

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN
COMMITTEE OF ADJUSTMENT
AGENDA

Wednesday, January 28, 2026, 6:30 p.m.

Township Administration Building
318 Canborough Street, Smithville, Ontario

	Pages
1. CHAIR The Chair will call to Order the evening's proceedings.	
2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST	
3. REQUEST FOR WITHDRAWAL AND/OR ADJOURNMENT N/A	
4. ITEMS a. Schedule of Hearing b. Schedule of Sitting Members	2 3
5. MINUTES FOR APPROVAL a. November 26, 2025 b. December 9, 2025	4 7
6. NEW BUSINESS - circulation of full package and agenda - time of CoA hearings - post election	
7. ADJOURNMENT That, this Committee does now adjourn at the hour of _____ pm	

**COMMITTEE OF ADJUSTMENT
 SCHEDULE OF HEARINGS FOR 2026
 (ALL HEARINGS BEGIN AT 7:00 PM)**
Last Updated: December 19, 2025

Cutoff Dates For both Consents & Minor Variance	Hearing Date
Friday, December 19, 2025	January 28, 2026 (AGM from 6:30-7pm)
Friday, January 23, 2026	February 25, 2026
Friday, February 20, 2026	March 25, 2026
Friday, March 27, 2026	April 29, 2026
Friday, April 24, 2026	May 27, 2026
Friday, May 22, 2026	June 24, 2026
Friday, June 26, 2026	July 29, 2026
Friday, July 24, 2026	August 26, 2026
Friday, August 21, 2026	September 30, 2026
Friday, September 25, 2026	October 28, 2026
Friday, October 23, 2026	November 25, 2026
Friday, November 6, 2026	December 9, 2026
Friday, December 18, 2026	January 27, 2027
Friday, January 22, 2027	February 24, 2027

COMMITTEE OF ADJUSTMENT
SCHEDULE OF MEMBERS SITTING FOR 2026

<u>Hearing Date</u>	<u>Members Scheduled</u>
January 28, 2026	1, 2, 3 (sitting) 1,2,3,4, 5 AGM
February 25, 2026	1,3,5
March 25, 2026	1,4,5
April 29, 2026	2,3,5
May 27, 2026	1,4,5
June 24, 2026	2,3,1
July 29, 2026	1,4,5
August 26, 2026	2,3,5
September 30, 2026	1,3,4
October 28, 2026	2,1,4
November 25, 2026	1,3,5
December 9, 2026	2,4,5
January 27, 2027	TBD
February 24, 2027	TBD

#1 2025 DEBORAH COON-PETERSEN

#2 2025 KIM WILLIS

#3 2025 BONNIE BAARDA

#4 2025 PEGGY COOK

#5 2025 PETER FORSBERG

Please note that when both the Chair and Vice Chair are sitting the number listed first in the order will be the Chair for the Hearing.

**** Last Revised on December 19th, 2025**

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

COMMITTEE OF ADJUSTMENT MINUTES

November 26, 2025, 7:00p.m.

Present Members:

Deborah Coon-Petersen (Chair)
Peter Forsberg
Bonnie Baarda

Staff:

Robin Shugan, Senior Planner
Susan Smyth, Manager, Community Planning and Design
Jeni Fisher, Acting Secretary-Treasurer

Public:

Darren Draastra (Agent)
Gerald Schuller
Tracy Schuller
Nathan Hutten (Agent)
Timothy Hutten
Michael Sullivan (LandPro Planning Solutions)

1. CHAIR

The meeting was called into Order 7:00pm.

2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST

There were no disclosures of pecuniary interests and/or conflicts of interest.

3. REQUEST FOR WITHDRAWAL AND/OR ADJOURNMENT

There were no requests for withdrawal or adjournment at this time.

4. APPLICATION(S)

a) A14/2025WL – 6250 Silver Street (Regional Road 65) – 1992726 Ontario Ltd (Timothy Hutten, Agent – Nathan Hutten)

Susan Smyth, Manager of Community Planning and Design, provided an overview of the application.

Michael Sullivan, LandPro Planning Solutions, did not present the powerpoint provided to staff as he stated Planning staff covered all the points he was going to present.

Agent, Nathan Hutten, took an oath and stated he was the agent for this application and was available to answer any questions from the Committee.

There were no comments or questions from the Chair or sitting Committee members.

Chair Coon-Petersen noted it is time for a motion to vote.

Member Forsberg made a motion to approve the application.

Member Baarda seconded the motion.

All in favour.

Carried.

