Program

~ Authorization to Amend Contract with Stericycle (Shred-It) for On-Site Document Destruction Services

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

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Tim Schiefen. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Economic Development:

Ryan Davis had no updates from the EDC.

Ryan Davis presented the following resolutions entitled:

~ Authorizing Contract with Ontario County Economic Development Corporation for Public Benefit Economic Development Services - 2026

~ Authorizing Contract with Ontario County Industrial Development Agency for Public Benefit Economic Development Services - 2026

~ Authorizing Contract with Ontario County Local Development Corporation for Public Benefit Economic Development Services - 2026

Supervisor Roslyn Grammar motioned to approve these resolutions, as presented as a block. The motion was seconded by Supervisor Tate Colburn. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Tim Schiefen. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Ryan Davis, David Phillip, and Chuck Bell gave a brief presentation on how the 2025 Economic Development strategic plan was developed and the highlights of the plan.

Ryan Davis presented a resolution entitled, "Adoption of the 2025 Ontario County Updated Economic Development Strategic Plan".

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

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Tim Schiefen. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Planning Department

Linda Phillips provided an overview of the Agricultural Enhancement Board and their biennial report that was provided in the committee packet.

Kyle Ritts gave a summary of the County Planning Board's 2025 annual report and the function of the Planning Board. This report was provided in the committee packet.

Linda Phillips presented the following resolutions entitled:

~ Finding of no Significant Impact Pursuant to the State Environmental Quality Review Act for inclusion of Viable Agricultural Land in Ontario County Consolidated Agricultural District #1 Pursuant to the 2025 Annual Enrollment Period

~ Approval of the Inclusion of Viable Agricultural Land in Ontario County Consolidated Agricultural District #1 from the 2025 Annual Agricultural District Enrollment Period

Supervisor Esther Dickinson motioned to approve these resolutions, as presented as a block. The motion was seconded by Supervisor Tate Colburn. The motion passed.

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Tim Schiefen. No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. Tourism:

Carolina Taylor presented what they have worked on for Brave Women FLX for Women's history month. They have a page and a blog on their website dedicated to historical women in Ontario County.

Jessica VanDeMar let the committee know that they should have received an email inviting them to the virtual museum launch event. The event is being held on Saturday, April 25, 2025 at 10:30 am at the Canandaigua Inn Park. She then provided a few highlights about the event.

Alicia Richie discussed the updates that their Board made to their bylaws. The main items updated

were to come into the current era of electronic standards for distributing information, archiving records, and hosting meetings. They also separated out their committees as they are currently holding them.

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

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Tim Schiefen. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Alicia Richie presented a resolution entitled, "Appointment to the Ontario County Four Seasons Local Development Corporation - Arthur Kevin San Jose".

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

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

8. County Administrator:

Alissa Bub presented a resolution entitled, "Authorization to Apply for County Infrastructure Grant".

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

Yes: Supervisor(s): Kristine Singer, Tate Colburn, Esther Dickinson, Roslyn Grammar, Tim Schiefen. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Christopher DeBolt presented a resolution entitled, "Authorization to Accept Funds from New York State Education Department to Commemorate the 250th Anniversary of the American Revolution".

Supervisor Tate Colburn 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, Esther Dickinson, Roslyn Grammar, Tim Schiefen. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Chris DeBolt let the committee know that the local law to opt out of the short-term rental registry will go to the Governmental Operations and Insurance committee this week. All committees that discussed this last cycle agreed that opting out of the registry at this time was the best option for the County.

The reappointment of Economic Developer, Ryan Davis was discussed in executive session.

9. Team Agency Updates:

Mo provided the following CCE updates:

- The Agricultural appreciation dinner will be held on March 20th.
- March is Agricultural literacy month. They are working with 2nd graders on a book and activity.
- The board agricultural tour is scheduled for April 24th.

- 4-H Camp Bristol Hill camp registration is open.

Megan Webster let the committee know that at the end of February and the beginning of March they met with assessors. They meet with the assessors and let them know their process for creating coil group worksheets. These are required for agricultural assessments and for homeowners to keep their land in agricultural production. They also just finished their tree and shrub sale. Pick-up will be on April 22nd and 23rd.

10. Unfinished Business or Other Items to be Brought before the Committee:

There was no other business to be brought before the committee.

11. Executive Session:

Supervisor Roslyn Grammar motioned to enter executive session at 2:16 PM for POL§105 (1) (d) - Discussions regarding proposed, pending or current litigation and POL§105 (1) (f) - Discussions on the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Supervisor Tate Colburn seconded the motion. The motion passed.

Supervisor Roslyn Grammar motioned to exit executive session at 2:56 PM. Supervisor Esther Dickinson seconded the motion. The motion passed.

12. Next meeting date and time:

April 6, 2026 at 1:00 PM

13. Adjournment:

On a motion of Supervisor Tim Schiefen, seconded by Supervisor Tate Colburn, the Planning and Environmental Quality Committee meeting was adjourned at 02:57 PM.

Respectfully Submitted, Kristin A. Voss, Clerk