

CITY COUNCIL MINUTES
MONDAY, JANUARY 5, 2026 6:00 P.M.
CITY COUNCIL CHAMBERS- HURLEY BUILDING
205 SALTONSTALL ST.
VIRTUAL: [HTTPS://US06WEB.ZOOM.US/J/82103183289](https://us06web.zoom.us/j/82103183289)
LIVE STREAM: [HTTPS://FINGERLAKESTV.ORG/LIVE/](https://fingerlakestv.org/live/)

City Council Present: Mayor Thomas Lyon
Michael Mills, Councilmember Ward I
Guy Turchetti, Councilmember Ward II
Erich Dittmar, Councilmember Ward IV
Donna Cator, Councilmember Ward III.
J.T. Squires, Councilmember-at-Large
Doug Merrill, Councilmember-at-Large
Gwen Van Laeken, Councilmember-at-Large

City Staff Present: John Goodwin, City Manager
Shawna Bonshak, Assistant City Manager, via zoom
Erin VanDamme, City Clerk

Absent: Sim Covington, Councilmember-at-Large

The Mayor called the meeting to order at 6:04 pm.

Review of Community Core Values: Councilmember Ward 4 Cator, read the Community Core Values: As residents, city staff and appointed & elected officials of the City of Canandaigua, our decisions and actions will be guided by these core values: Responsive; Participatory Governance; Caring & Respect; Integrity; Heritage; Stewardship; and Continuous Improvement.

Approval of Minutes:

December 15, 2025. Minutes

Moved: Councilmember Ward 3 Dittmar

Seconded: Councilmember Ward 2 Turchetti

Vote Result: Carried unanimously by voice vote (8-0)

Guests: No guests

Manager's Report: City Manager Goodwin reminded home owners that they have 24 hours to shovel their sidewalks to clear them of snow and ice.

Miscellaneous: Mayor Lyon encouraged residents to attend the Martin Luther King Day celebration at the First Congregational Church on Main Street, starting at noon on January 19, 2026.

Items for action:

Mayor Lyon reviewed the items for action and called for a motion:

Councilmember Ward 1 Mills motioned to accept the City Council Rules and Procedures as distributed, seconded by Councilmember Ward 3 Dittmar, carried unanimously by voice vote (8-0)

Councilmember Ward 4 Cator motioned to re-elect Councilmember Ward 3 Dittmar as City Council President, seconded by Councilmember-at-Large Squires, carried unanimously by voice vote (8-0)

Mayor Lyon appointed the following Standing Committees:

Environmental: Chair Councilmember-at-Large Doug Merrill
Committee Members:

- Councilmember Ward 3 Dittmar
- Councilmember-at-Large Covington
- Councilmember-at-Large Squires

Finance: Chair: Councilmember Ward 1 Mills
Committee Members:

- Councilmember Ward 4 Cator
- Councilmember Ward 2 Turchetti
- Councilmember-at-Large Van Laeken

Ordinance: Chair Councilmember Ward 3 Dittmar
Committee Members:

- Councilmember-at-Large Covington
- Councilmember-at-Large Merrill
- Councilmember-at-Large Squires

Planning: Chair: Councilmember Ward 2 Turchetti
Committee Members:

- Councilmember Ward 1 Mills
- Councilmember Ward 4 Cator
- Councilmember-at-Large Van Laeken

PUD (Planned Urban Development): Chair: Mayor Lyon
Committee Members: All of City Council

During discussion, Councilmember Ward 1 Mills recommended adding a Public Safety Committee and the Mayor said they would review this and discuss at the January 26, 2026 meeting.

Councilmember Ward 2 Turchetti, motioned to name the Messenger Post as the Official Newspapers, seconded by Councilmember-at-Large Merrill, carried unanimously by voice vote (8-0).

Councilmember Ward 1 Mills, motioned to appoint Preston Pierce as City Historian, seconded by Councilmember Ward 4 Cator, carried unanimously by voice vote (8-0).

Councilmember-at-Large Merrill motioned to Appointment representing City Council, Ellen Polimeni, representing City Manager's Office, Rick Brown and the Mayor's office, Stephen Cole as representatives to the BID Board, seconded by Councilmember Ward 2 Turchetti, carried unanimously by voice vote (8-0).

Councilmember Ward 2 Turchetti motioned to appointment Denise Chaapel to the Canandaigua LDC, seconded by Councilmember-at-Large Merrill, carried unanimously by voice vote (8-0). The Mayor also noted that Councilmember Ward 1 Mills is also on the committee.

Councilmember Ward 1 Mills motioned to accept the schedule and time for Council’s meeting schedule as distributed, seconded by Councilmember Ward 3 Cator, carried unanimously by voice vote (8-0).