Acting Secretary-Treasurer Jeni Fisher noted the last day for filing an appeal for a Minor Variance is 20 days from the Hearing Date.

b) A15/2025WL – 9547 North Chippawa Road – Cody and Chantel Poliquin (Agent – Cody Van Soelen)

Senior Planner, Robin Shugan, provided an overview of the application.

There were no comments from the Chair or sitting Committee members.

Chair Coon-Petersen noted it is time for a motion to vote.

Member Baarda made a motion to approve the application.

Member Forsberg seconded the motion.

All in favour.

Carried.

Acting Secretary-Treasurer Jeni Fisher noted the last day for filing an appeal for a Minor Variance is 20 days from the Hearing Date.

c) A16/2025WL – 5288 Sixteen Road - Schuller Farms Ltd (Gerald and Tracy Schuller, Agent – Darren Draaiistra)

Senior Planner, Robin Shugan, provided an overview of the application.

Agent, Darran Draaistra, took an oath and advised he was present and available to answer any questions the committee may have.

Member Baarda and Member Forsberg both advised that the additional 911 number numbering (5264) confused them and asked why they chose to proceed with the 5288 Sixteen Road address.

The agent advised that the property is municipally addressed 5288 Sixteen Road and the additional 911 numbering (5264) if for a separate house on the same property.

Chair Coon-Petersen noted it is time for a motion to vote.

Member Forsberg made a motion to approve the application.

Member Baarda seconded the motion.

All in favour.

Carried.

Acting Secretary-Treasurer Jeni Fisher noted the last day for filing an appeal for a Minor Variance is 20 days from the Hearing Date.

5. MINUTES FOR APPROVAL

- May 28th, 2025
- July 30th, 2025
- September 24th, 2025

All minutes were motioned to be approved by Member Baarda, the motion to approve all minutes was seconded by Member Forsberg.

6. NEW BUSINESS

There is no new business at this time.

7. ADJOURNMENT

Motion to Adjourn was made by Member Forsberg. Member Baarda seconded the motion.

That, this Committee does now adjourn at the hour of 7:25 pm.

DEBORAH COON-PETERSEN
CHAIR

JENI FISHER,
ACTING SECRETARY-TREASURER

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

COMMITTEE OF ADJUSTMENT MINUTES

December 9, 2025, 6:59p.m.

Present Members:

Kim Willis (Chair)
Peter Forsberg
Peggy Cook

Staff:

Robin Shugan, Senior Planner
Susan Smyth, Manager, Community Planning and Design
Jeni Fisher, Acting Secretary-Treasurer

Public:

Wayne Dutton
Deborah Feenstra
Cornelis Feenstra

1. CHAIR

The meeting was called into Order 7:00pm.

2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST

There were no disclosures of pecuniary interests and/or conflicts of interest.

3. REQUEST FOR WITHDRAWAL AND/OR ADJOURNMENT

There were no requests for withdrawal or adjournment at this time.

4. APPLICATION(S)

a) A18/2025WL – 6680 Elcho Road– Deborah and Cornelis Feenstra

Senior Planner, Robin Shugan, provided an overview of the application.

There were no comments from the Chair or sitting Committee members.

Chair Willis noted it is time for a motion to vote.

Member Cook made a motion to approve the application.

Member Forsberg seconded the motion.

All in favour.
Carried.

Acting Secretary-Treasurer Jeni Fisher noted the last day for filing an appeal for a Minor Variance is 20 days from the Hearing Date.

b) A19/2025WL – 8427 Concession 5 Road – Maria and Wayne Dutton

Susan Smyth, Manager of Community Planning and Design, provided an overview of the application.

There were no comments from the Chair or sitting Committee members.

Chair Willis noted it is time for a motion to vote.

Member Forberg made a motion to approve the application.

Member Cook seconded the motion.

All in favour.
Carried.

Acting Secretary-Treasurer Jeni Fisher noted the last day for filing an appeal for a Minor Variance is 20 days from the Hearing Date.

5. MINUTES FOR APPROVAL

- April 30, 2025
- June 25, 2025
- August 27, 2025

All minutes were motioned to be approved by Member Forsberg, the motion to approve all minutes was seconded by Member Cook.

6. NEW BUSINESS

There is no new business at this time.

7. ADJOURNMENT

Motion to Adjourn was made by Member Forsberg. Member Cook seconded the motion.

That, this Committee does now adjourn at the hour of 7:15 pm.

KIM WILLIS
CHAIR

JENI FISHER,
ACTING SECRETARY-TREASURER