



PLANNING & ENVIRONMENTAL QUALITY COMMITTEE

Monday, April 6, 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 & Environmental Quality Committee meeting was called to order at 01:00 PM on April 6, 2026.

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

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Meghan Maslyn, Deputy County Administrator, Webex
- Holly Adams, County Attorney
- Carla Jordan, Solid Waste & Sustainability Director
- Regina Sousa, Sr. Planner
- Ryan Davis, Economic Developer
- Megan Webster, Soil & Water Director
- Alicia Richie, Visitor Connections President
- Mary Gates, Finance Director, Webex
- Julie Barry, Associate Planner, Webex
- Kaitlyn McCumiskey, Sustainability, Webex
- William Wellman, BOS Chairman
- William Namestnik, Town of Hopewell Supervisor
- James Kennedy, City of Geneva Supervisor, Webex
- Nancy Yacci, City of Canandaigua Supervisor, Webex
- Kristin Voss, BOS Clerk
- Lea Nacca, Assistant County Attorney
- Linda Phillips, Sr. Planner
- Tom Harvey, Planning Director
- Mo Tidball, CCE Director
- Carolina Taylor, Visitors Connection PR Associate
- Erin Holley, Sr. Clerk, Webex
- Holly Smith, Grants Coordinator, Webex

2. Approval of Minutes:

Supervisor Roslyn Grammar motioned to approve the minutes of the March 9, 2026 Planning & Environmental Quality Committee meeting. The motion was seconded by Supervisor Tate Colburn. The motion passed.

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

3. County Attorney/County Treasurer:

Approved Minutes

Lea Nacca presented a resolution entitled, "Fixing Date and Notice for the Public Hearing on Local Law No. 2 (Intro.) 2026 - Ontario County Room Occupancy Tax Law".

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

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

4. Casella:

There were no updates from Casella on landfill operations.

5. Sustainability & Solid Waste Management:

Carla Jordan provided the following department updates.

- The LSWMP public presentation date has changed from 4/9 to 4/23. It will still be held at Phelps Town hall.
- They have put out requests for two studies. One is for an organic management plan and one is for requests for solutions post landfill closure.
- Registration for the Household Hazardous Waste event is still open. The mattress event is full and a wait list has started.
- She reviewed the 2025 department impact flyer briefly as she will present this at the full board meeting.

Regina Sousa presented a resolution entitled, "Authorization to Accept Municipal Waste Reduction and Recycling Program Grant Funds from New York State Department of Environmental Conservation".

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

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

6. Economic Development:

Ryan Davis let the committee know that they submitted their PARIS report on March 31st.

Ryan Davis presented an overview of his annual report that was provided in the committee packet. He will also be doing this presentation at the full board meeting.

7. Planning Department

Julie Barry presented a resolution entitled, "Amend De-Obligation Amount for Farmworker Safety and Housing Program".

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

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

Thomas Harvey presented a resolution entitled, "Authorization to Contract with the Town of West Bloomfield to Provide Code Enforcement Technical Assistance".

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

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

Thomas Harvey presented a resolution entitled, "Declaring May as Fair Housing Month in Ontario County in 2026".

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

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

Linda Phillips presented a resolution entitled, "Resolution to set a Second Public Hearing Clarifying the Tax ID of the Parcel Recommended for Inclusion in Ontario County Consolidated Agricultural District #1".

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

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

8. Tourism:

Alicia Richie and Carolina Taylor provided the following updates from tourism:

- They are working through their re-accreditation and are hoping to have this finished by the end of April.
- They are working on a county-wide calendar of events.
- They have created a section on their website for the 250th anniversary. It has historical information as well as all the events that will be happening around the County. They will be hosting a webinar with local businesses regarding the site.
- They are working with EDC on collecting information on visitors, people that work in the county, and people that drive through the county.
- The virtual museum launch is Saturday, April 25th at 10:30 am.

9. Team Agency Updates:

Approved Minutes

Mo Tidball presented the following updates on CCE:

- The Spring newsletter is out.
- The Board Ag. tour is April 24th.
- 4-H camp Bristol hills registration is now open.

Megan Webster presented slides that showed how the water projects that they did last year worked during this last rainstorm. She also talked about upcoming projects that they have coming up with grant funds.

10. County Administrator:

Christopher DeBolt presented a resolution entitled, "Reappointment of Ryan Davis, Economic Developer".

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

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

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

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

12. Next meeting date and time:

May 11, 2026 at 1:00 PM.

13. Adjournment:

On a motion of Supervisor Roslyn Grammar, seconded by Supervisor Esther Dickinson, the Planning & Environmental Quality Committee meeting was adjourned at 02:10 PM.

Respectfully Submitted, Kristin A. Voss, Clerk