Resolutions

Resolution #2026-001:

Moved: Councilmember Ward 1 Mills

Seconded: Councilmember Ward 4 Dittmar

A RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC HEARING ON A LOCAL LAW ESTABLISHING AND IMPOSING SEWER RENTS IN THE CITY OF CANANDAIGUA

WHEREAS, the City Manager will be recommending an increase in sewer rents which may only be enacted through the adoption of a local law; and

WHEREAS, it is required that a public hearing be held prior to the adoption of a local law;

NOW, THEREFORE, BE IT RESOLVED by City Council that a public hearing on a Local Law establishing and imposing sewer rents shall be held in the City Council Chambers, the Hurley Building, 205 Saltonstall Street, Canandaigua, New York beginning at 6 PM on January 26, 2026 which can also be attended virtually via the following hyperlink: <https://us06web.zoom.us/j/82103183289>; and

Vote Result: Carried unanimously by voice vote (8-0)

Local Laws:

Local Law 2026-001:

(Councilmember-at-Large Van Laeken introduced and motioned to table the Local Law, Councilmember Ward 1 Mills, and passed by voice vote 8-0)

Moved: Councilmember-at-Large Van Laeken

Seconded: Councilmember Ward 1 Mills

A LOCAL LAW ESTABLISHING AND IMPOSING SEWER RENTS IN THE CITY OF CANANDAIGUA

Section 1. Statement of Policy

As a means of producing revenue for operation and maintenance of the sewer system of the City of Canandaigua, it is necessary to establish and impose charges for the use of said system, or to any portion of said system. This sewer rent is enacted pursuant to Article 14-F of the General Municipal Law of the State of New York.

Section 2. Definitions

- a. “Sewer System” - The sewer system of the City of Canandaigua includes all sewer pipes and other appurtenances which are used or are useful in connection with the collection, treatment, or disposal of sewage, industrial waste, and other wastes which are owned, operated or maintained by the City of Canandaigua, including sewage pumping stations and sewage treatment and disposal works and private on-site wastewater disposal, if any.

- b. "Part" - As used in relation to the term "sewer system" - all lateral sewers, or all branch sewers, or all interceptor sewers, or all trunk sewers, any sewage treatment and disposal works, and private on-site wastewater disposal systems, each part with necessary appurtenances including pumping systems.
- c. The terms "sewage", "industrial wastes", and "other waste" shall have meanings as set forth in Section 451 of the General Municipal law, as the same may be amended from time to time.

Section 3. Basis for Sewer Rent Computation

- a. Sewer rent charges shall be based either (1) upon the consumption of water on the premises connected with and served by the sewer system, or any part or parts thereof, or (2) upon the basis of actual discharge to the sewer system. Such actual discharge shall be based upon the measurement of an actual flow measuring device recording the actual flow of sewage to the sewer system.
- b. No user may elect to pay sewer rent charges on the basis of actual discharge unless a flow measuring device and control manhole have been installed and approved by the Director of Public Works. Such approval of the flow measuring device and control manhole shall be based upon measuring devices and shall be subject to periodic inspection, testing, and reading by the Director of Public Works. The cost of installation, maintenance and testing of the flow measuring device and control manhole shall be borne solely by the system user.
- c. Sewer rent charges shall be **\$7.322** per 1,000 gallons of (a) water consumption or (b) measured sewer discharge during the period for which any statement is rendered, provided, however, that the minimum quarterly charge shall be **\$82.00**.

Section 4. Payment Dates; Penalties; And Enforcement

- a. Billing of sewer rents shall be quarterly with bills due on the 1st day of the month in which the bill is mailed. Each bill shall be for the preceding quarter.
- b. Payment of the sewer rents shall be made within 20 days of rendering of the bill without penalty (or the next business day if the 20th falls on a weekend or holiday).
- c. Any payment received 20 days after billing shall accrue a 15% penalty of the amount due. Bills are considered rendered upon mailing.
- d. In April of each year, the amounts of all past due bills from the preceding year, plus penalties, shall be certified by the City Clerk/Treasurer and shall be collected and enforced in the same manner and at the same time as provided by law for the collection and enforcement of City taxes.

Section 5. Sewer Rent Fund

- a. Revenues derived from sewer rents, including penalties, shall be credited to a special fund for the sewer system, to be known as the "City of Canandaigua Sewer Fund." Monies in such fund shall be used in the following order:
 - (1) For the payment of the costs of operation, maintenance, and repairs of the sewer system or such part or parts thereof for which sewer rents have been established and imposed.
 - (2) For the payment of the interest on and amortization of, or payment of, indebtedness which has been or shall be incurred for the construction of sewage treatment and disposal works with necessary appurtenances including pumping stations, or for the extension, enlargement, or replacement of, or addition to, such sewer system, or part or parts thereof.

(3) For transportation charges imposed by any other municipality or entity for the transport of sewage via such other municipalities sewer mains, interceptors or lines.

- b. Such revenues from sewer rents shall not be used (1) to finance the cost of any extension or any part of a sewer system (other than any sewage treatment or disposal works with necessary appurtenances including pumping stations) to serve unsewered areas if such part has been constructed wholly or partly at the expense of the real property especially benefited, or (2) for the payment of the interest on, and the amortization or payment of, indebtedness which is to be paid in the first instance from assessments upon the benefited real property.

Section 6. Amendments

Any amendments to or other action taken affecting such sewer rents shall be accomplished in the same manner as provided in Article 14-F of the General Municipal Law for the original establishment of sewer rents.

Section 7. Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State.

Adjournment from Regular Session: Councilmember Ward 2 Turchetti motioned to adjourn the meeting seconded by Councilmember Ward 3 Cator, passed by voice vote at 6:16 PM. (8-0).